

**Town of Plainfield
Select Board Meeting
November 13, 2017
Approved Minutes**

PRESENT: Ross Sneyd (Select Board Member), Betsy Ziegler (Select Board Chair), Alexandra Thayer (Select Board Member), Keith Swann (Videographer), Cindy Wyckoff (Minutes Recorder), Linda Wells (Town Clerk/Treasurer), Bram Towbin (Road Commissioner), Michael Billingsley (Emergency Management Director), and Kathy Bizzoco (Webmaster Discussion).

Betsy Ziegler called the meeting to order at 7:03pm.

AGENDA

- Review Agenda Review, Meeting Rules
- Public Comment/Announcements
- Town Clerk's Report: Warrants
- Road Report
- Emergency Management Report
- Street Lights
- Webmaster Discussion
- Municipal Internet Service Provider
- Traffic Calming Update
- Library Grant Update
- Gallison House Update
- Regional Planning Mapping Proposal
- Approve Minutes, Other Business
- Adjournment

Prior to discussing the agenda, Ziegler noted the rules of procedure at public meetings, specifically the need to be recognized by the chair before speaking.

REVIEW AGENDA

- Ziegler added to the agenda discussion regarding the art kiosk. **Ross Sneyd made a motion to adopt the agenda as amended. The motion was approved.**

PUBLIC COMMENT/ANNOUNCEMENTS

- Ziegler announced that Dan Caddy and Andrea Gould are organizing a Neighborhood Watch group and have arranged for a meeting on 11/18/17 at 3pm the Fire Station.
- Road Commissioner Bram Towbin announced that tomorrow morning, 11/14/17, a UVM team will be in Plainfield to perform aerial drone mapping of the Great Brook.
- Bram stated that the order has been placed for a 10-wheeler truck for the Highway Department.

- Bram noted that the Road Crew has been busy dealing with the aftermath of the 10/29/17 wind storm. Adding up work by the local Fire Department, Road Crew, gasoline, etc., the storm damage tally is approximately \$10,000. Overall, the storm damage is upward of \$100,000. Sneyd acknowledged the excellent clean-up work performed by members of the Fire Department and Road Crew. Images of the storm damage can be seen at plainfieldhazard.com.

TOWN CLERK'S REPORT: WARRANTS

- Town Clerk/Treasurer Linda Wells presented an Errors and Omissions report from the Listers showing a change to the Grand List, which the Select Board needs to review and sign. **Sneyd made a motion to authorize the Select Board Chair to sign the Errors and Omissions report. The motion was approved.**
- Wells presented a final reimbursement request for the Town Forest grant. **Sneyd made a motion to authorize the Select Board Chair to sign the final reimbursement request for \$710.63 to the Department of Forests and Parks. The motion was approved.**
- Wells presented a reimbursement request for the Plainfield Lower Village Sidewalk Scoping Study. **Sneyd made a motion to authorize the Select Board Chair to sign the final reimbursement request to the Agency of Transportation for \$8,865 for the Lower Village Sidewalk project. The motion was approved.**
- Wells presented a draft of the skateboard park sign for the Recreation Field.
- Wells noted that she had received an estimate from Kevin Hudson for sidewalk snow plowing, which is the same as last year. Hudson is charging \$300 per time per storm with the Town being responsible for removing snow when needed, or Hudson will do the removal for \$100 per hour. **Sneyd made a motion to approve Kevin Hudson's sidewalk bid at \$300 per storm and \$100 per hour for snow removal if needed, and \$100 per hour for major storms. The motion was approved.**
- Wells presented information on both the current and new year's cost for Town employee health insurance, noting that the health insurance plan for next year is the same as the current one. Currently, employees pay 7% of the health insurance premium and a portion of the deductible. The premium for next year will increase by 9.8%, the deductible for singles will increase from \$2,500 to \$2,750, and the deductible for two-person or families will increase from \$5,000 to \$5,500. Currently, the Town pays \$1,500 towards the \$2,500 deductible for singles and \$3,000 towards the \$5,000 deductible for two-person or families. The Select Board needs to decide on any changes it wishes to make to the Town's contribution and will finalize those decisions at its next meeting on 11/27/17.
- **Sneyd made a motion to approve two warrants of 10/24/17, one warrant of 10/31/17, one warrant of 11/1/17, and two warrants of 11/7/17. The motion was approved.**
- Wells noted that the furnace at the Town Offices is currently not working.

OTHER BUSINESS

- Road Commissioner Bram Towbin noted current openings on the following municipal boards in the Town of Plainfield:
 - Two positions on the Development Review Board;
 - One position on the Planning Commission;
 - Two positions on the Conservation Commission;
 - One position on the Hazard Mitigation Committee;

- One Animal Control Officer; and
- One Health Officer.
- Towbin reported that the Highway Department had sold its old truck to a logger in Maine for \$4,000.
- Towbin again commended the clean-up work performed by the Road Crew after the recent wind storm. There was a lot of tree damage, but no actual damage to the roads.
- Towbin thanked Laura Ranker of Central Vermont Regional Planning Commission (CVRPC) for submitting to federal authorities an account and images of the damage from the wind storm for possible reimbursement to the Town for some of its work.
- Wells inquired about the culvert project on Recreation Field Road. Towbin stated that his understanding is that there is possible funding for it through CVRPC, and suggested that Wells follow up on it with Dan Carrier.
- Towbin reported on a school bus that had lost traction and was stuck on Upper Road today. Emergency Management Director Michael Billingsley and Wells provided additional details on the incident, noting that it had been successfully resolved.

ART KIOSK DISCUSSION

- Towbin reported that Jenny Bee can no longer curate the kiosk in the Lower Village. There are two people who are interested in taking over curating the kiosk.

OTHER BUSINESS

- Two issues were briefly discussed: the dumping of food in the bus shelter and the status of the stray dog on Middle Road.

EMERGENCY MANAGEMENT REPORT

- Emergency Management Director Michael Billingsley presented a proposed job description for an Emergency Management Coordinator, which he read aloud. After a brief discussion, it was decided that the Select Board would review the issue and make a decision at the next meeting.
- Billingsley reported on a 9/25/17 meeting where the Plainfield's Hazard Mitigation Committee met with representatives from Green Mountain Power (GMP); representatives from select boards and emergency personnel from Marshfield, Plainfield, and Cabot; and other interested parties. Billingsley read aloud several questions posed to GMP at the time, along with GMP's responses, regarding safety issues with the Marshfield Dam. Billingsley stated that the Hazard Mitigation Committee found GMP's responses inadequate, and in some cases, unsatisfactory. Billingsley had subsequently spoken with the general counsel of the Public Utility Commission, GMP's regulator, asking that the Commission intervene on behalf of the Town. The Commission's general counsel agreed to review all materials and consider a case if asked to do so by the Plainfield Select Board. Thayer added that the Marshfield Dam is not licensed and asked if the State Legislature should be contacted to consider legislation giving the State authority to review the dam. Billingsley noted that a few years ago, giving the State regulatory power over older dams was being considered, but the measure failed in committee. Hazard Mitigation Committee member Towbin noted that GMP is operating under the dangerous assumption that the past 50 years is a good measure of what is coming in the next 50 years. In addition, and noting that GMP has definitely made some

improvements, the Marshfield Dam is the only dam in this basin that relies on two people controlling a situation with two manual jacks. Towbin stated his support of the Select Board asking the Public Utility Commission to look into the situation. Billingsley requested permission to put together a packet of information of the issues and present it to the general counsel of the Public Utility Commission for consideration. The Select Board approved the request.

WEBMASTER DISCUSSION

- Kathy Biccoco was present to discuss the webmaster position and various platforms for the new Town website. Sneyd reviewed the process thus far and discussion followed regarding options and costs related to domain hosting (ISP), content migration, and maintenance. **Sneyd made a motion to appoint Kathy Biccoco as webmaster for the Town of Plainfield. The motion was approved.**

STREET LIGHTS

- Thayer reviewed two options for installing a number of streetlights throughout Town. The first option includes the purchase of two additional streetlights to the six already in hand, a higher rebate amount on the streetlight purchases from Efficiency Vermont that ends on 12/31/17, and cost savings realized through Green Mountain Power (GMP) installing all eight streetlights during the same mobilization. Despite overall cost savings, the amount for this first option is in excess of this year's budget allotment. The second option is for GMP to install the six streetlights already in hand and wait until the next budget cycle to purchase and install the remaining two. This option would fall within the current budget this year, but cost more in the long run because of the rebate reduction on the additional two streetlights and the need for GMP to mobilize again to install them. Savings from not entering into the maintenance contract was also factored into the costs of both options. A brief discussion ensued regarding creating some contingency funding in the next Town budget. Finding no extra money in other areas of this year's Town budget to install all eight streetlights this year and take advantage of overall cost savings, **Sneyd made a motion to proceed with the second option of installing six lamps this year. The motion was approved.**

MUNICIPAL INTERNET SERVICE PROVIDER

- Thayer reported that recent legislation was passed that allows municipalities to form a municipal district for internet service. After attending a meeting where municipalities from the Upper Valley spoke about their successful experience with the district that they had formed, Thayer suggested that Plainfield consider this opportunity by explaining it to Plainfield residents at the next Town Meeting. Thayer agreed to write up a summary for both Town Meeting and for the Select Board.

REGIONAL PLANNING MAPPING PROPOSAL

- Thayer explained that there is an offer from the Central Vermont Regional Planning Commission to add overlays to town tax maps at no cost to municipalities. The initiative is funded by VTRANS. Representatives from both the Conservation Commission and Listers have voiced their support for Plainfield taking part in the project. **Thayer made a motion for the Select Board to authorize her to inform Central Vermont Regional Planning Commission that Plainfield would like to be included in the project. The motion was approved.**

TRAFFIC CALMING UPDATE

- Sneyd noted that he did not have any updates on the issue.

LIBRARY GRANT UPDATE

- Sneyd reported that the State board that approves grants has met and chosen which proposals will be awarded. The winners will not be announced until the governor schedules a news conference.

GALLISON HOUSE UPDATE

- Ziegler reported that the owner of the Gallison House has re-offered to sell the property to the Town of Plainfield at the previously discussed price of \$70,000. The property owner, David Strong, and Plainfield Town Attorney James Jamele met and are in the process of redoing the proposal. If an agreement is reached, Strong will come before the Select Board at its next meeting to provide further details. Ziegler explained that the Town is interested in the property to expand parking for events at the Town Hall Opera House. The front of the house will also be the location where the proposed pedestrian walkway coming up from the Lower Village will connect to the crosswalk that will be established across Route 2. Discussion ensued about various options that had been discussed regarding use of the house itself if the Town were to purchase the property.

APPROVE MINUTES

- **Sneyd made a motion to approve the minutes from the 10/23/17 regular Select Board meeting as written. The motion was approved.**
- **Thayer made a motion to approve the minutes from the 10/29/17 special Select Board meeting as written. The motion was approved.**
- **Thayer made a motion to approve the minutes from the 11/9/17 special Select Board meeting as written. The motion was approved.**

ADJOURNMENT

- **Sneyd made a motion to adjourn at 9:00pm. The motion was approved.**

Respectfully submitted by Cindy Wyckoff