

Minutes
Arlington Select Board
August 31, 2026

Members Present: Dan Harvey, Matt Bykowski, Jamie Paustian, Glenn Sherman (@7:40)

Members Absent: Sebastian Massey

Also Present: Katie Dixon-Town Administrator, Brian Hawley, Vince Thompson, Eric Marko, Darrin Jennings-AFD, Jim Henderson, Stephanie Moffett-Hynds, Sally Manikian-Bly Hollow, Robert Clark-Otter Creek, Steven McClafferty, Ann Mattor, GNAT-TV, and Janet Barry (via Zoom)

Mr. Harvey called the meeting to order at 7:00PM

Additions to the Agenda: Mr. Bykowski made a motion to add a catering permit to the agenda. Mr. Paustian seconded. Motion carried.

Minutes of the Meeting of August 17, 2026: Mr. Paustian made a motion to approve the minutes the meeting of August 17 , 2026, as presented. Mr. Bykowski seconded the motion. Motion carried, Mr. Sherman not yet present, and Mr. Massey absent.

Public Comments: Mr. McClafferty asked how the golf course irrigation was paid for and Ms. Dixon explained it came from the Park and Rec Fields and Grounds budget line.

Audit Firm Invoice Approval: Mr. Bykowski made a motion to approve payment of RHR Smith retainer invoice for audit services on the current warrant. Mr. Paustian seconded the motion. Motion carried with Mr. Sherman not yet present and Mr. Massey absent.

Benedict Hollow Site Visit: The recent site visit on Benedict Hollow Road was discussed. Ms. Manikian thanked Ms. Dixon and Mr. Harvey and Mr. Paustian for walking the area. They agreed it was beneficial to personally observe the area, assessing the turnaround and proposed parking area, and identifying two areas to pursue. Parking on Murray Hollow has already been constructed. It was the sense of the Board to move forward with the project.

Wastewater Update: Mr. Clark, senior engineer for Otter Creek, was at the meeting to offer updates and discuss the recent Wastewater committee meeting. Test pits on the Ken Smith property are

done, and also pursuing the use of the Yellow Barn property was discussed, which could start as a conventional leach field and has the ability to expand in the future. Mr. Clark said the State has money available for the next phase of the project and Otter Creek will help with the application, and Ms. Dixon will contact Joe O'Dea for assistance with a letter of understanding for the State funds. The total timeframe could be 4-6 years at best and would require voter approval. It was the sense of the Board to move forward with the project, with the next Wastewater meeting in October and a public forum in November.

Permit Approval: Mr. Bykowski made a motion to approve the catering permit for Vermont Farms Catering, LLC, for an event at a private residence on Old Deport Road, on Saturday, September 5, 2026. Mr. Paustian seconded the motion. Motion carried unanimously, with Mr. Massey absent.

Heating Oil Contract: The Board reviewed the contract from Miles Fuel for the 2026-2027 heating season. It was discussed that Miles has been the Town's supplier of heating oil for years and have always treated the Town well. Mr. Bykowski made a motion to approve the fuel oil contract with Miles Fuel for \$3.98 per gallon, 6000 gallons total. Mr. Sherman seconded the motion. Motion carried unanimously, with Mr. Massey absent.

Butternut Gutter Telecom Request: The Board reviewed the request from T Mobile for non-substantial change for a new concrete pad, replacing the existing pad, at their Butternut Gutter telecommunications facility. Mr. Bykowski made a motion to approve the non-substantial change petition by T Mobile at 487 Butternut Gutter. Mr. Paustian seconded the motion. Motion carried unanimously, with Mr. Massey absent.

Website Proposals: Ms. Dixon said the deadline for the Town website development proposals was over and she brought two of the best proposals before the Board for review. Concourse provided more details in their proposal than Catalis. Ms. Dixon will reach out to Catalis for more details and have sample contracts for both before the next meeting.

Highway Updates: Ms. Dixon said all River Road culvert work is complete. The covered bridge work will start in September. It was discussed that the bridge is in desperate need of repairs, and while the timing is not ideal with fall foliage beginning soon, this was the time Mr. Poston could do the work and this was the best long-term decision.

The RFP's for the abutment issue at Benedict Crossing Bridge are due this week.

The need to have Dietrich property weeds cut was discussed. Ms. Dixon is still working with the State concerning the abandoned trailer.

Fencing Repair: Ms. Dixon had quotes from S&S Fence for replacing the gate and hinges on the bridge on East Arlington Road and to fix the fence at the softball field. Mr. Bykowski made a motion to

approve the fence repair at the East Arlington Bridge and softball field from S&S Fence for \$1,142.00. Mr. Sherman seconded the motion. Motion carried unanimously with Mr. Massey absent.

FD Updates: Mr. Bykowski thanked Mr. Hawley and other chiefs for submitting claims from accidents. Fire Recovery has gotten \$12,000 so far, from \$16,000 in claims.

Park Updates: Mr. Paustian said a nurse at the school has a grant for an AED for the Park and possibly one for Town Hall. Mr. Novotny could install it. It was a sense of the Board to move forward with obtaining AED's.

The greens mower had transmission issues and service on the drive train this week. It was agreed the Park and courts look great and Mr. Jennings is doing an excellent job as Park Supervisor.

Town Administrator Update: Ms. Dixon said she had been contacted by Unsung Heros to see if the Board was open to having Sunderland and Sandgate participate in the hero banners that was approved for Arlington at a past meeting. The Board agreed those towns are part of Arlington's community, and they do not have town centers to display the banners, so had no issue with the request.

Warrants and Orders: Mr. Bykowski made a motion to approve WD Warrant #18, dated 8/28/2026, in the amount of \$13,363.36. Most significant items were Hawley Grading and Land Clearing for pumphouse work. Mr. Sherman seconded the motion. Motion carried. Mr. Bykowski made a motion to approve Warrant #18, from the General Account, dated 8/28/2026, in the amount of \$79,393.93. Mr. Sherman seconded the motion. Motion carried. The most significant items being VLCT insurance and workmen's compensation for \$13,000+, RHR Smith for \$16,000 for audit retainer, ServPro for Town Hall attic cleaning, paid for from the CRF Town Buildings fund.

All Other Business: None

Executive Session: Mr. Bykowski made a motion to that premature discussion of legal and personnel issues would cause the municipality to suffer substantial disadvantage. Mr. Sherman seconded the motion. Mr. Bykowski made a motion to enter into Executive Session for discussion of personnel and legal issues and to allow Town Administrator Katie Dixon, the fire chiefs, and Darrin Jennings from the Fire Protection to remain in the room. Mr. Sherman seconded. Motion carried. The Board entered Executive Session at 8:34PM. The Board exited Executive Session at 9:28PM. No action was taken as a result of the session.

Mr. Paustian made a motion to adjourn the meeting. Mr. Bykowski seconded. Motion carried. Meeting adjourned at 9:28PM.

Minutes respectfully submitted by Janet Barry

