

**Town of Royalton**  
**Selectboard Meeting Minutes DRAFT**  
**3/14/2023 6:30 PM**  
**Virtual / In-person Meeting**

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

**Town Staff & Committee Members:** Victoria Paquin (Town Administrator), Loretta Stalnaker (Police Chief), Peter Anderson (Planning Commission)

**Public:** Jo Levasseur, Lt. Hugh O'Donnell (Vermont State Police), Susan Knapp, residents of or near to Moses Ln., Hoyt Bingham, Daisey Darling-Salls,

Meeting called to order @ 6:30 PM

**Approve the Agenda:** The agenda was approved by consent with the addition of review of alcohol permits and an update from the Chief of Police.

**Public Comments:** The meeting began with discussion of an ongoing issue regarding residents of Moses Ln which resulted in a significant disturbance over the weekend. Residents expressed concerns about drug use, traffic, loud arguing, and an altercation involving firearms. Lt. O'Donnell from Vermont State Police described the ability of the department to respond to calls across their coverage area with limited resources. He encouraged any residents with questions about coverage, concerns about activity, or complaints about any VSP staff to contact the Royalton State Police barracks and speak with him directly. Royalton Police Chief Loretta Stalnaker explained that due process must be followed, and that often these types of cases take a significant amount of time to resolve. All agreed that the safety of residents was a top priority and that we are working towards finding a resolution as quickly as possible.

Susan Knapp described the little free library network and requested permission to have one designed and constructed for placement on the town green. Discussion was had regarding the existing library structures as well as who would be responsible for caring for the structure in the long term. Daisey offered space for bookshelves in the hallway of the deli. The board requested that Susan provide additional details on what the structure would look like and who would be responsible for care and maintenance.

**Elect Officers:**

**Chair:** Jerry nominated Chris Noble as chair. John seconded and the motion carried.

**Vice Chair:** John nominated Jerry Barcelow as Vice Chair. Tim seconded and the motion carried.

**Clerk:** Tim nominated Stuart Levasseur as clerk. Jerry seconded and the motion carried.

**Determine Liaison Assignments:** Tim Murphy will continue to manage the highway dept and act as health officer.

Chris will continue to manage the Police Dept and will assume Human Resource duties.

Jerry will continue to review warrants and act as liaison to the Royalton Fire District #1

John will continue to oversee buildings & grounds and will act as liaison to the Library.

Stuart will take over managing the Transfer Station.

Stuart asked whether there was someone in charge of communication. Notes that we have heard that people feel uninformed. Suggests the possibility of a blog or placing the minutes more prominently on the website. It was acknowledged that this is something we should be aware of and discuss further – noted limitations of time and need to ensure one board member is not speaking / acting along on behalf of the board.

**Selectboard Meeting Rules of Procedure:** John moved to readopt the Selectboard Meeting Rules of Procedure. Jerry seconded and the motion carried. Peter Anderson inquires as to whether the meeting rules prevent speaking about an individual who was not present, noting that at a previous meeting he has been asked to cease speaking about an individual. Chris Noble offers that we will get back to Peter with additional information.

**Highway Matters:**

**Mud Season Posting** – The board agreed by consensus that the roads should be posted for mud season. There was discussion regarding posting Pepperrell Rd. for a longer period of time. It was noted that extended posting requires a different procedure. We will revisit this discussion at a later date.

**Vtrans Annual Submittals** – Jerry moved to approve the certification of compliance with road standards. John seconded and the motion carried.

Tim has driven with VTrans and they determined that North Rd. was appropriate for submittal for grant dollars for repaving. Victoria will submit the pavement marking notice with this in mind. It was discussed that the pavement marking around town should be put out to bid this year rather than the highway department completing.

Jerry moved to certify that the town raises at least \$300 per road mile by taxes as required by the annual financial report to VTrans. John seconded and the motion carried.

**ECI – 4,000 yds gravel** – ECI has requested 4,000 yds of sandy gravel sampled from behind the town office building to support the Vesper Rd RR underpass project. There was some discussion about what specific material was sampled and the requirements of our act 250 permit. Victoria will obtain clarification on the material for the next meeting.

**ECI – Bridge 31** – ECI has sent an updated estimate for the steel repair on Bridge 31. They have again suggested that the replacement of the worn decking could be eliminated to reduce costs. Tim moved to accept the price for repairs to the steel and maintain the decking as part of the contract. Jerry seconded and the motion carried.

**No Parking Zone Elimination** – Marcos Miller with Vtrans has sent a request for the town to agree with the removal of a no parking zone on Route 14 near Village Pizza. The zone was installed in the 70's but due to changes in businesses is now thought to be obsolete. Jerry moved to approve the request. John seconded and the motion carried.

**Act 250 Gravel Extraction Permit** – The town's permit to extract sand and gravel from the town office property will expire next year. We need to look into the steps to renew the permit.

**Overweight Permits** – Overweight permits were reviewed and signed.

**Town Meeting Follow Up**

The board discussed the need to have better communication with the town. It was suggested that we consider developing a committee or holding a series of listening / information sessions regarding governmental structure. There was some discussion regarding the FY24 budget. The budget carried as presented. An inquiry was made as to whether the board could lower the amount raised by taxes, as the town manager salary would not be spent. Victoria will gather additional information. Jerry noted that the board needs to recognize that additional meetings are likely needed to accomplish the tasks / goals ahead.

**Approval of Minutes 2/14 & 2/28** – Jerry moved to approve the minutes of 2/14 as presented. John seconded and the motion carried. John moved to approve the minutes of 2/28. Tim seconded and the motion carried.

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

**Liquor Licenses** – John moved to approve the liquor and tobacco licenses for RB's Deli and the Coop as presented. Jerry seconded and the motion carried.

**Other Business** – Tim reports that the state is coming to look at the septic system of a property he has been working with as the health officer.

Jerry reports that the rescue squad would like to have an MOU in place in order to proceed with their building project. A draft of the agreement will be available ahead of the next meeting.

It was noted that an executive session was needed at the next meeting for personnel discussion.

Adjourned 8:20 PM  
Respectfully Submitted,  
Victoria Paquin  
Royalton Town Administrator