Waterford Selectboard Regular Meeting Minutes

Monday, September 14, 2026 @ 6:00pm

Davies Library

In Attendance: Wade Cochran, Shawn Hallisey, Kathy Hodgdon, Ron Gray, and Tim Yarrow via phone call. Attendance list attached.

Vice Chair Ron Gray called the meeting to order at 6:00pm.

Modifications to Agenda

- Move the agenda item Gravel Sample Update to occur after the Hazard Mitigation Plan.

Approval of Meeting Minutes

- Shawn Hallisey moved to approve the minutes as amended of the August 31, 2026 Working Meeting. Kathy Hodgdon seconded the motion. Motion passed 5-0.

Hazard Mitigation Plan

- NVDA Representative Fred Saar gave a brief update about what he's been working on. He connected with Howard Remick, Chair of the Planning Commission (PC), to discuss the Town Plan. The Town Plan update had been stalled due to difficulties with NVDA. The PC is now connected with a good planner at NVDA, so progress should become easier.
- Fred reported that it will cost $8,600 to update the HMP. The NVDA can provide $4,300 of funding towards this expense. Fred recommended they accept the offer. He warned that the Board should take action as soon as possible because the NVDA could choose to give the funding to other towns seeking help.
- Shawn Hallisey moved to approve the expenditure of $4,300 to update the HMP, subject to Selectboard approval of the contract. Kathy Hodgdon seconded the motion. Motion passed 5-0.
- A contract with more details will be generated and presented to the Selectboard for approval.

Gravel Sample Update

- Ron Gray gave a summary of the results of the gravel sample. All of the spec requirements from the crushing contract were met. The gravel meets the Town's standards.
- Ron discussed a few specific specs as he responded to questions from Board Members and citizens.

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VOSHA Consultant – Garage

- Integrity Safety Consulting Services, LLC submitted a bid to work as the VOSHA Consultant for the Town. Kathy Hodgdon read the contract aloud. The Board discussed details laid out in the contract and heard comments from citizens.
- Kathy Hodgdon moved to accept the contract from Integrity Safety Consulting Services, LLC. Shawn Hallisey seconded the motion. Motion passed 5-0. Chair Tim Yarrow gave permission for Ron Gray to sign the contract as the Acting Chair during Tim's absence.

Fuel Bids

- Freds Energy advised against accepting a contract at the current price of fuel which is in excess of $6 per gallon.
- The Board discussed the possibility of buying fuel from a coop. They will revisit the topic in a future meeting.

Cemetery Deed

- Kathy Hodgdon read aloud some details of the Cemetery Deed for June Moore to buy a lot in Riverside Cemetery.
- Shawn Hallisey moved to approve the Cemetery Deed for June Moore. Wade Cochran seconded the motion. Motion passed 5-0. All Board Members signed the deed.

Driveway Permit -David Patoine

- The Board examined the Driveway Permit for David Patoine.
- Dave Morrison asked how Driveway Permits are being inspected without a Road Foreman. Road Commissioner Ron Gray confirmed he is authorized and able to conduct the appropriate inspections.
- Tim Yarrow moved to approve the Driveway Permit for David Patoine. Kathy Hodgdon seconded the motion. Motion passed 5-0. All Board members signed the permit.
- Chair Tim Yarrow authorized Ron Gray to sign for him on both the Cemetery Deed and the Driveway Permit.

Green Burial Update

- The Planning Commission asked to move the Green Burial Update to the following Selectboard Meeting. The Board agreed.

Town Garage Update

- Tim Yarrow shared information he recently learned from Roy Ward concerning the opportunity to build the Town Garage on the Fire Dept site versus building on the original Highway Dept site. Roy does not recommend building on the Fire Dept site and doesn't believe there would be a benefit for the Town.
- Tim went on to explain that Fire Chief Colin Fucci expected for one shared wall to be the only connection between the Fire Dept and the Highway Dept. Colin does not like the idea of sharing facilities like bathrooms, offices, kitchen, etc.

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- The Board discussed the pros and cons of both options. They heard comments from citizens. The Board agreed that pursuing the Fire Dept opportunity would delay their progress and may not allow them to meet essential deadlines.
- Shawn Hallisey moved to proceed in the design phase for building a new Town Garage on the original site. The Board agreed they had already voted to approve this action in a past meeting. Shawn revoked his motion.
- The Board agreed to ask Roy to conduct the evaluation as originally planned. Shawn volunteered to call Roy to discuss their decision.

Nate Sicard Survey Update

- Ron Gray explained that Nate Sicard confirmed he plans to conduct the survey while he's in Waterford working on Daniels Farm Rd. Ron volunteered to inform Nate that they no longer need him to survey the Fire Dept site.
- Ron was requested to survey some sections of Shadow Lake Rd that were damaged in the 2024 flood. FEMA wouldn't participate at the time because the problem area is outside the Town's right of way. Ron noticed the bank has failed and is now within the Town's right of way. He offered to conduct the survey if someone is able to assist him.
- The Board heard and answered questions from citizens who were nervous about the empty Road Foreman position. The Board announced they plan to discuss the applications received for both Highway Dept positions during tonight's Executive Session.

Approval of Road Foreman Job Description

- The Board reviewed the Road Foreman Job Description. They shared their opinions of what should and should not be included in the job description. They responded to comments and questions from citizens. They agreed to make some changes to the job description.
- Kathy Hodgdon moved to approve the Road Foreman Job Description as amended. Wade Cochran seconded the motion. Motion passed 5-0.

Approval of Road Crew Job Description

- The Board read through the Road Crew Job Descriptions and discussed what changes need to be made.
- Wade Cochran moved to approve the Road Crew Job Description as amended. Kathy Hodgdon seconded the motion. Motion passed 5-0.

Road Crew: Shawn Gilbert Grader Training; Road Crew Applicants (See: Executive Session)

- Sean Gilbert has been signed up for a course about grader training. He agreed to complete the training.
- Kathy Hodgdon moved to approve grader training for Sean Gilbert. Tim Yarrow seconded the motion. Motion passed 5-0.

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2027 Budget Process

- It is nearing the time for the Fire Dept, Town Office, and Highway Dept to begin making their 2027 budget. Town Treasurer Heather Gonyaw will be assisting all three departments.
- Tim Yarrow volunteered to attend Fire Dept budget meetings to observe and learn about the process.
- Ron Gray volunteered to assist with the Town Office and Fire Department budgets.
- Kathy Hodgdon agreed to Heather's request for assistance.

Citizens' Concerns

- Dave Morrison was concerned that the motion concerning the HMP was not conducted according to the proper procedure. The Board shared their perspective of how the motion was made in accordance with procedures.
- Sukey Watson read aloud a letter of appreciation she wrote to thank the Selectboard and the Town Office for their hard work.
- Kevin Gillander asked for an update about the issue with his gravel pit. Ron Gray explained that the topic is planned to be discussed in the Executive Session at the end of the meeting. Tim Yarrow confirmed that they will evaluate their position and negotiate as appropriate when the time comes.
- Ron Gray shared that he has been getting assistance from Danville's Town Administrator Keith Gadapee who was previously Danville's Road Foreman. Keith is helping Ron finalize a grant to fund road work. Ron is currently working on finding a company that can complete the work before the Sept 30th deadline.
- Howard Remick started today as a temporary part-time Road Crew employee.
- The Board discussed what process should be followed to conduct applicant interviews and considered who should assist them during the interviews. No action was taken. They planned to discuss what questions should be asked during tonight's Executive Session.

Agenda Items for Next Meeting

- Green Burial Update
- Fuel Bids
- VOSHA Update

Executive Session 1 V.S.A. § 313(a)(1)&(3)- Employee Matter-Road Crew Applicants, (Discussion/Possible Action); Gillander Gravel Pit Contract (Discussion/Possible Action)

- Tim Yarrow moved for the Board to find that openly discussing the Gillander Gravel Pit Contract would put the town at a substantial disadvantage. Wade Cochran seconded the motion. Motion passed 5-0.
- Kathy Hodgdon moved to enter Executive Session for V.S.A. § 313(a)(1)&(3)- Employee and contractual matters. Tim Yarrow seconded the motion. Motion passed 5-0. The group entered Executive Session at 8:09pm.
- The group exited Executive Session at 9:24 pm.

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- Interviews for Road Foreman and Road Crew will begin at 5:00 on Monday 9/21. Wade Cochran will set up interview times with them.
- Tim Yarrow will consult with the Town Attorney regarding Gillander and respond appropriately.

Adjourn

- Shawn Hallisey moved to adjourn the meeting. Kathy Hodgdon seconded the motion. Motion passed 5-0. The meeting was adjourned at 9:25 pm.

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Selectboard Meeting September 14, 2026

Sign In Sheet

Name	Signature
KEVIN C GILLANDER	
FRED SAHR	
David E. Morrison	David E. Morrison
Sukey Watson	Sukey Watson
Taran Gillander	
ROBIN Mugler	
guy Lewis	285 Lawson Rd