

Town of Plainfield
Plainfield Select Board Meeting
January 9, 2017
Approved Minutes

PRESENT: Ross Sneyd (Select Board Member), Bram Towbin (Select Board Chair), Betsy Ziegler (Select Board Member), Linda Wells (Town Clerk/Treasurer), Keith Swann (Videographer), Cindy Wyckoff (Minutes Recorder), Yoko Kishishita (Resident), Jim Volz (Resident), Bob Atchinson (Plainfield Energy Coordinator), and Michael Billingsley (Plainfield Hazard Mitigation Committee and Emergency Management Director).

Bram Towbin called the meeting to order at 7:00pm.

AGENDA

- Announcements/Public Comment
- Town Clerk's Report
- Road Report
- Town Positions that Are Open - Both Appointed and Elected
- New Requirements for Energy Siting
- Michael Billingsley Hazard Committee Budget Request
- Library Grant Update
- Brief Overview of Budget
- Overview of Coming Year - Goals, Projects....
- Minutes

Towbin noted that since the budget meetings had not yet concluded, the Budget Review agenda item will be discussed at the next Select Board meeting. **Ross Sneyd made a motion to approve the agenda as amended. Betsy Ziegler seconded the motion. The motion was approved.**

ANNOUNCEMENTS/PUBLIC COMMENT

- Towbin announced the passing of Steve Gladczuk from the Central Vermont Regional Planning Commission (CVRPC). Ziegler cited a number of projects in Plainfield on which Gladczuk had worked. Towbin offered condolences to his family and to those at CVRPC who have lost a colleague.
- Ziegler announced that the Resiliency Committee will be meeting 1/18/17 at 6:30pm at the Town Hall Opera House. The Washington County Sheriff's Office will be present to discuss how to move forward on a Neighborhood Watch project.
- Ziegler announced that Jens Hilke will be present at a meeting of the Plainfield Conservation Commission to discuss the findings of Brett Engstrom's 2016 report on Plainfield's natural environment. The event will be held at the Town Hall Opera House on 7/10/17 at 7pm.
- Towbin announced that a public forum on the school budget will be held on 1/17/17 at the Twinfield Union School.

- Towbin announced that a community forum on Act 46, a Vermont law that requires towns to consider school district consolidation, will be held on 1/25/17 from 6:30pm to 8:30pm at the Twinfield Union School.
- Towbin announced that there will be a talk regarding Marshfield and the Civilian Conservation Commission at the Marshfield Historical Society meeting on 1/17/17 at 7pm at the Old Schoolhouse Common.
- Towbin announced that the Song Circle, a singing group, will hold an event at the Jacquith Library in Marshfield on 1/11/17 at 6:45pm.
- Towbin announced that an Art and Author Night will be held on 1/12/17 at 6pm at the Jacquith Library in Marshfield.

OTHER BUSINESS: PROPOSED SIDEWALK STUDY

- Brook Road resident Yoko Kishishita was present to voice her and other neighbors' concerns about the proposed sidewalk project, particularly how it might affect properties on Brook Road. Towbin provided a brief overview of the project. Ziegler noted that the current project is merely a study to determine what might be the best alternative and that no implementation will take place unless the Town officially decides to move forward. Sneyd noted that the two bridges in the Village are also being studied and that no action can be taken on the sidewalk project beyond what can be done with the bridge on Brook Road.

TOWN CLERK'S REPORT

- Town Clerk/Treasurer Linda Wells reported that School Board member Dan Towner, whose term expires in March 2017, is not planning to petition for reelection. With his resignation, there are three openings on the School Board. Wells noted that anyone interested in running needs to petition for the position. Towbin stated his preference that the school budget should be sent out by the School Board. Currently, the Town sends out the budget and gets numerous questions that should be directed to the School Board.
- Towbin noted the following committees/commissions with both elected and appointed positions available. Brief descriptions were provided regarding the purpose, responsibilities, and qualifications for each:
 - Development Review Board (three vacancies);
 - Planning Commission (one vacancy);
 - Conservation Commission (five vacancies);
 - Central Vermont Regional Planning Commission;
 - Central Vermont Solid Waste Management District;
 - Recreation Committee (Wells noted that the Recreation Committee is looking for string lights for the skating rink at the Recreation Field);
 - Revolving Loan Fund Committee;
 - Social Concerns Committee;
 - Friends of the Plainfield Town Hall Opera House;
 - Water/Wastewater Commission (one vacancy). Members must be residents of Plainfield Village; and
 - Select Board (one vacancy). Towbin will be stepping down in March 2017 after two terms, but will continue in his role as Road Commissioner.

- Wells presented the Town Listers' annual Errors and Omissions report for the 2015 Grand List for Select Board for approval. **Sneyd made a motion for the Select Board to sign the Errors and Omissions report for the Grand List as submitted by the Town Listers. Ziegler seconded the motion. The motion was approved.**
- Towbin presented a liquor license renewal request from Positive Pie for approval. **Ziegler made a motion to approve the liquor license renewal request for Positive Pie. Sneyd seconded the motion. The motion was approved.**
- Wells stated that the second school tax payment is due by 2/8/17. Payments may be hand delivered to the Municipal Offices by 4pm, put in the drop box outside the Municipal Offices by 4pm, or postmarked by the due date. Towbin underscored the importance of submitting the payment by 4pm when either hand delivering it or placing it in the drop box. Payments received after 4pm will incur interest and a late penalty.

ROAD REPORT

- Road Foreman Mike Nolan was not present.
- Towbin reported that the Road Crew was doing a good job keeping on top of everything. If anyone has any questions or issues, Towbin can be contacted via the Town Clerk's Office.
- Towbin noted a problem with people not moving their cars when snow plows need to clear the streets. When snow is expected, cars should park at the Park and Ride or in the Recreation Field parking area, but not longer than for 72 hours.

LIBRARY GRANT UPDATE

- Towbin announced that the planning grant application for the Cutler Memorial Library has been submitted, noting that the Town is acting as the agent for the Library and will be reimbursed for all its efforts. The Town does not own the Library, but got involved with the grant application because the project is in the Town's interest. A decision on whether the funding is awarded is expected in February 2017.

OVERVIEW OF COMING YEAR - GOALS, PROJECTS....

- Towbin reported that the Town has decided on both a cost-of-living and step increase for Town employees, amounting to a 4% overall increase. The Select Board will discuss the final budget at its next meeting.
- Wells noted that the Main Street Pedestrian Bridge project is scheduled to begin in 2017. Towbin gave a brief overview, noting that it is an approximately \$400,000 project with the Town's share being 10%, or \$40,000. Towbin explained that the rationale for the project is not simply to have the pedestrian bridge and sidewalk constructed, but that it will help in the major restructuring of the dangerous Main Street/Route 2 intersection. Ziegler added that the Town's \$40,000 share will not be coming from taxpayer dollars, but rather from the Batchelder Fund, endowment monies that were set aside to help fund projects such as this.
- Towbin noted that two major culvert replacement projects were scheduled: one on Bean Road and the other on Gore Road.
- Other projects in 2017 will include:
 - Continuation of work on the Sidewalk Study;
 - Continuation of work studying the two bridges in the Village; and

- Relocation of the bus shelter to in front of the Post Office on Route 2. Towbin noted that volunteers are needed to help with that effort.

NEW REQUIREMENTS FOR ENERGY SITING

- Towbin explained that due to Act 174, towns are being asked to work with regional planners for locating energy projects within the towns. Plainfield Energy Coordinator Bob Atchinson noted that Central Vermont Regional Planning will be creating a regional energy plan and is looking to identify a large, medium, and small town to work together in developing it. Atchinson proposed that Plainfield be one of the participating communities, which will provide a chance for the Town to get in on the ground floor in developing policy in this area. **Ziegler made a motion to authorize Plainfield Energy Coordinator Bob Atchinson, and various municipal officials at Atchinson's discretion, to speak with Bonnie Waninger, the head of Central Vermont Regional Planning, about having Plainfield participate in a discussion about energy siting as regards Act 174. Sneyd seconded the motion. The motion was approved.**

MICHAEL BILLINGSLEY HAZARD COMMITTEE BUDGET REQUEST

- Michael Billingsley, secretary of the Plainfield Hazard Mitigation Committee and Emergency Management Director, explained that part of the long-term planning for both the Hazard Mitigation Committee and the Emergency Management Director is to be better in touch in with the community. A direct mailing was identified as the best way both to provide information to the community about available resources during an emergency and to gather information about special needs in the community such as chronic illnesses, pets, and/or having hazardous materials on properties that might present a danger to first responders. Discussion followed on the printing and postal costs involved in sending out a mailing. Billingsley agreed to send these costs to the Select Board prior to its budget meeting on 1/10/17.
- Billingsley noted an estimated figure of \$428 for travel expenses for a year's worth of work in his capacity as Emergency Management Director. He is also planning a mailing to go out six months after the Hazard Mitigation Committee mailing that would have a mail-back card to get exact information about people who need special intervention at the time of an evacuation as well as a second mail-back card for people to make note of any hazardous materials in their house or on their property. Towbin recommended speaking with Town Attorney Jim Jamele about liability or legal implications regarding the Town holding such information. Billingsley assured that the information would not be held in Plainfield, but rather would be turned over to the State for its recordkeeping. Billingsley will send the printing and mailing cost to the Select Board prior to its budget meeting on 1/10/17. The next meeting of the Hazard Mitigation Committee is on 1/19/17 at 6pm at the Municipal Offices. Items discussed will include enlarging the prioritization of possible hazards that are not currently in the Hazard Mitigation Plan, including chemical waste spills on Route 2, long-term electrical outages, and epidemic. Atchinson noted that those involved in regional energy planning might be interested in finding out if there is a hazard mitigation plan that could be applied to more than one town.
- Towbin noted another Town position that needs to be filled. Justine Gadd is currently acting as the Town Health Officer on an emergency basis, however, a person is needed to fill the position permanently.

OTHER BUSINESS: MUNICIPAL LIGHTING

- Energy Coordinator Atchinson reported, and discussion ensued, on the status of various street light issues in Town, including Harvey Hill, Route 214, and Hudson Avenue.
- Atchinson noted that the Town is approaching the third phase of municipal lighting, and there are 8-9 more street lights needed. Atchinson will submit costs for this work prior to the Select Board's budget meeting on 1/10/17.

MINUTES

- **Sneyd made a motion to approve the minutes from the 12/12/16 Select Board meeting as submitted. Ziegler seconded the motion. The motion was approved.**
- **Sneyd made a motion to approve the minutes from the 12/19/16 Special Select Board meeting with a minor correction. Towbin seconded the motion. The motion was approved.**

OTHER BUSINESS: RESILIENCY COMMITTEE

- Ziegler noted that the Resiliency Committee was invited to participate in a two-day summit on 3/24/17 at ECHO, Leahy Center for Lake Champlain. Ziegler will provide more information as the date nears.

The meeting adjourned at 8:45pm on a motion by Ziegler. Sneyd seconded the motion. The motion was approved.

Respectfully submitted by Cindy Wyckoff