

**Town of Plainfield  
Select Board Meeting  
April 9, 2018  
Approved Minutes**

**PRESENT:** Alexandra Thayer (Select Board member), Ross Sneyd (Select Board chair), Tammy Farnham (Select Board member), Linda Wells (Town Clerk/Treasurer), Keith Swann (Videographer), Cindy Wyckoff (Minutes Recorder), George Cushing (Resident), David Strong (Friends of the Town Hall Opera House), Allan Farnham (Resident), Tim Phillips (Water/Wastewater Commission), Josh Pitts (Water/Wastewater Commission), Laura Ziegler (Main Street Pedestrian Bridge Project Advisory Group), Andrea Day (Dufresne Group), Patrick Travers (Staff Sterling Management), Judith Ehrlich (VTRANS), Bram Towbin (Road Commissioner), and Michael Billingsley (Emergency Management Director).

**Ross Sneyd called the meeting to order at 7:00pm.**

**AGENDA**

- Review Agenda
- Public Comment/Announcements, including Times Argus, Washington County Mental Health Community Forum
- Town Clerk's Report and Warrants
- Appointments: Central Vermont Internet and School Board and Planning Commission
- Road Report
- Water/Wastewater Loan Documents
- Pedestrian Bridge Updates, Possible Vote on Alternative
- Emergency Management
- Select Board Institute
- Approve Minutes
- Adjournment

**REVIEW AGENDA**

- There were no changes made to the agenda.

**PUBLIC COMMENT/ANNOUNCEMENTS**

- Sneyd noted continued construction work at the intersection of US Route 2 and Route 14 in East Montpelier, which will likely cause slowdowns.
- Sneyd announced a special Select Board meeting on 4/16/18 at 7pm to review and approve the resolution and warning for reconsideration of the vote on the purchase of the Gallison house. The vote will take place on 5/17/18. There will be a public information hearing on 5/7/18 at 7:00pm at the Town Hall Opera House. George Cushing and Alexandra Thayer asked that factual information regarding costs associated with the Gallison House purchase be available before the 5/7/18 public information hearing. David Strong reported on the estimated costs for demolishing the house and asbestos remediation, and noted the lot's potential use as a safe loading/pickup/drop off site for events.

- Sneyd reported that the *Times Argus* did print a correction of the article on Plainfield's Town Meeting in its 3/28/18 issue and thus did not draft the letter to the editor from the Select Board that he had planned to write. Thayer disagreed that the issue should be left at that, and offered to write a short letter to the editor for review by the Select Board.
- Cushing asked if it should be the Select Board that should be investigating the costs and actions needed on the Gallison house and not the individual who proposed the deal. Sneyd responded with his personal view that the voters should first have their say and then, depending on the outcome, a committee could be appointed to delve deeper into the options. Tammy Farnham disagreed with Sneyd, stating that the costs need to be identified prior to the vote. Thayer agreed with Farnham that additional costs should be investigated and that a Select Board member should be responsible for gathering that information. Strong noted that Thayer's position opposed to the purchase presents similar issues in terms of gathering trustworthy information and that the important thing is that verified information be out there in advance of the vote. Sneyd noted that discussion will continue at the 4/16/18 special meeting and the 5/7/18 public information meeting.
- Sneyd noted that in terms of the presentation that Washington County Mental Health (WCMH) would like to make in Plainfield, WCMH's schedule does not permit it to occur during a regularly scheduled Select Board meeting. Subsequently, WCMH has proposed that the forum be held at the Town Hall Opera House on 5/10/18. Washington County Youth Services would also like to make a presentation. It was decided that both entities should make their presentations on the same date, if possible, and that the rental fee for the Town Hall Opera House be waived.
- Thayer noted that there was a good turnout at the recent community supper and the next one will be held in May.

#### **TOWN CLERK'S REPORT AND WARRANTS**

- Town Clerk/Treasurer Linda Wells presented the paperwork for the Water/Wastewater loan application, which will be discussed later in the meeting.
- **Sneyd made a motion to approve the warrant for 4/6/18. The motion was approved.**
- **Sneyd made a motion to approve the annual liquor license renewal for the Country Club of Barre. The motion was approved.**
- Wells presented the following Fleet Permit applications for approval:
  - A. Withers Trucking
  - Camp Pre-Cast Concrete
  - GK Bisson Trucking
  - GW Tatro Construction
  - Harrison Redi-Mix
  - Hutch Crane
  - Kelley View Farm
  - Walker Construction

**Sneyd made a motion to approve the above Fleet Permit applications with the inclusion of the restrictions regarding seasonal road travel and obeying speed limits. The motion was approved.**

#### **ROAD REPORT**

- Road Commissioner Bram Towbin reported that he is working on obtaining funding for a couple of projects, one of which is a culvert on Brook Road that is severely eroding the bank.
- Towbin noted that the Road Crew is doing a good job on the roads despite the muddy conditions that exist.

#### **APPOINTMENTS: CENTRAL VERMONT INTERNET AND SCHOOL BOARD AND PLANNING COMMISSION**

- Sneyd noted that two individuals have expressed interest in the position of Plainfield representative to the Central Vermont Internet. The acting clerk of Central Vermont Internet has asked that Plainfield make its appointment by 4/30/18. It was decided that the Select Board would meet briefly with both applicants before the 4/23/18 Select Board meeting. Sneyd noted that the acting clerk had requested that an alternate also be appointed.
- Sneyd noted that two people have expressed interest in filling the vacancy on the School Board, one of whom may not be eligible to serve. Thayer will draft and post a notice requesting applicants for the position and ask them to come before the Select Board at the 4/23/18 meeting and that applications should be submitted by 4/16/18.
- Thayer reported that Karen Storey is a member of the Planning Commission as well as being the Zoning Administrator and can serve one more year on the Planning Commission. **Thayer made a motion to reappoint Karen Storey to the Planning Commission. The motion was approved.**
- Thayer noted that there are still open positions on the Recreation Committee, the Planning Commission, the Development Review Board, and the Cemetery Commission. The position of Health Officer also needs to be filled. Towbin reported that Paula Emery is interested in serving as an alternate to the Central Vermont Regional Planning Commission. Towbin agreed to ask Emery to send a letter of interest to the Select Board.

#### **WATER/WASTEWATER LOAN DOCUMENTS**

- Tim Phillips and Josh Pitts were present from the Water/Wastewater Commission. Phillips noted that an assets management plan needs to be conducted to identify the system components that are in use, how much longer each component is expected to be operational, and what it will cost when the equipment needs to be replaced. He stated that funding for this work begins with a loan from the State and if the Town completes all the required steps toward getting the assets management done, the State will zero out the loan and turn it into a grant. Discussion followed on the details of the assets management plan and the associated benefits to the Town. The application has already been approved by the State and the Select Boards needs only to accept it by signing the loan documents. **Sneyd made a motion to authorize signing the Vermont Revolving Fund Customer Distribution Authorization and the accompanying loan documents. The motion was approved.**

#### **PEDESTRIAN BRIDGE UPDATES, POSSIBLE VOTE ON ALTERNATIVE**

- Andrea Day from the Dufresne Group and Patrick Travers from Staff Sterling Management were present to provide an update on the Main Street Pedestrian Bridge project. Project Advisory Committee members Tim Phillips and Laura Ziegler were also present. Day distributed printouts of the presentation to the Select Board. Travers stated that there have been some design changes that will have the impact of lowering the cost of the project. Day provided a summary of the history of the project. She noted recent discussions with VTRANS and structural engineers regarding changing the project design from the pedestrian bridge being separate from the existing bridge to modifying the existing bridge with the pedestrian bridge attached, which would result in cost savings and lessening the impact on the surrounding neighborhood. The age and condition of the existing vehicle bridge was discussed, and if adding the pedestrian bridge onto it at this point would be wasted money if the vehicle bridge needs to be replaced in the foreseeable future. Day and Travers responded that VTRANS considers the bridge to be in fair-to-good condition and that the bridge is not on VTRANS list of bridges that will be in need of replacement. Day noted that the change would delay the project and require additional design work; however, the overall cost of the project would go down. When Sneyd asked what the Advisory Committee's thoughts were on the change in the

project design, Tim Phillips and Laura Ziegler responded that it was a “no brainer” to go along with the recommended design changes. Ziegler noted that her only concern was to ensure that there was a clear demarcation between the vehicular and pedestrian sections of the bridge. Resident and former Road Commissioner Allan Farnham noted that there was concern when he was Road Commissioner about the retaining wall that was coming apart under the Route 2 side of the bridge. George Cushing asked if there was coordination in the planning of the pedestrian bridge project and the proposed project at the Main Street/Route 2 intersection, to which Day responded affirmatively. Further discussion included the means of stabilizing the unstable retaining wall beneath the bridge and assurance that the federal funding for the project will be available. Travers stated that the Advisory Committee had asked that the Select Board consider three items: 1) support of the design change concept switching from the separate pedestrian bridge to the sidewalk on the existing bridge; 2) issuing a contract amendment to Dufresne Group to complete the necessary designs for the design change, including structural engineering; and 3) a contract amendment to Staff Sterling Management for additional project management coordination services. Further discussion centered on specific design cost changes and the effect on the structural integrity of the bridge by extending it out to add the new pedestrian portion. **Sneyd made a motion to support the design change as outlined, approve a contract amendment for an additional \$46,000 to the Dufresne Group for engineering, and approve a contract amendment for an additional \$4,700 to Staff Sterling Management for local project management services.** Additional discussion followed on the estimated construction costs and the contingency amounts built into the cost figures presented. **The motion was approved.**

#### **EMERGENCY MANAGEMENT**

- Sneyd noted a request for reimbursement from Emergency Management Director Michael Billingsley in the amount of \$236.25 of which \$164.25 is for mileage. Discussion followed on what had been budgeted for Emergency Management in the 2017-18 Town budget and the real cost incurred by Billingsley to perform the job. Sneyd suggested that the Select Board look at the overall budget to see if any additional funding is available and revisit the issue at the 4/23/18 meeting.

#### **SELECT BOARD INSTITUTE**

- It was decided that the Select Board would take up this item at its next meeting.

#### **APPROVE MINUTES**

- **Thayer made a motion to approve the minutes from the 2/26/18 Public Hearing and regular Select Board meeting with the addition of verbiage she had drafted regarding the public hearing portion of the meeting.** Thayer read aloud the proposed additional verbiage. **The motion was approved.**
- **Thayer made a motion to approve the minutes from the 3/12/18 regular Select Board meeting as written. The motion was approved.**
- **Sneyd mad a motion to approve the minutes from the 3/26/18 regular Select Board meeting as written. The motion was approved.**

#### **ADJOURNMENT**

- **Thayer made a motion to adjourn at 9:00pm. The motion was approved.**

Respectfully submitted by Cindy Wyckoff