

**TOWN OF STAMFORD**  
**SELECT BOARD MEETING**  
**July 17, 2025**  
**(UNAPPROVED)**  
6:00 p.m.

Present: Select Board: Nancy L. Bushika, Chair, Michael G. Denault, Douglas Wright, Kurt Gamari and John Dunn.

Visitors: Debra Burchard, Jedidiah Gramlin, Lisa Gramlin, William Levine, Marta Miller, Thomas Nazzewski, James Righi, Debra Righi, and James Stimpson.  
Robert Briggs, Emergency Management Director.  
David R. Tatro, Road Commissioner.  
Lori Shepard, Select Board Secretary.

Nancy Bushika opened the meeting at 6:00 p.m. with the Pledge of Allegiance, welcomed everyone, and read a statement with procedural rules for the meeting. New correspondence was added to the agenda. Jed Gramlin recorded the meeting for his YouTube.

**EXECUTIVE SESSION**

MOTION by Kurt Gamari to find that premature general public knowledge of a personnel matter would place the town at a substantial disadvantage. SECONDED by Mike Denault. All in favor. Motion APPROVED.

MOTION by Kurt Gamari to enter executive session for a personnel matter pursuant to 1 V.S.A. § 313(a)(1)(B). SECONDED by Mike Denault. All in favor. Motion APPROVED. The Select Board entered executive session at 6:00 p.m. Dave Tatro was invited to participate. MOTION by Mike Denault to exit executive session. SECONDED by Doug Wright. All in favor. Motion APPROVED. The board exited executive session at 6:35 p.m. No action was taken.

**HEARING OF VISITORS**

Jim Stimpson questioned the decision from the executive session at the Select Board meeting on June 24, 2025. Mike Denault said there was no vote made. Nancy Bushika said they would try to be more careful.

**MINUTES**

MOTION by Mike Denault to accept the meeting minutes of June 12, 2025, June 19, 2025 and June 24, 2025 as written. SECONDED by Kurt Gamari. All in favor. Motion APPROVED.

**SELECT BOARD ORDERS**

The Select Board reviewed and approved the following orders:

WARRANT #27 \$ 8,021.10 payroll

WARRANT #28 \$71,731.10 accounts payable

**FINANCIALS**

The board reviewed and approved financials for the month of June.

## ROAD CONDITIONS

1. The chip sealing on East Road is scheduled for August 19, 2025.
  2. The highway crew has been mowing the road sides.
  3. Dave Tatro plans to do some ditching in the Klondike Road area.
  4. The highway garage doors will be installed in August. Dave Tatro obtained a quote of \$3,500.00 to replace the man door. These costs will be covered by a grant.
  5. Dave Tatro has consulted with Patrick Wilson at the Agency of Transportation to discuss an alternate project for the culvert replacement on East Road. The previous project cost is \$550,000.00 but the grant obtained by the town was only \$200,000.00.
- MOTION by Nancy Bushika to sign the \$200,000 grant agreement for the East Road culvert project. SECONDED by Mike Denault. All in favor. Motion APPROVED.
6. Resurfacing town gravel roads was discussed.
  7. The town is seeking a third highway laborer. The pay will be around \$25.00 to start, depending on qualifications.
  8. Nancy Bushika thanked Dave Tatro for signing up for the pre-buy fuel to save money.

## ASSISTANT TOWN CLERK/ TREASURER

The town office is seeking a part-time Assistant Town Clerk/Treasurer. Anyone interested in the position should contact the town office. The Select Board and Town Clerk thanked Casey Potvin for the great job she did.

## RECYCLING

1. Nancy Bushika thanked Dave Tatro for filling in at the recycling center.
2. Nancy Bushika asked if another board member would like to be the Bennington County Solid Waste Alliance town representative.
3. Dave Tatro advised that Casella still offers wood chips for compost management, but instead of being automatically included in the service, Casella now charges extra and must be ordered when needed. Dave Tatro ordered six bags.
4. Nancy Bushika asked people to break down their cardboard boxes so they won't take up so much room in the recycling bin.

## LOCAL EMERGENCY MANAGEMENT PLAN

Bob Briggs presented the updated plan.

MOTION by Nancy Bushika to sign the plan as written, noting that the school contacts can be updated at a later date. SECONDED by Doug Wright. All in favor. Motion APPROVED.

## 911 HOUSE NUMBERS

Bill Levine provided the board with information from state statute that fines can be levied against residents who do not comply with the 911 requirements. The Select Board will have to revise the ordinance to increase the fine amounts. 911 numbers must be affixed for emergency purposes.

## SECOND QUARTER FINANCIALS

The treasurer presented budget and financial information for the second quarter 2025.

## CODE OF ETHICS INVESTIGATION AND ENFORCEMENT ORDINANCE

The board reviewed the draft. They feel having too many interviewers could be intimidating and acknowledged that the Select Board has to speak to the parties anyway.

MOTION by John Dunn to adopt and sign the ordinance with the revision. SECONDED by Mike Denault. All in favor. Motion APPROVED.

#### EMPLOYEE POLICY HANDBOOK

Mike Denault and Nancy Bushika will meet with Lori Shepard and Dave Tatro next week to begin reviewing the policy.

#### PLANNING COMMISSION

The Select Board received an email from the Planning Commission Chair asking the board to confirm the membership on the Planning Commission, noting that there may be a vacancy from statements made at a recent Zoning Board of Adjustment meeting. The Select Board has not received any written resignation. Jim Stimpson stated that the Planning Commission is pursuing grants to update the town plan and Zoning Bylaws with the help of the Bennington County Regional Commission. He feels it is imperative for the Planning Commission to be a functioning board as soon as possible and asked that the Select Board appoint interested parties as alternates now. Out of respect for the many years of service given by the Planning Commission member, the Select Board will send a letter.

#### LETTERS OF INTEREST

Stephanie Shelburne would like to be appointed to the Planning Commission, Angela Trudeau would like to be appointed to the Zoning Board of Adjustment, and Carol Saldo expressed an interest in serving on whatever board presented the next opportunity. MOTION by Kurt Gamari to appoint Stephanie Shelburne as an alternate member to the Planning Commission, Angela Trudeau as an alternate member to the Zoning Board of Adjustment, and Carol Saldo as an alternate to the Conservation Commission. SECONDED by Mike Denault. All in favor. Motion APPROVED.

#### 2024 AUDIT REPORT

The final 2024 audit report has been received. The town clerk has begun implementing some of the suggestions. If the Select Board has any questions, the town clerk will be available.

#### UNIFORM MUNICIPAL EXCESS WEIGHT PERMITS

MOTION by Mike Denault to approve the uniform municipal excess weight permit applications from Beacon Sales Acquisition and Consolidated Communication. SECONDED by John Dunn. All in favor. Motion APPROVED. The appropriate fees and insurance information were received from the applicants.

#### JOINT MEETING WITH SCHOOL BOARD

The two boards discussed what expenses the town could take on instead of the school. Mike Denault would like to schedule another meeting. He feels the future does not look good with the State Education Department. The deeds to the property clearly give the residents of the town ownership of the building and property and he feels it is important not to join any alliance that would compromise the ownership.

#### TOWN SIGN

The Zoning Bylaws are now in effect. The board will obtain pricing for the new town sign.

## TOWN OFFICE

1. The board discussed a mini split unit for the Select Board/Lister room and the Town Office which would more efficiently heat and cool the space. Mike Denault will talk to some contractors.
2. Nancy Bushika would like to have the rug replaced in the town office.

## EXECUTIVE SESSION

MOTION by Nancy Bushika to find that premature general public knowledge of a personnel matter and pending or probable civil litigation would place the town at a substantial disadvantage. SECONDED by Mike Denault. All in favor. Motion APPROVED.

MOTION by Nancy Bushika to enter executive session for a personnel matter pursuant to 1 V.S.A. § 313(a)(1)(B) and for a pending or probable civil litigation pursuant to 1 V.S.A. § 313(a)(1)(F). SECONDED by Mike Denault. All in favor. Motion APPROVED. The Select Board entered executive session at 8:30 p.m. Deb Burchard and Lori Shepard were each invited to participate separately.

MOTION by Kurt Gamari to exit executive session. SECONDED by Doug Wright. All in favor. Motion APPROVED. The board exited executive session at 9:30 p.m.

Action: MOTION by Nancy Bushika to 1) set the hourly rate for the Lister position based on qualifications and experience; 2) increase the hours of the Assistant Town Clerk/Treasurer position up to 25 hours/week and to set the hourly rate based on qualifications and experience; and 3) advise the attorney to proceed as he outlined. SECONDED by Kurt Gamari. All in favor. Motion APPROVED.

MOTION by Mike Denault to adjourn. SECONDED by Kurt Gamari. All in favor. Motion APPROVED. The meeting ended at 9:32 p.m.

Kurt Gamari  
Clerk

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## REMINDERS

1. Townspeople should sign up with the state's free communications network, VT-Alert. You can sign up at [vtalert.gov](http://vtalert.gov) to receive notifications. You can choose how you would like to be alerted (phone call, text or email) and can choose what type of alerts you would like to receive, i.e. weather, road closures, public health, etc.
2. Anyone interested in applying for the transfer station substitute position should submit a letter of interest to the Select Board.
3. Anyone interested in joining the town highway crew should fill out an application or get in touch with a Select Board member.
4. Anyone interested in serving as a lister should submit a letter of interest to the Select Board.
5. Anyone interested in the Assistant Town Clerk/Treasurer position should contract the town office.
6. 911 House numbers must be affixed to your home or the entrance of your driveway to be compliant with state law.
7. The dog license due date was April 1, 2025. Please come in as soon as possible to license your dog. The new dog license fees for 2025 are \$18.00 for spayed/neutered dogs and \$24.00 for real/intact dogs.
8. The town office is open Tuesdays, Wednesdays and Fridays from 8 a.m. to 12 p.m. and on Thursdays from 1 p.m. to 7 p.m.; closed Mondays.

## **TOWN OF STAMFORD CODE OF ETHICS INVESTIGATION AND ENFORCEMENT ORDINANCE**

### **SECTION 1. AUTHORITY.**

This ordinance is adopted by the Select Board ("Legislative Body") of the Town of Stamford ("Municipality") under authority of 24 V.S.A. § 1997.

### **SECTION 2. PURPOSE.**

The purpose of this ordinance is to enact procedures for the investigation of complaints that allege a municipal officer has violated Vermont's Municipal Code of Ethics and the enforcement in instances of substantiated complaints, including methods of enforcement and available remedies.

### **SECTION 3. DEFINITIONS.**

- A. "Designated Liaison" means the person designated by the Select Board to act as the point of contact between the complainant, the Select Board, and the Vermont State Ethics Commission.
- B. "Municipal Code of Ethics" means the municipal ethics framework in Vermont established by Act 171 (H.875) of 2024.
- C. The "Vermont State Ethics Commission" is a non-partisan, independent state agency empowered to accept, review, refer, advise on, and track complaints regarding ethical conduct in state and municipal government.
- D. "Municipal Ethics Complaint" means a complaint against a "Municipal Officer" or "Officer" alleging a violation of the Municipal Code of Ethics.
- E. "Municipal Officer" or "Officer" means:
  - 1. any member of the legislative body of the Municipality;
  - 2. any member of a quasi-judicial body of the Municipality; or
  - 3. any individual who holds the position of, or exercises the function of, any of the following positions in or on behalf of the Municipality:
    - a. advisory board or committee member;
    - b. budget committee member;
    - c. auditor;
    - d. cemetery commissioner;

- e. zoning administrator;
- f. town clerk;
- g. collector of delinquent taxes;
- h. department heads;
- i. lister or assessor;
- j. moderator;
- k. planning commission member;
- l. library trustee;
- m. road commissioner;
- n. treasurer;
- o. trustee of public funds; or

F. "Public body" means any board, council, or commission of the municipality, any board, council, or commission of any agency, authority, or instrumentality of the municipality, or any committee or subcommittee of any of the foregoing boards, councils, or commissions.

#### **SECTION 4. COMPLAINTS.**

- A. Any member of the general public may make a Municipal Ethics Complaint including any person elected, appointed, or employed by the Municipality.
- B. All complaints of alleged violations of the Vermont Municipal Code of Ethics pursuant to 3 V.S.A § 1223(b), shall be filed with the Select Board, at the Stamford Town Office, 986 Main Road, Stamford, VT 05352 using the appropriate form (attached as Exhibit A).
- C. The Select Board will gather all the facts in a prompt, thorough, impartial, and confidential, to the greatest extent possible, manner by interviewing both the Complainant and the Municipal Officer regarding the subject of the complaint. The gathering of facts should be completed within thirty (30) days absent extenuating circumstances. Upon completion, a written statement of the facts shall be completed by the Select Board.
- D. Any advice and/or recommendations from the State Ethics Commission will be taken into consideration by the Select Board to determine what, if any, further action should be taken.
- E. No person will be adversely affected in either their volunteer or employment status with the Municipality as a result of bringing a Municipal Ethics Complaint.

**SECTION 5. ENFORCEMENT.** If the Select Board, after deliberation, determines that a violation of the Municipal Code of Ethics has occurred, the Municipal Officer who is

found to have violated the Municipal Code of Ethics may face the following disciplinary action:

- A. **Enforcement against Elected Officers.** In cases in which the Municipal Officer holds an elected office, the Legislative Body may, in its discretion, take any of the following disciplinary actions against such an elected officer as it deems appropriate:
1. The Legislative Body may meet to discuss the conduct of the Municipal Officer. Executive session may be used for such discussion in accordance with 1 V.S.A. § 313(a)(4). The Municipal Officer may request that this meeting occur in public. If appropriate, the Legislative Body may admonish the offending Municipal Officer in private.
  2. The Legislative Body may admonish the offending Municipal Officer at an open meeting and reflect this action in the minutes of the meeting. The Municipal Officer will be given the opportunity to respond to the admonishment.
  3. Upon majority vote in an open meeting, the Legislative Body may request (but not order) that the offending Municipal Officer resign from his or her office.
- B. **Enforcement against Appointed Officers.** In cases in which the Municipal Officer holds an appointed office, the Legislative Body may choose to follow any of the steps articulated in Section 5A. In addition to, or in lieu of any of those steps, the Legislative Body may choose to remove an appointed Municipal Officer from office, subject to state law.
- C. **Enforcement against Employees.** In cases in which the Municipal Officer is also an employee of the Municipality, the Legislative Body may take any disciplinary action, up to and including termination, in accordance with the Municipality's personnel policy.

## **SECTION 6. APPEALS.**

A decision of the Legislative Body may be reviewable by the Vermont Superior Court pursuant to Rule 75 of the Vermont Rules of Civil Procedure. An enforcement action taken against an employee may be appealed in accordance with the Municipality's personnel policy.

## **SECTION 7. RECORD KEEPING**

All letters, investigative material, reports and decisions will be saved securely and in accordance with confidentiality and public record laws.

## **SECTION 8. OTHER LAWS.**

This ordinance is in addition to all other ordinances of the Municipality and all applicable laws of the State of Vermont. All ordinances or parts of ordinances, resolutions,

regulations, policies, or other documents inconsistent with the provisions of this ordinance are hereby repealed to the extent of such inconsistency.

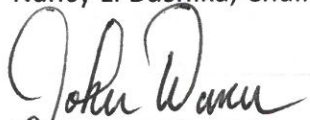
**SECTION 9. SEVERABILITY.** If any section of this ordinance is held by a court of competent jurisdiction to be invalid, such finding will not invalidate any other part of this ordinance. If any statute referred to in this ordinance is amended, this ordinance will be deemed to refer to such amended statute.

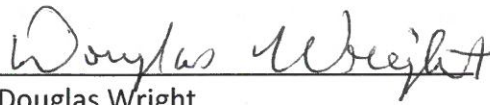
**SECTION 10. EFFECTIVE DATE.** This ordinance will become effective sixty (60) days after its adoption by the Legislative Body. If a petition is filed under 24 V.S.A. § 1973, that statute will govern the taking effect of this ordinance.

Adopted this 17th day of July, 2025.

TOWN OF STAMFORD SELECT BOARD

  
Nancy L. Bushika, Chair

  
John Dunn

  
Douglas Wright

  
Kurt Gamari

  
Michael Denault



**Adoption History**

1. Agenda item at regular Select Board meeting held on July 3, 2025.
2. Read and approved at regular/special Select Board meeting on July 17, 2025 and entered in the minutes of that meeting which will be approved on August 7, 2025.
3. Posted in public places on July 23, 2025.
4. Notice of adoption published in the Berkshire Eagle newspaper on July 25, 2025 with a notice of the right to petition.
5. Other actions (petitions, etc.): \_\_\_\_\_

# TOWN OF STAMFORD, VERMONT

— Chartered 1753 —

986 Main Road, Stamford, VT 05352

stamfordvt.net

Phone (802) 694-1361

Fax (802) 694-1636

Official Use Only:  
Date Received:

## TOWN OF STAMFORD MUNICIPAL COMPLAINT FORM

The Town of Stamford has authority to accept, review, investigate, and track complaints regarding alleged violations of the Vermont Municipal Code of Ethics. 3 V.S.A. § 1223(b). Complaints alleging violations of the town's Policy for Investigation and Enforcement of Ethical Violations can be filed using this form.

Anonymous complaints are not accepted.

CONTACT INFORMATION (type or print clearly):

Your name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Attach additional pages as necessary.

1. Who is this complaint against? Include their name, job title or position, and municipality. Please file a separate complaint form for each person you are complaining against.

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2. Date(s) of the alleged violation(s):

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3. How has this person violated the provisions of the statewide Municipal Code of Ethics or the town's Policy for Investigation and Enforcement of Ethical Violations? Be specific and provide as much detail as possible. Attach any documentation that supports your claim.

[illegible]

4. Please indicate which provision(s) of the statewide Municipal Code of Ethics or the town's Conflict of Interest and Ethical Conduct Policy you believe have been violated.

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5. Provide the names and contact information for anyone else who may have information regarding this complaint.

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6. Has the conduct you describe above been the subject of a prior complaint? If yes, please explain.

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7. Is there anything else the investigating authority for the Town of Stamford should know about this complaint?

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Attach additional pages as necessary.

I certify that the information provided in this complaint is true, correct, complete, and of my own personal knowledge. I will fully cooperate in the process regarding this complaint.

<hr/> Signature (must be hand signed)	<hr/> Date
<hr/>	

Submit complaint form directly to:

Stamford Select Board  
Stamford Town Office  
986 Main Road  
Stamford, VT 05352