

Agenda Summary  
October 15, 2019

Agenda Item No 6-D  
Other Business – Manager’s Report

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Harry will provide a construction update.

Town Plan Impact:

Fiscal Impact: N/A

Recommendation: No action is necessary. This time is set aside to ask questions of a general nature and for the public to be heard on any issue not on the regular agenda that doesn’t require Selectboard action and is of a non-personnel nature.

**Enclosed for Your Information:**

Lamoille South Unified Union School Board Minutes 9/16/19

Recreation Commission Minutes 9/23/19

Historic Preservation Commission Minutes 9/25/19

**LAMOILLE SOUTH UNIFIED UNION  
BOARD OF SCHOOL DIRECTORS  
REGULAR BOARD MEETING  
September 16, 2019  
MINUTES**

Present

Board: Tiffany Donza, Stephanie Craig, Leigh Pelletier, Penny Jones, Karen Cleary  
Cara Zimmerman **Quorum Present**

Admin: Superintendent Tracy Wrend, Director of Finance Andrew Lundeen, Director of  
Curriculum and Instruction Valerie Sullivan, MES Principal Kate Torrey, SES  
Principal Nina Slade

Public: Tommy Gardner, Dan Morrison, Betsy Rich, Andi Tisdell, Maura Wieler,  
Rachel Duffy, Robert Luce

Absent: David Bickford

**Item I Call to Order**

The meeting was called to order at 5:30 p.m. by Cara Zimmerman.

**Item II Adjust/Review Agenda**

There were no adjustments to the agenda.

**Item III Review and Approve Minutes**

The minutes of August 19, 2019, were approved based on a motion by Stephanie Craig and seconded by Penny Jones.

Motion was carried

**Item IV Public Comment**

**Item V Reports of Administration**

**Item VI Reports of Board Members**

Green Mountain Technology and Career Center (GMTCC) Representative

Tracy Wrend explained that Lamoille South Unified Union (LSUU) can have two representatives to the GMTCC Regional Advisory Board (RAB). The role of the RAB is to understand the programs offered at the center, review what their current and anticipated needs are and make recommendations to the Lamoille Union School District board. Current LSUU representatives are Joe Ciccolo and Stowe School District board member Jim Brochhausen. With the merger now complete, Jim Brochhausen has suggested the district might be better served by having a representative more closely connected to the new board. Meetings are generally held on the second Wednesday of the month beginning at 8:30 a.m. at GMTCC.

Discussion was held regarding the possibility of having a teacher as a district representative, but it was also understood that it would be difficult given the start time of the meeting is during the normal school day. Board members will consider the opportunity and an appointment will occur at a later meeting.

**Item VII Sign Salary and Non Salary Orders**

## **Item VIII Old Business**

### Community Engagement Planning Process

Continued planning for the LSUU Community Engagement Night scheduled for Monday, October 14, beginning at 6:00 p.m. at Peoples Academy was deferred until October 7.

The evening will include a light dinner, student entertainment and an opportunity for small group discussion around two of the board's key areas of exploration: quality/equity and capital/facilities. The board is inviting parents and community members to share their hopes and dreams for the district and get to know our new, unified community.

### Morristown Bus Route Adjustment

Andy Lundeen updated the board that Lamoille Valley Transportation (LVT) has determined they will be able to continue the courtesy stop at Woodsedge Road. LVT had previously thought that the Woodsedge Road courtesy stop would need to be eliminated from the Bus 5 Morristown route.

The board approved the addition of the Woodsedge Road courtesy stop to the Morristown bus route based on a motion by Penny Jones and seconded by Karen Cleary.

Motion was carried

## **Item IX New Business**

### Elementary Program Review

Elmore School Principal Tracy Wrend introduced Morristown Elementary School Principal Kate Torrey and Stowe Elementary School Principal Nina Slade. Tracy discussed the board's goal of having a high level of understanding of all seven schools within LSUU, with elementary school staffing and programs being reviewed tonight by building principals. Middle level and high school program reviews will be held at subsequent meetings.

The principals presented a comparison of school and class sizes, staffing, extracurricular activities, supports for struggling learners, community involvement, traditions and supplemental funding.

The board will review presentations from the middle and high school principals and then discuss LSUU priorities and expectations as they relate to quality and equity.

### Opening Day Enrollment

Tracy Wrend distributed opening day enrollment numbers. For the 2019-2020 school year there are currently 906 students enrolled in schools in Elmore and Morristown: 86 in Pre-K, 17 at the Elmore School, 255 at Morristown Elementary School, 251 at Peoples Academy Middle Level and 297 at Peoples Academy. Total enrollment is essentially unchanged from the 2018-2019 school year.

There are 847 students enrolled in Stowe schools for the 2019-2020 school year: 75 in Pre-K, 336 at Stowe Elementary School, 189 at Stowe Middle School and 247 at Stowe High School. This total enrollment is also essentially unchanged from the 2018-2019 school year.

### Approval of Overnight Field Trips

A list of requested overnight field trips for the 2019-2020 school year was distributed. Board members discussed overseas travel and the need for procedures to outline the criteria that will be used by the administration to determine that student travel is safe at date of departure. Karen Cleary will meet with Tracy Wrend to create draft procedures for future board consideration. Board members also reviewed the importance of fundraising and financial supports to ensure that financial need is not a barrier for eligible student participation.

The list of overnight field trips was approved as presented based on a motion by Leigh Pelletier and seconded by Stephanie Craig.

Motion was carried

### Policies – First Read

The board completed a first read on the following policies:

Limited English Proficiency	Prohibition of Firearms and Weapons
Pupil Privacy (PPRA)	Student Conduct and Discipline
Eighteen Year Old Students	Board Member Conflict of Interest
Notice of Non-Discrimination	Role and Adoption of School Board Policies
Substitute Teachers	Volunteers and Work Study Students
Alcohol and Drug-Free Workplace	Prevention of Employee Harassment
HIPAA Compliance	Animal Dissection
Class Size	Visits by Parents, Community Members or Media
Capitalization of Assets	Proficiency-Based Graduation Requirements
Travel Reimbursement	Prevention of Conflict of Interest in Procurement
Education Records	Grade Advancement
Mandatory Drug & Alcohol Testing of Transportation Employees	
Prevention of Harassment, Hazing and Bullying of Students	
Student Freedom of Expression in School-Sponsored Media	
Responsible Use of Electronic Resources & the Internet	

The following policies will have additional board discussion:

Prevention of Employee Harassment  
Responsible Use of Electronic Resources & the Internet  
Education Records

The remaining policies will be publicly warned for adoption by the new district at the board meeting on October 21.

### **Item X Any Other Business To Come Before The Meeting**

#### **Item XI Communications**

Leigh Pelletier will prepare a board brief to be part of a newsletter shared with the community.

#### **Item XII Executive Session**

The board entered executive session for discussion of item(s) excepted from open meeting per 1 VSA§313(a)(3), the appointment or employment or evaluation of a public officer or employee, and 1 VSA§313(a)(1)(e), pending or probable civil litigation or a prosecution to which the

public body is or may be a party based on a motion by Stephanie Craig and seconded by Penny Jones. Robert Luce was invited to join.

Motion was carried

The board came out of executive session.

Based on a motion by Karen Cleary and seconded by Leigh Pelletier:

LSUU School Board Statement Regarding Jury Verdict in Civil Suit, Bain v Wrend

The LSUU Board has retained independent counsel, Robert Luce, of Downs Rachlin Martin, PLLC, to assist us in understanding both the jury verdict and the next steps in the legal process in the civil lawsuit involving Superintendent Wrend.

We understand there is a lot of concern about the costs to our taxpayers of defending this case and possible appeals. Please understand that the District's insurance company is covering all the legal fees and costs associated with this case. There is no cost to the District.

The board will continue to monitor the case and have discussions to determine best steps forward.

Motion was carried

**Item XIII Adjournment**

On a motion duly made and seconded the board voted unanimously to adjourn at 10:05 p.m.

Lisa Cross, Recorder

1 Recreation Commission Meeting

2 Wednesday, September 23, 2019 - Stowe Arena

DRAFT

3 The regular meeting of the Stowe Recreation Commission was held Wednesday, September 23, 2019 in  
4 the meeting room at the arena starting at 7:00 P.M.

5 Members present: Lynn Altadonna, Adam Rice, Ben Novogroski, Candace Elmquist, Adam Rice, Brett  
6 Loomis, Dave Rogers, Matt Frazee. Absent: Mike Loughran. Also in the audience was Terrie Wehse, Jed  
7 Lipsky, Adam Davis, Scott Keys, Ian Nifer Hoehn, Dominick Donza, Tiffany Donza, Tony Whitaker.

8 **The agenda was approved.**

9 **Summer Ice Schedule:** Matt presented a calendar showing the schedule of the Arena for June through  
10 August 2019. The calendar showed what was reserved/utilized and what was available based on hours  
11 of operation. Jed applauded the Town's continued efforts to promote and offer figure skating.  
12 Suggestions were made to offer more evening and weekend public skate/stick time offerings. Also  
13 recommend to consider reduce/adjusting operating hours by moving early morning groups. Nick and  
14 Jed commented on how well the staff does on maintaining the facility and how much cleaner it is  
15 compared to other arenas they have been to. Niffer asked if available times could be show on the  
16 website and it was explained that anyone can search for available times through CivicRec and staff will  
17 consider the possibility of an availability calendar online. Ben indicated he would like to look at who the  
18 summer users are and how many people are using the arena in the summer. Matt said he would  
19 provide that info at the next meeting.

20 **Arena Financials:** Matt presented Arena financials for the last 5 fiscal years, financials for the last two  
21 summers and revenue from NAHA for the last two years and last two summers. Tiffany questioned why  
22 the revenue by fiscal year did not match up with the revenue for the last two summers. Cindy Fuller  
23 indicated it was a matter of how the reports were run and she will provide revenues received by  
24 summer for the last two years when she has time to do so.

25 **School Town/MOU:** Matt presented background regarding the MOU between the Town and the School  
26 for exchange of utilization of facilities. The MOU was signed in 2014. The value of the usage of School's  
27 use of Town facilities was estimated at \$47,528.75 in FY19 and the value of the Town's use of School's  
28 facilities was estimated at \$8,252.50. Scott commented that the MOU should be invalid because the  
29 agreement was between the Town of Stowe and the Stowe School District which is now part of a  
30 merged district. Andy Lundeen who was present from the LSSU indicated that when the school district  
31 merged, it assumed pre-existing agreements and contracts. Ben made a motion to exclude further  
32 conversation regarding the MOU for the purposes of this meeting, Adam seconded and discussion  
33 ensued. After discussion the vote to exclude failed 2-6. Lynn asked Andy if he believes it would be in  
34 the Town's best overall interest to charge the schools or not. Andy said that both sides have benefited  
35 from the agreement. If the Town were to require the school to pay, they would have to build that  
36 expense into the LSSU budget. Tiffany said prior to the merger, if the school were to pay it would have  
37 only affected Stowe tax payers, but if the school were to pay now, the cost would be spread out with  
38 Morrisville and Elmore also. Andy agreed that all three Towns would share the increase in the budget.  
39 Tiffany said so it would impact Stowe residents less now than prior to the merger? Andy said yes that is  
40 accurate. Nick question whether is would equitable for the Town to continue to absorb the cost of the

1 schools use rather than spread the cost to the entire school district if they were to pay. Scott says that  
2 Stowe is bearing all of the financial burden for the schools use. Nick asked if there are opportunities for  
3 more Town use of school facilities. Matt said the only additional use would be if the Summer Camp  
4 program were run 100% out of the school but that has not been an option because the school has  
5 limited availability due to maintenance. Lynn said that the Town and School should evaluate the MOU  
6 going forward but the topic was out of the domain of the Recreation Commission.

7

8 **Other Business:** Ben stated that he talked with Charles and that he indicated the Town is open to  
9 exploring the concept of hiring or contracting a sales/marketing person in some capacity by using the  
10 existing marketing budget.

11

12 Motion to adjourn by Lynn, seconded by Dave, all in favor at 8:47 pm

13 Respectfully submitted,

14

15 Matt Frazee

**Stowe Historic Preservation Commission**

**Town of Stowe**

**September 25, 2019**

A meeting of the Stowe Historic Preservation Commission (SHPC) was held on Wednesday September 25, 2019 in the Memorial Room starting at approximately 5:15 pm.

**Members Present:** McKee MacDonald, Barbara Baraw, George Bambara, Sam Scofield, Gordon Dixon

**Members Absent:** Cindy McKechnie (alternate)

**Staff Present:** Sarah McShane

The meeting was called to order at 5:15 PM.

**Project #: 6116**

**Owner: Stoware Common Condominiums**

**Tax Parcel #: 07-145.000**

**Location: 638 South Main St**

**Project: Modifications to Project 6047: Exterior Alterations to Building Design**

**Zoning: LVC/SHOD**

Architect Michael Perpall of Cushman Design Group was present to provide an overview of the request and review the proposal. Mr. Perpall reported that on behalf of his client, Steve Berson, he is requesting approval to modify a previously approved project (#6047), approved by the Commission earlier this year. He explained that his client is proposing modifications to the building to meet the needs of prospective tenants. He noted that they are proposing to add a dormer on the southeast side, eliminate the false dormer on the east side, and replace gable end attic vents with siding. Members noted the location of the mechanical units to the rear of the building. Mr. Perpall reported that the piping for the mechanical units will be underground running to the building. He also noted that the previously approved drawings show wooden doors are proposed to be replaced with fiberglass doors.

Mr. Dixon made a motion to approve the proposal as presented. Mr. MacDonald seconded. The motion was approved 5-0. The application was approved as a minor.

**Project #: 6100**

**Owner: Matthew L Karlin & Mara P Karlin**

**Tax Parcel #: 07-079.000**

**Location: 1186 Pucker St**

**Project: Alterations to Exterior Design of Previously Approved Storage Barn Under Project 5894**

**Zoning: RR2**

Property owner Matthew Karlin was present to provide an overview of the request and review the proposal. Mr. Karlin reported that he is requesting approval to modify a previously approved project (#5894), approved by the Commission last year. He explained he is requesting modifications including the roofing material from the originally approved standing seam to asphalt shingles, an addition of a man-door in between the two side garage doors, the utility box on the side of the building, and the retaining wall. Staff noted that the rear porch/deck is still under construction and the exterior window muntins need to be installed. The Applicant indicated that that he will be removing 2' from the retaining wall to bring it into compliance and avoid conditional use review by the DRB. Heath Eiden, property



abutter voiced concerns regarding the misrepresentation that the use of the building is for storage, that animals no longer travel through this area, and that a river was displaced. Mr. Scofield noted the Board's authority is limited to design review and his concerns were outside of the Board's purview. It was noted that prior to the issuance of a Certificate of Occupancy, the barn will need to be completed as approved.

Mr. MacDonald made a motion to approve the requested revisions. Mr. Bambara seconded. The motion was approved 5-0. Staff noted that as long as the wall is reduced to be no higher than eight feet, review by the DRB is not required. The application was approved as a minor.

#### **Other Business-**

Mr. Graham Mink was present to discuss conceptual architectural designs for a replacement dwelling at 513 Maple Street. He passed around conceptual drawings and asked the Commission for feedback on the architectural details they would desire to see in a new building. Mr. Scofield stated that he would like to see the footprint and elevation of the existing dwelling as an overlay on the architectural drawings for any new building. Mr. Mink added that he intends on including a garage in the area of existing parking. Members suggested matching details of adjacent buildings and those in the general vicinity. Mr. Scofield recommended reviewing the demolition standards and documenting the existing condition of the building. Members suggested to review the plans for the replacement dwelling that was approved and permitted across the street. Mr. Mink asked for feedback on his previous project at 605 Maple Street and noted that he is considering removing the existing garage and designing a multi-family building closer to the road. Members reiterated the need to break up massing and designing it to be tiered down the hill.

**Project #: To be assigned**

**Owner: Sonja Anderson & Andrew Obrien**

**Tax Parcel #: 7A-057.000**

**Location: 216 Maple St**

**Project: Modifications to Previously Approved Project 5996**

**Zoning: VR20/SHOD**

Builder Scott Viilu of Gristmill Builders was present to provide an overview of the request and review the proposal. Mr. Viilu reported that on behalf of the property owners, he is requesting approval to modify a previously approved project (#5996), approved by the Commission earlier this year. He explained that the property owners desire to modify the garage door to a solid panel opposed to the previously approved garage door with glass windows; install a 4' high black aluminum three rail metal fence with a classic appearance; and relocate the generator and compressor. Members reviewed manufacturer cut sheets and the provided application materials.

Mr. MacDonald made a motion to approve the requested alterations as presented. Ms. Baraw seconded. The motion was approved 5-0. The application was approved as a minor.

Architect Bud Wilson, Dave Lathrup, and Brendan O'Reily were present to discuss conceptual designs for a multi-family dwelling on the Brackenbury parcel in the lower village. Mr. Wilson provided an overview of the initial architectural drawings. Members discussed the proposed location of the building and whether or not it would be visible from Route 100. Mr. Wilson reported that the land is approximately 18' higher than Route 100 and the average height of the buildings is 17'. Members noted the primary

concern is the visual impact from Route 100 and reported that a balloon test might help document the possible visual impact. Mr. Scofield noted that the plans should show the actual trees and relative sizes to get a better idea of existing screening.

No changes or edits were made to the meeting minutes.

The meeting adjourned at approximately 7:00 PM.

Respectfully submitted,  
Sarah McShane