

Town Administrator Update

Date: June 3, 2026

Prepared by Doug Bergstrom

Reporting Period May 22, 2026 – June 3, 2026

1. General Update

- Attended NRPC meeting in St Albans for Regional Plan. Presented to the LURB board information to counter correspondence received by the board. The meeting closed and the LURB has 15 days to issue their written decision. Their next meeting is June 8th so hopefully the decision will be made at that meeting.
- Posted the open positions for the Library Trustees and the Zoning Administrator position.
- Completed the onboarding of the new hire at the library.
- Posted the sealed bid process for the 2026 paving
- Released the escrow for Miles Trudell per the DRB decision
- Sent correspondence to applicants for the TA position
- Defective new camera at the library being replaced by Philo under warranty.
- Started quoting with vendors for ADA at the library
- Finalizing information on cell tower contract
- Met with VT Emergency Management regarding LEMP plan.
- NRPC board meeting, NRPC approved the request from GMP for the new substation
- Met with Philo and PW to discuss pricing and options for new camera to cover boat launch
- Updating dental plan changes from employees
- Working to complete the Better Roads grant with NRPC
- Issued Junk Ordinance violation on Bayview Road

4. Planning & Zoning

- DRB public preliminary plat meeting on a 18-lot subdivision on Ballard Road
- DRB Conditional Use hearing on 3-lot subdivision by the interstate which includes an 8,000SF commercial building, a duplex and a single-family home.
- Final minor subdivision on Conger Road
- Conditional Use for emergency kennel in the old town garage
- Issued zoning violation on Decker Road

5. Public Works

- Signs are up on Red Barn Hill. They seem to be working
- 1st round of roadside mowing is done
- Grass has been growing fast. We received a lot of thanks on how well the cemeteries looked for Memorial Day weekend
- Polly Hubbard cemetery fence still in the works
- Meetings coming up on water survey at the beach, Project work safe
- Bridge 8. Looking at a 5-10 year fix for bridge due to costs. We will need to discuss funding
- BFA had there outing at the beach and provided lots of help on getting the grounds ready
- New dock is in
- Fidium issues controlling the beach cameras and gate
- Bathrooms are complete. Siding to be started shortly
- Fixed 6T2 coolant leak fixed and coordination for 6T1 steering sensor (insurance from accident) fix.
- Citizen that uses the beach ordered a new Tennis net for the beach and was looking for the town to reimburse 1/2
- Plow truck is going in to have plow equipment done in the coming weeks. We received the truck last April
- Had some large dead trees taken down on Georgia shore and Ballard road. Now looking at some causing sight distance issues in Manor drive/route 7 intersection
- Stormwater inspection complete for the town garage facility
- Still working on project work safe suggestions and ditching has been put on hold do to staffing issues
- Still getting things together for Bridge 28. Signs will be going up shortly for the closure. Neighboring agencies will be notified.

6. Library

- Working on quotes for ADA entrance

7. Ongoing Projects

- NEW – CHIP policy
- Law enforcement contract June 30 – Met with Sheriff Grismore and working on details of budget versus policing rates. Will bring to the board once I have more information.
- Ethics Ordinance
- VOSHA / WorkSafe updating