

**Town of Plainfield
Select Board Meeting
April 8, 2019
Approved Minutes**

PRESENT: James Volz (Select Board Member), Alexandra Thayer (Select Board Chair), Tammy Farnham (Select Board Member), Keith Swann (Videographer), Cindy Wyckoff (Minutes Recorder), Greg Western (Cross Vermont Trail Association), Gary Graves (Plainfield Fire and Rescue), Bram Towbin (Road Commissioner), Ross Sneyd (Resident), and David Strong (Resident).

Alexandra Thayer called the meeting to order at 7:03pm.

AGENDA

- Review Agenda
- Public Comment/Announcements
 - April 30 Community Gathering Announcement
- Approval of Minutes of March 25, 2019 Meeting
 - Approval of Warrants
 - Appointment to Planning Commission - Baylen Slote
 - Summary/Report Re: Select Board Institute
- Road Commissioner's Report
- Bike/Pedestrian Project Update
 - Written Update from Pat Travers
 - Further Information from Ross Gouin, Agency of Transportation
 - Consider Scheduling Special Meeting with Pat Travers, David Strong, Andrea Day
- Appreciation and Appointment - Fire Chief
- Update on Climate Economy Model Communities Program and 4/30 Kickoff Dinner including Funding for Dinner and Mailing - Jim Volz
- Supporting Plainfield Economic Health - Dave Strong, Ross Sneyd
- Request from Lt. Gov. Zuckerman's Office
- Opening Bids for Bridge Replacement Engineering
- Long-Term Planning for Select Board Focus
- Agenda Items for 4/22 Meeting
 - Purchasing Policy Discussion/Approval
 - Local Emergency Management Plan Approval (Due May 1st)
- Adjourn

REVIEW AGENDA

- There were no changes made to the agenda.

PUBLIC COMMENT/ANNOUNCEMENTS

- APRIL 30 COMMUNITY GATHERING ANNOUNCEMENT

- James Volz reviewed preliminary details of the 4/30/19 Climate Economy Model Communities Program Kickoff Dinner at Twinfield Union School.

APPROVAL OF MINUTES OF MARCH 25, 2019 MEETING

- APPROVAL OF WARRANTS

- APPOINTMENT TO PLANNING COMMISSION - BAYLEN SLOTE

- SUMMARY/REPORT RE: SELECT BOARD INSTITUTE

- Tammy Farnham made a motion to approve the minutes of the 3/25/19 Select Board meeting as amended. The motion was approved.
- Thayer made a motion to approve warrants of 3/26/19 and 4/5/19. The motion was approved.
- Volz made a motion to appoint Baylen Srote to the Planning Commission. The motion was approved.
- Volz reported on the Select Board Institute seminar that both he and Thayer had recently attended, noting that it provided valuable information.

BIKE/PEDESTRIAN PROJECT UPDATE

- WRITTEN UPDATE FROM PAT TRAVERS

- FURTHER INFORMATION FROM ROSS GOUIN, AGENCY OF TRANSPORTATION

- CONSIDER SCHEDULING SPECIAL MEETING WITH PAT TRAVERS, DAVID STRONG, ANDREA DAY

- Thayer noted that Bike/Pedestrian Project Manager Pat Travers had provided a written update related to project timeframes. Thayer also received information from Ross Gouin from the Vermont Agency of Transportation that there is a \$100,000 limit on how much can be spent on engineering costs. Currently the project engineering costs total \$106,000, which means that the Town may be responsible for the \$6,000 overage. Bram Towbin noted that the State changing its opinion regarding how the bridge should be constructed accounted for the increased engineering costs and that the Town should not be responsible for any overage. It was decided that the topic will be taken up again at the 4/22/19 Select Board meeting.

ROAD COMMISSIONER'S REPORT

- Road Commissioner Bram Towbin reported on the following:
 - The Road Crew is managing the roads well despite the current difficult conditions.
 - Discussion will begin on where the paving projects for the upcoming season should be, likely Martin Meadow and at the bottom of East Hill.
 - The possibility that a town would be liable for any safety violations incurred by companies it contracts with unless there is verbiage in the contract that indemnifies the town. Towbin recommended contacting the Vermont League of Cities and Towns to ensure that contracts include language stating that contractors will be responsible for any such costs.

APPRECIATION AND APPOINTMENT - FIRE CHIEF

- Thayer noted that Patrick Martin has decided to step down as Plainfield's Fire Chief. Towbin read aloud a tribute that he had written and posted to Plainfield People and Front Porch Forum regarding Martin's 22+-years serving as Fire Chief. Thayer noted that Greg Light has been recommended and is willing to serve as Fire Chief. **Farnham made a motion to appoint Greg Light to serve as Plainfield's Fire Chief. The motion was approved.**
- Towbin noted that Plainfield Assistant Fire Chief Andy Hebert was the chief sculptor on a memorial recognizing people who fell ill after the September 11th attack in New York City.
- Gary Graves, who serves in the Plainfield Fire Department, requested that the Select Board draft a letter thanking outgoing Fire Chief Pat Martin for his service.

OTHER BUSINESS: CROSS VERMONT TRAIL ASSOCIATION

- Greg Western was present from the Cross Vermont Trail Association (CVTA) to update the Select Board on an offer that CVTA has made to a landowner to purchase a parcel in Plainfield that will connect the trail between Plainfield Village and Country Club Road where the former rail bed is not available for a trail. Western noted that the three main purposes for his appearance at the Select Board meeting were to: 1) update the Select Board regarding both the big picture of the CVTA project and its progress in procuring the land parcel; 2) request that the Select Board provide a letter in support of a Housing and Conservation Fund grant application that CVTA will be submitting by 4/18/19; and 3) CVTA's desire to work with the Town to identify the best uses for the property as the project develops. After the Select Board reviewed the suggested language in the draft letter of support, **Volz made a motion to approve sending the letter drafted by Greg Western in support of the Cross Vermont Trail Association's proposal and authorize Thayer to sign and submit it. The motion was approved.**

OTHER BUSINESS: FLEET AND SINGLE-VEHICLE PERMIT REQUESTS

- **Farnham made a motion to approve the following Fleet permit requests:**
 - **Camp Precast Concrete Products**
 - **Connecticut Valley Trucking**
 - **Curtis Lumber Company**
 - **Mathews Excavating**
 - **Suburban Propane**
 - **Walker Construction Company****The motion was approved.**
- **Volz made a motion to approve the following Single-Vehicle permit requests:**
 - **Fred Vance Trucking**
 - **Westin Pulp Sales****The motion was approved.**

OTHER BUSINESS: 2020 CENSUS NEW CONSTRUCTION PROGRAM

- Thayer stated that she would scan the hard copy version of the information on the program and send it out to the other Select Board members, who can decide at the 4/22/19 Select Board meeting if it is something in which the Town wants to be involved.

UPDATE ON CLIMATE ECONOMY MODEL COMMUNITIES PROGRAM AND 4/30 KICKOFF DINNER INCLUDING FUNDING FOR DINNER AND MAILING - JIM VOLZ

- Discussion followed a review by Volz of the purpose of the program and kickoff event, including renewable energy projects at Twinfield Union School that have thus far not moved forward; possible budget line items where Plainfield's half of the \$400 cost of the dinner could be derived; and the logistical issue of how to get the word out on the event. **Volz made a motion to authorize the use of \$200 to support the 4/30/18 Climate Economy Model Communities Program Kickoff Dinner event. The motion was approved.**

SUPPORTING PLAINFIELD ECONOMIC HEALTH - DAVE STRONG, ROSS SNEYD

- David Strong noted the loss of businesses in the Town over the years; that there is currently no organization in Plainfield engaged in promoting the Town; that the Select Board might take the lead in creating a discussion on what is going on with the local economy, including why some of Plainfield's mainstay businesses are shaky; and what the community might be able to do to restore

the Town's vitality. Discussion followed on ideas to address the issue, including anticipating the needs of various entities and what Plainfield might be able to offer; using the Town Plan to begin the process of looking at challenges and opportunities; possibly providing more support to cottage industries outside of the Village; listing more local businesses on the Town website; repurposing old barn spaces for commercial use; looking at various aspects of the Town's Zoning Regulations; redefining areas where business can take advantage of tax incentives; looking at parking issues in the Village; asking existing businesses what barriers they are facing; determining why so many buildings are currently vacant; what opportunities might present themselves in the new economy; the prohibitive cost of any one business taking advantage of the existing fiber optic line going out from the Village to the tower; encouraging craft-industry businesses; identifying the best locations for businesses to locate and how to encourage businesses to go there; and the loss of retail space in the Village. Ross Sneyd suggested waiting to see what ideas are generated at the 4/30/19 Climate Economy Model Communities Program Kickoff event followed by possibly setting up a task force to maintain a focus on the issue. It was decided that Strong and Sneyd will attend the Select Board meeting in late May or early June, after ideas are gathered from the 4/30/19 Model Communities Kickoff event.

OPENING BIDS FOR BRIDGE REPLACEMENT ENGINEERING

- The Select Board opened the bid materials for the engineering work for the Brook Road bridge replacement project that were submitted by two separate companies: Dubois & King, Inc. and VHB. Thayer noted that the materials will be given to the hiring committee, which is meeting on 4/17/19.

AGENDA ITEMS FOR 4/22 MEETING

- Purchasing Policy Discussion/Approval
- Local Emergency Management Plan Approval
- Brook Road Replacement Bridge Project
- Supporting Plainfield Economic Health (for end of May or early June meeting)
- Long-Term Planning for the Select Board

OTHER BUSINESS

- Thayer noted an email recently received from Darren of the Vermont Bicycle Shop regarding its "Take a Kid Adventure Biking Day" event at the Plainfield Park and Ride. The Select Board had approved the event in 2018, and the group was requesting approval to hold the event again this year on 5/19/19. Thayer will respond that the Select Board will approve the request assuming that the group follows the same practices as last year and takes care of any liability issues.

REQUEST FROM LT. GOV. ZUCKERMAN'S OFFICE

- Thayer read aloud a correspondence from Lieutenant Governor Zuckerman's office inquiring if there are any projects that have been undertaken recently that have had positive impacts on the environment. It was decided that Plainfield Energy Coordinator Bob Atchinson will be asked to come up with a list for Select Board review, which will then be forwarded to Zuckerman's office.

ADJOURN

- **Volz made a motion to adjourn at 9:17pm. The motion was approved.**

Respectfully submitted by Cindy Wyckoff