

**Plainfield Select Board Meeting**  
**March 14, 2016**  
**Approved Minutes**

**PRESENT:** Ross Sneyd (Select Board), Bram Towbin (Select Board Chair), Linda Wells (Town Clerk), Keith Swann (Videographer), Cindy Wyckoff (Minutes Recorder), Bob Atchinson (Plainfield Energy Coordinator), Eric Blaisdell (Times Argus), and Michael Billingsley (Hazard Mitigation Committee).

**Bram Towbin called the meeting to order at 7:00pm.**

Towbin noted that designation of the chairperson of the Select Board is made at the first meeting following Town Meeting, but since Betsy Ziegler was not present, he suggested that he chair this meeting and that the selection of a chairperson take place at the next meeting. **Ross Sneyd made a motion that Towbin chair this meeting and that selection of a chairperson take place at the next meeting. Towbin seconded the motion. The motion was approved.**

The agenda was as follows:

- Announcements and Public Comment
- Town Clerk's Report
- Road Report
- Street Lamp Replacement
- Old Home Day Update
- School Board Appointments
- Summary of Development Review Board Action on Red Store
- Introduction to Newest Select Board Member, Ross Sneyd
- Overview of Coming Year - Intersection on Route 2
- Overview of Coming Year - Pedestrian Sidewalk Bridge Project
- Overview of Coming Year - Milone and MacBroom Report on Bridges
- Overview of Coming Year - Creamery Street Sidewalk Study
- Overview of Coming Year - Resiliency Grant
- Overview of Coming Year - New Zoning
- Overview of Coming Year - Website Redesign
- Approve Minutes

**Sneyd made a motion to approve the agenda as written. Towbin seconded the motion. The motion was approved.**

**ANNOUNCEMENTS/PUBLIC COMMENT**

- Towbin announced that there will be a public meeting on 3/21/16 at 7pm at the Town Hall Opera House regarding the amending of Plainfield's Zoning Regulations, noting the biggest change being the designation of fluvial erosion zones. There will be additional meetings for public comment before the vote in August.

- Linda Wells noted that the Town Clerk’s Office will be closed on 3/25/16.
- Wells announced that Dan Gadd from the Recreation Department had notified her that there will be an Easter Egg Hunt on 3/26/16 at 9am at the Grace United Methodist Church for children 10 years and under.

**TOWN CLERK’S REPORT**

- Wells read the following list of proposed appointments, noting forms for several of the appointments that the Select Board needs to sign:

<b>Auditor</b>	Vacant
<b>Central VT Regional Planning Commission</b>	Dave Strong
<b>Central VT State Police Advisory</b>	George Cushing
<b>Central VT Solid Waste Representative</b>	Laura Zeisel
<b>Conservation Commission</b>	Becky Buchanan - 2020
<b>E-911 Coordinator</b>	Sandra Ross
<b>Emergency Management Coordinator</b>	Rob Bridges
<b>Energy Coordinator</b>	Bob Atchinson
<b>Fire Chief</b>	Patrick Martin
<b>First Assistant Fire Chief</b>	Dennis Blair
<b>Second Assistant</b>	Andy Hebert
<b>Deputy Chief</b>	Gary Graves
<b>Fire Warden</b>	Andy Hebert - 2017 term
<b>First Constable</b>	George Cushing
<b>Hazard Advisory or Hazard Mitigation</b>	Appointed 2/6/16 - Bram Towbin, George Springston, Dan Gadd, Michael Billingsley, Theresa Bienz, Yoko Kishishita
<b>Recreation Committee-one year term</b>	Lloyd Farnham
<b>Registrar</b>	Linda B. Wells
<b>Deputy Registrars</b>	R. Brent Whitcomb, Bruce Judd, Nicholas Whitcomb, Catherine Jaworksi
<b>Revolving Loan Committee</b>	Karl Bissex, Erica Decosta
<b>Road Commissioner</b>	Bram Towbin
<b>Road Foreman</b>	Mike Nolan
<b>Highway Administrator</b>	Vacant
<b>Social Concerns Committee</b>	Mary Niebling
<b>Town Hall Advisory</b>	Karl Bissex, Ed Hutchinson, Naomi Flanders, Dave Strong, Keith Swann, Tom Blachly

<b>Town Service Officer</b>	Vacant
<b>Tree Warden</b>	Nicko Rubin
<b>Water and Wastewater Commissioner</b>	Tim Phillips – appt 12/22/15 Term 2018
<b>Development Review Board</b>	Rob Bridges – 2017, Sarah Albert - 2019
<b>Planning Commission</b>	Cito Hardy - 2019
<b>School Directors</b>	Stephen Harris – 2017, Chandra Miller-2017

**Sneyd made a motion to approve the proposed appointments as presented by Wells. Towbin seconded the motion. The motion was approved.** Wells noted that the two School Board appointees have been made aware that they need to come to the Town Clerk’s Office to sign oaths before they can begin serving on the School Board.

**ROAD REPORT**

- Towbin noted that Road Foreman Mike Nolan has been busy during this early mud season and is dealing with rough spots in the roads. They have discussed improvements to Recreation Field Road and Towbin has had conversations with residents about the fill that is used on the roads. Towbin invited those with concerns about certain spots or who wish to discuss the issue to contact him.
- Towbin noted ongoing issues with the vendor who supplies the Road Crew with uniforms. A company representative will be present at the next meeting to discuss the contract.

**INTRODUCTION TO NEWEST SELECT BOARD MEMBER, ROSS SNEYD**

- Towbin introduced new Select Board member Ross Sneyd. Sneyd gave a brief overview of his background and noted that his contact information will be available on the Town’s website.

**STREET LAMP REPLACEMENT**

- Energy Coordinator Bob Atchinson began by announcing that a coin box had been installed at the new Electric Vehicle Charging Station in the Mill Street parking lot. So far, \$4.10 has been collected for 31 kilowatt hours (kWh), an average of about \$0.13 per kWh, for which the Town pays \$0.14 per kWh. He noted the slight difference possibly resulting from someone using the charging station before the coin box was installed. He gave the collected monies and lock combination to Linda Wells. Sneyd asked if the station was coin operated to which Atchinson responded that due to the high cost of setting up a credit card unit, the need for WIFI, and an \$800 per year maintenance fee, the decision was made to set up a coin box and meter readout for users to deposit the appropriate amount of money using the honor system. Positive Pie may provide WIFI at some point so users can monitor the meter remotely via cell phone.
- In terms of Municipal Lighting, Atchinson presented the cost for each of three replacement lamps, including an Efficiency Vermont incentive offset, at \$192.94 plus \$11 for a photo cell for a total of \$203.94 plus shipping per lamp. Discussion followed regarding from which budget line item the funds for purchasing the lamps would be drawn. Atchinson noted that there is money in the Energy Coordinator’s budget to augment the cost, but asked that funds first come from the Municipal Lighting budget. To allow for as yet unknown shipping charges, **Sneyd made a motion to spend up to \$230 apiece to purchase the three lamps, contingent upon available funds in the budget. Towbin seconded the motion. The motion was approved.**

- Wells noted that there are 8-10 insulation canisters in the basement of the Town Municipal Building that are available for Atchinson to pick up.
- Towbin asked Atchinson to let the Select Board know if he wanted to consider the formation of an Energy Committee rather than there being just an individual Energy Coordinator. Atchinson noted the lack of volunteers in the past and that he currently meets and works on projects in conjunction with the Marshfield Energy Committee. He solicited for Energy Committee members, asking anyone interested to contact him at 802-505-3996 or bobat2@yahoo.com. Towbin thanked Atchinson for all his work.

#### **MISCELLANEOUS**

- Wells noted a meeting needing to be set up with VTRANS and asked about scheduling something for the following week. Towbin asked that Wells check with Nolan about his availability.
- Atchinson, referring to his membership on the Central Vermont Regional Planning Commission's (CVRPC's) Transportation Advisory Committee, noted a meeting on 3/22/16 at 7pm at the CVRPC offices in Montpelier where he has the opportunity to advocate for elevating the priority of Plainfield's two bridges as transportation projects.
- Michael Billingsley, underscoring Atchinson's point, stated that he learned at the State Emergency Management training that the CVRPC data is the point around which future funding is allocated. Towbin asked Billingsley to briefly report on the training. Billingsley recounted discussion regarding the coordination at various levels with FEMA acting as the allocator of grants and collector of data, climate trends, the flood outlook for this year, how State Emergency Management is coordinated, procurement and reimbursement issues related to contractors doing reparation work, the need to develop better Local Emergency Operation Plans (LEOPs), and documentation requirements. Towbin noted that certain types of funding are contingent upon having such measures in place such as a Town Plan and an LEOP as well as a Select Board member being certified with an Emergency Management Designation for operations control during disasters. Towbin explained Plainfield's move toward the Road Crew's electronic documentation of its work to provide history and funds spent in certain situations in order to qualify for reparation reimbursement.

#### **SUMMARY OF DEVELOPMENT REVIEW BOARD ACTION ON RED STORE**

- Towbin noted concerns among residents at the planned removal of the property's commercial space and development of apartment housing. He stated that it is the right of owners to develop their properties as they wish, to a certain extent, and that the Town cannot rightfully dictate what an owner can and cannot do in the development of private property.

#### **OVERVIEW OF COMING YEAR - INTERSECTION ON ROUTE 2**

- Towbin stated that the intersection on Route 2 is in need of a major repair and presents a safety issue. Former Select Board member David Strong has been leading an initiative with VTRANS to address the problem. VTRANS is currently developing ideas and a meeting will be held in June to discuss possible solutions, including a three-way traffic light. There will be ample time to examine VTRANS's ideas and provide comment.
- In addition, there is a building directly across from the Town Hall Opera House, currently unoccupied, that has come up for sale and the Select Board has authorized the Town's lawyer to speak to the property owner to assess interest in the Town purchasing the property. Towbin

stressed that no decisions have been made and that this is a preliminary idea in order to be proactive in possibly allowing the Town to have some say in how that property might be developed. Discussion followed on potential uses, including the addition of parking spaces for the Town Hall Opera House and other Village businesses, and conversion to a commercial space for a Town-operated laundromat.

#### **OVERVIEW OF COMING YEAR - PEDESTRIAN SIDEWALK BRIDGE PROJECT**

- Towbin made note of a grant that has been secured to build a pedestrian bridge running parallel to the current bridge over the Winooski River and sidewalk leading up through the intersection to the parking lot across from the Town Hall Opera House. The project is estimated to cost between \$340,000 and \$400,000 with a 10% Town match. Towbin stated that such infrastructure projects are costing the taxpayers a relative minimal amount of money while also demonstrating to the State that beyond merely making the intersection safer, the area is being revitalized and thus is worth investing in. He invited anyone with questions or interested in talking further about this to contact him.

#### **OVERVIEW OF COMING YEAR - MILONE AND MACBROOM REPORT ON BRIDGES**

- Towbin stated the issue of the Village's two undersized bridges and noted how fortunate it was that there was no loss of life or property in the 2011 flood event. A recent engineering report has put forth recommendations in terms of the direction in which the Town should go in addressing such infrastructure issues. Michael Billingsley noted that there is a Hazard Mitigation Committee meeting on 3/17/16 at which members will discuss the seven hazards that might affect the Town and where to prioritize the committee's efforts. A discussion followed on Barre's upcoming installation of river trash racks upstream from Plainfield on the Winooski River.
- Towbin announced that the Town has emergency funding for repairs this spring of the failing base wall of stones that protects Cameron Road immediately before the bridge in that location.
- Towbin reported that the State may fund the buyout of a house that sits dangerously close to the cliff above the river on Cameron Road, noting no effect on the local taxpayer, but that the Town's interest is in avoiding loss of life involving first responders or having the deal with the structure after it has fallen into the river.

#### **OVERVIEW OF COMING YEAR - CREAMERY STREET SIDEWALK STUDY**

- Towbin explained the current funding available to explore running a sidewalk along Creamery Street and Brook Road that would complete the sidewalk network around the Village. There is a group of residents involved in the study, which will report on its findings. Given issues that arose when the sidewalks were installed on Main Street, communications are vital. Towbin noted that there are three abandoned/distressed properties on Creamery Street that are in various stages of foreclosure with one hopefully coming up for auction in the next six months.

#### **OVERVIEW OF COMING YEAR - RESILIENCY GRANT**

- Towbin stated that the Town has received \$10,000 to assist in its community resiliency efforts and the process of hiring a project coordinator is currently underway. Billingsley explained that a community resilience network within the Town needs to be established ahead of time and that network models vary from town to town. The plan would be for the project coordinator to explore

the best option for Plainfield and galvanize the community around the best way to accomplish it. Billingsley recommended that there be coordination between the Hazard Mitigation Committee and the new project coordinator so that the committee's resources are available. Towbin agreed and encouraged the committee to move forward on a plan to coordinate. Towbin noted an issue on Recreation Field Road that the resiliency group might want to consider involving erosion issues from the old railroad bed that runs above and parallel to the road.

#### **OVERVIEW OF COMING YEAR - NEW ZONING**

- Having discussed the upcoming new zoning regulations, Towbin reminded of the meeting on 3/21/16 at 7pm at the Town Hall Opera House. He noted that the Plainfield Planning Commission has been working for a long time with consultants and the revisions include new approaches and language important for grant work thus everyone should be involved with the process.

#### **OVERVIEW OF COMING YEAR - WEBSITE REDESIGN**

- Towbin noted that given the limited funding that has been invested in the Town's website, it is a fairly good resource. He reviewed the Town's current effort to hire someone to manage the site, stating that the emphasis should be on content delivery, not technical concerns. He explained that in addition to keeping track of the Town's business, it is also how the town presents itself to the world and therefore needs to be more dynamic and current. He encouraged Sneyd, with his background in media, to provide any insight on how the Town can more effectively communicate through the site.

#### **FLEET AND SINGLE VEHICLE PERMIT AND LIQUOR LICENSE RENEWAL REQUESTS**

Towbin presented the following Fleet and Single Vehicle Permit requests for approval:

- Agri-Mark (Fleet Permit)
- Bournes Energy (Fleet Permit)
- Scott Brown (Fleet Permit)
- Camp Precast Concrete Products (Fleet Permit)
- Chevalier Drilling Company, Inc. (Fleet Permit)
- Dubois Construction (Fleet Permit)
- Kingsbury Construction (Fleet Permit)
- S.D. Ireland Concrete (Fleet Permit)
- Carl M. Simino (Fleet Permit)
- Suburban Propane (Fleet Permit)
- Robert Trucott (Single Vehicle Permit)
- Fred Vance Trucking (Single Vehicle Permit)
- Arnold Withers (Single Vehicle Permit)

**Sneyd made a motion to approve the Fleet and Single Vehicle Permits as listed above. Towbin seconded the motion. The motion was approved.**

Towbin presented the following Liquor License Renewal request for approval:

- Country Club of Barre (Liquor License Renewal)

**Sneyd made a motion to approve the Liquor License Renewal request the Country Club of Barre. Towbin seconded the motion. The motion was approved.**

**MINUTES**

- **Towbin presented minutes from the 3/11/16 Special Select Board meeting. Sneyd made a motion to approve the minutes from the 3/11/16 Special Select Board meeting as written. Towbin seconded the motion. The motion was approved.**

**The meeting adjourned at 8:35pm on a motion by Sneyd. Towbin seconded the motion. The motion was approved.**

Respectfully submitted by Cindy Wyckoff