

Town of Burke
212 School Street
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Regular Selectboard Meeting
Burke Community Building
April 6, 2026 - 5:00 PM

Present: Joe Allard, Jerry Booth, Mark Daigle: Selectboard

Guests: Geoff Boone, Travis Courser, Rick Hackett, Matthew Krajeski, Maison Owen, Jacob Sylvester, Jonathon Sylvester, Logan Sylvester, Bree Tetreault, Diane Wells.

Keven Blais via Zoom

Linda Hackett-Corey: Town Clerk

Gail Weed: Assistant Town Clerk

Cathi Feeley: Town Treasurer

Mike Harris: Zoning Administrator

James Sullivan: Town Administrator

Valerie Desmarais: Minutes Clerk

Mark opened the meeting at 5:02 PM.

Mark asked for a motion to accept the March 2, 2026 regular selectboard meeting minutes. Jerry motioned, Joe seconded, so moved.

Reorganization of selectboard; Jerry nominated Mark to retain the chair position, Joe seconded so moved.

Mark asked for a nomination for the vice chair; Joe nominated Jerry, Mark second so moved.

Mark announced the time and place of selectboard meetings and public warning schedule and location of publicly posted meeting warnings: the town website, the West Burke Post Office, the Recycle Building, the Town Clerk's office and the Community Building. The Caledonian Record publishes the warnings as well.

Mark announced a move to authorize one or more selectboard members to review and approve orders on behalf of the entire board; Mark nominated the entire board; Joe seconded, so moved.

Mr. Blais interjected with questions about a discussion on this topic and was directed to agenda item 14 as the time and place for further discussion.

Mark noted that the meeting is being recorded; Jerry motioned to accept that the meeting is being recorded. So moved.

Matt Krajeski: came before the board to propose a townwide reappraisal; the equalization studies at 23% are triggering a reappraisal, that would be due in 2029. No action is necessary at this time; he indicated that we could reconvene and review a contract in May or June. Joe asked to clarify that the state is mandating a reappraisal every 6 years. Mark asked Matt to explain the rationalization and the CLA (common level of appraisal) Cathi added that education funding drives these processes.

Mark shared the Road Foreman's report in David Kaufman's absence:

2018 Ten-wheeler needed repair of a leaking axle seal, brake work and an emission problem last week. The emission problem is back so the truck will be going back to dealer tomorrow

2020 Ten-wheeler also needs a rear axle seal repair and the brakes checked.

The Backhoe has been repaired; Matt Goodyear was able to have the bad parts machined rather than replacing them which saved the town a lot of money and ended up below the estimate.

The crew has been busy between snow events trying to smooth out potholes. They have been spreading gravel and spot grading; as of today, they have used 2/3rds of our pile of gravel at Jakes pit.

Roadside mulching will start next week on the Mountain Road April 13th.

Sweeping will start later this week on the west side of town.

Over all the roads are in good shape - no mud this year.

Dale Hackett and Dave Frizzell have been a huge help to us while we are short handed.

Mark noted that there is correspondence from Gloria Deth re: Burke Green Road and Elaine Bandy re: mirrors for Burke Hollow Road, Brook Road and Bugbee Crossing that Dave will need to address; these will be tabled until Dave returns.

James Sullivan gave the Town Administrators report:

The VT house passed the state budget which includes the assistance that was denied by FEMA. This still must pass the senate; fiscal year 07/01/26 means if the funds become available it will be later this year.

Jim met with Logan Perron (VTRANS) for the annual assessment, document review and grant information. Jim submitted a Highway Paving Grant for Mountain Road.

The search continues for a new member of the Road Crew; there have been many applicants, but most are lacking their CLD endorsement. The position remains open until filled.

There is a mediation discussion that the board will be attending re: Rasputista Bike Race accident in 2023.

The bids for cemetery maintenance were due 04/03. Jim is recommending a deeper review of the bids as many are quite detailed.

Mike Harris presented the Zoning Administrators report: building permits and rental registrations and renewals are staying steady. There is a plan to include a note in the 2026 tax bills noting that there is a rental registrations process. Mike is planning on alerting folks that are doing rentals and have yet to complete the paperwork.

Regarding Peter Koopman and Andy Beans property, Mike will ask that they sign an agreement that they need to maintain the town property and zoning laws. Re: Baily property: the court has appointed Bryce Simons to put the property to a public auction. The Williamson property notice was returned; Mike asked Joe as the Town Health Office to draft a letter re: the safety hazards on the property.

Mike then presented information on the key components of Act 181: Vermont Act 181 is a major overhaul of the states land use laws; the primary goal is to address the state's housing shortage situation by streamlining development and increasing protections for ecologically sensitive areas.

Mike then gave an update on the progress at the town garage; all the systems are basically on task relative to the timelines; Gosselin well drilling is expected to be on-site by the end of the month. Site work is weather dependent and mid to late May is probable for completion.

There will need to be a public hearing on adoption of the sewer ordinance. The sand and salt shed will be put out to bid once the state approves of the plan. Jerry clarified if there will be any issues with the state approval. Joe asked about the funding for the water treatment; the budget is 4M; the cost of materials is an unknown at this time.

Diane Wells addressed the board on behalf of the Town Forest sub-committee: with many different groups accessing the Willy Woods, parking and access to the forest need to be considered. Sugar Maple Road is in good condition; Ms. Wells is seeking feedback about getting into the Newell parcel. Mark noted that there may

be a culvert available; Mike asked for the group to mark ingress and egress and curb cuts with some posts and flagging. Jerry wondered about accelerating the timeline for the Newark Street Bridge replacement. Mike could speak with Nate Sicard to move the engineering and scoping study; if the road and bridge get straightened and raised it would be reasonable to have that in place as part of the larger picture. Diane is waiting to hear back on grant monies; that info is due anytime now. Mike noted that the stream alteration permit is secured.

Appoint Board Members:

Developmental Review Board: Ed Guest – 3-year term

Conservation Board: Elise Lawson – 3-year term

Sub Forest Committee: Hank Butler – 3-year term

Tree Warden: Selectboard – one year term

Cemetery Sexton: Rick Hackett - One year term

Animal Control Officer: Candace Dane – One year term

Broad Band: Patricia Vanderhoop-Paiva & Brian Pilcher – One year term

Fire Warden: Wayne Greer – one year term

Jerry motioned to approve the list, Joe seconded, so moved.

Discuss TBC estimate for Burke Meeting House flagpole: \$2,998 is the proposed total. Joe motioned to approve this expense; Jerry seconded so moved.

Discuss Lefebvre Tree Works estimate to remove dangerous trees at the Town Office at a cost of \$1850. Joe motioned to approve this expense, Jerry second, so moved.

Discuss and Approve Lefebvre tree removal at Hillside Cemetery: \$2400. Jerry motioned to accept this expense, Joe second, so moved.

Cemetery Bids were opened and reviewed:

Sylvester Property Maintenance: Jake Sylvester of Brownington has been in business for 3 years. Jim explained that the calculation gets extrapolated to 28 weeks. His bid included mowing and spring and fall cleanup. \$75,600 for this season.

Maison Owen: a lifelong Burke resident. He has been mowing private residences for 8 years. His bid is \$45,000.

ABC trades: Travis Courser: spring cleanup etc., to include fertilizers. His bid is \$59,250. He has been in business for 14 years,

AKA Property maintenance, Wheelock: Nate Davis. They have 8 years of cemetery care and maintenance. \$65,000 is the bid.

J&M Yard Services: James Magnon submitted a bid for \$34,000.

Jeffrey Smith of Sutton submitted a bid of \$53,980.

Elite Vision submitted a bid for \$21,000.

Mark noted that the board will be reviewing the bids; this also needs to be warned; Cathi noted a possible schedule conflict, Wednesday 08, was agreed on to go over the bids.

Discuss Cintas as new vendor for uniforms, mops, rugs, etc. UniFirst is currently providing this service. Cintas is proposing to provide this service for less money than UniFirst. Jerry motioned to switch vendors, Joe seconded, so moved.

Recycle Trailer: is this for sale? Mike notes that it's generally okay condition. Mark will check to see what it may be worth.

Darling Trust Fund expenditure: Cathi presented to the board; Burke Meal site provides 18-20 homebound meals a week, which translates to a total of approximately 4576 meals. The Council On Aging does provide partial reimbursement, and The Meal Site conducts fundraising efforts to cover the shortfall. Cathi proposed that partial revenues received by the Darling Trust Poor or Unfortunate Fund be utilized to reimburse the Meal Site on a quarterly basis. All agree that the meal site is a great community service. Joe motioned to approve, Jerry second, so moved.

Discuss Stifel & LPL Financials: Mark noted this Darling Trust and Woodmont Cemetery. Joe motioned to approve the signing of these documents. Jerry seconded, so moved.

Guy Herman: Jim has invited Mr. Herman to the next Planning Commission meeting so that he can be briefed on the role and responsibility and commitment to the commission. Jim will report back. Nick Russo has also expressed interest in membership to the PC. They are both invited to the next meeting.

Mark asked for Public Comment: there is none.

Executive Session: no action

Review and Sign Payroll & Accounts Payables Warrant

Sign Road Access Permits

Sign Overweight Permits

Sign and Approve Vendor Permit

Jerry motioned to adjourn the meeting, Joe seconded.

The meeting adjourned at 6:36.

Respectfully submitted,

Valerie Desmarais

Minutes Clerk