

**Town of Plainfield, Vermont**  
**Select Board Meeting**  
**June 8, 2020**  
**Remote-Only Meeting Via Zoom**  
**Approved Minutes**

**Electronic participants:** Tammy Farnham (Select Board), Jim Volz (Select Board), Sasha Thayer (Select Board Chair), Jeremy Matt (Zoom meeting coordinator/assistant), Linda Wells (Town Clerk & Treasurer), Keith Swann (Community Member), Will Colgan (Community Member), Charlie Cogbill (Community Member), Jesse Cooper (Community Member), Dawn Fancher (Community Member), Kathy and Bob Fancher (Community Member), Susan Grimaldi (Community Member), George Springston (Community Member), Roy Schiff, Betsy Zeiger (Community Member), Pam DeAndra (Central Vermont Regional Planning Commission), Scott Burbank (vhb Engineering), Jason Keenan (vhs Engineering), John Medose (for Twinfield basketball), & Tyler Molleur (Hardwick Gazette).

Sasha Thayer called the meeting to order at 7:03

**Approval of/changes to the Agenda:**

No changes to the agenda.

**Announcements:**

Sasha announced that COVID-19 cases are steady and things are opening back up, she urged community members to still continue to wear masks in public. Physical distancing and hand washing continue to be an important aspect to remaining healthy and safe. Please continue to follow precautions and remind others to do so. Additionally, the Plainfield fire department will be having their annual chicken barbeque on September 12<sup>th</sup>; old home days is TBD. Please contact Sasha if you are interested in volunteering.

Reminder to please use hand raise or chat to participate in the meeting.

**Public Comment:**

Jeremy requested to pursue free public access to WIFI hotspot for the town. The last offer was to provide towns and other public entities with a professional grade WIFI route the equipment set up is free, so it cost would solely be for the service. The router should be ideally be housed at the municipal building, town hall or fire department. The cost for the service is currently unknown. There would need to be parking in order for people to utilize the WIFI service. Jim suggested for the WIFI to be housed at the municipal building initially to see how it works and to establish the best place based on popularity/demand. Jeremy is going to research it further and spearhead the project. Jeremy is going to spearhead the project. This will be taken up further via email.

**Town Clerk/Treasurer Report - Linda**

The municipal building is open to researchers via appointment only, Linda reported that things are going well so far. She requested to delay opening up to the public, given the most recent changes with COVID-19.

Linda discussed the cost regarding full or partial re-open of the town hall related to cost of cleaning procedures. Before COVID-19, the town received an estimate for cleaning services: every month \$140 (upstairs & downstairs), \$40 downstairs. Jim pointed out that cleaning procedures will be much more significant now, so the rate would likely be higher. Cleaning will need to occur after each use instead of monthly. Meetings are currently being held via Zoom, but the transition to the town hall space is desirable. There is a current grant for the arts that requires review of space; this will need to happen before July. There is a hearing that also needs to be held in the town hall space.

Tammy requested to set up a special meeting to discuss the logistics of opening the town hall. The date/time will be decided with those who are directly involved via email.

**Warrants for Approval:**

Payments for Approval

May 9, May 22, May 29, and June 5

Accounts Payable.

May 8, May 15, May 18, May 29, and June 5

Jim moved to approve the payments for approval and accounts payable, which was confirmed by unanimous vote of the Select Board.

Fleet permits:

Limlaw Chipping & Land Clearing

Black Rock Coal

Tammy moved to move those fleet permits, which was confirmed by a unanimous vote of the Select Board.

Linda indicated that she ordered signs for the bridge stating “no jumping off the bridge”, they will be ready this week and Linda will give to Mike Nolan for installation. There were 4 “no littering signs” already at the garage, Mike Nolan is going to install them and check in with Kate Hayes to see if we need more. Linda hasn’t heard anything more.

Linda received a request form from the listers, regarding the department of taxes extension until August 15<sup>th</sup>. Linda has requested for Sasha to sign the extension before June 24<sup>th</sup> to send to the State of Vermont Department of Taxes.

Jim moved to ask for extension which was confirmed by a unanimous vote of the Select Board.

Annual financial plan for the Town Highway Department 2020-2021 year is complete, Linda is going to email to select board members for review and approval.

**Loader Purchase:**

Komatsu agreed to sell the Town of Plainfield the loader with the positraction at the same cost as without. Tammy negotiated for warrantee to be extended to 3,000hrs instead of 2,000hrs. The Komatsu representative also agreed to a loaner if something was to happen to the current loader

before delivery to ensure functionality during that time. The final cost of the Komatsu loader is \$125,180. Linda indicated that there is approximately \$84,000 in equipment fund. Payment would likely be expected at the time of delivery. Sasha urged for the down-payment to be \$65,180, as this would leave an even finance amount. As of July 1<sup>st</sup>, 2020 more money will be added to the equipment fund.

Sasha moved to authorize the purchase of the Komozu under the terms Tammy negotiated for a total purchase price of \$125,180, and to take from equipment fund \$65,180. This was confirmed by a unanimous vote of the Select Board.

### **Youth Basketball Program:**

John Medose requested a summer youth basketball program for Twinfield Youth Sports; configured to follow the current CDC and government guidelines. John indicated that the basketball program would be skills and drills for basketball, which would allow for the current guidelines to be met by following 6-foot physical distancing. John emphasized that group sizes would be kept to a minimum (under 25 people). John requested to reserve the recfield basketball court on Monday and Wednesday from 6-8pm. Jim Volz indicated that reserving the court is a great idea. Sasha urged for the kids to wear masks to create a routine for the current CDC guidelines. John responded that masks are a government recommendation, not mandatory. Sasha requested for masks to be worn considering the dynamics of this virus. Tammy stated that reserved time slots to be posted at the recfield and via social media outlets to make sure community members are aware. Tammy indicated physical distancing might be more important than the mask, so re-evaluating might be necessary.

Approval is to be conditioned by the recfield committee, the select board agrees to accept any conditions that the recfield committee might have. Jim stated that the select board does not need to be involved any further in this matter.

### **Financial Planning:**

Upcoming financial obligations for planning will be discussed next meeting due to time limitations.

### **Brook Road Bridge Replacement Project:**

Scott Burbank and Jason Keenan from VHS Engineering discussed the Brook Road Bridge Replacement Project, as significant damage has been done to the bridge due to flooding. Four feasible replacement structures were designed for the replacement of the current bridge. Tammy requested a deadline for the planning phase; which was conveyed by Jason to be January 2021. In order for the deadline to be met, a replacement structure must be elected as soon as possible to allow for appropriate phases to be met and further planning to be done. The construction would likely take place in 2022. The grant has a 3-year time period for construction, if the town completes the planning phase and decides not to construct the bridge due to the cost involved (25% match for the town), the money is not expected to be reimbursed. After the planning phase is complete, the town would likely apply for a grant in 2021 or 2022 for a construction. \$300,000+ would be expected from the town for construction, which would need to be financed and voted upon.

Susan Grimaldi indicated that she looked over the 4 recommendations and the costs associated for each proposal. The recommendation from Jason (1a) is very optimal. A long-term commitment seems like it is worth the investment for the more durable structure. George Springston indicated the most flood resistant structure is best. If funding is not feasible, removal should be considered as removal reduces the flooding prospects – but this is not preferable. Betsy Ziegler is in favor of a bridge that has a sidewalk area included for a sidewalk all the way around the village. Jason indicated that all alternatives have a sidewalk within the design.

Jim moved to approve going forward on 1a, as that is what the professionals are recommending. This was confirmed by a unanimous vote of the Select Board.

### **The Health Center Gully Remediation Project:**

Pam DeAndrea discussed the storm water remediation project and the current status. The design for the project has been finalized based on recommendations from community members, Mike Nolan and The Health Center. The cost of the operation and maintenance would be the responsibility of the Town of Plainfield. The operation and maintenance is inclusive of excavation and the removal of sediment every 8 years (an extended arm would not be needed as previously discussed). Formerly indicated by Bram, to hire the operations and maintenance done would cost approximately \$1,800 to \$2,500 every 8 years, Pam said that she would be willing to gather additional estimates if necessary. The funding would not be available without a commitment for operation and maintenance. The grant source (Design Implementation Block Grant) does not require any contribution from the town. The only commitment would be the operations and maintenance. In order to go forward, operation and maintenance would need to be secured. Maintaining private property remains a concern for Tammy, as an agreement for one landowner might be opening a door for multiple requests. The site is the highest priority for remediation based on a state funded study done several years ago. Pam emphasized other towns are taking initiatives that are very similar and that this warrants remediation. Betsy Ziegler expressed that the erosion is very visible from the other side of the river. Jim signified that this situation can be distinguishable, as it is very unique. Sasha brought forth that the land owner is The Health Center, which acts as a public good for Plainfield.

Pam stated that she would need a letter of support and commitment outlining the responsibility of the town. Grant application for July 10<sup>th</sup>.

Jim moved to authorize Sasha to send a letter of support and allow Pam to seek the grant by July. Jim and Sasha voted in favor of the motion, Tammy denied her vote in favor of the motion.

Re-opening of the town hall will be held in a special meeting, date & time TBD.

### **Meeting Minute Approval:**

4/17/20 – no corrections

4/27/20 – w/ corrections

5/28/20 – no corrections

Jim moved to approve the 4/17/20 & 5/28/20 meeting minutes, which was confirmed by a unanimous vote of the Select Board.

Jim moved to approve the 4/27/20 meeting minutes with the outlined changes, which was confirmed by a unanimous vote of the Select Board.

Tammy added that Erika Farnham has only allotted time to do select board meeting minutes, not special meetings. Sasha expressed that they should look into finding someone to do the meetings on a more regular basis.

Meeting minutes are expected to be produced within 10 days instead of 5 days due to the current pandemic.

**Agenda Items for 6/22:**

Pedestrian bridge project

Rt. 2 intersection project

Times Argus – charge for research

**Adjournment**

Jim moved to adjourn. This motion was confirmed by Tammy Farnham, Jim Volz & Sasha Thayer of the Select Board. The meeting adjourned at 9:05 PM