

Town of Plainfield Select Board Meeting
October 18, 2022
Via Zoom
Approved Minutes

Agenda:

- Changes to the Agenda
- Announcements
- Public Comment
- Town Clerk/Town Treasurer Report, including: (Linda Wells, Town Clerk/Town Treasurer)
 - General election planning and update
 - Approval of warrants
 - Approval of minutes
 - Financial considerations for upcoming Town needs
- Road Foreman Report - Michael Bingham
- Update on Main Street Bridge Repair and Pedestrian Bridge Project
 - Schedule
 - Progress in assisting with challenges during construction for Town departments and for businesses
 - Community initiatives
 - Financial support for Town departments and Town businesses
- Brook Road Bridge replacement: Hazard Mitigation Grant Program application
 - Decision re letter of commitment to VT Emergency Management
 - Decision re going ahead with project to obtain 10% match grant funding
- Strategy re long term planning and addressing long term needs
- Update re extension of time for contribution to CV Fiber
- Agenda items for upcoming Select Board meetings
 - November 2, 2022
 - November 15, 2022
- Adjourn

Present: Select Board members Jim Volz (Chair), Riley Carlson, and Sasha Thayer. Also present were Town Clerk and Treasurer Linda Wells, Assistant Town Clerk Robin Miller, Dexter Lafavour, Town Grant Administrator Alice Merrill, Road Foreman Michael Bingham, George Cushing, Main St. Bridge Repair Project Manager Tammy Farnham, Eric Blaisdell of the Times Argus, Bob Fancher, and Lucy Blue.

Chair Volz called the meeting to order at 7:05 pm.

Changes to the Agenda:

Volz suggested two additions to the Town Clerk's Report: discussion about scheduling a performance review for Casey Holmes on the Town Road Crew and discussion of the Town Hall Opera House request to add a keypad entry; all Select Board members agreed to the changes to the agenda.

Thayer suggested the addition to the Town Clerk's Report of discussion of a proposal that Bob Fancher serve as the Town web administrator; all Select Board members agreed to the changes to the agenda.

Announcements:

Volz recognized Dexter Lafavour. Lafavour of Middlesex, VT shared that he is running for State Senate for the Washington 1 District that serves all of Washington County plus Braintree, Orange, and Stowe. He expressed his gratitude to the Select Board for allowing him to speak. He pledged to stay in contact with select boards in the district and stated that he was open to answering questions. He shared that his website is at Dexterforvt.com. Thayer objected to opening the floor to questions for Lafavour, Volz agreed.

Thayer announced that Covid-19 is not over, she shared that she read in the newspaper that the University of Vermont Medical Center in Burlington has increased numbers of patients presenting to the emergency department. She urged people to stay safe and healthy.

Public Comment:

Volz opened the floor to public comment. There was no public comment.

Town Clerk/Town Treasurer Report, including: (Linda Wells, Town Clerk/Town Treasurer):

Robin Miller presented the Town Clerk/Town Treasurer report.

General election planning and update –

Miller shared that the Town Clerk's Office has received one-hundred and ninety-four absentee ballots. She stated that the tabulator machine will be tested this week. She shared that absentee ballots will begin to be processed on November 3, 2022. She offered the reminder that the polls will be open 9am – 7pm at the Town Office on November 8, 2022. She shared that the Town Office will be closed at noon on Monday, November 7, 2022 to prepare for the election. Volz added the reminder that absentee ballots must be received by the Town Office by 7 pm on November 8, 2022 to be counted. Thayer added that, if possible, voters should bring the ballot that was mailed to them if they come to vote at the Town Office on November 8th as this will streamline the voting process.

Approval of warrants –

Miller presented a payroll warrant dated August 26, 2022 for approval. **Carlson moved to approve the payroll warrant dated August 26, 2022 and the motion passed unanimously.**

Approval of minutes –

Thayer moved to approve the draft minutes for the August 25, 2022 and September 6 , 9, and 29, 2022 Select Board meetings. The motion passed unanimously.

Financial considerations for upcoming town needs –

Volz shared that there is an opportunity to complete the Brook Rd. bridge project with a 10% match. Wells clarified that ARPA funds would be considered for funding the Town match. Alice Merrill shared information regarding allocation of ARPA funds.

Select Board members, Miller, and Michael Bingham discussed options for procuring a pick-up truck for the Town Road Crew. **Thayer moved to approve the purchase of a 2023 GMC Sierra 2500 HD body type crew cab pickup from Capitol City GMC for purchase price up to \$55,412.00, the motion carried unanimously. Thayer moved to authorize Town Treasurer Linda Wells to sign the commitment to purchase the 2023 GMC Sierra 2500 HD body type crew cab pickup for the purchase price previously agreed to and that the document reflect it is to the Town of Plainfield, the motion carried unanimously.**

Discussion about scheduling a performance review for Casey Holmes –

Bingham will reach out to Holmes to schedule a time for the performance review and coordinate with Volz who will also be present for the review.

Discussion of the Town Hall Opera House request to add a keypad entry –

This item will be discussed at a future Select Board meeting.

Road Foreman Report - Michael Bingham:

Bingham reported that the road crew had completed a grant project on the Gray Rd., cleared brush on roads, and will be getting the trucks ready for winter. Merrill shared a resident complaint of a shrub blocking a speed limit sign on the Recreation Field Rd., Bingham stated that the road crew will take care of it. Volz requested that the snow plow turnaround sign at the end of Gonyeau Rd. be put back up as it had fallen over.

Merrill reminded the Select Board that Christian Meyer of Central Vermont Regional Planning has suggested that the Town look into a municipal planning grant to make a capital plan for reviewing the highways and bridges in town. Merrill stated she will apply for the grant due in December 2022.

Update on Main Street Bridge Repair and Pedestrian Bridge Project:

Schedule –

Tammy Farnham provided an update about Main St. Bridge repair, noting that the project is progressing and concrete is scheduled to be poured the following day. She reported that the project is projected to be done November 7th or 8th, 2022. Thayer requested a plan with a timeframe be provided from contractor Daniels. Farnham stated that she will continue to provide updates on the bridge project. Eric Blaisdell asked for clarification about the project's progress, Farnham replied that the contractor has reported the bridge is in good condition.

Progress in assisting with challenges during construction for Town departments and for businesses –

Volz offered to pay for signs indicating that Town businesses are open for business during construction.

Community initiatives –

This item was not discussed.

Financial support for Town departments and Town businesses –

This item was not discussed.

Brook Road Bridge replacement: Hazard Mitigation Grant Program application:

Decision re letter of commitment to VT Emergency Management –

Carlson moved to approve submission of an application to the FEMA Hazard mitigation assistance program to fund construction of a replacement bridge for Brook Rd. Bridge 21, total project cost is estimated at \$1,732, 500 which includes a 5% contingency, the Town's match is 10%; Volz and Carlson voted in favor, Thayer abstained, the motion carried.

Volz stated that the minutes should reflect that should the Town receive the grant that the grant funds will be used rather than the ARPA funds for the Brook Rd. Bridge 21 project.

Carlson moved to approve Chairman Volz to sign any relevant forms for the aforementioned application, the motion carried unanimously.

Decision re going ahead with project to obtain 10% match grant funding –

This item was not discussed.

Strategy re long term planning and addressing long term needs:

Select Board members discussed need for addressing long term needs of the Town. Merrill stated that the Town Plan is a good resource for this.

Volz recognized Lucy Blue who shared that she had communicated with the Marshfield Select Board regarding detoured traffic on John Fowler Rd. during the Main St. Bridge project. And that they had recommended changed signage to say that Rt. 2 is open.

Update re extension of time for contribution to CV Fiber:

Thayer reported that the deadline was extended for contributing to CVFiber during a matching funds campaign for funding expanded Broadband access in Plainfield. She stated that the Town would contribute \$30,000.

Discussion of a proposal that Bob Fancher serve as the Town web administrator:

Thayer will bring a written proposal to a future Select Board meeting.

Agenda items for upcoming Select Board meetings:

November 1, 2022 –

- Bridge Update
- Discuss Town Hall Opera House request for Keypad entry
- Create Schedule for budget meetings
- Long Term Planning

Adjourn: **Thayer moved to adjourn at 9:08 pm, the motion carried unanimously.**