

**Town of Plainfield
Select Board Meeting
January 14, 2019
Approved Minutes**

PRESENT: Alexandra Thayer (Select Board Member), Ross Sneyd (Select Board Chair), Tammy Farnham (Select Board Member), Linda Wells (Town Clerk/Treasurer), Keith Swann (Videographer), Cindy Wyckoff (Minutes Recorder), Greg Light (Resident), Louie Ducharme (Resident), David Strong (Resident), Janice Walrafen (Development Review Board Chair), Bram Towbin (Road Commissioner), Mark Martin (Vermont Housing and Conservation Board), and Greg Western (Cross Vermont Trail Association).

Ross Sneyd called the regular meeting to order at 7:17pm. Sneyd reported that the Select Board had just come out of executive session under the provisions of 1 VSA Section 313(a)3 to discuss personnel. No action was taken.

AGENDA

- Call to Order Regular Meeting
- Review Agenda
- Public Comments/Announcements
- Town Clerk's Report/Warrants
- Road Report; Review VTRANS Response to Letter
- Brook Road Bridge Subgrant Agreement, Discuss and Vote
- Discussion regarding Vacancies on Planning Commission and Development Review Board
- Cross Vermont Trail – Update on Status with Greg Western, Executive Director. Discussion and Possible Vote on Letter of Understanding regarding Property Boundaries and Trail Easement near Country Club Road
- School Street Apartments Discussion Continued
- Discussion of Emergency Management Position
- Discussion and Possible Vote on Model Communities Program Request from Energy Conservation Team
- Other Business
- Minutes
- Adjourn

REVIEW AGENDA

- There were no changes made to the agenda.

PUBLIC COMMENTS/ANNOUNCEMENTS

- Creamery Street resident Greg Light was present to request that the Select Board consider a policy concerning noisy farm animals in the Village. Alexandra Thayer noted that the Noise Ordinance already includes a provision regarding noisy animals. Sneyd stated that the Select Board would both reach out to Constable/Animal Control Officer Kathleen Hayes and include the item on the agenda for the 1/28/19 Select Board meeting for further discussion.

- David Strong requested that discussion regarding the School Street Apartments be moved up to earlier in the agenda, to which Sneyd responded he will try to accommodate.
- Sneyd repeated a call for volunteers to fill vacancies on various Town boards and committees, including the Planning Commission, the Development Review Board, and the Select Board.

SCHOOL STREET APARTMENTS DISCUSSION CONTINUED

- School Street Apartments resident Louie Ducharme was present to discuss smoking violations and other issues at the housing complex. Sneyd stated that the Select Board will ask the director of the State Housing Authority to come in to address Ducharme's smoking and maintenance issues at either the next meeting or the first meeting in February. Noting that documents presented by Ducharme clearly indicate that smoking is a lease violation, Thayer stated that she will contact Plainfield Health Officer Baylen Slote regarding the issue. Thayer further stated that if the building is being insured as a smoke-free property, the Housing Authority may face liability if a fire caused by smoking were to occur. Ducharme agreed to make a list of all of the violations at the premises.

TOWN CLERK'S REPORT/WARRANTS

- Town Clerk/Treasurer Linda Wells presented the Select Board with changes to the Grand List. **Sneyd made a motion to approve the changes to the Grand List as outlined in the letter to Wells from the Board of Listers. The motion was approved.**
- Wells presented a letter of intent from the State regarding the Main Street Pedestrian project with attachments including the latest plans from the Dufresne Group. Wells noted that once the State receives the final contract plans, likely in February according to Project Manager Pat Travers, it will be prepared to issue the permit for work to be done in the State right-of-way.
- Wells presented the documents regarding two awards: 1) the advance assistance design for the Brook Road bridge study; and 2) the emergency management piece. Wells estimated that if the project begins this spring, it will be completed by the end of 2019. The next step is to draft and issue a request for proposals. **Sneyd made a motion to approve the advance notice to proceed form as presented by the Vermont Department of Public Safety. The motion was approved.**

ROAD REPORT

- Sneyd reported that a letter was received from VTRANS responding to the recent letter from the Select Board regarding the Main Street/Route 2 intersection. Sneyd stated that he would draft a letter thanking VTRANS for its response and noting that the Town looks forward to working with the department in the future. Road Commissioner Bram Towbin stated that a request should be made to VTRANS that it is vital that the Town be kept in the loop regarding the roll out of any plans.
- Road Commissioner Bram Towbin reported on the following:
 - The Road Crew is doing a very good job with keeping pace with road conditions. Sand is being used on the roads at a rate higher than expected. Any residents with complaints or comments about road conditions should contact Towbin.
 - New signage will be put up in the small parking area down from the Mill Street parking lot to replace signage that has faded. The parking regulations will be the same as those for the Mill Street parking lot.
 - A complaint was received regarding speeding on Hudson Avenue, which Towbin confirmed after witnessing a similar incident when he subsequently drove on the avenue. Plans are to post signage noting the narrow passage and the presence of pedestrians in the area. Thayer asked

that any complaints regarding speeding be reported to Constable Kathleen Hayes who will then pass the information on the Sheriff's Department patrolling Plainfield.

TOWN CLERK'S REPORT/WARRANTS (CONT'D)

- **Sneyd made a motion to approve warrants of 12/13/18, 12/14/18, 12/21/18, 12/28/18, 12/28/18, 1/4/19, 1/9/19, and 1/11/19. The motion was approved.**

DISCUSSION REGARDING VACANCIES ON PLANNING COMMISSION AND DEVELOPMENT REVIEW BOARD

- Sneyd stated that vacancies on the Planning Commission and the Development Review Board are partly due to term limits and the number of members on those boards whose terms have ended or will soon end. Development Review Board chair Janice Walrafen was present to raise the issue of reevaluating term limits and to alert the Select Board to the lack of progress in completing revisions to the Town Zoning Regulation due to a virtually non-existent Planning Commission. Walrafen stated her willingness to continue serving on the Development Review Board after her current term expires if term limits are lifted. Discussion followed on the negative impacts of not having a functioning Development Review Board or a valid Town Plan. Sneyd stated that he would add the issue of revisiting term limits to the agenda of the next Select Board meeting.

CROSS VERMONT TRAIL – UPDATE ON STATUS WITH GREG WESTERN, EXECUTIVE DIRECTOR. DISCUSSION AND POSSIBLE VOTE ON LETTER OF UNDERSTANDING REGARDING PROPERTY BOUNDARIES AND TRAIL EASEMENT NEAR COUNTRY CLUB ROAD

- Cross Vermont Trail Association (CVTA) executive director Greg Western was present to explain the context of the letter of understanding he was presenting regarding the old railroad bed west of Country Club Road. Discussion followed regarding CTVA's work with the current land owner to move an existing generator onto his land from where it currently sits on Town property. Once accomplished, Western noted that the process should conclude with some kind of written record stating that all parties understand the boundaries and trail easements, and that the Town be made aware of what is going on with this piece of Town-owned land. Sneyd noted that the Select Board finds the draft letter to be satisfactory and Western will come back before the Select Board later this spring to finalize the process. Western also noted the progress of establishing the Cross Vermont Trail on either side of Plainfield and reported on CTVA's recent effort to purchase an 11-acre parcel of land above Recreation Field Road. Sneyd requested that the Select Board be kept informed as the process moves forward.

DISCUSSION OF EMERGENCY MANAGEMENT POSITION

- There was no discussion on this item. Sneyd asked Thayer to let him know if she would like the item to be included on the agenda of the 1/28/19 Select Board meeting.

DISCUSSION AND POSSIBLE VOTE ON MODEL COMMUNITIES PROGRAM REQUEST FROM ENERGY CONSERVATION TEAM

- After providing a brief background on the request, **Sneyd made a motion to sign the letter to the Climate Economy Model Community Program Director at the Vermont Council on Rural Development. The motion was approved.**

OTHER BUSINESS

- Sneyd asked for input into his draft of the Select Board Report for the Town's annual report. Thayer noted two minor changes and Tammy Farnham stated that she was fine with the draft.

- It was decided that a special meeting may not be needed to approve the Town Meeting Warning and that it could be voted on at the 1/28/19 meeting.
- Sneyd noted his efforts to recruit a new member of the Select Board and asked that other Select Board members reach out to anyone who may be interested.

MINUTES

- **Thayer made a motion to approve the minutes from the 12/10/18 Select Board meeting as amended. The motion was approved.**
- Thayer agreed to send out the Select Board minutes she recorded from several recent budget meetings.

ADJOURN

- **Thayer made a motion to adjourn at 8:31pm. The motion was approved.**

Respectfully submitted by Cindy Wyckoff