

Selectboard Meeting Minutes

March 09, 2026

Present: Pat Harvey, Mike Teetsel, Mary Fratini

Guests Present: Julie Smith, Kristen LaPell, Orca Media, Nancy Woolley, John Champion, Terry Severy & Kathryn Schenkman

Guests Present on Microsoft Teams: Orca, Martha Slater, Troy LaPell,

Pat called the meeting to order at 5:00 pm

Pat confirmed the meeting met the Vermont Open Meeting Law.

Additions to the Agenda:

Discussion for RSUD Lease Hearing

Prior Meeting Minutes:

- Pat moved to approve the February 23 VCDP Hearing minutes. Mike seconded. Minutes were approved
- Pat moved to approve the February 23, 2026, Pre-Town Meeting minutes. Mike seconded. All in favor. So, approved.
- Pat moved to approve February 23, 2026, Selectboard Meeting minutes. Mike seconded. All in favor. So, approved.
- Pat moved to approve February 27, 2026, Special Selectboard Meeting minutes. Mike seconded. All in favor. So, approved.

Departmental Reports:

Highway Updates: John shared with the board that they are currently dealing with frozen culverts and a frozen sewer line.

Utilities Updates: Terry reported there was an issue with the stormwater system installed above the town sewer line at the Town Garage. Upon inspection with a camera, they found that the culvert installed for the project had been placed on top of the sewer line, causing a slump which contributed to the frozen septic line. He noted this will be something that will have to be monitored during the winter months.

Terry also reported he had signed a three-year contract with Dubois & King to continue the annual spring walk-through inspections. They expect to begin next month.

Grant Updates: Pat mentioned a CDS Grant through the office of Congresswoman Becca Ballant. Kathryn explained that the turnaround time was too short to pursue that grant this year, so they are seeking a second CDS grant opportunity with Senator Peter Welch. She shared that

Sarah and Drew will be preparing a grant application through the Vermont Arts Council to include the HUB lobby as part of Phase 1 of the project. The maximum grant amount is \$30,000, and they would like to designate the space as the Community Art Gallery. This would complement the many art events previously held in the building. Kathryn noted they are continuing to seek larger grant opportunities to support components of Phase 1 project.

VHI Updates: Kathryn asked whether the town would be receiving user fees from RSUD, noting they have been in the building since September. She explained that the license agreement with RSUD differs from the lease agreement. Mike said he will reach out to the school to discuss this matter.

Selectboard Updates: Pat reported that discussions are ongoing regarding whether the company installing the communications tower would need to apply for a subdivision permit. There is currently no clear determination, and the matter is still being reviewed with the town attorney and the Planning Board.

Pat also shared after checking in with Two Rivers Ottauquechee Regional Commission and VTrans, the sidewalk replacement project for Brook Street to the Parsonage is still scheduled for 2026. She noted that final engineering has not been submitted for the work at the bottom of Bethel Mountain Road. Pat will contact Rita at Two Rivers to see if updated plans are available.

Mike provided an update on the MERP Grant, stating the town is working with Two Rivers to develop a more detailed scope of work in preparation for putting the project out to bid. The project continues to move forward.

Adopt the Local Hazard Mitigation Plan (LHMP): Pat explained that the plan was developed collaboratively with Town Rivers and went through several rounds of edits with the state. The final version has now been received.

Pat moved to adopt the Local Hazard Mitigation Plan. Mike seconded the motion. All in favor. So, approved.

Approval of the Northstar Rubbish Removal Contract for July 2026-June 2027: Pat shared that the contract had been updated to include the amendment approved from the floor at Town Meeting.

Pat moved to approve the contract amount of \$22,559. Mike seconded. All in favor. So, approved.

Consideration and possible approval of promissory note to Mascoma Bank in the amount of \$157,000 for the purchase of a highway truck. Pat moved to approve the Town of Rochester's promissory note to Mascoma Bank, dated March 9, 2026, in the principal amount of \$157,000, and to authorize the Selectboard members and Treasurer to execute the promissory note and associated documents on behalf of the Town. Mike seconded. All in favor. So, approved.

January Treasurers Report: Pat said the numbers all appear to be consistent with the month's transactions. Pat moved to approve the January Treasurer's Report. Mike seconded the motion. All in favor. So, approved.

Suggestion for the Town Meeting to move to Saturday at 2pm: The town office has received several inquiries about changing Town Meeting from Monday evening to daytime hours. The board suggested that anyone interested in pursuing the change should submit a petition, as it must be voted on at Town Meeting.

Sign Request for Reimbursement-USDA Hayens Property: Pat shared information about a USDA grant for a property south on Route 100 that is at risk due to stormwater runoff eroding the sand bank supporting the home's foundation.

The grant, obtained through the River Corridor program, will be used to stabilize the bank and prevent the home from entering the river. The project is currently in the engineering and planning phase.

There is currently an invoice from Sanborn Head submitted for reimbursement. The project may go out to bid later this year. Kristen noted this grant is a pass-through grant, and reimbursements are made upon receipt of invoices.

Appointments for Town Positions: Pat moved to approve all currently seated appointments except three. Mike seconded.

The newly appointed positions will be posted on the Town Office bulletin board.

New appointments include:

- Wendy Stender, replacing Carrie McDonnell on the Recreation Committee
- Chad Richardson, replacing Larry Plesent as Emergency Management Director and Regional Emergency Management Coordinator.

Pat moved to adjourn the meeting

Meeting adjourned at 5:46 pm

Respectfully submitted,
Julie Smith

**Town of Rochester
Elected Officials**

<u>Position</u>	<u>Name</u>	<u>Term Expires</u>
Moderator	Dan McKinley	2027
Selectboard:	Pat Harvey, Chair	2027
	Mike Teetsel	2028
	Mary Fratini	2029
Town Clerk	Julie Smith	2028
Town Treasurer	Julie Smith	2028
Listers:	Jessica Arsenault	2027
	Caroline Meagher	2028
	Louis Donnet	2029
Collector of Delinquent Taxes	Kristen LaPell	2027
Library Trustees:	Barbara Shenton	2027
	Lauren Scogin	2029
	Melody Balzcon	2028
	Natalie Cassidy	2030
	Vincent Martinez	2031
Trustees of Public Funds:	Barbara DeHart	2027
	Linda Crosby	2028
	Greg White	2029
Cemetery Commissioners:	Michele Schnabel	2027
	Thomas Paquette	2028
	Nancy Woolley	2029
	Ray Harvey	2030
	Joe Schenkman	2031
Justices of the Peace:	Kevin Dougherty	Feb. 1, 2027
	Brenda Goupee	Feb. 1, 2027
	Michael Harvey	Feb. 1, 2027
	Annette West	Feb. 1, 2027
	Amy Braun	Feb. 1, 2027
Board of Civil Authority:	Town Clerk	Term Expiration
	Selectboard	Term Expiration
	Justices of the Peace	Term Expiration
Windsor-Rutland Rep.	Kirk White	2026
Addison County Senators Representing Rochester	Steven Heffernan	2026
	Ruth Hardy	2026

Appointments

Asst. Town Clerk/Treasurer	Kristen LaPell	
Selectboard Clerk	Julie Smith	
Road Commissioner	Selectboard Members	2027
Road Department:	John Champion, Foreman	
	Dana Spalding	
	Ted Smith	
Water Commissioners	Selectboard Members	2027
Sewer Commissioners	Selectboard Members	2027

Appointments (continued)

<u>Position</u>	<u>Name</u>	<u>Term Expires</u>
Sewer Plant Operator	Terry Severy	2027
Sewer Plant Operator Assistant	<i>vacant</i>	2027
Water Plant Operator	Terry Severy	2027
Water Plant Operator Assistant	<i>vacant</i>	2027
On-Site Wastewater Officer	Kristen LaPell	2027
On-Site Wastewater Officer	Selectboard Members	2027
Planning Board & Board of Adjustment	Dan McKinley	2027
	Sandy Haas	2028
	Julie Martin	2028
	Christine Meagher	2029
	Greg White	2029
	David Curtis	2030
	Mary Fratini	2030
	Patricia Harvey	ex officio
Zoning Administrator	Patricia Harvey	2027
Fire Chief (elected by Fire Dept)	Terry Severy	12/31/2026
1 st Asst. Chief (elected by Fire Dept)	Raymond Harvey	12/31/2026
2 nd Asst. Chief (elected by Fire Dept)	Troy LaPell	12/31/2026
Fire Warden	Raymond Harvey	6/30/2027
Health Officer	John White	11/30/2027
Emergency Management Director	Chad Richardson	2027
Emergency Management Alternate	Mickaela Richardson	2027
Regional Emerg. Mgt Coord.	Chad Richardson	2027
Regional Emerg. Mgt Coord. 2nd	Terry Severy	2027
WRVA Representative	Kristen LaPell	2027
WRVA Alternate	Katelyn Bowen	2027
Tree Warden	Selectboard	2027
Law Enforcement	Windsor County Sheriff's Dept.	Contract
Constable	Dillon Dudley	2027
2 nd Constable	Dave Harvey	2027
TRORC Transportation/Plan. Rep.	Pat Harvey	2027
TRORC Transportation Adv. Com.	Doon Hinderyckx	2027
TRORC Energy Representative	Jeff Gephart	2027
TRORC Energy Representative Alternate	Mike Teetsel	2027
Energy Coordinator	Jeff Gephart	2027
White River Alliance-Royalton Advisory	Troy LaPell	2027
Recycling Coordinator	Julie Smith	2027
Park Committee	Selectboard	2027
Recreation Committee:	Norm Christiansen Dean Mendell	2027
	Wendy Stender Joe Schenkman	
	Martha Slater	
Animal Control Officer/Humane Officer	Jeff Brown & Carol Twitchell	2027
Tri-Valley Transit	Timothy Crowley	2027
E-911 Maintenance	Angus McCusker	2027

Appointments (continued)

<u>Position</u>	<u>Name</u>	<u>Term Expires</u>
Budget & Finance Committee	Lois Bond	Barb Dehart
	Greg White	Nancy Woolley
	Selectboard Members	Julie Smith
	Kristen LaPell	
Website Administrator	Norm Christiansen	
Capital Planning Committee	Greg White	Barb Dehart
	Nancy Woolley	Lois Bond
	Julie Smith	Kristen LaPell
	Selectboard Members	
Green-Up Day Coordinator	Nick Piccicuto	2027
Librarian	Maya Newroot	
Assistant Librarian	Jeannette Bair	
Auditors	Mudgett, Jennett & Krogh-Wisner	
Official Newspaper	The Herald of Randolph	
Videography - Meetings	Orca Media	2027

Dates to Remember

Selectboard Meeting	2nd & 4th Monday of the month at Town Office Other meetings at the Town Office as warned.	5:00 PM
Planning Commission	1st Tuesday of the month at Town Office	6:30 PM
Trustees of Public Funds	Meetings when needed – will be posted	
ValleyEnergy/ClimateAction	2 nd Thursday of the month	
Dog Licenses (State Mandated)	On or before April 1: Male & Female: \$11 neutered or spayed; \$15 unneutered After April 1: Male & Female: \$16 neutered or spayed; \$20 unneutered (includes \$5 *late fee) *After April 1 there is a \$5.00 fine for unlicensed dogs. NO Exceptions A leash and fouling law are in effect for the entire Town, not just the village. <i>See Ordinance at Town Office.</i>	
Property Taxes	1/4 due on/before Monday, August 17, 2026 ; 1/4 due on/before Monday, November 16, 2026 ; 1/4 due on/before Tuesday, February 16, 2027 ; 1/4 due on/before Monday, May 17, 2027. Payments are due by 5pm . Interest at rate of 1% per month for 3 months, and 1 ½% per month thereafter added. 8% collection fee added after 5:00pm Friday, May 15, 2027. Postmarks not accepted	
Water & Sewer User Fees	¼ due January 31 ; ¼ due April 30 ; ¼ due July 31 ; ¼ due October 30 . Due no later than the above dates. Interest rate of 1% per month for 3 months and 1 ½% per month thereafter added for delinquent water/sewer fees.	
Recycling & Trash	Each Saturday of the month at Town Office parking lot – 8:00am – 11:00am	

Winter Parking Ordinance: No person shall park a motor vehicle on any street or in any public parking area within the Town of Rochester between the hours of 12:00am & 6:00am from November 1 to April 1 inclusive. Ordinance also applies to the west side of Park on Main Street, VT State Highway Route 100.