

**Town of Plainfield
Select Board Meeting
November 25, 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), Jessica Louisos (Milone & MacBroom), Doug Osborne (Milone & MacBroom), Bob Fancher (Plainfield Historical Society), Bram Towbin (Road Commissioner), and Susan Grimaldi (Plainfield Historical Society).

James Volz called the meeting to order at 7:06pm.

AGENDA

- Review Agenda
- Public Comment/Announcements
- Town Clerk's Report
 - Warrants
 - Use of the 2nd Floor of Municipal Building, Painting Bid
- Road Commissioner's Report
- Planning Commission Town Plan Progress Update
 - Planning Commission Budget Request
- Storm Water Mitigation Update
 - Planning a Grant Relating to the Health Center and Next Steps
- Bob Atchison
 - Energy Committee Budget
- Historical Society Building
 - Vermiculite Removal Funds Eligibility Application
- Approval of November 7, 14, 19, and 28 Meeting Minutes
- Other Business
- Agenda Items for December 9 Meeting
- Adjourn

REVIEW AGENDA

- Alexandra Thayer noted that Energy Coordinator Bob Atchinson was not able to attend the Select Board meeting therefore the Energy Committee budget would be discussed at a subsequent meeting.

PUBLIC COMMENT/ANNOUNCEMENTS

- Tammy Farnham announced that the Community Dinner will be taking place on 11/26/19 from 6:00-7:30pm at the Grace Methodist Church.

TOWN CLERK'S REPORT

- WARRANTS

- USE OF THE 2ND FLOOR OF MUNICIPAL BUILDING, PAINTING BID

- Town Clerk/Treasurer Linda Wells presented two bids received for the painting of the upstairs of the municipal building: 1) Greg's Painting from Barre for \$8,990; and 2) Travis Hodgkins Painting from Plainfield for \$6,465. After a brief discussion, **Volz made a motion to hire Travis Hodgkins Painting to paint the upstairs of the municipal building for \$6,465. The motion was approved.**
- Wells noted that both the upstairs and downstairs floors of the municipal building will be cleaned and waxed over the Thanksgiving weekend.
- Wells presented federal and state stream alteration permit forms for the Pedestrian Bridge project. **Volz made a motion to approve the stream alteration permit application to the US Army Corps of Engineers relating to the Pedestrian Bridge project and authorize Thayer to sign it. The motion was approved.** Immediately following, **Volz made a motion to approve the state stream alteration permit application, along with the payment of \$200. The motion was approved.**
- Wells noted that the Town Clerk's office will be closing at noon on 11/27/19 to allow for the cleaning and waxing of the floors in the municipal building to begin. Wishing everyone a happy Thanksgiving, Wells stated that the Town Clerk's office will reopen on 12/2/19.
- **Farnham made a motion to approve warrants for 11/15/19, 11/19/19, 11/20/19, 11/22/19, and 11/29/19. The motion was approved.**
- Thayer noted that Wells had sent out information on the Town's health insurance, which will be reviewed during the budget meeting on 12/12/19.
- A brief discussion took place regarding upcoming budget meetings.
- Thayer reported on the following:
 - A request has been made for Plainfield to take part in a \$500 grant from the Vermont Agency of Transportation to support towns with regard to transportation.
 - There is just over \$4,000 for municipal building work, which would likely go toward the Town Hall Opera House.
 - Twinfield Union School has received \$100,000 from Efficiency Vermont as a result of the RAMP project.
 - John Copans will be coming to the first Select Board meeting in January to provide an update on the RAMP project.
 - Thayer voiced her appreciation for various people in the community who have come forward to fill niches.

ROAD COMMISSIONER'S REPORT

- Road Commissioner Bram Towbin reported on the following:
 - No towing has been necessary since the winter parking rules have gone into effect.
 - The Road Crew is doing a really good job.
 - With regard to the Highway Department's budget, Central Vermont Regional Planning Commission has provided an estimate for work needed on Brook Road. Also, a culvert on East Hill Road needs work. To simply replace the East Hill Road culvert or make it a bit larger is estimated at between \$40,000 and \$50,000. If it is replaced by a larger box culvert and the other side of it is expanded, the cost could be approximately \$100,000 to \$120,000. Much depends upon the State's assessment, including whether a hydraulic study is needed.
- Regarding the recent snow falls, Thayer noted her appreciation for the plowing/sanding work the Road Crew is doing to keep the roads clear.

PLANNING COMMISSION TOWN PLAN PROGRESS UPDATE

- PLANNING COMMISSION BUDGET REQUEST

- Planning Commission member Bram Towbin presented the Planning Commission's proposed 2020-2021 budget, noting that the \$3,050 total figure represents level funding from the previous year.
- The Planning Commission is currently rewriting the Town Plan. Rewriting the Zoning regulations will immediately follow completion of the Town Plan. Towbin encouraged residents to go to the Town website's homepage and complete a survey that will help inform the Town Plan. Thayer will also have the Town webmaster post the survey on the Planning Commission's webpage. A draft of the Town Plan will be ready for Select Board review in mid-December.
- Towbin noted that the Planning Commission could use more members and briefly described what it does to manage the variety of changes that have been forced upon communities with regard to the weather, demographics, and lifestyle.

STORM WATER MITIGATION UPDATE

- PLANNING A GRANT RELATING TO THE HEALTH CENTER AND NEXT STEPS

- Water Resource Engineers Jessica Louisos and Doug Osborne were present from Milone & MacBroom to report on the design of a storm water improvement project they are working on with the Central Vermont Regional Planning Commission (CVRPC) regarding a deeply eroded gully that storm water has created going down to the Winooski River behind the Plainfield Health Center. Milone & MacBroom was hired to advance the project design with the goal of getting it through to final design so that a grant application could be submitted to build the project. The current plan is at 60% design. The cost of Milone & MacBroom's design work will be covered by CVRPC. It was noted that the storm water originates from the north side of Route 2, goes across Route 2, and ends up on the property of the Health Center. Of the 36-acre area, 15% is impervious surface. Discussion followed regarding the existing conditions, some of the proposed steps to deal with the runoff and stabilize the river bank, and the Town's previously approved commitment to maintain the catch basins by removing sediment every 2-3 years. Regarding the last point, it was noted that a meeting will be taking place with Road Foreman Mike Nolan to make sure that the Town's excavating equipment is of suitable size for doing this work and that the means of access to the site is determined.

USE OF THE UPSTAIRS SPACE IN THE MUNICIPAL BUILDING

- Thayer presented floor plans of the upstairs of the municipal building as an aid to discussion regarding its use. Plainfield Historical Society members Bob Fancher and Susan Grimaldi were present to discuss the use of an office and conference room space for displaying Historical Society artifacts. Town Clerk/Treasurer Linda Wells proposed using some of the space for the Planning Commission, the Zoning Administrator, and the Development Review Board to store records, in addition to a conference area for use by any Town board needing a larger space for meetings and public hearings. Wells also noted the possibility of renting out a small office space. Wells stated the need for someone to act as a property manager to advertise the space and manage it once occupied. Wells will find the design plans from when the upstairs was renovated to see what the changes were from the original layout.
- Discussion shifted to the condition of the old firehouse where the Historical Society was once located and the work that needs to be done to salvage the building. Fancher and Grimaldi stated that, for the next year or two, the Historical Society would likely need the use of a portion of the upstairs space of the municipal building while it figures out a plan for repairs and applies for grant funding.

HISTORICAL SOCIETY BUILDING

- VERMICULITE REMOVAL FUNDS ELIGIBILITY APPLICATION

- Noting that a local mine was the source of a lot of vermiculite used in the area, Grimaldi stated that if the vermiculite in the attic of the old firehouse came from that mine, then there is a strong likelihood that it contains asbestos. The mine had gone bankrupt due to lawsuits filed against it and a trust was set up to help people remove the dangerous material. The trust will analyze submitted samples from buildings and if it is determined that the sample came from that mine, there is a remediation process that includes a 40% rebate on the cost. Because the Town of Plainfield owns the old firehouse, the Select Board needs to sign the forms that are submitted with the sample. **Volz made a motion to approve the submission of the chain of custody form and the US ZAI claim form for determining if the zonolite at the old firehouse contains asbestos. The motion was approved.**

APPROVAL OF NOVEMBER 7, 14, 19, AND 28 MEETING MINUTES

- **Farnham made a motion to approve the minutes from the 10/28/19 regular Select Board meeting as written. The motion was approved.** Approval of minutes from the 11/7/19, 11/14/19, and 11/19/19 special Select Board meetings was tabled until the next meeting.

OTHER BUSINESS

- There was no other business.

AGENDA ITEMS FOR 12/9/19 MEETING

- Because the 12/9/19 Select Board meeting will need to include some budget sessions, it was decided to adjust the times as follows: the Select Board will hold a public hearing with the Cutler Memorial Library on its grant application starting at 6:15pm; the regular Select Board meeting will begin at 6:30pm and end at 8:30pm; and any additional budget issues will be considered at the end of the regular meeting.

ADJOURN

- **Volz made a motion to adjourn at 9:07pm. The motion was approved.**

Respectfully submitted by Cindy Wyckoff