



Regular Meeting

Tuesday, September 8, 2026, 6:00 p.m. *(Immediately following Liquor Board meeting)*
Community Room, 43 Bombardier Road, Milton, VT 05468
In Person and/or Via Zoom

Selectboard Members Present: Darren Adams, Chair *(joined by phone during executive session)*; Michael Morgan, Vice Chair; Diane Barrows, Clerk (remote); Leland Morgan, Member; Betsy Paret, Member

Selectboard Members Absent: None

Staff Present: Chris Taylor, Town Manager; Brittany Tradup, Executive Assistant to the Town Manager; John Bartlett, HR and Operations Director; Eric Gallas, Highway Superintendent; John Gifford, Town Treasurer; Frank Scalise, Police Chief (remote)

Others Present: "Trevor's iPhone" (remote)

I. Call to Order

M. Morgan called the meeting to order at 6:05 p.m.

II. Flag Salute

M. Morgan led the attendees in the Pledge of Allegiance.

III. Agenda Review

An Executive Session was added to discuss Real Estate. The Selectboard agreed to address rescheduling the September 21 meeting under Item XIII: Reschedule Selectboard Meeting Dates for Upcoming Holidays.

IV. Public Forum

None.

V. Consent Agenda

- Approval of Selectboard Meeting Minutes of 08.17.2026
- Approval of Selectboard Special Meeting Minutes of 08.31.2026
- Approval of Warrant #AP-06

B. Paret noted a spelling correction to the August 17 minutes to add the letter "T" to "Hachi" (under the Town Manager's update).

Motion made by B. Paret to approve the Consent Agenda, with correction to spelling of Hatchi's name, with a second by L. Morgan. Motion approved unanimously.

VI. Authorization to Enter Lease Agreement to Purchase a Braun Type I Ambulance

John Gifford, Town Treasurer; Amber N. Baker, Finance Director & Deputy Town Manager

J. Gifford presented this item, as per the following resolution:

Authorization to Enter Lease Agreement to Purchase a Braun Type I Ambulance

WHEREAS, on the 27th of February 2024, the Selectboard approved by resolution the lease purchase of one (1) Type I Ambulance from Braun and necessary equipment, not to exceed a total cost of \$355,000.00. The Selectboard approved the lease purchase to be amortized over five (5) years, with the annual payments being made from the ¾ Cent Fire & Rescue Fund, and annual payments not to exceed \$55,000.00 per year; and

WHEREAS, the actual cost of the completed vehicle is \$355,000, of which the Town will put a down payment of \$80,000, leaving \$275,000 to be financed using a lease purchase agreement; and

WHEREAS, on Wednesday, August 26, the Town of Milton Treasurer and Finance Director went out to bid for lease purchase financing for the purchase of the ambulance and received the following competitive bids that fit the parameters:

<i>Leasing Company</i>	<i>Annual Interest Rate</i>	<i>Term</i>	<i>Yearly Payment</i>	<i>Total Interest</i>
TD Bank, Mount Laurel, N.J.	4.68%	5 years	\$62,974.74	\$39,873.70
	4.73%	6 years	\$52,712.88	\$47,277.29
Municipal Leasing Consultants, Grand Isle, VT	5.15%	6 years	\$54,439.98	\$51,639.88
M & T Bank Burlington, VT	5.38%	5 years	\$64,431.84	\$47,159.00
First Capital Equipment Leasing Corp, East Sandwich, MA	5.762%	6 years	\$52,754.12	\$41,524.72
Government Leasing, Colorado Springs, CO	6.125%	6 years	\$52,904.17	\$42,425.02

WHEREAS, TD Bank was the lowest bidder at 4.68% annual interest rate with yearly payments of \$62,974.74 and total interest of \$39,873.70, and is able to complete the purchase within a short timeframe; and

THEREFORE, BE IT RESOLVED, that the Milton Selectboard authorizes the Town Manager or their designee to execute the necessary documents with TD Bank for the lease purchase of the Braun Type I Ambulance to be amortized over five (5) years, with annual payments of \$62,974.74 paid from the ¾ Cent Fire & Rescue Fund, and authorizes the Town Manager, and as appropriate the Town Treasurer, to endorse all documents related to this lease purchase agreement.

Motion made by B. Paret that the Milton Selectboard authorizes the Town Manager or their designee to execute the necessary documents with TD Bank for the lease purchase of the Braun Type I Ambulance to be amortized over five (5) years, with annual payments of \$62,974.74 paid from the ¾ Cent Fire & Rescue Fund and authorizes the Town Manager, and as appropriate the Town Treasurer, to endorse all documents related to this lease purchase agreement, with a second by L. Morgan. Motion approved unanimously.

VII. Authorization to Purchase Police Supervisory Vehicle

Frank Scalise, Chief of Police

F. Scalise presented a request, as per the following resolution, to purchase a command-style supervisory vehicle (Chevy Tahoe) from McGovern Municipal to be initially assigned to the Lieutenant.

Authorization to Purchase Police Supervisory Vehicle (2026 Chevrolet Tahoe)

WHEREAS, the Administrative Code Purchasing Policy duly adopted by the Selectboard of the Town of Milton and amended January 20, 2026, requires competitive bidding and Selectboard approval for purchases over \$15,000.00 by the Town; and

WHEREAS, the Milton Police Department seeks authorization to purchase one (1) 2026 Chevrolet Tahoe police vehicle, which will be equipped and designed as a command-style supervisory vehicle; and

WHEREAS, the following price quotes were obtained for the vehicle:

- McGovern Municipal: \$56,035
- Key Chevrolet: \$56,814
- Colonial Municipal Group: \$56,927

WHEREAS, there is \$107,000.00 allocated in the FY2027 CIP (Project #420-012-E) to purchase one police supervisory vehicle and the necessary equipment, which is funded by \$74,900 in debt and \$32,100 in impact fees; and

WHEREAS, the Milton Police Department recommends purchasing the vehicle at the lowest price as quoted by McGovern Municipal at \$56,035; and

WHEREAS, remaining funds will be used to purchase and install required equipment from various vendors in accordance with the purchasing policy. Quotes have been obtained, and the dollar amount to be spent with each vendor is under \$15,000, and therefore does not require Selectboard approval. Hardwired Auto Electronics, the one exception, will provide components including the lightbar control system, microphone equipment, installation services, and more totaling \$16,430.06, which is over \$15,000 and therefore requires Selectboard approval; and

THEREFORE, BE IT RESOLVED, that the Milton Selectboard authorizes the Town Manager, or their designee, to execute the necessary documents to purchase one police supervisory vehicle at a cost of \$56,814 from McGovern Municipal using funds from the FY27 Capital Improvement Plan; and

BE IT FURTHER RESOLVED, that the Milton Selectboard authorizes the purchase and installation of the equipment necessary to outfit the vehicle as a command-style supervisory vehicle, including a purchase of \$16,430.06 from Hardwired Auto Electronics, for a total vehicle and equipment cost not to exceed \$107,000.00 and to be paid for using funds from the FY27 Capital Improvement Plan.

Motion made by B. Paret that the Milton Selectboard authorizes the Town Manager, or their designee, to execute the necessary documents to purchase one police supervisory vehicle at a cost of \$56,814 from McGovern Municipal using funds from the FY27 Capital Improvement Plan, and that the Milton Selectboard authorizes the purchase and installation of the equipment necessary to outfit the vehicle as a command-style supervisory vehicle, including a purchase of \$16,430.06 from Hardwired Auto Electronics, for a total vehicle and equipment cost not to exceed \$107,000.00 and to be paid for using funds from the FY27 Capital Improvement Plan, with a second by L. Morgan. Motion approved unanimously.

VIII. Authorization to Purchase Two Police Interceptor Utility Vehicles

Frank Scalise, Chief of Police

F. Scalise presented a request, as per the following resolution, to purchase two Ford Police Interceptor Utility vehicles. One vehicle will replace an existing cruiser with 106,000 miles (which will be auctioned)

using transferred equipment, while the second vehicle will be fully outfitted with new equipment to expand the active marked fleet.

Authorization to Purchase Two Police Interceptor Utility Vehicles

WHEREAS, the Administrative Code Purchasing Policy duly adopted by the Selectboard of the Town of Milton and amended January 20, 2026, requires competitive bidding and Selectboard approval for purchases over \$15,000.00 by the Town; and

WHEREAS, the Milton Police Department seeks authorization to purchase two (2) police interceptor utility vehicles; and

WHEREAS, the following quotes were obtained:

- McGovern Municipal: \$90,636
- McGee Ford: \$90,764
- Formula Ford: \$90,652

WHEREAS, there is \$142,600.00 allocated in the FY2027 CIP (Project #420-001-E) to purchase two police interceptor utility vehicles, which is funded with \$99,820 from the general fund and \$42,780 in impact fees; and

WHEREAS, the Milton Police Department recommends purchasing the vehicles with necessary equipment at the lowest price as quoted by McGovern Municipal at \$90,636; and

WHEREAS, remaining funds will be used to purchase and install required equipment from various vendors in accordance with the purchasing policy. Quotes have been obtained, and the dollar amount to be spent with each vendor is under \$15,000, and therefore does not require Selectboard approval. Hardwired Auto Electronics, the one exception, will provide components totaling \$25,668.42, which is over \$15,000 and therefore requires Selectboard approval; and

WHEREAS, one existing cruiser will be decommissioned and auctioned; and

THEREFORE, BE IT RESOLVED, that the Milton Selectboard authorizes the Town Manager, or their designee, to execute the necessary documents to purchase two (2) police interceptor utility vehicles at a cost of \$90,636 from McGovern Municipal using funds from the FY2027 Capital Improvement Plan; and

BE IT FURTHER RESOLVED, that the Milton Selectboard authorizes the purchase and installation of the equipment necessary to outfit the police interceptor utility vehicles, including a purchase of \$25,668.42 from Hardwired Auto Electronics, for a total vehicle and equipment cost not to exceed \$142,600.00 and to be paid for using funds from the FY27 Capital Improvement Plan.

Motion made by B. Paret that the Milton Selectboard authorizes the Town Manager, or their designee, to execute the necessary documents to purchase two (2) police interceptor utility vehicles at a cost of \$90,636 from McGovern Municipal using funds from the FY2027 Capital Improvement Plan; and that the Milton Selectboard authorizes the purchase and installation of the equipment necessary to outfit the police interceptor utility vehicles, including a purchase of \$25,668.42 from Hardwired Auto Electronics, for a total vehicle and equipment cost not to exceed \$142,600.00 and to be paid for using funds from the FY27 Capital Improvement Plan, with a second by L. Morgan. Motion approved unanimously.

IX. Winter Salt Purchase for 2026-2027 Winter Season

Eric Gallas, Highway Superintendent

E. Gallas presented the annual winter salt purchase request, as per the following resolution. E. Gallas also discussed salt application technology, liquid magnesium chloride pre-treatment, truck calibration, and salt shed operations.

Winter Salt Purchase for 2026-2027 Winter Season

WHEREAS, the Department of Public Works requires the purchase of winter salt for the 2026-2027 winter season; and

WHEREAS, the Department of Public Works contacted multiple potential suppliers to obtain pricing for the purchase of winter road salt; and

WHEREAS, Cargill, Inc. was the only supplier able and willing to provide a quote, at a price of \$107.25 per ton; and

WHEREAS, under the State of Vermont Buildings and General Services (VTBGS) contract for District 5, no other suppliers were available to provide pricing. Additional vendors contacted by the Department of Public Works declined to provide a quote due to the distance from their respective locations and other commitments; and

WHEREAS, the Department of Public Works recommends purchasing winter road salt from Cargill, Inc. at a cost of \$107.25 per ton; and

WHEREAS, funding for the purchase is available through the Department of Public Works Highway Winter Salt budget, which includes an appropriation of \$250,000 for the 2026-2027 winter season.

NOW, THEREFORE, BE IT RESOLVED, that the Selectboard hereby authorizes the Town Manager or their designee to execute the necessary documents to purchase winter road salt for the 2026-2027 winter season from Cargill, Inc., at a cost of \$107.25 per ton, in an amount not to exceed \$250,000.

Motion made by L. Morgan that the Selectboard hereby authorizes the Town Manager or their designee to execute the necessary documents to purchase winter road salt for the 2026-2027 winter season from Cargill, Inc., at a cost of \$107.25 per ton, in an amount not to exceed \$250,000, with a second by B. Paret. Motion approved unanimously.

X. Award Contract for IT Managed Services Provider

John Bartlett, HR & Operations Director

J. Bartlett reviewed the results of the request for proposals (RFP) for an IT Managed Services Provider. Out of 19 respondents, he recommended awarding a 3-year contract to Communications Virtual Services (CVS) of South Burlington, yielding an annual savings of over \$37,000 compared to the current provider while maintaining high service standards. Police and Library IT services remain under separate contracts.

Award Contract for IT Managed Services Provider

WHEREAS, on August 14, 2026, the Operations department issued a request for proposals for its IT Managed Services Provider contract, to solicit bids from qualified vendors seeking:

- A three (3) year contract to begin on or about October 1, 2026, billable in twelve (12) equal monthly installments.
- Excluding the Police Department and Public Library as they already have their own separate MSP contracts.
- A reliable, qualified and security-focused partner to manage, maintain and secure our Town IT infrastructure, minimize downtime and support our users.

- Help Desk/end user support, infrastructure management, cybersecurity & compliance, IT strategy & governance, including hardware lifecycle management.

WHEREAS, bids were due to the Operations/IT department no later than 10:00 AM, August 25, 2026; and

WHEREAS, as of the deadline, the Town received nineteen (19) proposals (see attached bid sheet for dollar amounts and specific details):

WHEREAS, the Town evaluated all submissions based on compliance with the project specifications, experience, qualifications, ability to perform the work in a timely manner and within required scope, and overall value to the Town; and

WHEREAS, the Operations department recommends awarding the contract to Communications Virtual Services (CVS), with the lowest qualified total gross bid in the amount of \$2,660.81/month, \$31,929.72/year and \$95,789.16 total cost for three (3) years; and

WHEREAS, the funds will be paid from the approved FY2027 and subsequent fiscal years' IT general funds; and

NOW, THEREFORE, BE IT RESOLVED, that the Selectboard authorizes the Town Manager or their designee to execute the necessary documents to award the contract for Town of Milton IT Managed Services Provider to Communications Virtual Services.

Motion made by L. Morgan that the Selectboard authorizes the Town Manager or their designee to execute the necessary documents to award the contract for Town of Milton IT Managed Services Provider to Communications Virtual Services, with a second by B. Paret. Motion approved unanimously.

XI. Charter Review Discussion and Possible Action

Chris Taylor, Town Manager

C. Taylor presented options for forming a 7-member Charter Review Committee comprising two Selectboard members, two School Board members, the Town Clerk, and two community members not currently serving on Town boards or commissions. Advertisements for public members will be published with applications due September 17, 2026, targeting proposed charter updates for the March ballot. The Board agreed with the structure and directed staff to proceed with recruitment.

XII. Revisions to Selectboard Agenda Policy TM410.056

Chris Taylor, Town Manager

C. Taylor presented revisions to Selectboard Agenda Policy TM410.056 adjusting deadlines to ensure meeting packets are delivered to Board members earlier prior to meetings.

Motion made by B. Paret to accept the revisions to the Selectboard Agenda Policy number TM410.056 as presented, with a second by L. Morgan. Motion approved unanimously.

XIII. Reschedule Selectboard Meeting Dates for Upcoming Holidays

Chris Taylor, Town Manager

C. Taylor reviewed proposed Selectboard meeting date adjustments for upcoming holiday conflicts through Town Meeting Day 2027. They also discussed shifting the next regular meeting from Monday, September 21 to Tuesday, September 22, 2026.

Motion made by B. Paret to reschedule regular meeting dates that have conflicts with holidays through the 2027 Town Meeting Day as discussed (September 7, Labor Day; January 18, Martin

Luther King Jr. Day; February 15, Presidents' Day) and to move the September 21, 2026 meeting to September 22, 2026, with a second by L. Morgan. Motion approved unanimously.

XIV. Budget Timeline Discussion

Chris Taylor, Town Manager

C. Taylor presented the draft FY28 budget timeline designed to finalize the budget by early December. Discussions covered the 4.2% inflation index, contractual wage obligations, and department review schedules.

XV. Update from Town Manager and Board Members

Chris Taylor, Town Manager

C. Taylor provided the following updates:

- The Town has learned that some residents are receiving phishing emails fraudulently impersonating the Development Review Board (DRB) requesting payments. He advised residents to verify any suspicious requests by calling the Town.
- There is a planned Champlain Water District water shut-off scheduled for September 9 from 9:00 a.m. to 5:00 p.m. affecting Route 7 and surrounding roads for main line connection work.
- The Police Department reports a 50% increase in call volume for August, totaling 916 calls (averaging 30 calls per day).
- A request for proposals will soon be issued for the development of the Town-owned Downtown Core parcel.
- Taylor has been appointed to the PACIF Board of Directors and will be out Friday, September 11 for the first meeting.

XVI. Executive Session –

Motion made by B. Paret to find that premature knowledge about Real Estate would cause the Town or person to suffer a substantial disadvantage. Second by L. Morgan. Motion approved unanimously.

Motion made by B. Paret to enter into executive session at 7:48 p.m. to discuss negotiating or securing real estate purchase or lease options under the provisions of 1 VSA 313 (a)(2) of the Vermont Statutes; to include the following; Selectboard members: D. Adams, M. Morgan, D. Barrows, L. Morgan and B. Paret; and Town Manager, C. Taylor. Second by L. Morgan. Motion approved unanimously.

Motion made by L. Morgan to close executive session at 8:06 p.m., with a second by B. Paret. Motion approved unanimously.

No action was taken as a result of the Executive Session.

XVII. Adjournment

Motion made by L. Morgan to adjourn the meeting at 8:10 p.m., with a second by B. Paret. Motion approved unanimously. Meeting adjourned by M. Morgan.

All documents pertaining to this meeting may be viewed using the following link:

<https://miltonvt.sharepoint.com/:f:/s/TownOfMiltonFilesFolders/IgDeZxSkhrlQRLxR6beNSyeeAbe8eSfYchUvcl6Cb-tKG44?e=bE2sPn>

A video recording of this meeting can be found at the following location:

<https://miltonvt.sharepoint.com/:v:/s/TownOfMiltonFilesFolders/IQAydFbnBraDTa8Wsud65FlaAXwwRpst31K-1LVeAacnn8Q?e=k80AaB>

Minutes recorded and submitted by Brittany Tradup, Executive Assistant to the Town Manager

APPROVED
MINUTES:

Diane Barrows, Selectboard Clerk

Date

ATTEST:

Milton Town Clerk

Filed this day with the Milton
Town Clerk's Office.

DRAFT