

**Town of Plainfield, Vermont
Select Board Meeting Minutes
March 23, 2022**

Approved

Present in person: Jim Volz, Select Board Chair; Eric Blaisdell, *The Times Argus*

Present via Zoom or telephone: Tammy Farnham, Select Board member; Linda Wells, Town Clerk and Treasurer; Charles Cogbill.

Agenda:

- Announcements
 - Town Clerk/Town Treasurer Report - Linda Wells
 - Planning for Filling Open Position and Upcoming Vacancies
 - Water and Wastewater Department Report
 - Possible use of ARPA funds for special compensation
 - Approval of warrants
 - Fleet Permits
 - Liquor License Renewal by BAS, LLC dba Fairways and Greens
 - Approval of minutes
 - Road Foreman Report
 - Rainbow Bridge Community Center Request for use of ARPA Funds
 - Repairing Town Hall Lift
 - Pedestrian Bridge Handrail - Selecting Coating and Color
 - Plainfield Rec Committee/Cutler Memorial Library - Vermont Afterschool Grant Program - Jamie Spector
 - Update on Jay Southgate interest in Old Firehouse
 - Agenda items for upcoming meeting
 - Adjourn
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Chairman Jim Volz called the meeting to order at 7:00 PM.

Changes to Agenda

Add two items: status of ARPA Committee; decide on date for special meeting to discuss pay rate.

Town Clerk/Town Treasurer Report - Linda Wells

Planning for filling open positions and upcoming vacancies due to retirement including planning for seeking employees including Highway Department, Town Clerk's Office
Wells offered to review appointments and has a list of current appointments. Farnham suggested moving the item to the first meeting of April so that Thayer can be present.

Farnham requested that Wells' job description be prepared for approval at the second meeting in April. Wells will also prepare an advertisement. There was discussion about

the ability to hire a Town Clerk and whether advertising for an Assistant Town Clerk would be prudent.

Volz requested that this item be added to the agenda for the first meeting in April.

Water/Wastewater Department Report

There was no Water/Wastewater Department report.

Possible Use of ARPA Funds for Special Compensation: Volz is reviewing the paperwork about the funding now. **This item was moved to the first meeting in April.**

Approval of Warrants: **Farnham moved to approve Accounts Payable Warrants dated 3/7/22 and 3/15/2022 and Payroll Warrants dated 3/11/22 and 3/18/22. The motion carried.**

Fleet Permits

Farnham moved to approve the following Fleet Permits. The motion carried.

- Agrimark, dba Cabot Creamery, Waitsfield
- Cardinal Logistics Management Corporation, Concord, NC
- Connecticut Valley Trucking, Orford, NH
- Curtis Lumber, Williston, VT
- Dead River Co., St Johnsbury, VT
- Gillespie Fuels & Propane, Inc., Northfield, VT
- Harrison Redi-Mix Corp., Fairfax, VT
- Packard Fuels, East Montpelier, VT
- Pike Industries, Inc., Barre, VT
- Structures R.B.R., Inc., Saints-Anges, Quebec
- Walker Construction, Inc., Stowe, VT

Liquor License Renewal by BAS, LLC dba Fairways and Greens of Drake Road, Plainfield: Farnham moved to approve the renewal of the liquor license and the motion carried.

Approval of minutes: Farnham moved to approve minutes from November 19, January 4, February 15, and March 7 and the motion carried.

Road Foreman Report

Mike Nolan was not present and so this item was tabled to an April meeting.

Rainbow Bridge Community Center Request for use of ARPA Funds

Volz suggested moving this to the next meeting. Farnham recommended assigning it to the ARPA committee.

Repairing Town Hall Lift

Farnham reported on the results of her phone call with the elevator repair company. The lift is 26 years old and the problem is in the circuit board, which can be repaired or replaced, but the board cannot be warrantied due to obsolescence. The town needs to consider replacement of lift.

Tammy Farnham got an estimate on replacement of the lift of \$21,381.00. Wells stated that the circuit board can be repaired for \$300-500.00.

Farnham recommended doing the repair to get the lift going now and budgeting for future replacement \$21,381.00. With shipping and repairs, it will take 4-5 weeks to have the lift operating again.

Farnham moved to authorize Wells to contact Accessibility Systems to authorize the repair of the circuit board in the lift at the Town Hall and the motion carried. Farnham requested that Wells notify the Friends of the Opera House of the decision and timing of repairs.

Pedestrian Bridge Handrail - Selecting Coating and Color

Wells and Volz discussed color options and chose black. **Farnham moved to let DC know that the town chose black coating for the railing and the motion carried.**

Farnham reported that the railing will take less than a month, so the town needs to put the maintenance options on the next meeting's agenda, as Daniels Co. will need to know what they are doing after the railing is completed.

Wells reported that she is submitting the grant application within the week.

Plainfield Recreation Committee/Cutler Memorial Library - Vermont Afterschool Grant Program - Jamie Spector

Spector wasn't available due to the meeting date change. The item was tabled to a future agenda.

Update on Jay Southgate Interest in Old Firehouse

Southgate provided an update, stating that he is ready to purchase the property for the amount of money it costs for someone to take it down. He is able to take it down if he can buy it for \$1.00 as is, but he needs to know where the property lines are before he can make a move.

Farnham offered to ask Karen Storey, Zoning Administrator, for assistance in locating the property lines. Volz stated that it is the town's responsibility to locate the property markers. He also offered to contact Karen Storey and will locate the parcel map. It was noted that Assistant Clerk Carol Smith sent the parcel map to Southgate, but Southgate stated that he hasn't seen it yet. Farnham will ask the town Water and Wastewater Department if they have a property map.

Timeframe for the design: the next step is approval of the design. Southgate will have a design available in June. This will be on the agenda for the second meeting in June or perhaps a special meeting.

Southgate is willing to pay a contractor hired by the town to take the building down for \$5,000.00. Farnham will contact the contractor for a date and updated estimate.

Agenda Items for Upcoming Meetings

Volz and Farnham discussed the lack of potential appointees to the ARPA Committee. Farnham offered to update the town website to make this item stand out.

Farnham proposed holding a special meeting in executive to discuss a personnel issue on Monday, March 28 at 6:00PM in the Town Office and Volz agreed.

April

- Road Foreman Report
- Committee Appointments
- ARPA Committee Member Assignment
- Recreation Committee Afterschool Grant – Jamie Spector
- Update on ARPA Paperwork
- Pedestrian Bridge Update
- Route 2 Intersection Update
- Job Description for Town Clerk and Town Treasurer

May

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June

- Jay Southgate: Old Fire House Building Design

Tammy Farnham moved to adjourn the meeting at 8:04 PM and the motion carried.