

**Town of Plainfield**  
**Select Board Meeting**  
**October 9, 2017**  
**Approved Minutes**

**PRESENT:** Ross Sneyd (Select Board Member), Betsy Ziegler (Select Board Chair), Alexandra Thayer (Select Board Member), Keith Swann (Videographer), Cindy Wyckoff (Minutes Recorder), Melinda Vieux (Resident, Skateboard Policy Discussion), Eric Blaisdell (Times Argus), Bram Towbin (Road Commissioner), and Daniel Hardy (Resident, Traffic/Speeding Discussion).

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

**AGENDA**

- Review Agenda
- Public Comment/Announcements: 10/18/17 Safety Forum
- Town Clerk's Report: Warrants
- Road Report: Bridge Grant Application, Other
- Skateboarding Policy Discussion
- Website Discussion, Continued
- CVRPC Traffic Study Update
- Approve Remaining Expenditures for Constable Training
- Approve Appropriation for Installation of Street Lights
- Approve Minutes, Other Business
- Adjournment

**REVIEW AGENDA**

- Ziegler and Alexandra Thayer noted that the Select Board would go into executive session at the end of the meeting to discuss a personnel issue. **Ross Sneyd made a motion to approve the agenda as amended. The motion was approved.**

**PUBLIC COMMENT/ANNOUNCEMENTS: 10/18/17 SAFETY FORUM**

- Sneyd and Ziegler noted the Safety Forum that will be held on 10/18/17 at 7:00pm at the Town Hall Opera House. Ziegler reviewed the purpose of the forum. Representatives from the Vermont State Police and the Washington County Sheriff's Department will be present. Thayer noted that a bill might be coming up in the Vermont State Legislature requiring that towns provide some kind of police service. Thayer thanked Plainfield resident Dan Caddy for his efforts in helping to publicize the upcoming forum and noted that he and Andrea Gould are working to establish a Neighborhood Watch program in the community.

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

- Ziegler stated that Town Clerk/Treasurer Linda Wells would not be present at tonight's meeting, but that there are warrants that need to be approved. **Sneyd made a motion to approve the warrants on file at the Town Clerk's office from 10/3/17 and 10/6/17. The motion was approved.**
- Ziegler explained that Select Board approval is needed to submit a grant amendment application to the Vermont Agency of Transportation for the Bean Road culvert project. Due to hitting ledge during the excavation phase of the project, the cost increased by \$24,533.95. Ziegler noted that a major portion of that amount will be reimbursed. Discussion followed with Road Commissioner Bram Towbin regarding the full cost of the project, rationale for the larger size of the culvert installed, and the fact that the ledge that was removed will be used in another project. **Sneyd made a motion to approve the grant amendment request for additional funding in the amount of \$24,533.95 for the Bean Road culvert project. The motion was approved.**

### **APPROVE APPROPRIATION FOR INSTALLATION OF STREET LIGHTS**

- Sneyd noted that Plainfield Energy Coordinator Bob Atchinson has requested that all of the remaining street lights be installed, adding that Green Mountain Power (GMP) had reduced its \$660 previous charge for work on Harvey Hill and Route 214 to \$500. Discussion followed on the purchase price of two more street lights, GMP's installation cost, cost savings from foregoing the maintenance contract via using LED lights, available funds in the budget, whether the Town's insurance might cover GMP's repair cost for the Route 214 street light, and working within the confines of the current year's budget figures versus cost savings resulting from GMP installing everything during one service visit. **Sneyd made a motion to authorize the Town Clerk to pay up to \$500 for the work on Harvey Hill and Route 214. The motion was approved.** It was decided that Atchinson will be asked to attend the next Select Board meeting when Town Clerk/Treasurer Wells will also be present to further discuss the street light installation issue.
- Road Commissioner Towbin reviewed the progress of removing the lamp post from the sidewalk leading up to the Park and Ride, noting that discussion is underway with the engineer, Green Mountain Power, and a landowner regarding the pole's relocation to the other side of the street. While the relocated pole itself will be in the Town's right-of-way, discussion continues on tree and limb removal on the landowner's property for the pole anchors.

### **ROAD REPORT: BRIDGE GRANT APPLICATION, OTHER**

- Road Commissioner Towbin was present regarding a personnel issue, which will be discussed during the executive session at the end of the meeting.
- Ziegler noted that the Select Board needs to authorize the cost for Alice Merrill to write a grant to fund the Brook Road bridge engineering study. This cost will be written into the grant application and be returned to the Town if the project is funded. Discussion followed on the cost and particulars of the engineering study, the Town's match, the fact that the Town's match can include in-kind services, and the 10/26/17 deadline to submit the grant application. Ziegler noted that Merrill had estimated that she will need 20 hours to write the grant. **Sneyd made a motion to approve up to \$1,000 to prepare the FEMA grant application for the Brook Road bridge engineering study. The motion was approved.**

### SKATEBOARDING POLICY DISCUSSION

- Thayer explained that her rewrite of the draft policy was directed at skateboarders and their parents. Ziegler read aloud the new draft. Resident Melinda Vieux related recent incidents that have taken place on the street in front of her house. Sneyd stated that he feels strongly that skateboards should not be outlawed and noted that the policy has been redrafted to make it more friendly to skateboarders. Discussion ensued, including asking the community, via social media, to help mentor kids about safety; possibly posting a sign on the hill below the Park and Ride about the skateboarding dangers in that area; concern heard from community members regarding skateboarding on sidewalks with regard to the safety of pedestrians; and deleting graphic language from the policy. **Sneyd made a motion to adopt the policy as amended by the suggestions made by Ziegler. The motion was approved with one abstention.**

### WEBSITE DISCUSSION, CONTINUED

- Sneyd reviewed the status of the search for a webmaster, noting that the Town was looking for someone who can both help choose an appropriate platform for the site and be the content editor. Sneyd proposed advertising the position again using the same job description. Discussion followed regarding the reopening of the recruitment process and what adjustments should be made to it; the value of the breakdown of televised Select Board meetings so viewers can go directly to a particular discussion item; and other features the site might have to increase its usefulness. After a brief review of the original job description, it was decided that Sneyd would redraft the job description and send it out to Select Board members for further consideration.

### CVRPC TRAFFIC STUDY UPDATE

- Road Commissioner Bram Towbin noted that the Central Vermont Regional Planning Commission's (CVRPC's) Plainfield traffic study should be wrapping up in the next week and a half and that Dan Currier is willing to come before the Select Board to present the findings. Brook Road resident Daniel Hardy read aloud a letter he received from the Town of Jericho relating its positive experience with speed tables to address speeding issues. Towbin offered information on the two different kinds of speed tables — plastic versus paved — that he has researched, and noted opposition to their use by various groups. Towbin requested that the road foreman from Jericho should speak directly with Plainfield's Road Foreman Mike Nolan to assure Nolan that the speed tables have not presented any problems for the road crew. Ziegler asked Hardy to continue to gather and forward information on speed tables.

### APPROVE MINUTES, OTHER BUSINESS

- **Sneyd made a motion to approve, as written, the Select Board minutes from the 9/11/17 regular meeting, the 9/25/17 regular meeting, and the 9/18/17 special meeting. The motion was approved.**
- At 8:37pm, **Sneyd made a motion to move into executive session for the purpose of discussing personnel issues. The motion was approved.**

### EXECUTIVE SESSION

- **Sneyd made a motion to approve an agreement to pay for training for a prospective employee. The motion was approved.** The Select Board moved out of executive session at 9:00pm.

**ADJOURNMENT**

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

Respectfully submitted by Cindy Wyckoff