

**Town of Plainfield
Select Board Meeting
December 11, 2017
Approved Minutes**

PRESENT: Ross Sneyd (Select Board Member), Betsy Ziegler (Select Board Chair), Linda Wells (Town Clerk/Treasurer), Keith Swann (Videographer), Cindy Wyckoff (Minutes Recorder), Kevin Levesque (Resident, Skate Board Policy Discussion), Jenni Belotserkovsky (Resident, Skate Board Policy Discussion), Bob Rosenfeld (Cutler Memorial Library), Lisa Ryan (Cutler Memorial Library), Kathy Bizzoco (Website Discussion), David Strong (Gallison House/School Street Property Discussion), Bram Towbin (Road Commissioner), and Loona Brogan (Cutler Memorial Library).

Betsy Ziegler called the meeting to order at 7:05pm.

AGENDA

- Review Agenda
- Public Comment/Announcements
- Town Clerk’s Report: Warrants
- Road Report: Skate Boarding Signs, Traffic Control Device
- State Police Traffic Control
- Skate Board Policy Discussion
- Library Grant: Lisa Ryan
- Website
- Gallison House/School Street Property
- Approve Minutes
- Other Business
- Adjournment

REVIEW AGENDA

- After a brief review, **Ross Sneyd made a motion to adopt the agenda as written. The motion was approved.**

PUBLIC COMMENT/ANNOUNCEMENTS

- Two Plainfield residents, Kevin Levesque and Jenni Belotserkovsky, were present to comment publicly on the newly posted “No Skate Boarding” signs, stating that their presence in the neighborhood deters activity in the Village and conveys a negative, unwelcoming image of Plainfield. Ziegler explained that the signs were intended for two specific areas in the Village with the purpose being to increase safety. Road Commissioner Bram Towbin noted that it has been the most discussed issue on Plainfield People, with the reactions to the signs being fairly universally negative. Belotserkovsky stated that she was the one who started the petition to take the signs down, which has garnered almost 100 signatures. She echoed Levesque’s comment regarding the unwelcoming nature of the signs. Ziegler thanked both residents for their input.

TOWN CLERK'S REPORT: WARRANTS

- Town Clerk/Treasurer Linda Wells presented an annual maintenance contract agreement between the Town of Plainfield and Brook Field Services for the generator at the Town Hall Opera House. **Sneyd made a motion to approve the preventive maintenance agreement with Brook Field Services, Program #1, for \$263. The motion was approved.**
- Wells stated that the contract between the Town and VTRANS is being finalized for the Bean Road culvert project, which includes an amendment to cover the additional cost of removing the ledge in the amount of \$12,213.23. The award totals \$110,886.53. Wells noted that Select Board needs to approve the reimbursement request to VTRANS. **Sneyd made a motion to approve the request for reimbursement from VTRANS in the amount of \$110,886.53. The motion was approved.**
- Wells provided the Select Board with a copy of a resolution received regarding a comprehensive energy plan for the Town of Plainfield that includes working, as the State is, toward getting 90% of its energy from renewable sources by 2050. The Select Board makes the decision whether a resolution will be considered at Town Meeting.
- Wells reminded that there were two budget meetings coming up: 12/13/17 at 4pm for the Highway Department; and 12/14 at 4pm for the Fire Department. The Select Board budget meeting was scheduled for 1/3/18 at 4pm. Sneyd noted that a meeting needed to be scheduled with the Cutler Memorial Library to discuss its funding request for the upcoming year. It was decided that the Library meeting would begin at 4pm on 1/3/18, followed by the Select Board budget meeting at 4:15pm.
- Towbin noted a negative reaction by residents at last year's Town Meeting regarding listing the names of delinquent tax payers in the Town Report. Wells recommended speaking with the Town Auditors about what they plan to include in this year's Town Report.
- **Sneyd made a motion to approve warrants of 12/1/17, 12/3/17, 12/4/17, 12/6/17, and 12/8/17. The motion was approved.**
- Given that the season's first significant snowfall will be occurring tomorrow, Towbin reminded residents about winter parking regulations, which he has posted on social media.
- Wells noted that Plainfield Constable Kathleen Hayes is away for a few days and that former Constable George Cushing is covering for her during that time.

ROAD REPORT: SKATE BOARDING SIGNS, TRAFFIC CONTROL DEVICE

- Road Commissioner Bram Towbin reported that the Road Crew was getting ready for the first big snow storm of the season tomorrow.
- Towbin asked that because of the ruts in the roads, which are now frozen, drivers should use caution when travelling on dirt roads.
- Ziegler asked Towbin's opinion on options for traffic-control devices, noting that there is \$8,000 in this year's budget. Towbin noted his preference for a solar-powered unit so that the Road Crew would not have to regularly switch out the heavy batteries from the non-solar model that is in use currently. Sneyd had already researched specifications and costs for a solar model. Discussion followed regarding locations to site the devices (Lower Road, East Hill Road, Middle Road, and Brook Road) and purchasing a couple sets of connecting brackets to allow the signs to be moved from one base post to another. Sneyd will speak further with the company that he has been communicating with and report back with more information at the 1/8/18 Select Board meeting. Sneyd noted that the State has recommended that towns become better aware of regulations pertaining to the use of radar signs.

STATE POLICE TRAFFIC CONTROL

- Ziegler stated that she had discussed with Wells the idea of hiring the Vermont State Police to patrol Plainfield in addition to the law-enforcement services currently provided to the Town by the Washington County Sheriff's Department. Sneyd noted that the State Police had offered to provide the Town with different scenarios indicating the amount of patrol hours it could provide at various cost levels, which could be put before voters for approval at Town Meeting. Ziegler stated that it would be good to have the cost information by the next Select Board meeting.

SKATE BOARD POLICY DISCUSSION

- Ziegler noted the extensive amount of feedback received regarding the recent posting of "no skate boarding" signs in the Village, and recommended that the signs be taken down while the Select Board redrafts the skateboard policy to include these areas of concern. Ziegler restated the reason that the policy was drafted and the signs posted was to address concerns for the safety of the skate boarders. Towbin noted that he will ask Road Foreman Mike Nolan to remove the signs for now and have a broader discussion on the topic in the spring. **Sneyd made a motion to remove the skate boarding signs until further discussion is had. The motion was approved.** Ziegler read aloud a half-page, more-concise version of the policy, which will be further discussed once Select Board member Alexandra Thayer is present.

LIBRARY GRANT: LISA RYAN

- Lisa Ryan and Bob Rosenfeld were present to report on the Cutler Memorial Library's award of a planning grant, applied for by the Town of Plainfield, for the expansion of the Library. Ryan reviewed the process, noting that the award agreement is stipulated upon meeting certain conditions. The conditions are: 1) that the Town adopt the most updated version of the municipal policies and codes; and 2) that there is a plan to manage the project, including the general administration of the grant. Ryan noted that the Library will be hiring a consultant to work on its behalf with the Town to make sure that the grant is managed properly. Ryan stated that if the above conditions cannot be met by 2/1/18, the State needs to be notified to request an extension. It was decided that the Select Board would review the management plan draft before signing it at its next meeting.
- Sneyd invited a representative from the Cutler Library to attend the Select Board's budget meeting on 1/3/18 at 4pm to explain what the Library's budget request from the Town for the next fiscal year will be.

WEBSITE

- Town Webmaster Kathy Bizzoco was present to discuss what platform she is recommending for hosting the Town's new website. Bizzoco presented the three options under consideration: GovOffice, Revise, and Weebly, noting the major differences among them. Sneyd noted that the budget for the rest of the fiscal year is \$3,500. Bizzoco stated that the cost per year for Weebly is \$150; the cost to transfer the URL is \$78 for three years, but the \$78 needs to be paid up front; and the cost for Bizzoco's technical support is \$3,000. **Sneyd made a motion to authorize Bizzoco to move forward with a Weebly design. The motion was approved.** Sneyd asked if \$3,500 was a reasonable amount to allocate for the website in next fiscal year's budget, to which Bizzoco replied yes. Bizzoco stated that the new site could be up and running in two weeks.

GALLISON HOUSE/SCHOOL STREET PROPERTY

- David Strong from the Friends of the Plainfield Town Hall Opera House (Friends) was present to discuss the purchase of the Gallison property to provide additional parking for events at the Town Hall Opera House. He noted that the Town's attorney had forwarded to the Select Board the purchase and sale agreement; that the Friends had launched its fundraising campaign to raise \$20,000 to help the Town purchase the Gallison property; and that George Springston has flagged the Town-owned surplus property behind the School Street Apartments. Strong asked the Select Board to consider three things: 1) authorize the Select Board chair to sign the purchase and sale agreement for the Gallison property, the actual sale of which is contingent upon voter approval at Town Meeting; 2) once the seller has signed the purchase and sale agreement, the Select Board ask the Town attorney to draft a warning for Town Meeting regarding the Gallison property purchase; and 3) resolve to place the Town-owned surplus property on the market, and if the property sells, to use the proceeds to offset the cost of purchasing the Gallison property. Discussion followed on the possibility of contacting the current owners of the School Street Apartments that fronts the Town's surplus property to see if they are interested in purchasing it; the amount the surplus property would sell for; possible uses for the surplus property; whether the Town can sell property without voter approval; which banking institution would offer a loan for the cost of the Gallison property; changes to the purchase and sale agreement from the previous version; any additional costs above the purchase price; and possible uses for the building on the Gallison property. Strong agreed to email to Sneyd the draft language that Strong had written up for the warning. A decision was tabled until the 1/8/18 meeting when Thayer is present to weigh in on the issue. Ziegler will look into the cost of financing and check in with Wells about the Reserve Fund.

CUTLER MEMORIAL LIBRARY, CONTINUED

- Loona Brogan, librarian at the Cutler Memorial Library, continued the discussion of the planning grant that was awarded to the Town for an addition to the Library, querying as to how to frame the grant procurement relationship between the Town and the Library in a press release and at the grant award ceremony. Sneyd suggested that the language state that the Town was awarded a planning grant for improvements to the Library. Brogan also suggested celebrating the award via a reception at the Library, which Ziegler said she would attend.

APPROVE MINUTES

- **Sneyd made a motion to approve the minutes from the 11/27/17 meeting as written. The motion was approved.**

ADJOURNMENT

- **Sneyd made a motion to adjourn at 8:57pm. The motion was approved.**

Respectfully submitted by Cindy Wyckoff