Select Board Members
____Liz Scharf, Chair
___ Zara Vincent, Vice Chair
___ Stacey Skadberg
___ Larry Rooney
___ Paul Cerminara

Middlesex Select Board Meeting

5:00 PM
Tuesday December 2, 2025
Middlesex Town Hall and via Zoom*
5 Church Street
Middlesex, Vermont 05602
(802) 223-5915
Agenda

5:00PM
Call to order and welcome guests. Approving the minutes of November 18, Regular Select Board Meeting. Approving Agenda for Tuesday December 2, 2025 and considering any amendments to the agenda. Action Likely.

5:05: Kari Bradley, Town Administrator and Road Commissioner for the Town of Calais to provide an overview of his experiences regarding the duties and responsibilities of a Town Administrator; The Town will consider adding a Town Administrator position in the FY27 (July 1 2026-June 30,2027) budget voted at town meeting March 2026. No Action.

5:30: Highway report and FEMA roadwork update from Eric Metivier and Zara Vincent. Update on FEMA payments from Zara; update on RFP (Requests for Proposals) process for future culvert projects including Old Brook Road and Daniels Farm Road. Update from Liz Scharf on Agency of Natural Resources' Notice of Alleged Violation dated 11/17/25 and received by the Town 11/20/2025 regarding six box culvert installations and timeline for directives pertaining to corrective actions. Action possible

5:55 Review of Dental plans and considering changes to Health Insurance HSA contributions from the town to Employee HSAs. Presentation by Dorinda Crowell and Brenda Edelschick, Action possible

6:15 Review Budgets from Highway Department and Fire Department. No Action

6:30 Rubin Bennett from RB Technologies to attend meeting to inform the town of IT needs including moving to Microsoft Office 365 from Rackspace and follow up work associated with that process. Action possible

6:50 Considering request from WCUUSD to have Town distribute ballots via USPS for the WCUUSD Annual Meeting. All towns must distribute ballots in the same way to ensure vote is fair and equitable. Action Likely.

7:15 Adjournment

OTHER BUSINESS

- Orders
- Correspondence-
- Considering increasing Assistant Town Clerk/Bookkeeper's hourly wage by $1.00/hour effective 10/1/2025, action likely

ZOOM INSTRUCTIONS
To attend this meeting via Zoom, go to:
https://us02web.zoom.us/j/86303217560
Meeting ID: 863 0321 7560 One tap mobile OR 1-646-931-3860

Select Board Goals for 2025

- Revising the Town personnel policy

- Town Hall Next steps for heating system
- Future of Town Hall and municipal offices
- An ordinance to address litter/illegal dumping in the Town's right of way
- Wood Road bridge repair/grant
- Hiring a grant writer/manager
- Updating and correcting the Town's speed ordinance
- Updating Town's website
- Updating Town's purchasing policy