

**Town of Plainfield Select Board Meeting,  
January 3, 2023 by Zoom  
Minutes - Approved**

**Agenda:**

**Changes to Agenda**

**Announcements**

- Committees, Boards & Commissions needing you
- Town positions needing filling

**Public Comment**

**Town Clerk/Town Treasurer Report, Robin Miller**

- Planning for Town Meeting
- Reminder of upcoming deadlines
  - 1/30 Deadline for filing petition to be on the ballot and also, consent to be on the ballot
  - 1/19 Deadline for filing petition for item to be included on the Town Meeting warning
  - 1/26 First day for Select Board to post approved Town Meeting hard copy and on website
- Bid for Sidewalk Snow Removal from David Herring
- Approval of Warrants
- Approval of Minutes

**Executive Session to discuss applicants for Administrative Assistant and negotiations with Jay Southgate regarding his proposal to replace the Old Firehouse**

**Schedule Meeting with Washington County Sheriff-Elect Marc Poulin**

**Main Street Bridge Repair - Line Painting**

**Adjourn**

**Present:** Select Board members Jim Volz (Chair) and Riley Carlson. Also present was Town Clerk Robin Miller.

**Jim Volz called the meeting to order at 7:00 pm.**

**Changes to Agenda:**

Volz suggested the addition to the agenda of a discussion regarding the report by Keith Swann of the tree which fell on the carriage house, Carlson agreed to the addition. Volz suggested that the agenda item regarding the Main Street Bridge Repair be postponed to a later date, Carlson agreed.

**Announcements:**

Committees, Boards & Commissions needing you -

Volz urged community members to volunteer for Town committees, boards, and commissions.

Town positions needing filling -

Volz stated that the open positions are posted on the Town website.

**Public Comment:**

There were no members of the public present at the meeting. There was no public comment.

**Town Clerk/Town Treasurer Report, Robin Miller:**

Miller reported that her recent focus has been on closing out the year and meeting deadlines for the Town Report.

Planning for Town Meeting –

Miller asked Volz and Carlson whether the Select Board had discussed the option of holding Town Meeting in-person this year. Volz and Carlson agreed that they would prefer an in-person meeting and Miller voiced her agreement. Volz inquired about a Zoom option for Town Meeting and, after brief discussion of the merits and challenges of using Zoom during a large public meeting at the Town Hall Opera House, stated that Town Meeting would be held in-person and that a Zoom option would not be likely. He stated if someone were to request a Zoom option that the Select Board would do further research on the feasibility of this.

Reminder of upcoming deadlines –

Miller stated that she will email Town website administrator, Bob Fancher, to have the following deadlines posted on the Town website:

- 1/30 Deadline for filing petition to be put on the ballot and also, consent to be on the ballot. Miller noted that without completion of the accompanying consent form, petitions will not be accepted.
- 1/19 Deadline for filing petition for item to be included on the Town Meeting warning.
- 1/26 First day for Select Board to post approved Town Meeting hard copy and on website.

Bid for Sidewalk Snow Removal from David Herring –

Miller reported that Herring has done the sidewalk snow removal for the past two storms. She stated that she'd spoken with Road Foreman Michael Bingham regarding Herring's bid and shared that Bingham has been pleased with Herring's work. She reported that Herring is charging the Town a flat hourly rate of \$135/hr., that Herring's estimate states that snow removal

will only be done when there's three inches or more of snow, and that for the most recent storm he had completed the snow removal in approximately two and a half hours. Volz and Carlson agreed that Miller should hire Herring. **Carlson moved that the Town enter into an agreement with David Herring to hire him to plow the sidewalks of the Town of Plainfield for the remainder of this winter at a rate of \$135/hr. and that he only do so when there is three inches or more of snow. The motion passed unanimously.**

Approval of warrants -

Miller presented an accounts payable warrant for December 21, 2022 for approval. Miller presented payroll warrants for November 30, 2022 and December 3, 15, 17, and 29, 2022 for approval. **Volz moved to approve the accounts payable and payroll warrants and the motion passed unanimously.**

Approval of minutes – **Carlson moved to approve draft minutes for the November 1, 2023 Select Board meeting. The motion passed unanimously.**

**Executive Session to discuss applicants for Administrative Assistant and Negotiations with Jay Southgate regarding his Proposal to Replace the Old Firehouse:**

Volz suggested that for the sake of efficiency Miller review applications for Town Administrative Assistant then make a recommendation to the Select Board of who should be offered an interview. Miller and Carlson expressed agreement with this approach. Miller stated that she had received some new applications which she would share with Select Board members.

Volz shared that he had emailed Jay Southgate regarding the cost of the removal of the Old Firehouse. Volz suggested that this topic be addressed when all three members of the Select Board are present. Carlson agreed. Volz stated he would email Southgate again to gauge his interest.

**Schedule Meeting with Washington County Sheriff-Elect Marc Poulin:**

Volz proposed that this item be postponed until all three Select board members were present. Carlson stated his agreement.

**Main Street Bridge Repair - Line Painting:**

This item was postponed to a later date, see Changes to Agenda above.

**Discussion Regarding the Tree Which Fell On the Carriage House:**

Miller shared that she is uncomfortable with a Town employee removing the tree due to concern about insurance coverage. She stated that Road Foreman Bingham had agreed that this project should go to bid. Miller stated she will reach out to Justin Hale of Catamount Tree Service to

request a bid as well as connect with Thayer's husband, Ed Hutchinson, for information regarding another tree service he had recommended.

**Adjourn: Carlson moved to adjourn at 7:21 pm and the motion carried unanimously.**

Minutes respectfully submitted by Kristin Brosky, Town Administrative Assistant.