

**Town of Plainfield  
Select Board Meeting  
October 28, 2019  
Approved Minutes**

**PRESENT:** James Volz (Select Board Member), Alexandra Thayer (Select Board Chair), Tammy Farnham (Select Board Member), Linda Wells (Town Clerk/Treasurer), Keith Swann (Videographer), Cindy Wyckoff (Minutes Recorder), Scott Stewart (Resident), Tristan MacGregor-Stewart (Water/Wastewater Department), Josh Pitts (Water/Wastewater Commission), and Bram Towbin (Road Commissioner).

**Alexandra Thayer called the meeting to order at 7:00pm.**

**AGENDA**

- Review Agenda
- Public Comment/Announcements
- Town Clerk's Report
  - Warrants
  - Scheduling Meetings RE: Budget
- Road Commissioner's Report
  - Consideration of Changes to Curb Cut Authorization Form
- Route 2 Upgrading Review
- First Reading of Water Ordinance and Wastewater Ordinance
- Planning for Use of Municipal Building Second Floor, including Use by Historical Society
- Consideration of Changes to Zoning Permit Application
- Approval of 10/15/19 Minutes
- Other Business
- Agenda Items for 11/25/19 Meeting
- Adjourn

**REVIEW AGENDA**

- Thayer added identifying a date for a Health Board hearing to the agenda under Other Business.  
**James Volz made a motion to approve the agenda as amended. The motion was approved.**

**PUBLIC COMMENT/ANNOUNCEMENTS**

- Volz noted that the Transportation Committee is considering extending the bus service that goes from Montpelier to Saint Johnsbury. The Transportation Committee is also planning a Public Transit Week in early December.
- Thayer announced an upcoming training given by the Central Vermont Solid Waste Management District on 11/12/19 from 2:00-4:00pm at Downstreet's Community Space in Barre.

## **TOWN CLERK'S REPORT**

### **- WARRANTS**

#### **- SCHEDULING MEETINGS RE: BUDGET**

- Town Clerk/Treasurer Linda Wells noted documents received from the Dufresne Group regarding a watershed stream alteration general permit for the Pedestrian Bridge project. Wells will forward the documents to the Select Board.
- Wells stated that videotaping Select Board meetings each month, including chaptering the discussion, is now \$76.50 for each two-hour meeting for a total of \$153 per month. Thayer has been talking with Town Webmaster Kathy Bizzoco about taking over some of the work. It was decided that the issue would be taken up at an upcoming meeting, possibly during one of the budget sessions.
- Discussion centered on setting dates and times for budget meetings. If the Vermont League of Cities and Towns webinar explaining health insurance options happens prior to 11/14/19, a meeting on that date from 8:00am-11:00am can include budget discussions with the Highway Department; the Town Hall Opera House; and the municipal budget, including insurance. Meetings were also scheduled for 11/19/19 from 2:00pm-6:00pm and 12/12/19 from 4:00-7:00pm.
- **Volz made a motion to approve warrants of 10/22/19 and 10/25/19. The motion was approved.**

## **ROAD COMMISSIONER'S REPORT**

### **- CONSIDERATION OF CHANGES TO CURB CUT AUTHORIZATION FORM**

- Road Commissioner Bram Towbin stated that he will follow up with Dan Currier regarding the issue of transforming Thompson Road into a trail.
- Noting that the Road Crew was able to clean off the paint sprayed on the radar sign, Towbin voiced concern regarding a recurring problem of people ripping out the reflective poles at the corner of Brook Road and Creamery Street. Also, for the third time in four months, the stop sign on Creamery Street was knocked down. Towbin will be talking to the Constable regarding setting up a trail camera, and the Select Board will look into purchasing another.
- Towbin reported that a resident has expressed concern about dust being kicked up from the road at his home. Tammy Farnham offered some possible actions he might take, including planting a hedge or putting up a fence. Towbin will follow up with the resident.
- The Road Crew will be installing signage to deal with parking issues on some back roads.
- Regarding the access permit application, Thayer voiced concern regarding the current form not requiring a signature from the property owner. Towbin noted that the Highway Department would like curb cut requests to be integrated with zoning. Thayer suggested adding a line with the date that the approved form was sent to the property owner initialed by the person who sends it out. It was also agreed that the following should be added to the access permit application: This permit applies only to the access permit. Construction cannot start without a separate zoning permit. **Volz made a motion to approve the access permit application revised on 10/28/19 as proposed by Thayer. The motion was approved.**
- Town noted that the Town Plan document was moving forward and that a draft hopefully will be available for Select Board review at its next meeting.

## **ROUTE 2 UPGRADING REVIEW**

- Volz noted his concern regarding the Vermont Agency of Transportation's (VAOT's) plan to close down access to Main Street for three months during construction both in terms of the negative impact on businesses and the public safety issue with emergency vehicles from the Village not being able to get onto Route 2. Water/Wastewater Department employee Tristan MacGregor-Stewart stated that without 90% or more of the cost being covered by grants or some kind of loan forgiveness, the standard budget cannot afford the cost to replace the water/sewer infrastructure that lies beneath the intersection. There is the additional factor of the water/wastewater system being unavailable to system users for long periods of time. Water/Wastewater Commission member Josh Pitts noted that both the timeframe and the engineering costs for system replacement in the area is unworkable. Thayer wondered if other pots of money were available to supplement the Town's costs. Road Commissioner Bram Towbin stated that the safety statistics will worsen due to the new guardrails at the intersection. In response to a question from Towbin regarding the condition of the 50-year-old system, MacGregor-Stewart noted that it does not necessarily need replacing at this point. Pitts stated that last year's Water/Wastewater Asset Management plan prioritizes funding for other, more crucial system work and it would be against that mandate to fund the reconstruction at the intersection over projects that have already been deemed critical. Thayer noted that Fire Chief Greg Light had expressed that the plan to shut down the intersection during construction was unworkable in terms of public safety. It was decided that a meeting needs to take place between the Select Board and VAOT's project manager Erin Parizo, including VAOT's engineer for the project, Fire Chief Greg Light, and Water/Wastewater Chief System Operator Greg Chamberlin. Thayer will find out what dates work best for people from VAOT and get back to members of the Select Board and others to set a date for a follow-up meeting with VAOT.

## **PLANNING FOR USE OF MUNICIPAL BUILDING SECOND FLOOR, INCLUDING USE BY HISTORICAL SOCIETY**

- Town Clerk/Treasurer Wells asked the Select Board to make a decision about the use of the upstairs space so she can notify the Historical Society.

## **FIRST READING OF WATER ORDINANCE AND WASTEWATER ORDINANCE**

- Discussion included altering some of the wording, including changing the word "content" to "context"; application for "new service" versus application for "change of use"; and the phrase "if the Commission 'believes'" used in one section and "if the Commission 'suspects'" used in the other. The public hearing related to the ordinances was set for 11/19/19 at 1:30pm. **Volz made a motion to approve the Town of Plainfield Water System ordinance dated 10/21/19 on the basis of the first reading. The motion was approved.** Immediately following, **Volz made a motion to approve the Town of Plainfield Wastewater System ordinance dated 10/21/19 based on the first reading. The motion was approved.**

**PLANNING FOR USE OF MUNICIPAL BUILDING SECOND FLOOR, INCLUDING USE BY HISTORICAL SOCIETY (CONT'D)**

- Thayer suggested that the Historical Society be informed that it can use two rooms in the upstairs space of the municipal building through the current fiscal year and request that a representative come before the Select Board at its next meeting on 11/25/19 to discuss what might be reasonable for compensation, possibly using funds set aside in the current budget for repair of the building in which it currently resides. **Volz made a motion to notify the Historical Society that it may use two rooms upstairs through 6/30/20 and ask that a representative attend the 11/25/19 Select Board meeting to discuss rent. The motion was approved.**

**CONSIDERATION OF CHANGES TO ZONING PERMIT APPLICATION**

- Thayer suggested that, similar to the access permit application, the owner should need to sign the zoning permit application and that the application should include a checklist of various actions that need to be taken. Water/Wastewater Department Tristan MacGregor-Stewart requested that the check list include a reference to Water/Wastewater and discussion ensued regarding adding a question to the checklist asking if the property is on the Water/Wastewater system. At the request of Thayer, resident Scott Stewart agreed to provide a checklist used by a permit specialist if he is able to obtain it.

**OTHER BUSINESS**

- A date for the Health Board hearing was set for 11/7/19 at 5:30pm. There are two issues to be considered: a building with rats; and debris left after an illegal trailer was removed from Cito Hardy's property.

**AGENDA ITEMS FOR 11/25/19 MEETING**

- Town Plan draft
- Use of the second floor of the municipal building
- Schedule the intersection upgrade meeting

**APPROVAL OF 10/15/19 MINUTES**

- **Farnham made a motion to approve the minutes from the 10/15/19 Select Board meeting as written. The motion was approved.**

**ADJOURN**

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

Respectfully submitted by Cindy Wyckoff