

**Town of Plainfield
Select Board Meeting
January 8, 2018
Approved Minutes**

PRESENT: Ross Sneyd (Select Board Member), Betsy Ziegler (Select Board Chair), Alexandra Thayer (Select Board Member), Linda Wells (Town Clerk/Treasurer), Keith Swann (Videographer), Cindy Wyckoff (Minutes Recorder), Gary Graves (Resident), Allan Farnham (Resident), Bob Atchinson (Energy Coordinator), Bram Towbin (Road Commissioner), Lisa Ryan (Cutler Memorial Library Grant), David Strong (Gallison Property/Approve Purchase and Sale Agreement Discussion), and Tom Blachly (Gallison Property/Approve Purchase and Sale Agreement Discussion).

Betsy Ziegler called the meeting to order at 6:30pm.

AGENDA

- Review Agenda
- Energy Commission Budget: Bob Atchinson
- Budget Discussion
- Public Comment/Announcements
- Town Clerk's Report: Warrants
- Road Report
- Library Grant: Adopt Updated Municipal Policies, Approve Project Agreement
- Gallison Property: Approve Purchase and Sales Agreement
- Skate Board Policy Revision
- Social Concerns Budget
- Approve Minutes
- Other Business
- Adjournment

REVIEW AGENDA

- After adding in discussion regarding the purchase of a speed control device, **Ross Sneyd made a motion to adopt the agenda as amended. The motion was approved.**

ENERGY COMMISSION BUDGET: BOB ATCHINSON

- Discussion of the Energy Coordinator's budget centered on the current fiscal year figures and proposed budget figures for fiscal year 2018-19.
- The Select Board discussed the energy goals stated in a petition that Atchinson presented for a vote at Town Meeting.

BUDGET DISCUSSION

- A general discussion on figures for various line items proposed for the fiscal year 2018-19 budget took place.

PUBLIC COMMENT/ANNOUNCEMENTS

- Residents Gary Graves and Allan Farnham were present to state their views on the fact that some Town committees are asking for additional funds to cover such expenses as travel and meals. Discussion followed that included the rise in the number of unfunded mandates coming down from the State, the burden placed on taxpayers through budget increases rather than raising money through fundraising activities, and additional preparedness requirements for town's to procure reimbursement for expenditures resulting from disaster situations.
- Farnham inquired as to how it came about that the old plow truck was sold, stating that it was a serious mistake to take it out of commission and purchase a new one.

TOWN CLERK'S REPORT: WARRANTS

- Town Clerk/Treasurer Linda Wells inquired about the administrator position associated with the grant that was awarded to the Cutler Memorial Library through the Town, which Sneyd noted needed to be clarified by the Library. Alexandra Thayer stated that the Library should also formally adopt the Municipal Policies and Codes that the Town has been asked to adopt as a condition of receiving the grant funding.
- With regard to the Bean Road Culvert project, Wells stated that there was a separate grant for the engineering portion of the project and requested approval for the reimbursement request from the Town to VTRANS. **Sneyd made a motion to approve the reimbursement request to VTRANS for \$8,527.50 for the Bean Road Culvert project. The motion was approved.**
- **Sneyd made a motion to approve warrants for 12/15/17, 12/15/17, 12/15/17, 12/20/17, 12/22/17, 12/29/17, 12/29/17, 1/4/18, 1/5/18, and 1/5/18. The motion was approved.**
- A special Select Board meeting was scheduled for 1/16/18 at 3:30pm to finish up budget discussions.

ROAD REPORT

- Road Commissioner Bram Towbin commended the Road Crew for its excellent job dealing with the roads, especially on Christmas day.
- Towbin noted that there was an unforeseen problem with one of the trucks. It took longer than usual to remedy the situation because the replacement part needed to be shipped from Pennsylvania, which had recently received over five feet of snow.
- Towbin stated his aversion to towing cars during snowstorms, but will resort to that measure if needed due to the number of cars that were left in the Village and outer roads during the recent snowstorm. The situation greatly hindered the snow-clearing work of the Road Crew. Towbin stated that he would like to post signs about when and where cars can park during snowstorms. Former Road Commissioner Allan Farnham stated that in his experience, towing cars in these instances results in a considerable reduction of parking violations during snowstorms.
- Sneyd presented a price quote for the purchase of a solar-powered traffic/speed monitoring device. The device/equipment will cost \$4,700; three sets of mounting brackets, to allow for the device to be moved easily among different locations, will cost \$125 for each set of brackets; and the cost for shipping is currently not known. **Sneyd made a motion to spend up to \$5,500 to cover the purchase of a speed monitoring device/equipment, three sets of mounting brackets, and shipping costs. The motion was approved.** A brief discussion followed regarding the impact of posting speed limit signs, the findings of a recent speed study in various areas around Plainfield, and other measures considered to address speeding problems.

LIBRARY GRANT: ADOPT UPDATED MUNICIPAL POLICIES, APPROVE PROJECT AGREEMENT

- Lisa Ryan, consultant for the Cutler Memorial Library in the application for a grant through the Town, was present on behalf of the Library. Thayer asked Ryan if the Library had put in place a process for approving the Municipal Policies and Codes that the Town is required to adopt. Ryan will relay the need for the Library to approve the document. **Sneyd made a motion to approve the adoption of the Municipal Policies and Codes with the understanding that the Library will also formally approve the document. The motion was approved.**
- With regard to approving the Grant Agreement Resolution, Sneyd inquired as to who the grant administrator for the project will be. Ryan explained that someone from the Town will need to officially submit information via the online grant system, and the Library will be hiring a grant administrator to prepare and provide the information to be submitted. Ryan also noted that as part of the process, Town Attorney James Jamele will be providing a letter verifying that the both the grant and subgrant agreements have been reviewed by him and are in order. Jamele has offered to provide this service pro bono, valued at approximately \$250, which will go towards the Town's in-kind contribution. **Sneyd made a motion to approve the Grant Agreement Resolution for the Cutler Library. The motion was approved.** Ryan noted that this information is part of the process of being offered the grant funding. Once all the current information is uploaded to the online grant system, if the State is satisfied with it, an official grant agreement will be offered to the Town. At that point, one last set of Select Board signatures will be needed, and that grant agreement will become the legal document.

GALLISON PROPERTY: APPROVE PURCHASE AND SALES AGREEMENT

- Friends of the Plainfield Town Hall Opera House members David Strong and Tom Blachly presented the Purchase and Sale Agreement for the Gallison property for Select Board approval. Strong explained that the closing date needed to be changed from 4/1/18 to 7/15/18 due to the funding of the purchase needing to occur in the 2018-19 fiscal year. Blachly explained the need for additional parking for events at the Town Hall Opera House. Strong presented maps showing where the current parking spaces are and where the additional spaces would be located. Thayer noted the high cost to the Town for adding 11 parking spaces. Discussion followed regarding possible uses for or demolition of the house itself and the need for voter approval to establish a reserve fund for monies earmarked toward creating additional parking spaces. **Sneyd made a motion to approve the Purchase and Sale Agreement and putting it before voters at Town Meeting. The motion was approved with two yeas and one nay.**

SKATE BOARD POLICY REVISION

- Ziegler reviewed the current language of the policy, explaining the changes she had made to the previous draft. Discussion followed regarding the need for a formal policy in light of negative responses from the community. Sneyd noted that it was a balance between the vibrancy of the Village and the need to foster safety. It was decided that no action will take place regarding the policy at this time.

APPROVE MINUTES

- **Sneyd made a motion to approve the minutes from the 12/11/17 regular Select Board meeting as written. The motion was approved.**

- **Sneyd made a motion to approve the minutes from the 12/13/17 special Select Board meeting as written. The motion was approved.**
- **Sneyd made a motion to approve the minutes from the 12/14/17 special Select Board meeting as written. The motion was approved.**
- Sneyd noted that he would send out the draft minutes from last week's special Select Board meeting.

OTHER BUSINESS

- Thayer presented language for the resolution she is proposing for consideration at Town Meeting regarding entering into a communications union district known as the Central Vermont Internet, noting that it will put no financial burden on the Town. **Sneyd made a motion to approve the language of the resolution regarding entering into a communications union district known as the Central Vermont Internet for consideration at Town Meeting. The motion was approved.**
- Sneyd noted that the website is currently down as a result of the transition from the old website to the new one. It should be back up in a few days.
- Regarding the Social Concerns Committee, Ziegler noted that one of its members had requested adding in funding for the Montpelier Senior Center to the already-approved list of organizations to receive funding from the Town. The rationale was that the Montpelier Senior Center is currently serving approximately 25 Plainfield residents. The original request was for \$700 and the Select Board had approved the amount of \$500 at a previous meeting.
- A brief discussion centered on ways to provide some of the additional funding being requested by the Emergency Management Coordinator, including contributions of supplies by various means.

ADJOURNMENT

- **Sneyd made a motion to adjourn at 8:50pm. The motion was approved.**

Respectfully submitted by Cindy Wyckoff