

**Town of Plainfield
Select Board Meeting and
Public Hearing on Proposed Amendments to Traffic Ordinance
March 26, 2018
Approved Minutes**

PRESENT: Alexandra Thayer (Select Board member), Ross Sneyd (Select Board member), Tammy Farnham (Select Board member), Linda Wells (Town Clerk/Treasurer), Tony Campos (Videographer), Cindy Wyckoff (Minutes Recorder), Sandy Farnham (Resident), Allan Farnham (Resident), Mike Nolan (Road Foreman), Bram Towbin (Road Commissioner), Charles Barasch (Town Moderator), Loona Brogan (Cutler Memorial Library), George Cushing (Resident), Daniel Currier (Central Vermont Regional Planning Commission), Dan Gadd (Resident), and Michael Billingsley (Emergency Management Director).

Ross Sneyd called the public hearing on the Proposed Amendments to the Traffic Ordinance to order at 7:00pm.

PUBLIC HEARING

- Alexandra Thayer provided background on the proposed changes to the Traffic Ordinance. Thayer made a motion to adopt the Ordinance as had been presented and approved by the Select Board as a draft on 3/12/18. Sneyd noted that the hearing was scheduled to continue to 7:10pm and proposed delaying the vote until the scheduled closing time of the hearing to allow for the allotted time to receive public input. It was decided to suspend the public hearing until its scheduled closing time and move on to other agenda items in the meantime.

AGENDA

- Review Agenda
- Public Comment/Announcements
- Organizational Meeting
- Response to Times Argus Article Inaccuracies
- Town Clerk's Report
- Road Report: Commissioner and/or Foreman
- Cutler Memorial Library Grant: Document Approval and Signing
- Gallison House Purchase: Dan Currier, Central Vermont Regional Planning Commission; Additional Information RE Costs and Permitting; Australian Ballot Article 2 Reconsideration
- Appointments, Continued
- Emergency Management Director Report
- Approval of Select Board Meeting Minutes: 2/26/18 and 3/12/18
- Approval of Town Meeting Minutes
- Agenda items for 4/9/18 Select Board Meeting
- Adjournment

REVIEW AGENDA

- There were no changes made to the agenda.

PUBLIC COMMENT/ANNOUNCEMENTS

- Sneyd noted that the temporary bridge at the intersection of US Route 2 and Route 14 in East Montpelier was scheduled to open next week. Sneyd and Thayer suggested that those traveling through that area be prepared for delays due the construction work.
- Sneyd announced that the annual Easter Egg Hunt will be held on 3/31/18 on the lawn of the Grace Methodist Church starting at 10am.
- Sneyd noted that Washington County Mental Health (WCMH) has proposed doing some community outreach, which in the past had taken place during a regular Select Board meeting. Sneyd will reach out to the contact person at WCMH and propose that the presentation be scheduled for the 4/23/18 meeting.
- Thayer announced that a community supper will be taking place on 3/27/18 from 6-7:30pm at the Grace Methodist Church. The event will be hosted by the Cutler Memorial Library.

ORGANIZATIONAL MEETING

- Thayer proposed that Sneyd be elected as the new chair, that Thayer be elected as vice chair, and that Thayer be responsible for putting together and sending out the meeting agendas. Sneyd made a counter proposal in agreement with the proposed election of chair and vice chair, but that the chair be responsible for setting the agenda as it has been done previously. Discussion ensued related to both proposals, resulting in Thayer agreeing to strike the portion of her proposal related to who sets the agenda. **Thayer made a motion to elect Ross Sneyd as chair and Alexandra Thayer as vice chair. Tammy Farnham seconded the motion. The motion was approved.**
- Discussion took place regarding the need to hold a special Select Board meeting on 4/2/18 to deal with various items coming before the Select Board. It was decided that the 4/2/18 meeting would not be held and the items would be addressed at the regular Select Board meeting on 4/9/18.

PUBLIC HEARING ON PROPOSED AMENDMENTS TO TRAFFIC ORDINANCE, CONTINUED

- Returning to the public hearing, Sneyd asked if anyone had any comments. Hearing none, **Sneyd restated Thayer's earlier motion to adopt the Traffic Ordinance as amended and presented on 3/12/18.** Allan Farnham asked if more signs to control speeding were included in the ordinance. Sneyd responded that speed control was not part of the proposed changes; Thayer further explained that the changes deal only with parking. **The motion was approved.** Sneyd noted that the amendments to the Traffic Ordinance will take effect immediately and closed the public hearing at 7:25pm.

RESPONSE TO TIMES ARGUS ARTICLE INACCURACIES

- Thayer provided background on the issue of a Times Argus article that appeared after Plainfield's Town Meeting that stated that the discussion regarding the purchase of the Gallison property during the meeting was illegal. It was decided that Sneyd would draft a letter to the editor correcting the error in the article. A brief discussion followed on ways to review the draft of the letter among Select Board members and the public, it was decided that it would be reviewed at the 4/9/18 Select Board meeting.

TOWN CLERK'S REPORT

- Town Clerk/Treasurer Linda Wells presented the following Fleet Permit applications for approval:
 - Agrimark DBA Cabot Creamery
 - Blue Flame
 - Bournes Propane
 - Curtis Lumber
 - DeBois Construction
 - Gil's Construction
 - Hartigan
 - Limlaw Chipping
 - Manosh
 - Matthews Excavating
 - Newton Construction
 - Este Ireland
 - Suburban Propane

Sneyd made a motion to approve the above Fleet Permit applications with the inclusion of the restrictions regarding seasonal road travel and obeying speed limits. Thayer seconded the motion. The motion was approved.

- Wells presented the final draft of the Town Meeting minutes. A brief discussion followed regarding some requested changes submitted by David Strong, resulting in the decision to move ahead with the minutes as recorded. **Thayer made a motion to approve the Town Meeting minutes as reflected in the final draft. The motion was approved.**
- **Sneyd made a motion to approve warrants of 3/13/18, 3/16/18, 3/21/18, 3/23/18, 3/26/18, and 3/30/18. The motion was approved.**

RESPONSE TO TIMES ARGUS ARTICLE INACCURACIES, CONTINUED

- Town Moderator Charles Barasch, who arrived subsequent to when the issue had been discussed, was informed that the Select Board had decided to draft a letter to the editor refuting the article's assertion that discussion regarding the purchase of the Gallison property at Town Meeting was illegal.

TOWN CLERK'S REPORT, CONTINUED

- Wells presented a list of appointments/reappointments for Select Board approval, including additional subject matter related to some of the appointments:
 - Betsy Ziegler to the Central Vermont Solid Waste Management District
 - Mary Lane as Temporary Development Review Board (DRB) Administrative Assistant. Wells also presented a letter of interest from Jim Volz with regard to joining the DRB. Sneyd noted that he will add approval of Volz's appointment to the agenda for the 4/9/18 Select Board meeting.
 - Jamie Spector to the Recreation Committee
 - Erica DaCosta to the Revolving Loan Fund Committee
 - Will Colgan to the Planning Commission. Wells explained to Thayer that both Will Colgan and Janice Walrafen could each be reappointed for another year to the Planning Commission and DRB respectively due to the fact that a portion of their service preceded the 2009 restriction of serving no more than three consecutive three-year terms.
 - Sneyd inquired about the appointment to the Central Vermont Internet Authority. It was decided that Sneyd would put out a call for applicants for possible review at the 4/9/18 meeting with the hopes of finalizing the decision in May.

Sneyd made a motion to appoint Betsy Ziegler to the Central Vermont Solid Waste Management District, Mary Lane as the Interim DRB Administrative Assistant, Jamie Spector to the Recreation Committee, Erica DaCosta to the Revolving Loan Fund Committee, and Will Colgan to the Planning Commission. The motion was approved.

- Wells presented a petition she received for reconsideration of the purchase of the Gallison property. Wells also presented a proposed 60-day timeline detailing the steps necessary leading up to the vote for the Select Board to review. Sneyd read the proposed timeline as follows:
 - the petition was received on 3/19/18;
 - the Select Board reviews and presumably approves the resolution and warning for reconsideration on 4/16/18 and sets the date for the vote as 5/17/18;
 - a warning needs to be posted in five places in the Town starting on 4/17/18;
 - warnings need to be published in the Times Argus for three consecutive weeks: 4/20/18, 5/3/18, and 5/10/18;
 - a public informational meeting needs to be held on 5/7/18 at the Town Hall Opera House; and
 - the reconsideration vote is held on 5/17/18 by Australian ballot at the Town offices with polls open from 9am to 7pm.

Wells noted that absentee ballots can be cast as soon as 20 days prior to the vote and as late as the day before the 5/17/18 vote.

ROAD REPORT: COMMISSIONER AND/OR FOREMAN

- Road Commissioner Bram Towbin made reference to a Municipal Complete Streets Compliance form to be filled out for all Highway Department projects. The form will go to Dan Currier at Central Vermont Regional Planning Commission, who was present. Currier explained that while it especially refers to work involving sidewalks, it also includes routine tasks and is a way to keep track of the work that is being done.
- Road Foreman Mike Nolan noted that the Road Crew has gotten through the snowstorm and believes they will be fighting mud for a while.
- Nolan reported that the new truck, which was supposed to come on 3/19/18. will be delivered on 3/28/18.

CUTLER MEMORIAL LIBRARY GRANT: DOCUMENT APPROVAL AND SIGNING

- Cutler Memorial Library librarian Loona Brogan presented grant agreement documents for the Select Board to sign. Sneyd explained the Town's role in its successful application for a Vermont Community Development Program (VCDP) planning grant on behalf of the Library. The purpose is to bring the Library into 100% compliance with the Americans with Disabilities Act. The total amount of the grant is \$28,000, including the 20% match amount. **Sneyd made a motion to authorize the signing of the State of Vermont Grant Agreement, the Grant Agreement Resolution, the VCDP Subgrant and Administrative Services Program Management Agreement, and incorporate the Mortgage Deed that the Library has to file with the State. Thayer seconded the motion. The motion was approved.**

GALLISON HOUSE PURCHASE: DAN CURRIER, CENTRAL VERMONT REGIONAL PLANNING COMMISSION; ADDITIONAL INFORMATION RE COSTS AND PERMITTING; AUSTRALIAN BALLOT ARTICLE 2 RECONSIDERATION

- Dan Currier from the Central Vermont Regional Planning Commission was present to respond to requests from Thayer and Friends of the Town Hall Opera House Secretary David Strong regarding the number of parking spaces that the lot adjacent to the existing parking lot across from the Town

Hall Opera House could accommodate. Currier presented a series of aerial maps showing the area in the vicinity of the Town Hall Opera House. He described various scenarios, and their implications, for creating additional parking based on existing and other potential conditions. Discussion followed, including: the condition of the carriage barn; other public parking areas in and around the Village and their walking distances to the Town Hall Opera House; parking configurations and travel lanes within the lot; impacts on the Winooski River resulting from plowed snow; storm water runoff; possible need for easements; setback issues related to adjacent properties; grading/retaining wall issues; and curb cuts. Sneyd invited Currier to attend the 5/7/18 public informational meeting, which Currier accepted. Thayer asked Currier to create an additional map showing different parking options around town and how far they are from the Town Hall Opera House, the cost of 2,000 yards of fill, and additional costs involved in demolishing the house.

APPOINTMENTS, CONTINUED

- **Sneyd made a motion to appoint Jim Volz to the Development Review Board. The motion was approved.**

EMERGENCY MANAGEMENT DIRECTOR REPORT

- Emergency Management Director (EMD) Michael Billingsley presented a report on his activities over the past few months, including emergency shelters for both people and animals; setting up an emergency operation center at the Town Hall Opera House; recent trainings he has attended; and contact information for individuals responsible for handling management of hazard events at a village level. Billingsley noted that he has spent quite a bit of money out of his own pocket during the last two or three months and presented an invoice for those expenses. He stated the difficulties in performing his job with a budget that does not meet the needs of the position. Referring to the risks involved in doing his job, he presented a delegation of authority document based on a template used by the Fire Department that would authorize him during an emergency situation to take such actions as open a shelter, request supplies, and make arrangements to provide food for people in shelters. Billingsley requested consideration of both the invoice he presented and his request for delegation of authority, noting that the decision made by the Select Board will affect his future actions.
- Billingsley noted a recent letter sent out from Green Mountain Power to its Plainfield and Marshfield customers with regard to what it has done to ensure safety conditions at the Marshfield Dam. Billingsley is planning a public rebuttal to the letter. He also noted that while he thought he was responding to fact-checking questions posed by a Times Argus reporter in response to a piece Bram Towbin had written in Vermont Digger about safety concerns regarding the Marshfield Dam, Billingsley later discovered that it was for a new article. He has contacted the Public Utility Commission and apologized for making a presentation to the public in the midst of an ongoing case. Billingsley agreed to scan the letter from Green Mountain Power and send it to the Select Board.
- Billingsley displayed an aerial map of the Village with lines indicating the 50-year flood plain, the 100-year flood plain, a dam failure on a sunny day, and a dam failure or release when it is raining and there is a 50-year flood level. He is working to improve the map to show accurate elevation lines.
- Sneyd noted that the two documents that Billingsley has asked the Select Board to consider will be put on the agenda for its 4/9/18 meeting.

APPROVAL OF SELECT BOARD MEETING MINUTES: 2/26/18 AND 3/12/18

- With regard to the 2/26/18 meeting minutes, Thayer noted that the public hearing regarding the Gallison property purchase did not include comments from many of the people who spoke at the meeting. It was decided that Thayer would draft a more detailed version of the hearing and that the amended minutes would be considered at the 4/9/18 meeting.
- Because the minutes for the 3/12/18 meeting had not been reviewed by all the Select Board members, it was decided that they would be considered at the 4/9/18 meeting as well.

APPROVAL OF TOWN MEETING MINUTES

- This item was covered during the Town Clerk's Report.

AGENDA ITEMS FOR 4/9/18 SELECT BOARD MEETING

- Discussion centered on various items that will be taken up at the 4/9/18 and other upcoming meetings.

ADJOURNMENT

- Sneyd made a motion to adjourn at 9:05pm. The motion was approved.

Respectfully submitted by Cindy Wyckoff