

**Town of Royalton**  
**Selectboard Meeting Minutes DRAFT**  
**2/13/2024 6:30 PM**  
**Virtual / In-person Meeting**

**Royalton Selectboard:** Chris Noble, John Dumville, Stuart Levasseur, Jerry Barcelow

**Town Staff & Committee Members:** Victoria Paquin (Town Administrator), Demi Boles (Highway Foreman), John Leighton (Transfer Station Manager), Karmen Bascom (Town Clerk), Rita Hull (Treasurer), Brad Salzman (EMD)

**Public:** Lee Ann Lyman, Gidget Lyman, Macie Robinson, Jo Levasseur

**Approve the Agenda:** The agenda was approved by consensus with a note for a need to enter executive session for contract discussion. John Dumville noted that the Royalton Fire District #1 would like some modifications to the land lease and asked an additional selectboard member to attend a site visit on Sunday afternoon.

**Public Comment:** Gidget Lyman spoke to the board regarding a concern of her road frontage property being reduced due to grading activities. Chris asked if he and the foreman could meet her at the site to review.

Lee Ann spoke about the maintenance schedule on Johnson Hill Road. There have been a few days where she was unable to get to work due to the road condition. Changes to the plowing schedule were discussed. Chris acknowledged that there seems to be an issue and the board will need to look into it.

Stuart asked about the signage on Acton Place. He noticed that there is not a dead end / no outlet sign there and wondered if one should be placed. Demi has some signs available and could place a sign in the spring.

**Highway Department:** Chris reviewed and approved overweight permits.

Stuart will coordinate with Vtrans on the Bridge #30 (Foxstand) bridge project. The board agreed that the bridge could be closed for one day in March for inspection.

Victoria requested to seek an engineering firm to develop the RFP for the North Road paving project. The board agreed to solicit quotes from three engineering firms for this work to make a selection in March.

Demi presented three quotes for a new 10-wheel dump truck. Demi would like to purchase the vehicle from Lucky's (Peterbuilt). Our current vehicles are being serviced by Lucky;s and it is much more convenient to have the service location local. If a truck has to go elsewhere for service it takes two crew members roughly half a day to transport the vehicle to the shop. ***Jerry moved to purchase the Peterbuilt. Stuart seconded and the motion carried.***

**Royalton Transfer Station:** John Leighton reports that the transfer station is due for recertification. He requested to hire a consultant that was recommended to him to assist with completion of the recertification at a cost of \$3,500. *John Dumville moved to approve Leighton to hire the consultant. Jerry seconded and the motion carried.*

**Planning Commission:** *John moved to appoint Becky Foulk to the planning commission. Jerry seconded and the motion carried.*

**Town Meeting Day:** The board agreed by consensus to hire someone to provide a sound system for town meeting day if needed.

**Town Administrator:** Victoria reports that the legislature is considering a bill that would require meetings to be held in hybrid format. VLCT is asking towns to provide input on the matter.

The laptop that is in the conference room to be used for zoom meetings has reached the end of its useful life. There was some discussion regarding system needs if the hybrid meeting legislation is passed. Victoria thinks that for now, a new laptop will suffice and that if an upgrade is needed later the laptop can be utilized elsewhere. Victoria expects the cost to be around \$800. John moved to approve the purchase of a laptop for the conference room. Stuart seconded and the motion carried.

**Liquor Licenses:** *John moved to approve the liquor licenses for Worthy Burger, Crossroads, and the South Royalton Coop. Jerry seconded, and the motion carried.*

**Approval of Warrants:** The warrants were reviewed and approved as presented.

**Approval of Minutes:** *John moved to approve the minutes of the last meeting. Stuart seconded and the motion carried.*

**Other/Old Business:** Chris and Stuart will meet to review the personnel policy and draft changes for the board to review.

*Jerry moved to enter executive session at 7:26 PM to discuss a contract. John seconded and the motion carried. Victoria and Demi were invited to stay.*

Executive session concluded at 7:34 PM. *Jerry moved to authorize the chair to negotiate up to \$10,000 to settle an invoice. John seconded and the motion carried.*

*Jerry moved to adjourn at 7:36 PM. John seconded and the motion carried.*

Respectfully submitted,

Victoria Paquin  
Royalton Town Administrator