

**Agenda Summary
February 28, 2024**

**Agenda Item No. C-1
Other Business – Manager’s Report**

Moody’s Annual Issuer Comments: Moody’s Investor Service has issued a rating of Aa3 (High Grade) to the Town of Stowe. Issuer Rating reflects the government’s ability to repay debt and debt-like obligations.

Local Option Sales & Use Tax: Enclosed is the Sales & Use Tax Receipt history for FY24 Q2. These are total dollars taxed for sale of goods in the Town of Stowe. The last posted receipts by the State of Vermont are through September 2023. We received our second payment for the Local Option Sales & Use tax for the Town of Stowe, which is for the 2nd quarter FY 2024, October through December, at \$303,184. Using the historical quarterly percentage of collections data, this could result in an annual rate of \$1,246,053 for Local Sales & Use Tax collections, versus our projected budget of \$700,000. This is much higher than expected, which is good news, but the economy is fickle and there is no guarantee that the collections will continue at this rate. These funds are deposited to the General Fund directly.

Act 250 Minor Notice: Enclosed are ANR comments for an Act 250 Minor Notice regarding the Spruce Peak Master Plan and project activities in relation to Little Spruce Brook.

Act 250 Minor Notice: Enclosed are VTrans comments regarding the development of Spruce Peak Building C. They report no concerns with the development relative to traffic congestion or safety.

Minutes: Enclosed are the following minutes:

- Development Review Board – February 6
- Planning Commission – February 13
- Conservation Commission – February 12
- Historic Preservation Commission – February 21
- Electric Commission – January 24
- SSD – February 12, February 14
- LSSU – February 12

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 does not require Selectboard action and is of a non-personnel nature.

ISSUER COMMENT

23 February 2024

RATING

Issuer Rating ¹

Aa3 No Outlook

Analyst Contacts

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CLIENT SERVICES

Americas 1-212-553-1653
Asia Pacific 852-3551-3077
Japan 81-3-5408-4100
EMEA 44-20-7772-5454

Town of Stowe, VT

Annual comment on Stowe

Issuer profile

The Town of Stowe is located in Lamoille County in central northern Vermont, approximately 25 miles east of Burlington.

Key indicators

Exhibit 1

Stowe (Town of) VT

	2019	2020	2021	2022	Aa Medians
Economy					
Resident income ratio (%)	98.6%	108.0%	111.2%	N/A	115.0%
Full Value (\$000)	N/A	N/A	\$2,437,452	N/A	\$2,649,338
Population	4,426	4,447	5,156	5,214	22,694
Full value per capita (\$)	N/A	N/A	\$472,741	N/A	\$108,666
Annual Growth in Real GDP	-2.2%	-5.4%	10.5%	N/A	N/A
Financial Performance					
Revenue (\$000)	\$32,781	\$29,165	\$30,366	\$34,029	\$48,404
Available fund balance (\$000)	\$9,529	\$10,229	\$12,205	\$14,552	\$24,069
Net unrestricted cash (\$000)	\$9,332	\$9,724	\$12,516	\$15,634	\$32,092
Available fund balance ratio (%)	29.1%	35.1%	40.2%	42.8%	51.0%
Liquidity ratio (%)	28.5%	33.3%	41.2%	45.9%	69.0%
Leverage					
Debt (\$000)	\$34,099	\$31,524	\$28,636	\$25,957	\$34,496
Adjusted net pension liabilities (\$000)	\$7,146	\$8,667	\$11,814	\$11,198	\$55,543
Adjusted net OPEB liabilities (\$000)	\$0	\$0	\$0	\$0	\$6,316
Other long-term liabilities (\$000)	\$924	\$975	\$1,077	\$1,076	\$1,623
Long-term liabilities ratio (%)	128.6%	141.2%	136.8%	112.3%	244.8%
Fixed costs					
Implied debt service (\$000)	\$3,569	\$2,486	\$2,258	\$2,009	\$2,436
Pension tread water contribution (\$000)	\$296	\$329	\$382	\$309	\$1,565
OPEB contributions (\$000)	\$0	\$0	\$0	\$0	\$178
Implied cost of other long-term liabilities (\$000)	\$63	\$67	\$70	\$76	\$109
Fixed-costs ratio (%)	12.0%	9.9%	8.9%	7.0%	11.1%

For definitions of the metrics in the table above please refer to the [US Cities and Counties Methodology](#) or see the Glossary in the Appendix below. Metrics represented as N/A indicate the data were not available at the time of publication. The medians come from our most recently published [US Cities and Counties Median Report](#).

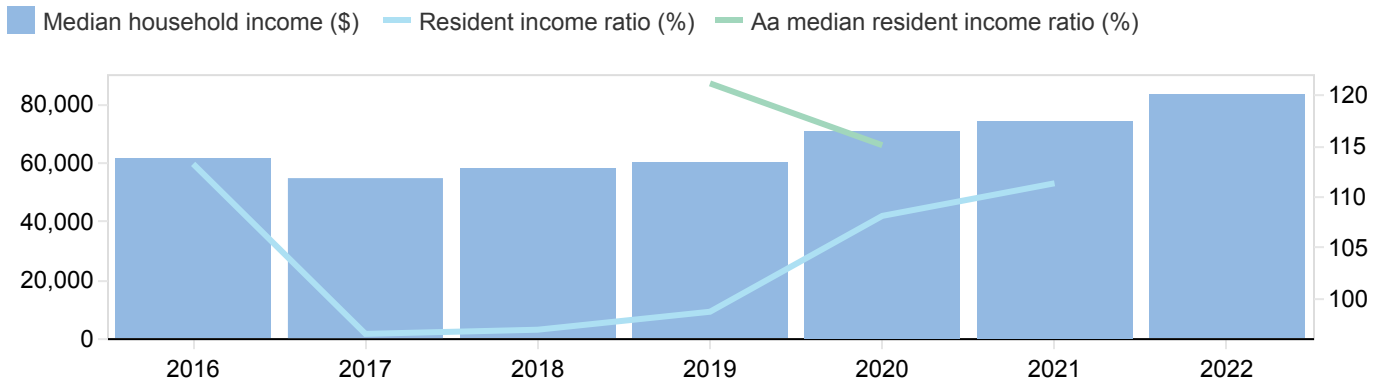
The real GDP annual growth metric cited above is for the Lamoille County, Vermont [issuer specific] Metropolitan Statistical Area. Sources: US Census Bureau, Stowe (Town of) VT's financial statements and Moody's Investors Service, US Bureau of Economic Analysis

Credit overview

Economy

Exhibit 2

Resident Income

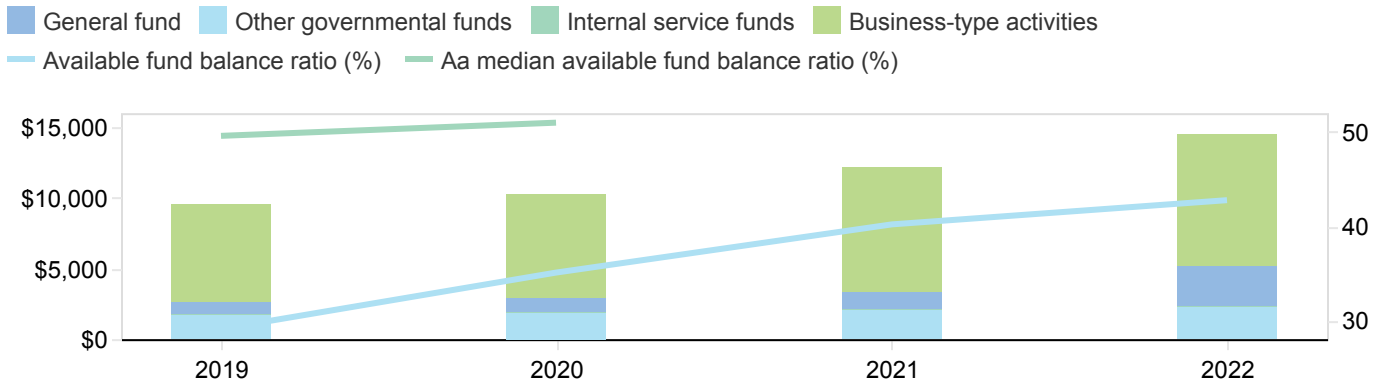


Source: Moody's Investors Service

Financial performance

Exhibit 3

Fund Balance



Source: Moody's Investors Service

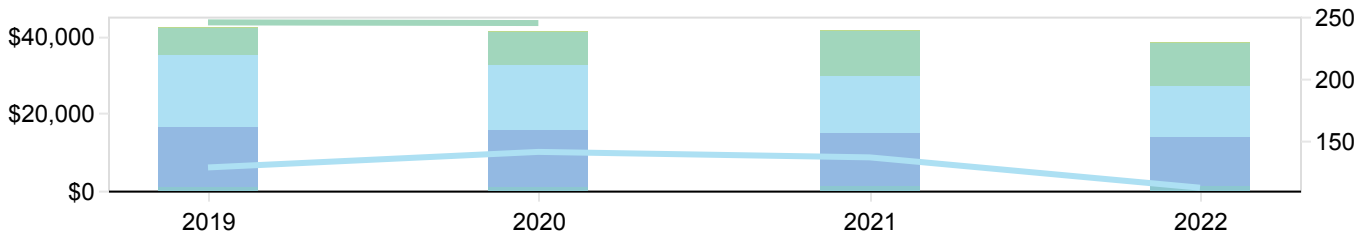
This publication does not announce a credit rating action. For any credit ratings referenced in this publication, please see the issuer/deal page on <https://ratings.moody.com> for the most updated credit rating action information and rating history.

Leverage

Exhibit 4

Total Primary Government - Long Term Liabilities

- Governmental Debt ■ Business-Type Activity Debt ■ Adjusted net pension liabilities
- Adjusted net other post-employment liabilities ■ Other long-term liabilities — Long-term liabilities ratio (%)
- Aa median long-term liabilities ratio (%)



Source: Moody's Investors Service

Appendix

Exhibit 5

Key Indicators Glossary

	Definition	Typical Source*
Economy		
Resident income ratio	Median Household Income (MHI) for the city or county, adjusted for Regional Price Parity (RPP), as a % of the US MHI	MHI: US Census Bureau - American Community Survey 5-Year Estimates RPP: US Bureau of Economic Analysis
Full value	Estimated market value of taxable property in the city or county	State repositories; audited financial statements; continuing disclosures
Population	Population of the city or county	US Census Bureau - American Community Survey 5-Year Estimates
Full value per capita	Full value / population	
Economic growth metric	Five year CAGR of real GDP for Metropolitan Statistical Area or county minus the five-year CAGR of real GDP for the US	Real GDP: US Bureau of Economic Analysis
Financial performance		
Revenue	Sum of revenue from total governmental funds, operating and non-operating revenue from total business-type activities, and non-operating revenue from internal services funds, excluding transfers and one-time revenue, e.g., bond proceeds or capital contributions	Audited financial statements
Available fund balance	Sum of all fund balances that are classified as unassigned, assigned or committed in the total governmental funds, plus unrestricted current assets minus current liabilities from the city's or county's business-type activities and internal services funds	Audited financial statements
Net unrestricted cash	Sum of unrestricted cash in governmental activities, business type activities and internal services fund, net of short-term debt	Audited financial statements
Available fund balance ratio	Available fund balance (including net current assets from business-type activities and internal services funds) / Revenue	
Liquidity ratio	Net unrestricted cash / Revenue	
Leverage		
Debt	Outstanding long-term bonds and all other forms of long-term debt across the governmental and business-type activities, including debt of another entity for which it has provided a guarantee disclosed in its financial statements	Audited financial statements; official statements
Adjusted net pension liabilities (ANPL)	Total primary government's pension liabilities adjusted by Moody's to standardize the discount rate used to compute the present value of accrued benefits	Audited financial statements; Moody's Investors Service
Adjusted net OPEB liabilities (ANOL)	Total primary government's net other post-employment benefit (OPEB) liabilities adjusted by Moody's to standardize the discount rate used to compute the present value of accrued benefits	Audited financial statements; Moody's Investors Service
Other long-term liabilities (OLTL)	Miscellaneous long-term liabilities reported under the governmental and business-type activities entries	Audited financial statements
Long-term liabilities ratio	Debt + ANPL + ANOL + OLTL / Revenue	
Fixed costs		
Implied debt service	Annual cost to amortize city or county's long-term debt over 20 years with level payments	Audited financial statements; official statements; Moody's Investors Service
Pension tread water contribution	Pension contribution necessary to prevent reported unfunded pension liabilities from growing, year over year, in nominal dollars, if all actuarial assumptions are met	Audited financial statements; Moody's Investors Service
OPEB contribution	City or county's actual contribution in a given period	Audited financial statements
Implied cost of OLTL	Annual cost to amortize city or county's other long-term liabilities over 20 years with level payments	Audited financial statements; Moody's Investors Service
Fixed-costs ratio	Implied debt service + Pension tread water + OPEB contributions + Implied cost of OLTL / Revenue	

*Note: If typical data source is not available then alternative sources or proxy data may be considered. For more detailed definitions of the metrics listed above please refer to the [US City and Counties Methodology](#).

Source: Moody's Investors Service

Endnotes

- 1 Issuer Rating reflects the government's ability to repay debt and debt-like obligations without consideration of any pledge, security or structural features. In some circumstances, credit characteristics are sufficient to result in a GO bond rating that is higher than the Issuer Rating. Local governments with Moody's rated debt outstanding will have separate ratings detailed by security pledge on their Moody's.com issuer page and credit opinions explaining our credit view for each rating.

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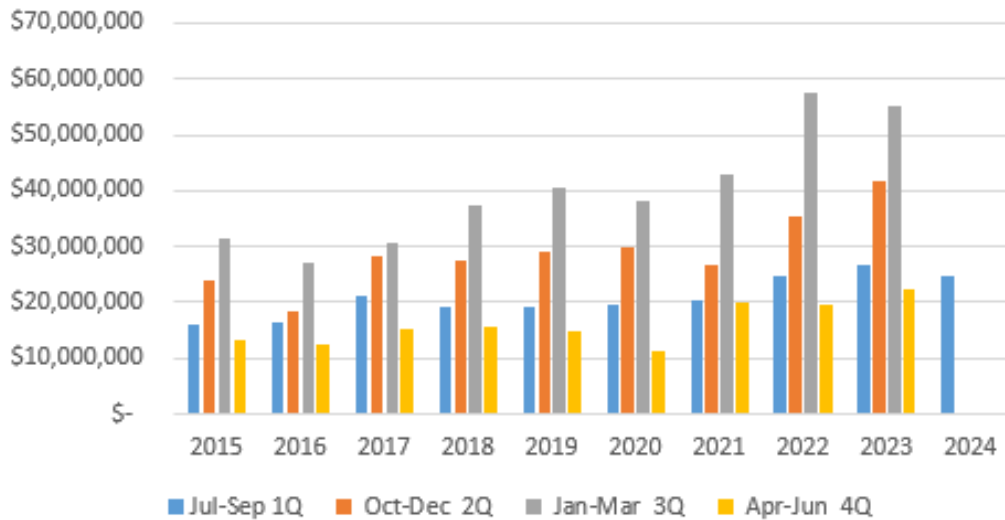
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CLIENT SERVICES

Americas	1-212-553-1653
Asia Pacific	852-3551-3077
Japan	81-3-5408-4100
EMEA	44-20-7772-5454

Stowe Sales & Use Tax Receipts



Sales & Use Tax % of Year based on Receipts

	Summer	Fall	Winter	Spring	
2015	19%	28%	37%	16%	
2016	22%	24%	37%	17%	
2017	22%	30%	32%	16%	
2018	19%	27%	37%	16%	
2019	18%	28%	39%	14%	
2020	20%	30%	38%	11%	
2021	18%	24%	39%	18%	
2022	18%	26%	42%	14%	
2023	18%	29%	38%	15%	
2024					
Average %	20%	27%	38%	15%	100%

Year	Town of Stowe LOT Receipts	Town of Stowe LOT Receipts	Town of Stowe LOT Receipts	Town of Stowe LOT Receipts	Town of Stowe Fiscal Year Actual
	1Q	2Q	3Q	4Q	Total
2024	275,531	303,184	-	-	578,715
Budget	136,591	192,152	263,914	107,343	700,000
Potential Annual	275,531	303,184	474,389	192,950	1,246,053

Year	LOT # of Returns	LOT # of Returns	LOT # of Returns	LOT # of Returns	LOT # of Returns
	1Q	2Q	3Q	4Q	Year
2024	6,507	4,272			10,779
	Average Tax collected per return	Average Tax collected per return	Average Tax collected per return	Average Tax collected per return	
	1Q	2Q	3Q	4Q	Year
2024	\$ 42	\$ 71			

**STATE OF VERMONT
AGENCY OF NATURAL RESOURCES
OFFICE OF PLANNING**

RE: SPRUCE PEAK REALTY, LLC) DISTRICT ENVIRONMENTAL
) COMMISSION # 5
)
) APPLICATION # 5L1260-1
)
) February 16, 2024

ENTRY OF APPEARANCE

Please enter the appearance of the Agency of Natural Resources (“Agency”), State of Vermont, by and through its staff, Jennifer Mojo, in the above-captioned matter.

COMMENTS

Criterion 1E – Streams

James Brady, Habitat Protection Scientist with the Agency’s Fisheries Program, reviewed the project for conformance with the Agency’s *Guidance for Agency Act 250 and Section 248 Comments Regarding Riparian Buffers* (Guidance). Little Spruce Brook and its riparian zone are adjacent to the project area.

Agency staff and Rob Apple, Spruce Peak Realty’s representative, met on February 14, 2024, to discuss the history of the master plan and project activities in relation to Little Spruce Brook. As identified by the tree line in Exhibit 84, the actual extent of mature vegetation between the project and Little Spruce Brook varies in width. The Agency understands that there will be limited construction disturbances associated with road construction and installation a retaining wall within the 50’ top of bank riparian zone of Little Spruce Brook, and no changes in vegetation management from what currently occurs. Vegetation management currently occurs within the road right of way and to maintain the existing sewer lines. Additionally, the project will direct stormwater into the treatment system versus sheet flowing into the riparian zone.

The draft permit includes condition 22 to address riparian protections. The Agency supports inclusion of such a permit condition. To clarify the extent of project activities and management, the Agency suggests the following modifications to condition 22 as identified below.

*The Permittee shall maintain an undisturbed, naturally vegetated riparian zone on the project tract along Little Spruce Stream, which shall begin at the water’s edge at base flow conditions, and shall further extend ~~50 feet measured inland from, perpendicular to, and horizontally from the Top of Bank as depicted~~ **to the tree line directly east of the road as depicted** on Exhibit 84. The term “undisturbed” means that there shall be no activities that may cause or contribute to ground or vegetation disturbance or soil compaction, including but not limited to construction, earth-moving activities, storage of materials, tree trimming*

or canopy removal, tree, shrub, or groundcover removal; plowing or disposal of snow, grazing or mowing.

Respectfully submitted,
State of Vermont
Agency of Natural Resources

By: /s/Jennifer Mojo
Jennifer Mojo
Senior Planner
ANR Office of Planning
802-923-6647

E-Notification CERTIFICATE OF SERVICE FILE # 5L1338(Altered)-40

I hereby certify that I, Jennifer Mojo, Senior Planner, for the Agency of Natural Resources Office of Planning, sent a copy of the foregoing **Agency Comments and Entry of Appearance** dated February 16, 2024, regarding File # 5L1338(Altered)-40 by U.S. mail, postage prepaid, to the individuals without email addresses and by electronic mail to those with email addresses as indicated:

Spruce Peak Realty, LLC
7320 Mt Road
Stowe, VT 05672
sgaines@sprucepeak.com

Apple Permitting and
Planning, LLC
15 Winter Street Montpelier,
VT 05602
rapple6@comcast.net

Stowe Selectboard
PO Box 730
Stowe, VT 05672
csafford@stowevt.gov

Stowe Planning Commission
PO Box 730
Stowe, VT 05672
smcshane@stowevt.gov

Lamoille County Planning
Commission
PO Box 1637
Morrisville, VT 05661
Seth@lcpvt.org
georgeana@lcpvt.org

Agency of Natural Resources
1 National Life Drive, Davis 2
Montpelier, VT 05620-3901
anr.act250@vermont.gov

Jennifer.mojo@vermont.gov

District 5 Environmental
Commission
10 Baldwin Street
Montpelier, VT 05633-3201
NRB.Act250Barre@vermont.gov
nrb.act250agenda@vermont.gov
Susan.baird@vermont.gov

/s/Jennifer Mojo
Jennifer Mojo, Senior Planner
Office of Planning

STATE OF VERMONT
DISTRICT ENVIRONMENTAL COMMISSION #5

RE: Spruce Peak Realty, LLC
5L1338(Altered)-40

**ENTRY OF APPEARANCE
STATUTORY PARTY**

Please enter the appearance of the State of Vermont, Agency of Transportation ("VTrans") in the above-entitled matter as a statutory party pursuant to 10 V.S.A. §6085(c)(1)(D). VTrans hereby requests that the following representatives of the Agency be added to the Certificate of Service and that all correspondence and documents filed in this matter be served upon those representatives:

Christopher G. Clow, P.E.
Transportation Engineer
Vermont Agency of Transportation
Development Review & Permitting Service Section
Barre City Place, 219 N. Main St.
Barre, VT 05641
(802) 522-4901
christopher.clow@vermont.gov

Additionally, VTrans has the following initial comments in conjunction with this matter:

CRITERIA 5: TRAFFIC

Building C represents an addition with traffic projections that were reviewed and approved by the initial 5L1338(Alt)-1 Land Use Permit. VTrans concurs with the methodology and data of the Building C Traffic Impact Analysis (Exhibit 080) and has no concerns with the development relative to traffic congestion or safety.

Dated at Montpelier, Vermont this 16th day of February 2024.

Respectively submitted,

By: Christopher Clow
Transportation Engineer
Agency of Transportation
219 N. Main Street
Barre, VT 05641

CERTIFICATE OF SERVICE #5L1338(Altered)-40

I, Christopher Clow, of the Agency of Transportation hereby certify that on February 16, 2024, I sent an Entry of Appearance to the District #5 Environmental Commission concerning the applicant, Spruce Peak, 5L1338(Altered)-40, by U.S. Mail, postage prepaid or by email to the following:

Spruce Peak Realty, LLC
7320 Mountain Road
Stowe, VT 05672
sgaines@sprucepeak.com

Apple Permitting and Planning, LLC
15 Winter Street
Montpelier, VT 05602
rapple6@comcast.net

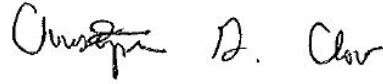
Stowe Selectboard
PO Box 730
Stowe, VT 05672
csafford@stowevt.gov

Stowe Planning Commission
PO Box 730
Stowe, VT 05672
smcshane@stowevt.gov

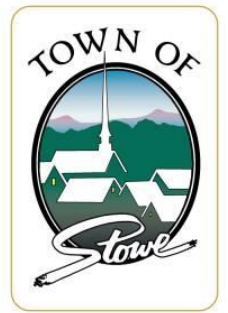
Lamoille County Planning Commission
PO Box 1637
Morrisville, VT 05661
seth@lpcvt.org
georgeana@lpcvt.org

Agency of Natural Resources
One National Life Drive, Davis 2
Montpelier, VT 05602-3901
ANR.Act250@vermont.gov

Dated at Montpelier, Vermont this 16th day of February 2024.



Christopher G. Clow, PE
Vermont Agency of Transportation



**Town of Stowe
Development Review Board
Meeting Minutes – February 6th, 2024**

A regular meeting of the Development Review Board was held on Tuesday, February 6th, 2024, starting at approximately 5:00 pm. The meeting was held at the Stowe Town Office with remote participation using the “Zoom” application.

Members Present: Drew Clymer, Tom Hand, Mary Black, Peter Roberts, Patricia Gabel, David Kelly (on Zoom)

Staff Present: Sarah McShane - Planning & Zoning Director, Ryan Morrison - Deputy Zoning Administrator, Piper Van Kerkhove - Planning & Zoning Assistant

Others Present in Person: [See sign-in attendance sheet]

Meeting Chair Clymer called the meeting to order at approximately 5:01pm.

David Kelly expected on Zoom.

Development Review Public Hearings

Project #: 7246

Owner: Little River Holdings LLC

Tax Parcel #: 11-152.000

Location: 3343 Mountain Rd

Project: Install 2 outdoor sauna buildings and decking, with associated site improvements

Zoning: MRC & UMR

Chair Clymer opened the hearing and swore in participant Jed Harris.

This hearing was continued from January 2nd.

Chair Clymer asked to address the changes and additions that were requested during the project’s first hearing. Elevations were given for the saunas and the deck. J. Harris continued that there is a screening fence added, trees for screening, and the sauna was moved to a better location 15 feet away. The neighbor is on board with the changes.

Jed states there is lighting on the inside of the privacy fence.

T. Hand motioned to support the project and end the hearing.

M. Black seconded the motion, and the board passed it unanimously.

Project #: 7289

Owner: Cork Seven LLC

Tax Parcel #: 11-149.000

Location: 3418 Mountain Rd

45 **Project: Change of use to an outdoor recreation facility for the new Green Mtn Experience**
46 **private training hill. Project includes installation of a yurt. The outdoor recreation use will**
47 **be used in conjunction with the recently approved indoor recreation facility (Project #7039)**
48 **Zoning: UMR/RR2/MRC**
49

50 Tyler Mumley expected the landowner to be present.

51
52 T. Hand motioned to adjust agenda order.

53
54 P. Gabel seconded the motion and it passed unanimously.

55 **Project #: 7254**

56 **Owner: Jonathan Shallman**

57 **Tax Parcel #: 7A-050.000**

58 **Location: 144 Main St**

59 **Project: Construct a new porch and balcony, a covered entry, and new dormers**

60 **Zoning: VC10**
61

62 David Kelly joined the meeting on Zoom.
63

64 Chair Clymer swore in Greg Thomas, the architect of the Project.
65

66 G. Thomas introduced the project – The applicants would like to fix a safety violation that the state
67 found in January 2023 by adding outdoor access to the basement, as well as additional exterior
68 improvements. He also stated that there is a long-standing violation on School Street where a
69 concrete block was erected that Black Cap uses for deliveries.
70

71 Chair Clymer stated that the HPC approved plans for the porch renovation.
72

73 G. Thomas stated that the stairs on the side of the building would not be touched, and that
74 screening would be added under them.
75

76 T. Hand asked if the door from the concrete block was operational.
77

78 G. Thomas stated the door was operational but could be locked and secured shut.
79

80 P. Gabel asked if they no longer used the side door for deliveries how they would get deliveries.
81

82 G. Thomas stated that the deliveries would go through the front of the café. He pointed out that
83 Black Cap was not the only business getting deliveries on School Street.
84

85 Chair Clymer asked if lumens per square foot had been limited.
86

87 G. Thomas stated that they had been by cutting back the number of light fixtures.
88

89 P. Roberts motioned to draft findings of fact and approve a conditional permit upon removal of
90 concrete block and lock the door.
91

92 M. Black seconded the motion.
93

94 T. Hand stated that there are variations on what can be done to the door and concrete, asked to
95 amend the motion requiring the concrete block and door not be used.

96
97 P. Roberts amended his motion to allow the concrete block to remain, but that it cannot, at any time,
98 be used as a loading dock.

99
100 Chair Clymer continued with the motion to close the hearing, it passed unanimously.
101

102 **Project #: 7289**

103 **Owner: Cork Seven LLC**

104 **Tax Parcel #: 11-149.000**

105 **Location: 3418 Mountain Rd**

106 **Project: Change of use to an outdoor recreation facility for the new Green Mtn Experience**
107 **private training hill. Project includes installation of a yurt. The outdoor recreation use will**
108 **be used in conjunction with the recently approved indoor recreation facility (Project #7039)**

109 **Zoning: UMR/RR2/MRC**

110
111 Chair Clymer swore in participants Noah Labow, Tyler Mumley, George Coultas, and Rich Jarrett.
112

113 This hearing was continued from January 2nd.

114
115 N. Labow introduced the changes that had been made to the project to fit what the board requested.
116 The project plans added parking in and showed the practice hill more accurately. The yurt and
117 porto-john are to be temporary.

118
119 Chair Clymer asked if there was any proposed cutting on the property.

120
121 N. Labow stated that there would be no more clearing than had already done on the land.
122

123 Chair Clymer asked what the proposed hours are and if the hill will be supervised.

124
125 N. Labow stated that the hill is for day use only and that it will always be supervised during use.
126 There is no plan for trash as he expects that with the limited use, trash can be carried off the
127 premises.

128
129 R. Jarrett expressed some concern with the trash, stating that kids make a lot of trash.

130
131 Chair Clymer asked if the yurt would come down when the permanent building is built and ready
132 for use. N. Labow replied that it probably would.

133
134 T. Hand stated that a time frame for the yurt and porto-john's use should be set.

135
136 T. Hand motioned to close the hearing and approve Project #7289 with the condition that the
137 temporary structures must come back for reapproval after a set time.

138
139 The motion was seconded by P. Gabel and passed unanimously.
140

141 **Project #: 7293**

142 **Owner: 109 Main LLC**

143 **Tax Parcel #: 7A-046.000**
144 **Location: 109 Main St**
145 **Project: Architectural and site changes including rooftop mechanicals and minor**
146 **architectural revisions**
147 **Zoning: VC10/SHOD**

148
149 Chair Clymer swore in participants Tyler Mumley, Chris Carey, and Graham Mink.

150
151 T. Mumley stated that there are were some minor architectural changes, and some added rooftop
152 and ground level mechanicals. Two of the large mechanicals on the roof do not need to be screened,
153 two mini splits that need to be lowered, two mini splits that need to be moved closer to the large
154 mechanicals. White plywood had been used to experiment with screening the mechanicals.

155
156 T. Hand asked if HPC had any input on the screenings.

157
158 C. Carey stated that the preferred screening is white with trim to make it fit more with the
159 buildings.

160
161 T. Mumley expressed that he thinks the screening draws more attention to the mechanicals than
162 without.

163
164 M. Black stated that the mechanicals were not part of the approved plan.

165
166 R. Morrison added that the code requires the mechanicals on the roof to be screened.

167
168 T. Mumley stated that the mechanicals at ground level will be screened with landscaping such as
169 bushes and trees.

170
171 C. Carey stated that the other changes being made to the building include a gas meter, handrails, gas
172 vents different from the originals, and there was a change in roofing materials.

173
174 P. Roberts motioned to support Project #7293 and close the hearing.

175
176 The motion was seconded by M. Black and was passed unanimously.

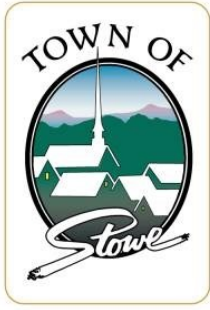
177
178 **Other Business:**

179
180 None.

181
182 **Approval of Minutes:**

183
184 A motion to approve the meeting minutes from January 16th, 2024, was made by M. Black. The
185 motion was seconded by P. Gabel and passed unanimously.

186
187 Respectfully Submitted,
188 Piper Van Kerkhove
189 Planning and Zoning Assistant



**TOWN OF STOWE
PLANNING COMMISSION
Meeting Minutes
February 13, 2024**

The Town of Stowe Planning Commission held a special meeting on **Tuesday February 13, 2024**, starting at 5:30 p.m. The meeting was held remotely via Zoom. The meeting began at 5:30 pm. Members present included Mila Lonetto, Bob Davison, Chuck Ebel, Heather Snyder, Jill Anne, and John Muldoon. Staff Sarah McShane was present.

The meeting was called to order by Chair M.Lonetto at approximately 5:30 pm.

Adjustments to the Agenda & Public Comments on Non-Agenda Items

None

Review Prior Meeting Minutes [02/05/2024]

C.Ebel motioned to approve the meeting minutes from February 5th. J.Muldoon seconded. The motion passed unanimously.

Town Plan Initial Engagement Plans- Review Possible Community Questions

At the last meeting Commission members were asked to prepare possible questions to ask the community as part of the Town Plan update process. The Commission plans to present a broad community question(s) at Town Meeting Day to introduce the Town Plan update project and get the community thinking about the plan and its future. Members reviewed and discussed suggested questions. After review and discussion members agreed to create a poster board encouraging community members to complete the following questions:

When you think about our community right now...

What is going well?	What are our strengths that we can draw on?
What obstacles and challenges do we face?	The single most important issue for us to address is...

Members also agreed to distribute a small handout with the same questions and information on the Town Plan update process. Members discussed upcoming opportunities/events where the community will gather and noted upcoming elections this coming year. Members discussed developing more specific questions and developing surveys and other methods to collect community feedback. Staff will prepare the poster board(s) and hand-out sheet. The Commission will decide when and how to staff the poster area at Town meeting and work with the community engagement consultant to further develop the project.

Other Business/News Updates

None.

The meeting adjourned at approximately 6:15 pm.

Respectfully submitted,

Sarah McShane, Planning & Zoning Director



Town of Stowe Conservation Commission Meeting Minutes February 12, 2024

A regular meeting of the Conservation Commission was held on Monday February 12, 2024, at 5:30 pm in the Memorial Room of the Stowe Town Office.

Members in Attendance: Jacquie Mauer, Kay Barrett, Catherine Gott, Seb Sweatman, Evan Freund, Phillip Branton, and Zach Lewis.

Staff in Attendance: Sarah McShane

Others in Attendance: Mark Leach, Brooke Fleishman

Call to Order – The meeting was called to order by Chair J.Mauer at approximately 5:30 PM.

Public Comments & Adjustments to the Agenda – No public comments.

Review of Meeting Minutes - On a motion by K.Barrett, seconded by P.Branton, the meeting minutes were approved as submitted. The motion passed unanimously.

Balsam Poplar Cuttings – Request from Intervale Conservation Nursery

Brooke Fleishman from Intervale Conservation Nursery was present. She explained that the Intervale Conservation Nursery is requesting permission to collect Balsam Poplar cuttings from Mayo Farm. She described the collection methods which utilize a pole hook to pull down the tree branches and remove a 6-9" cutting. She explained that they would only collect 20% of what is available and that the cuttings are propagated in greenhouse and used for restoration project across the state. She noted that the collection would be from the same area as last year along Mayo Farm Road. C.Gott inquired about how many cuttings were collected last year. B.Fleishman did not know the exact number of cuttings collected last year but explained that they were all propagated in spring and transplanted in the field. She mentioned that with last year's significant flooding some of the transplanted trees were drowned out. There are pros and cons associated with growing in floodplain area. S.Sweatman motioned to recommend approval of the request. K.Barrett seconded. Members agree to approve the request. Staff will work with the Town Manager to place the matter on the Selectboard agenda.

Mayo Farm Storage Barn Update

S.McShane explained that the barn collapsed in December and given the extent of damage and its current condition, it is not practical to reconstruct it. She noted that the Historic Preservation Commission (HPC) has granted its approval to remove the damaged building and she simply wanted to inform and update the Commission. The Department of Public Works hopes to replace the building on the existing foundation in the near future. S.Sweatman inquired about the foundation work that had been completed. S.McShane was unaware of the work that had already been completed. P.Branton inquired about the style of the replacement building. S.McShane noted that the HPC will need to review the plans and that the building was part of the Mayo Farm historic farmstead with a few agricultural barns still remaining.

Sterling Forest Management Plan

Commission members circulated a paper copy of the stakeholder survey questions and a list of possibly interested/impacted property owners. Members discussed advertising the survey broadly and the different forms of stakeholders (i.e., recreation users, nearby property owners, etc.). Members

discussed the different perspectives of living in Sterling versus visiting Sterling. Possible survey distribution mechanisms include direct mail, municipal website, directly contact related individual organizations, front porch forum, etc.]

S.Sweatman asked whether the Commission should include a question regarding forest management. C.Gott mentioned the recent community and regional discussions regarding the Worcester Management Plan and noted that forestry activities are completed for a variety of reasons... habitat, ecological, etc. Members discussed the purposes of the Sterling 'patch-cuts' and opportunities to create a more diverse forest through forest management and timber collection. C.Gott suggested that additional viewpoints should be considered such as the Department of Fish & Wildlife. K.Barrett inquired about the tools available to keep forest healthy. Members discussed broader policy issues involving forest management activities, creating bird and animal habitat, or leaving the forest alone. Mark Leach suggested the Commission consider asking a survey question regarding whether logging/timber harvesting has disrupted recreation use of the forest. E.Freund suggested preparing prompted questions to have a larger broader policy discussion during the May meeting. K.Barrett agreed to finalize the survey questions and P & Z staff agreed to upload the survey to an online survey platform. S.Sweatman suggested for the Commission's student representative Z.Lewis to coordinate the online survey and for all of the Commission members to have access to the online results. S.McShane recommended that since the Commission is a public body that acts as one, it is more appropriate for municipal staff to coordinate the online survey and for the results to be reviewed together as a public body during a public meeting. Members discussed process for trail maintenance and the different responsible parties for maintaining trails. C.Gott suggested that these groups should inform the Commission about maintenance projects to ensure they are in-keeping with the management plan. P.Branton mentioned it can be confusing to users to know whether the trail is on private or public property and who is responsible for trail maintenance. S.McShane suggested the Commission and staff work on preparing a trail inventory which list the condition of the trail, responsible parties for maintenance, and any needed improvements. The Commission could then assess and prioritize trail projects. J.Mauer asked whether we should invite VAST & Catamount to a meeting. Mark Leach suggested inviting STP.

Project Updates

J.Mauer shared the riparian suggestions provided by Peter Danforth and noted that the smaller watercourses/streams should include a 25 ft riparian buffer and the larger streams include a 50-100 ft buffer. She asked the Commission how the existing required buffer should be monitored on Mayo Farm. S.McShane can remind the leaseholder of the requirement. Members agreed to continue to discuss options to reduce river erosion. S.McShane asked the Commission if they were still interested in conducting water quality testing this summer. The Commission agreed. She asked whether the Commission would like for her reach out to the Alchemist to see if they would be willing to host Green Up Day again this year. Members agreed.

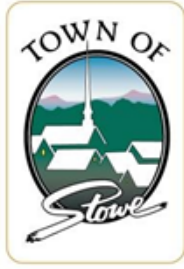
Next Meeting

The next meeting will be held on March 11th.

The meeting adjourned at approximately 7:10 PM

Submitted by,

Sarah McShane



Town of Stowe- Historic Preservation Commission

Meeting Minutes – February 21, 2024

A meeting of the Stowe Historic Preservation Commission (SHPC) was held on Wednesday February 21, 2024, at approximately 5:15 pm.

Participation was in person at the Akeley Memorial Building, online or telephone via Zoom.

Members Present: McKee MacDonald, George Bambara, Shap Smith, Barbara Baraw, Tyson Bry, Jennifer Guazzoni, and Chris Carey (alternate)

Staff Present: Ryan Morrison

The meeting was called to order by McKee MacDonald (chair) at 5:15pm.

Project #: [7302](#)
Owner: Ryan Lamberg & Anne Krumme
Tax Parcel #: 7A-138.000
Location: 78 Highland Ave
Project: Modifications to window and deck sizes
Zoning: VR20/SHOD

Ryan Lamberg was in attendance and presented the application. The proposal amends Project #7114 by increasing the area of the deck, adding/adjusting gooseneck light fixture locations, resizing windows, changing the siding material, relocating condensers, and minor changes to hardscape stairs/walks. Mr. Lamberg noted that the deck will have vegetable planter boxes in lieu of lattice to ‘close’ the underside of the decking. The building will now be wrapped in v-lock wood siding. T. Bry asked if the roof eave protrudes enough to protect the condensers from falling snow. Mr. Lamberg wasn’t sure but offered that he could put a small roof, similar in design and appearance to the exterior meter cabinet, over the condensers. T. Bry motioned, seconded by S. Smith, to recommend approval of the application as presented. The motion passed unanimously. The application is considered a minor.

Other Business:

None.

Review Meeting Minutes:

No changes or edits were made to the prior meeting minutes. The meeting adjourned.

Respectfully submitted,
Ryan Morrison, Deputy Zoning Administrator

DRAFT MINUTES: Stowe Electric Board of Commissioners Meeting

January 24, 2024, at 8:30 am at Town of Stowe Electric Department Conference Room with remote participation available via Zoom.

Present:

BOARD MEMBERS: Larry Lackey, Chair; Mark Gilkey, Commissioner

STAFF: Jackie Pratt, General Manager, Brent Lilley, Director of Operations; Sarah Juzek, Director of Finance; Michael Lazorchak, Manager of Regulatory Compliance; K. Stevens, Information Technology Manager; and Amber Ives, Clerk of the Board

Call to Order: L. Lackey called the meeting to order at 8:33 am and noted that S. Teachout was unable to attend.

Agenda Approval:

L. Lackey proposed modifying the warned agenda to move the anticipated executive session to the last item of discussion and moved to approve the agenda with that change. The motion was seconded by M. Gilkey and approved.

Approval of December 27, 2023, Meeting Minutes:

On a motion made by L. Lackey and seconded by M. Gilkey, the minutes of December 27th were approved.

Utility Borrowing:

J. Pratt provided an update on 2019 Act 81 legislation and the provisions for approval of borrowing by the Selectboard alone or whether Stowe Electric Department (SED) needs to go before voters in every issue of debt issuance. J. Pratt informed the Board of Commissioners that an opinion letter had been issued to Town Counsel on SED's behalf, but that a final opinion had not yet been rendered by Town Counsel.

J. Pratt advised the Board that SED's warrant article for upcoming Vermont Transco, LLC (VELCO) equity purchases was approved by the Selectboard at the January 10, 2024, meeting. The warrant article will appear on Australian ballots for the March 5, 2024, Town Meeting for approval to borrow up to \$3MM through December 31, 2028.

J. Pratt notified the Board of Commissioners that SED staff plan on presenting information related to the borrowing at the Town's February 28, 2024, informational meeting.

J. Pratt discussed preparing for possible warrant articles related to capital project borrowing to be included on the November 2024 ballot, particularly the United States Department of Agriculture (USDA) Powering Affordable Clean Energy (PACE) program loan which would fund quite a few of SED's five-year capital projects.

Emergency Operations Center Redevelopment Plan:

J. Pratt discussed the redevelopment of the "second office" and the need for SED to develop construction-ready drawings for issuance of a Request for Proposal (RFP).

L. Lackey asked what the cost would be to renovate the second office. J. Pratt replied that currently, SED does not know that number as construction-ready drawings are needed for an accurate estimate to be rendered.

J. Pratt explained that there is a need for an Emergency Operations Center (EOC) as the conference room does not have the IT capabilities or space needed during major outage events. J. Pratt apprised the Board of Commissioners that Senator Sanders (I-VT) submitted a Congressionally Directed Spending (CDS) request of \$245,000 for EOC funding to help with renovation costs for the second office, and that the CDS has been included in the current proposed federal budget.

K. Stevens explained that converting the second office into an EOC would allow SED to relocate some of our servers from Williston to the red building, and this would be a benefit during outage events as it would help reduce communication 'lag time.' K. Stevens further explained that during major outage events, having the dispatch team working together in the same quiet space provides an advantage as it allows easy communication amongst team members.

J. Pratt clarified that the second office would not only be an EOC but would also double as the control center for any future solar and hydroelectric operations taking place on SED's parcel. In addition, if SED incorporated battery storage into the parcel, it would improve resiliency and could potentially allow SED to island on to a microgrid in an extended emergency situation.

L. Lackey expressed concern over the cost of the project, particularly the up-front expenditure of construction-ready drawings for issuance of an RFP when the project potentially could not come to fruition due to cost concerns. J. Pratt advised that she felt it was financially reasonable to repurpose the second office while it is still in fairly good shape rather than letting it deteriorate further, thereby increasing renovation costs at a future date.

SED staff and the Board of Commissioners also discussed the sensitivity of resources on the parcel, the fluidity of design plans, parking, run-off concerns and the vital need for additional space for SED staff.

M. Gilkey moved to approve the development of construction-ready architectural drawings for renovation of the second office by C. Carey for the purpose of issuing an RFP. L. Lackey seconded the motion, and it was approved.

K. Stevens left the meeting at 9:15 am.

General Manager Highlights:

The Board of Commissioners and staff discussed the Renewable Energy Standard (RES), potential changes to the program, resources for power and the importance of reliability and cost of electricity to SED's customers.

M. Lazorchak left the meeting at 9:25 am.

J. Pratt informed the Board of Commissioners that SED received notice from the International Brotherhood of Electrical Workers (IBEW) that they intend to negotiate a new contract with SED to take effect upon expiration of the current agreement at the end of March. J. Pratt discussed the tight timeline of negotiations and her plan for keeping the Board of Commissioners informed throughout the process.

J. Pratt apprised the Board of Commissioners of P. Richardson's resignation following the loss of his home in the flood of December 18, 2023, and spoke about his integral role in on-boarding the in-house tree crew and establishing a baseline for performance and safety.

In addition, J. Pratt and the Board of Commissioners discussed the possibility of establishing fiber backhaul for SED's meter gatekeepers, server upgrades, the forecast for interest rates, the final audited financial statements, updates to the five-year capital plan, grant opportunities, riverbank erosion, opportunities for battery storage, and published RFPs.

B. Lilley discussed the Mutual Aid performed by the Line and Tree Crew during the December storms, as well as the continuing supply chain issues that SED is experiencing with equipment, particularly transformers.

At 10:10 the Board of Commissioners and J. Pratt entered Executive Session to discuss a legal matter.

There being no further business, the meeting was adjourned at 10:53 am.

Respectfully Submitted,

Amber Ives

Clerk of the Board

DRAFT

**STOWE SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
EMERGENCY BOARD MEETING
February 12, 2024
MINUTES**

Attendance

Board: Erica Loomis, Andrew Kohn, Tiffany Donza, Alan Ouellette, Ryan Bennett

Admin: Superintendent Ryan Heraty, Marlene Betit

Absent:

Public: Terry King, Ethan Carlson, Courtney Polhemus, Walter Frame, Jennifer Bennett, Bob Davison, Kate Smith, Pua Kielland, Amy Wykoff, Richard Marron, Kristin Boal, Katrina Ouellette, Chelsea Bray, Tommy Gardner, Ashley Copeland, Nancy Gleason, Taylor Bennett, Diann Percy, Kendyl Lee, Kim Leslie, Pietro Lynn, and others who joined virtually

Item I Call to Order

The meeting was called to order at 12:00 p.m. by Tiffany Donza

Item II Review and Adjust Agenda

The agenda was adjusted to include an Executive Session at the start of the meeting with legal counsel.

Item III Old Business

Alan Ouellette has started conversations with the Stowe Energy Committee regarding replacing the lights in the Stowe High School gym.

Item IV Public Comment

Pua Kielland thanked the board and administration for their work regarding Act 127 and its impact on local school districts.

Item V New Business

Budget Discussion

Act 1 (2023) Postponement – School boards currently have the option to utilize the provisions of Act 1 (2023) which allows the board to move the date of the district’s annual meeting to a date later in the year. In order to be consistent with H.850, the date of the annual meeting should be on or before April 15, 2024.

In order to gain clarification about the proposed Act 127 adjustments currently being discussed in the legislature, Ryan Bennett moved and Andrew Kohn seconded that the Stowe School District move the date of the district’s annual meeting from March 5, 2024, to a date to be determined at a later time.

Motion was carried

Item VI Any Other Business to Come Before the Meeting

Item VII Executive Session

Ryan Bennett moved and Erica Loomis seconded that the board enter Executive Session for discussion of item(s) excepted from open meeting per 1 VSA§313(a)(F), confidential attorney-client communications made for the purpose of providing professional legal services to the body – budget discussion.

Motion was carried

Ryan Heraty, Marlene Betit, and Lisa Cross were invited to join.

The board came out of Executive Session.

Item VIII Adjournment

With no further business to come before the meeting, the meeting was adjourned at 12:56 p.m.

DRAFT

**STOWE SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
EMERGENCY BOARD MEETING**

February 14, 2024

MINUTES

Recording

<https://us02web.zoom.us/rec/share/wPS4JMPkK1LD3J0luLE8mDn7RTF0t13jvRjAQUzH9TW4jT7HkuJVXPObQM03zIts.PmUZNFmTffKlko5z>

Attendance

Board: Erica Loomis, Andrew Kohn, Tiffany Donza, Alan Ouellette, Ryan Bennett

Admin: Superintendent Ryan Heraty, Marlene Betit

Absent:

Public: Janice St. Onge, Lee Genung, Cynthia Heraty, Josh Mitchell, Jennifer Lawson, Charles Pineles-Mark, Bob Davison, Serge Milman, Nancy Gleason, Chelsea Bray, Pua Kielland, Liliana Ryan, Kristin Boal, Molly Coseno, Kate Smith, Catherine Hirce, Christopher Bray, Bridget Reid, Eduardo Rovetto, Jen Andelin and others who joined virtually

Item I Call to Order

The meeting was called to order at 1:00 p.m. by Tiffany Donza

Item II Review and Adjust Agenda

The agenda was adjusted to include an additional Public Comment after budget discussion

Item III Old Business

Item IV Public Comment

Charles Pineles-Mark, Serge Milman, and Chelsea Bray spoke to the school budget and Act 127.

Item V New Business

Budget Discussion

The Board reviewed an [updated budget presentation](#) outlining four possible options for budget adoption. It is recommended that, if possible, the board consider holding their annual meeting and Australian ballot vote on Friday, March 15, due to the district's current Negotiated Agreement with faculty.

After discussion and review of each option, Erica Loomis moved and Alan Ouellette seconded that the board adopt a proposed FY25 budget in the amount of \$17,233,823 and hold the district's annual meeting and Australian ballot vote on Friday, March 15, 2024.

Motion was carried

The informational meeting to discuss the FY25 budget will be held on Tuesday, March 5, beginning at 8:00 a.m. in the Auditorium at Stowe High School.

Item VI Any Other Business to Come Before the Meeting

Item VII Executive Session

Item VIII Adjournment

With no further business to come before the meeting, the meeting was adjourned at 2:15 p.m.

**LAMOILLE SOUTH SUPERVISORY UNION
BOARD OF SCHOOL DIRECTORS
REGULAR BOARD MEETING
February 12, 2024
MINUTES**

Recording:

https://us02web.zoom.us/rec/share/7nRNtgnBTLwZVvTNWiW5_Ky_vLCm-50Jec6FLMU6d84rCxo95Ms2MoZH6fd7ZYOS.A7eSDNL6uP9cpR1

Attendance

Board: Richard Shanley, Ann Dryden, Tiffany Donza, Erica Loomis, Ryan Bennett
Admin: Superintendent Ryan Heraty, Toni Martindell, Stephanie Hudak, Alyssa Barnes
Absent: David Bickford, Dave McAllister
Public: Alan Ouellette, Lucas Peterson, Kate Tilgner

Item I Call to Order

Tiffany Donza called the meeting to order at 5:40 p.m.

Item II Adjust/Review Agenda

The agenda was adjusted to reflect the removal of Audit Acceptance.

Item III Review and Approve Minutes

The minutes of [December 11](#) and [December 13](#), 2023 were approved based on a motion by Richard Shanley and seconded by Ryan Bennett.

Motion was carried

Item IV Old Business

Item V Public Comment

There was no public comment.

Item VI Reports of Administration

Strategic Plan Update

- LSSU Administrators provided the board a [comprehensive update](#) on the district's strategic plan goals.

Item VII Reports of Board Members

Item VIII New Business

Adoption of Employee Policies

Richard Shanley moved and Ryan Bennett seconded that the board formally adopt the list of employee policies as presented.

Motion was carried

Approve Update of Credit Card Contact Information

The district's credit card information will be updated to reflect Lamoille South Supervisory Union with contacts being Superintendent Ryan Heraty and Director of Finance Marlene Betit based on a motion by Richard Shanley and seconded by Ann Dryden.

Motion was carried

Item IX Any Other Business to Come Before the Meeting

Item X Communication

The district will provide communication that includes items discussed at this meeting.

Item XI Executive Session

Ryan Bennett moved and Ann Dryden seconded that the board enter 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, provided that the public body shall make a final decision to hire or appoint a public officer or employee in an open meeting and shall explain the reasons for its final decision during the open meeting – personnel.

Motion was carried

Ryan Heraty and Lisa Cross were invited to join.

The board came out of Executive Session.

Item XII Adjournment

With no further business to come before the meeting, the meeting was adjourned at 7:15 p.m.

DRAFT