

**Town of Plainfield
Select Board Meeting Minutes
Tuesday, July 9, 2019
Municipal Office, 149 Main Street**

Tammy Farnham, Sasha Thayer and Jim Volz were present. Road Foreman Mike Nolan and Conservation Commission chair Sarah Albert were also present for a portion of the meeting. The meeting commenced at 6:05 pm

Warrants approval: The motion was made to approve warrants dated June 25, and 26 and July 5 and 12, 2019. The motion passed unanimously.

Mowing bids: The board was asked to consider a proposal to hire out roadside mowing rather than having the road crew do it as the latter involves renting the mowing equipment and the use of town road crew members to do so. Concerns also include the timing available for equipment rental may take us late into the summer. After discussion, Tammy Farnham moved to contract with Donald Dexter to do the roadside mowing for the town for the sum of \$7400 with the recommendation that the savings in road crew time be used do our own hauling of sand and/or gravel and reduce those costs. The motion passed unanimously.

Approve employee raise: Road Commissioner Bram Towbin had asked to have the board consider a raise for employee Michael Bingham based on his having accomplished various skills over the time that he's been with the town and assurances made to him that his hourly wage would increase when that had occurred. Per his contract with the town Michael has taken the classes for his CDL license and has gained skill on various kinds of equipment like the road grader. Treasurer Linda Wells reviewed the town budget and shared with the select board that it appears that a raise of 3% is the most that the budget approved at town meeting in March will be able to meet. After much discussion of the 2% raise received by all members of the road crew and the step increase that will be coming next year Tammy Farnham made the motion to grant a 3% raise to Michael Bingham immediately. The motion passed unanimously.

Approve contract with VHB re Great Brook Bridge Replacement - we have not yet received responses to our questions raised about the content of the contract proposed by VHB. As a result, this item will be take up at the July 22 select board meeting

Endorse Municipal Roads Grants-in-aid Letter of Intent - the letter of intent to participate in the Municipal Roads Grants-in-aid program was approved at an emergency meeting on July 3, 2019 after the town received notice from Jonathan DeLabriere of the Central Vermont Regional Planning Commission at 2:32 pm that the letter was needed by the end of business on July 3rd and that the town is eligible for a \$8000 grant, with a 20% match for work done on segments of hydrologically connected roads, which we would have until June 30, 2020 to complete and which could include the following kinds of road work:

- Grass and stone-lined drainage ditches and stone check-dams;
- Turnouts, cross culverts, and other disconnection and infiltration practices;
- Lowering of high road shoulders;
- Installation or replacement of drainage culverts and driveway culverts on non-perennial

- streams within right of way and installation of culvert headwalls and outlet stabilization;
- Stabilizing conveyance zones;
- Addressing gully erosion on Class 4 roads; and
- Stabilizing catch basin outlets

The town will be able to select the road segments to work on in coordination with the Central Vermont Regional Planning Commission. It is also possible that a grant of more than \$8000 may be available if other towns decide not to participate in this program. The town has also been informed by Jonathan DeLabriere of the CVRPC that the letter of intent does not require that that town go forward with participating in the Municipal Roads Grants-in-aid program.

Since Tammy was not available to participate in this emergency meeting, endorsing the letter of intent sent on July 3, 2019 was put on the agenda for this July 9th meeting. Jim Volz moved to endorse the Municipal Roads Grants-in-aid Letter of Intent sent on July 3rd. The motion passed without objection.

Conservation Commission request for contract approval for mowing and brush hogging on trails: Sarah Albert appeared to seek select board approval of a contract for mowing and brush hogging on trails in the town forest. Two proposals from Kyle Bellevance were presented by Sarah Albert. One proposal called for a day's work of brush hogging with a separate charge of \$125/hour for stump grinding. Sarah explained that the work of keeping trails open has previously been done by conservation commission members volunteering, but they realized that they simply aren't able to continue to do so. Re the trails, Sarah explained that the trails have grown up with brambles in many places, and within those brambles are stumps which would have to be ground down prior to brush hogging to avoid damage to the brush hogging machinery. Because of the vegetation having grown over many such stumps, it is not possible to easily locate the stumps needing to be ground down. There was concern that a day's work seemed excessive given the length of the trails in question, something on the order of a mile or a little over that. After discussion, the board recommended that the work be done next year, with the stumps marked in the spring before the vegetation starts to cover them in order to get contracts better reflecting what the costs will be. As a result a contract for mowing and brush hogging on the trails in the town forest was not approved.

Approval of Memorandum of Understanding regarding hydrologic abatement project at The Health Center: The Central Vermont Regional Planning Commission put together a proposal to address a gully forming at the river side of The Health Center property, with water and possible sediment going into the river and a risk of erosion over time. Initial planning has been done at no cost to the town. In order to proceed, the Central Vermont Regional Planning Commission is seeking a Memorandum of Agreement with the town to cover the annual maintenance that will be needed which is expected be about a half day's work each year from the road crew. Road Commissioner Bram Towbin attended a kick off meeting at the Health Center earlier in the month and recommends that the town approve this memorandum of agreement based on possible damage to the river and the increasing interest from the Agency of Natural Resources regarding what towns are doing to address water quality issues on rivers and Lake Champlain. Pam Deandrea who is handling this project will seek only grants for construction that will not involve any contribution from the town. After discussion, Jim Volz moved for approval of the Memorandum of Understanding with the Central Vermont Regional Planning Commission for the hydrologic abatement project at The Health Center. The motion passed unanimously.

Designation of person to attend 2nd Annual VT Community Leadership Summit on August 12, 2019, put on by Vermont Council on Rural Development: The town is able to send one individual to the Vermont Community Leadership Summit on August 12th with no charge. This can be someone already involved in town government or another individual who may be an up and coming community leader and may also be an opportunity to engage someone of a younger age. It was decided to put this on the agenda for the July 22nd meeting.

Minutes approval: Jim Volz moved for approval of the minutes for the July 2, 2019 meeting and the July 3, 2019 meeting. The motion was approved.

Agenda items for 7/22/19 meeting:

- Tree removal from adjacent landowner's property
- Sheriff's Department contract
- Designation of person to attend 2nd Annual VT Community Leadership Summit on August 12, 2019, put on by Vermont Council on Rural Development
- Approve contract with VHB re Great Brook Bridge Replacement
- Approval of June 24, 2019 minutes

Adjourn: The motion was made to adjourn the meeting at 8:15 pm and passed without objection.