

**Town of Plainfield
Select Board Meeting
July 22, 2019
Draft Minutes**

PRESENT: James Volz (Select Board Member, Acting Chair), Tammy Farnham (Select Board Member), Keith Swann (Videographer), Cindy Wyckoff (Minutes Recorder), Greg Western (Cross Vermont Trail Association), Scott Burbank (VHB), and Bram Towbin (Road Commissioner).

Acting chair James Volz called the meeting to order at 6:00pm. Volz noted that Select Board chair Alexandra Thayer had recently undergone surgery, and wished her a speedy recovery.

AGENDA

- Review Agenda
- Public Comments/Announcements
- Town Clerk's Report
 - Warrants
 - Contract RE: Cutting Tree Damaging Town Offices
- Road Commissioner's Report
- Approve Contract with VHB RE: Great Brook Bridge Replacement
- Sheriff's Department Contract Approval
- Designation of Person to Attend 2nd Annual Vermont Community Leadership Summit on August 12, 2019, put on by Vermont Council on Rural Development
- RAMP Application to Use Plainfield Opera House
- Approval of June 24, 2019 Minutes
- Other Business
- Agenda Items for 8/26 Meeting
- Adjourn

REVIEW AGENDA

- Volz added approving minutes from the 7/9/19 Select Board meeting to the agenda.

PUBLIC COMMENTS/ANNOUNCEMENTS

- There were no public comments/announcements.

TOWN CLERK'S REPORT

- WARRANTS

- CONTRACT RE: CUTTING TREE DAMAGING TOWN OFFICES

- Town Clerk/Treasurer Linda Wells was not present.

ROAD COMMISSIONER'S REPORT

- Road Commissioner Bram Towbin's report was not scheduled until later in the meeting, thus this agenda item was tabled until Towbin was present.

APPROVE CONTRACT WITH VHB RE: GREAT BROOK BRIDGE REPLACEMENT

- Scott Burbank from VHB was expected to be present later in the meeting, thus this agenda item was tabled until Burbank was present.

SHERIFF'S DEPARTMENT CONTRACT APPROVAL

- Approval of the Sheriff's Department contract was tabled until the hours that the Sheriff's Department would be contracted for was known.

DESIGNATION OF PERSON TO ATTEND 2ND ANNUAL VERMONT COMMUNITY LEADERSHIP SUMMIT ON AUGUST 12, 2019, PUT ON BY VERMONT COUNCIL ON RURAL DEVELOPMENT

- Volz made a motion to tentatively designate himself as the person to attend the 2nd Annual Vermont Community Leadership Summit on 8/12/19 unless another Select Board member or someone from the community is able to attend. The motion was approved.

RAMP APPLICATION TO USE PLAINFIELD OPERA HOUSE

- After a brief discussion regarding whether to waive the \$40 fee for the Transportation Task Force to use the Town Hall Opera House for its next meeting, **Volz made a motion to waive the \$40 fee for the Transportation Task Force to use the Town Hall Opera House for its next meeting, the date of which is as yet unknown. The motion was approved.**

APPROVAL OF SELECT BOARD MEETING MINUTES OF JUNE 24, 2019 AND JULY 9, 2019

- Volz made a motion to approve the minutes from the 6/24/19 and 7/9/19 Select Board meetings as written. The motion was approved.

OTHER BUSINESS

- Volz and Tammy Farnham signed the Vermont Municipal Bond Bank Loan document for the 20-year mandatory evaluation of the Plainfield Water/Wastewater plant, the application for which the Select Board had previously approved on 5/28/19.

APPROVE CONTRACT WITH VHB RE: GREAT BROOK BRIDGE REPLACEMENT

- Volz made a motion to approve the VHB contract as modified by emails from Megan Ooms from VHB. The motion was approved.

WARRANTS

- Volz made a motion to approve warrants of 7/8/19, 7/11/19, and 7/16/19. The motion was approved.

SHERIFF'S DEPARTMENT CONTRACT

- Farnham reviewed the contract dates and dollar amount for contracting with the Washington County Sheriff's Department over the next year. **Farnham made a motion to approve the contract with the Washington County Sheriff's Department for \$10,000 for the period of 7/1/19 through 6/30/20. The motion was approved.**

OTHER BUSINESS

- The Select Board opted not to address the issue of a tree on a neighbor's property until additional details are known.
- Greg Western from the Cross Vermont Trail Association (CVTA) was present to update the Select Board on its purchasing of the property on Recreation Field Road, the closing date for which is 8/12/19. Western noted that this follows CVTA's successful application for a \$27,300 grant from the Vermont Department Housing and Community Development. CVTA had subsequently applied to the Plainfield Conservation Fund for a \$3,200 grant toward the project, which the Plainfield Conservation Commission at its most recent meeting on 7/17/19, had agreed to recommend to the Select Board for final approval. Because the two Select Board members present were not aware of any correspondence from the Conservation Commission recommending that the Select Board approve the \$3,200 Conservation Fund grant, it was decided that final approval would wait until the Select Board is officially notified by the Conservation Commission. Western continued by providing an update on various other aspects of the project, including: the purposes of the easement for trails; CVTA's desire to coordinate a plan with the Town; an already-completed water-quality study; and an issue with a neighbor's generator that was built on Town land. Regarding the latter issue, Western noted that CVTA's attorney, John Page in Montpelier, has advised that a letter be sent to the neighbor from an attorney. Farnham agreed to request that Plainfield Town Attorney James Jamele talk with CVTA's Attorney Page regarding drafting such a letter to the neighbor. Western noted that Attorney Page should put in most of the time in order to keep Town costs to a minimum. **Farnham made a motion to contact Jamele in reference to dealing with CVTA's attorney regarding the generator issue. The motion was approved.**

APPROVE CONTRACT WITH VHB RE: GREAT BROOK BRIDGE REPLACEMENT

- Scott Burbank was present from the firm VHB to discuss the contract for the Great Brook Bridge Replacement project. Farnham noted that the Select Board had approved the contract earlier in the meeting, but was waiting for a new version reflecting the agreed-upon revisions. Burbank agreed to send the revised contract to the Select Board on 7/23/19, noting that borings will be taken on 7/24/19 to begin moving the project forward.

ROAD REPORT

- Road Commissioner Bram Towbin reported on the following:
 - Unrelated to the Road Report, Towbin noted that Plainfield resident Ryan Christiansen recently opened his distillery in Montpelier and that one of his products uses Farnham maple syrup from Tammy Farnham's family business. In addition, Michael Grant, a new Town resident who owns a series of coffee shops in upstate New York, sent some coffee for sampling to the Town. Assistant Town Clerk/Treasurer Carol Smith has the coffee at the Town offices.
 - Towbin is following up with the contractor who is slated to do the work on an eroding gully on Brook Road.
 - There is an opportunity to purchase sand from a local Barre crushing site at a lower cost than what the Town paid this past winter. While it looks promising, the sand will need to be tested before a decision can be made.
 - There is a body problem with one of the Highway Department's 10-wheeler trucks, which means that it will be out of commission for about three weeks.
 - Both Lower and Middle Roads have new ditching projects that relate to local water quality. They are about 80-90% completed. Regarding a question from Farnham about when roadside mowing will begin, Towbin noted that he believed it will commence within the next two weeks.

Farnham wanted to make sure that the 80 hours previously spent by the Road Crew mowing will go towards hauling sand in order to cut down on the sand budget.

- Volz and Towbin briefly discussed a driveway on Middle Road that will be moved.
- Towbin noted that the Road Crew removed a few toppled trees that came down after the recent rain storm.

AGENDA ITEMS FOR 8/26 MEETING

- Conservation Fund Grant Approval Recommendation to the Cross Vermont Trail Association

ADJOURN

- **Volz made a motion to adjourn at 7:10pm. The motion was approved.**

Respectfully submitted by Cindy Wyckoff