

Town of Plainfield, Vermont
Select Board Meeting
April 12, 2021 at 7:00PM
Remote-Only Meeting Via Zoom
Draft Minutes

Electronic Participants: Select Board members Tammy Farnham, Sasha Thayer, and Jim Volz (chair), Greg Chamberlin (Water/Wastewater System operator), Charlie Cogbill (community member), Jesse Cooper (community member), Dawn Fancher (community member), Susan Grimaldi (community member), Julie Hackbarth (community member), Tristan MacGregor (community member and Water/Wastewater system operator), Alice Merrill (community member and town grant writer), Alice Sky (community member), Baylen Sky (community member), Karen Starr (community member), Arion Thibault (community member), Laurie Veach (community member), Grace Worcester (community member), Betsy Zeigler (community member), and Eric Blaisdell, Times Argus reporter.

Approval/Changes to the Agenda:

- Firehouse repair – authorization of contract & permit. This topic was added after the town clerk/ town treasurers report.
- Items of focus for coming year: Bob Aitchison moved first to speak

Jim moved to amend the agenda with a unanimous approval of the select board.

Announcements:

- Outcome of the votes for article 6 and 7 were defeated.
- Sasha made a COVID-19 update.
- Tammy announced that there is a plant sale on Saturday April 24th.
- Green Up Day – details to come!

Organizational Meeting:

Tammy moved to elect Jim as Select Board chair. Jim said that he is willing to take on the additional work and acknowledged Sasha for all that she has done. With a unanimous approval of the select board. Jim believed that the concept of a vice chair doesn't make a lot of sense for a board of 3 members.

Jim requested to delay the approval of Select Board meeting rules of procedure until next select board meeting.

Town Clerk/Town Treasurer Report - Linda Wells:

Linda announced town meeting was very quiet with only 30 walk-in voters. For Australian ballots, there were 341 town ballot voters and 337 school ballot voters. The results have been posted on the website. Linda thanked everyone that helped volunteer.

Municipal Building Roof:

Linda is still waiting for bid information from 2 companies; Linda only has 1 bid at this point. Jim said that they will wait to receive at least one more bid before making a decision, Tammy agreed.

Sasha expressed urgency in getting the project done, as it may cause further damage if it's not repaired. Jim suggested to reach out to Ken to see when the anticipated start date would be. Once a second bid is received, the select board will determine whether a special meeting is needed. It was clarified by Linda that the roof repair would only be roofing, not insulation.

Warrants:

Payable: March 26, 31 & April 9

Payroll: March 22, April 1

Tammy moved to approve the above warrants with a unanimous approval of the select board.

Meeting Minutes:

February 11, 19 March 22nd & 30th

Sasha requested to put off March 22nd as what Charlie Cogbill had stated was inaccurately represented within the minutes.

Tammy moved to approve the February 11th, 19th and March 30th meeting minutes with a unanimous approval of the select board. The revised March 22nd meeting minutes will be taken up during the next meeting.

Approval of Overweight/Fleet Permits:

Agri-Mark, Inc. dba Cabot Creamery, Waitsfield, VT

Camp Pre-Cast Concrete Products, Inc, Milton, VT

Farnham Excavating and Landscaping, LLC, Plainfield, VT

Fred Vance/Fred Vance Trucking, Hardwick, VT

G.W. Tatro Construction, Inc., Jeffersonville, VT

Harrison RediMix Corp, Georgia, VT

Haskins & Associates Concrete, LLC, Waterbury, VT

Huntington Homes, Inc., Montpelier, VT

Irving Oil Corporation, Barre, VT

Kirk Fenoff & Son Excavation, LLC, Danville, VT

Limlaw Chipping and Land Cleaning, Inc., West Topsham, VT

Packard Fuels, LLC, East Montpelier, VT

Pike Industries, Barre, VT

S.D. Ireland (S,D, Ireland Concrete Construction, Inc.), South Burlington, VT

Tammy moved to approve the above overweight/fleet permits with a unanimous approval of the select board.

Request for approval of liquor license renewal application: Positive Pie, Plainfield.

Tammy moved to approve Positive Pie's liquor license renewal application with a unanimous approval of the select board.

Approval of Firehouse Repair Contract

The contract for the Firehouse Repair was dropped off with Linda. The Fire Safety Division requires that the town file a permit application with the Fire Safety Division, which is a percentage

of the cost doing the repairs. It will cost the town \$542 for the permit application to be filed. Tammy moved to approve the permit application with a unanimous approval of the select board. Tammy moved to authorize Linda to sign the permit application with a unanimous approval of the select board.

Tammy stated that the contract from Ken Randall was very vague and lacked detail. Linda mentioned that Greg said that the project would be done in phases. The proposal breaks down the project, but the contract does not reference the proposal. Tammy mentioned that the contract needs to reference the proposal dated 3/15/2021, Sasha and Jim agreed. Tammy also asked to enquire about a materials list and a disbursement schedule. Jim said that he feels comfortable with detail used pertaining to the materials list. Sasha stated that the *schedule of values* breaks down payment disbursement. Sasha proposed to label the schedule of values using whatever appendix makes sense, then reference those appendices within the contract.

Bob Aitchison asked whether there is a provision for insulating the concrete work if it's exterior? Sasha said that in general a provision would not be a bad idea. Tammy said that she would touch based with the contractor outlining the revisions needed to the contract. Linda added that there would be a 10-14-day window for payment after completion of the project stage. Sasha expressed that the architectural drawing should also be within the contract to give more detail on what should be expected.

Jim moved for Tammy to follow-up with the contractor with the concerns discussed by the Select Board, with a unanimous approval of the select board.

Items of focus of the coming year:

Energy efficiency in Plainfield: Sasha asked Bob to touch on how the town can work on supporting energy efficiency and renewable energy in Plainfield. Bob will work on developing a group of people to work on supporting the mission to improve energy efficiency and renewable energy.

Sasha asked the town/select board to start thinking about various items of focus within the coming year, i.e.: the end of state of emergency (possibly in the near future) and how this might affect various aspects of the community and town that might require additional involvement. Tammy suggested to outline these upcoming things and start strategize these things and get community members involved. These items are not things that the select board is capable of addressing due to time constraints. Jim suggested to have a special meeting requesting the involvement of community members, Tammy and Sasha agreed.

Route 2 Main Street Intersection Remediation Project Update: Tammy did not have any updates to share.

Pedestrian Bridge Project Update:

Tammy mentioned that she has a "Kick-Off" meeting on Thursday April 15th with contractors to sort out logistics and answer any additional questions. There have been a lot of questions regarding traffic control. Tammy indicated that Alice has been a huge supporter as a grant writer, and some of the meetings that she goes to are helpful to gather information. Tammy suggested to create clear expectations of her role as grant writer to better understand her involvement in projects. Tammy

indicated that Andrea Day is a critical participant in this project and, but the town is probably getting charged for her involvement. Sasha stated that she is concerned about the financial implications of having additional involvement. Ross had mentioned to Tammy that there are unexpended funds and that she understands that there is funding to pay for these incurred costs. Tammy stated that it is critical for Andrea Day to be at this meeting.

Approval of Town Plan:

Sasha suggested making a few grammatical changes on page 6 re: quotations around the word should and “The” capitalizations. Sasha requested a footer at the bottom of each page stating: Plainfield Town Plan adopted April 12, 2021. Will, Sasha and Jim agreed that these would be easy changes.

Sasha moved to approve the Town Plan with the changes that she proposed, with a unanimous approval of the select board.

Jobs and contract positions open:

The town approved a paid part-time select board assistant position, the description can be found on the website. Other opportunities include: part-time maintenance manager (contract position), web administrator (contract position), town constable, & animal control officer.

Appointments:

See attached list of appointments.

Tammy moved to approve the referenced appointments with a unanimous approval of the select board.

Public Comment:

Tammy thanked the community for their support. She often feels like the select board role is a thankless job and she was reminded by several community members that she is valued. She requested the support from the entire community to fill some of the open roles. She is willing to serve as a select board member with the hope that community members will become involved and contribute to the change they want to see.

Sasha thanked Tammy for what she said and she agreed that community involvement is extremely important.

Alice Sky inquired about the town maintenance position – she wondered what the interim solution is, as there is a lot of trash at the rec field. She looked into the position but raised a concern about liability insurance (approximately \$700/year), which is a required component of a contracted position. Tammy suggested to talk to Linda about having this role be a paid position rather than a contracted position. This will be discussed further during the next select board meeting.

Agenda Items for Upcoming Meetings:

- Approval of Select Board Rules of Procedure
- Approval of minutes, including March 22 revisions
- Local Emergency Operations Plan update/approval
- Consideration of changing town maintenance position to employee rather than contractor
- Items of focus of the coming year

Adjournment:

Tammy moved to adjourn and the motion passed unanimously at 8:42 PM.

**Attachment: Appointments approved at April 12, 2021 Select Board meeting.
Terms are for year ending March 31, 2022 unless otherwise noted.**

Central Vermont Regional Planning Commission

Plainfield representative: *Paula Emery*

Alternate: *Bob Atchinson*

Solid Waste District Plainfield Representative

Plainfield Representative: *Betsy Zeigler*

Transportation Advisory Committee: *Bob Atchinson*

Development Review Board

Expires 2024 Alice Sky

Expires 2024 Jim Volz

Emergency Management *Alexandra "Sasha" Thayer*

Energy Coordinator *Bob Atchinson*

EMT Captain: *Johnathan Matthew*

Fire Chief: *Greg Light*

First Assistant Fire Chief: *Johnathan Matthew*

Second Assistant Fire Chief: *Andy Hebert*

Deputy Chief: *Gary Graves*

Planning Commission

Expires 2023 Will Colgan

Road Foreman: *Mike Nolan*

Tree Warden: *Nicko Rubin*

Registrar: *Expires 2022 Linda Wells*

Deputy Registrars

Expires 2022 R. Brent Whitcomb

Expires 2022 Nicholas Whitcomb