

**Town of Plainfield Select Board Meeting,
November 15, 2022 by Zoom
Approved Minutes**

Agenda:

-Changes to Agenda

-Announcements

- Navigating the new sidewalk - Jim Volz
- Committees, boards & commissions needing you
- Town positions needing filling

-Public comment

-Town Clerk/Town Treasurer report, (Robin Miller, Assistant Town Clerk/Treasurer, Linda Wells, Town Clerk/Town Treasurer)

- Report on status of transition pending Linda Wells' retirement
- Need for additional municipal office staff following Wells' retirement
- General election report update
- Approval of updated Personnel Policy
- Update re Town Report, including receipt of board, committee, commission reports for town report
- Approval of warrants
- Approval of minutes inc. 11/1/22
- Board, Committee & Commission reports for town report deadline -
- Financial considerations for upcoming town needs

-Report from Road Foreman Michael Bingham

-Appointment of Robin Miller as Town Clerk & Treasurer effective November 1, 2022 to Town Meeting Day 2023

-Update on Main Street Bridge Repair and Pedestrian Bridge Project – Tammy Farnham

- Schedule and completion goal (line & crosswalk painting remaining)
- Updated cost and town share

-Update re web page and approval of contract for web administration - Sasha Thayer

-Approval of Declaration of Inclusion - Sasha Thayer

- History:
 - Select Board approval of Town Resources and Policing Policy, May 19, 2017
 - Gov. Scott May 7, 2021 Proclamation of Inclusion establishing 2nd week in May Inclusion Week
 - Declaration of Inclusion endorsed by Vermont Chamber of Commerce and Vermont League of Cities and Towns
 - Declaration of Inclusion approved by 73 Vermont Towns
 - Approval of Declaration of Inclusion for Plainfield

-Other business

-Agenda items for upcoming Select Board meetings

- **December 6, 2022**
- **Approval of budget for 2023-2024**
- **December 20, 2022**

-Adjourn

Present: Select Board members Jim Volz (Select Board Chair), Riley Carlson, and Sasha Thayer. Also present were Assistant Town Clerk/Treasurer Robin Miller, Town CVFiber representative Jeremy Matt, Betsy Zeigler, and Eric Blaisdell (Times Argus).

Chair Volz called the meeting to order at 7:03 pm.

Changes to Agenda:

Volz added the agenda item Discussion of the possible purchase of 99 Main St. by the Town.

Announcements:

Jeremy Matt, Town representative to CVFiber, reported on CVFiber's network installation progress. He also endorsed appointment of John Hosford as the Town CVFiber alternate representative. **Thayer moved to appoint John Hosford as the alternate delegate for Plainfield to CVFiber, the motion carried unanimously.**

Navigating the new sidewalk - Jim Volz –

Volz noted that the new sidewalk over the bridge appears to end abruptly and offered assurance that the continuation of the sidewalk should be addressed during the future Route 2 intersection project.

Committees, boards & commissions needing you –

Volz urged people to consider joining Town committees, boards, and commissions and noted that vacancies are listed on the Town website.

Town positions needing filling –

Thayer shared that there is a recent vacancy on the Planning Commission and that the Town is also in need of a part-time building maintenance person which is a paid position, Town Constable, and Animal Control Officer.

Public comment:

There was no public comment.

Town Clerk/Town Treasurer report, (Robin Miller, Assistant Town Clerk/Treasurer, Linda Wells, Town Clerk/Town Treasurer):

Report on status of transition pending Linda Wells' retirement –

Miller reported that Wells has provided a binder of important information and that Wells' last day is the following Wednesday.

Need for additional municipal office staff following Wells' retirement –

Miller stated that the Town Clerk's Office would like to hire an additional assistant for 20 hours/week who would also assist the Select Board with meeting minutes. Volz suggested that the position be re-advertised. Miller states she will look into posting on Indeed.

General election report update –

Miller reported that there were 660 voters who turned out for the general election, 456 of which were votes cast by absentee ballot prior to Election Day.

Approval of updated Personnel Policy –

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

Update re Town Report, including receipt of board, committee, commission reports for Town Report –

Miller reported that board, committee, and commission reports are due to her by November 22, 2022 and that she has only received six reports to date. Miller will email a reminder to chairs of the Town boards, committees, and commissions.

Approval of warrants –

Miller presented payroll warrants for October 28, 2022 and November 10 and 14, 2022 for approval. **Carlson moved to approve the payroll warrants for October 28, 2022 and November 10 and 14, 2022, the motion carried unanimously.**

Approval of minutes inc. 11/1/22 –

Miller presented draft minutes for the November 1, 2022 Select Board meeting for approval. **Volz moved to approve the draft minutes for the November 1, 2022 Select Board meeting, the motion carried unanimously.**

Board, Committee & Commission reports for town report deadline –

This information was provided under agenda item "Update re Town Report, including receipt of board, committee, and commission reports for Town Report", see above.

Financial considerations for upcoming town needs –

Thayer asked Miller for a list of possible upcoming large projects that the Town may need to consider funding. Miller shared that Town Clerk Linda Wells had stated that she did not recommend taking out a loan to fund the three Brook Rd. bridge projects but rather these items would be better included in a future Town Budget. Volz suggested that discussion of funding for the bridge projects would be best taken up as part of the budget process, Miller expressed agreement.

Report from Road Foreman Michael Bingham:

Bingham reported that the road crew has been cleaning up around the garage in preparation for winter and that they're prepared for the upcoming snow storm that's forecast. He stated that there have been acts of vandalism recently in which four road signs were stolen and he shared that he's ordered replacements. He requested that the road crew be allowed to advertise for a part-time on-call employee and noted that past Road Foreman Mike Nolan had expressed an interest. Select Board members agreed to discuss the matter at the upcoming budget meeting on November 17, 2022. Thayer stated she would reach out to Mike Nolan to discuss the matter prior to the budget meeting. Volz requested that Bingham seek estimates for the needed bridge repairs on Brook Rd. Bingham shared that it would be very helpful if there were a Town Road Commissioner. Thayer suggested that an advertisement be placed in The World newspaper for a Road Commissioner. Miller stated that she would provide updated budget figures to Bingham prior to the budget meeting later this week.

Appointment of Robin Miller as Town Clerk & Treasurer effective November 1, 2022 to Town Meeting Day 2023:

Thayer moved to appoint Robin Miller as Town Clerk and Town Treasurer effective December 1, 2022 at the compensation of \$25.00 per hour, the motion carried unanimously.

Update on Main Street Bridge Repair and Pedestrian Bridge Project – Tammy Farnham:

Farnham was not in attendance.

Schedule and completion goal (line & crosswalk painting remaining) –

Volz and Thayer discussed the need for line and crosswalk painting on roads in the village.

Updated cost and town share –

This item was not discussed.

Update re web page and approval of contract for web administration - Sasha Thayer:

Thayer discussed recent challenges accessing the Town website due to password issues and recommended approval of the contract for web administration submitted by Bob Fancher.

Thayer moved to approve the contract for web administration submitted by Bob Fancher, the motion passed unanimously.

Approval of Declaration of Inclusion - Sasha Thayer:

History: Select Board approval of Town Resources and Policing Policy, May 19, 2017; Gov. Scott May 7, 2021 Proclamation of Inclusion establishing 2nd week in May Inclusion Week Declaration of Inclusion endorsed by Vermont Chamber of Commerce and Vermont League of Cities and Towns; Declaration of Inclusion approved by 73 Vermont Towns; Approval of Declaration of Inclusion for Plainfield –

Thayer explained the background for the proposal for approval of the Declaration of Inclusion.

Thayer moved to approve the Declaration of Inclusion which states the Town of Plainfield, Vermont condemns racism and welcomes all persons regardless of race, color, religion, national origin, immigration status, sex, gender identity, or expression of marital status, age, social class, or disability and wants everyone to feel safe and welcome in our community, as a Town we formally condemn all discrimination in all its forms, commit to fair and equal treatment of everyone in our community, and will strive to ensure all of our actions, policies, and operating procedures reflect this commitment, the Town of Plainfield has and will continue to be a place where individuals can live freely and express their opinions, the motion carried unanimously.

Discussion of the possible purchase of 99 Main St. by the Town:

Volz shared that the Town has considered the option of purchasing 99 Main St. for demolition to become an access point for a secondary bridge across the Winooski River connecting Route 2 to Main St. and stated his opinion that this is not a good idea due to its proximity to the existing bridge. Carlson and Thayer voiced agreement that this is not a viable solution. Betsy Zeigler inquired whether the Regional Planning Commission has been contacted to begin work on a study to look at the problem of alternate access to the lower village. Volz shared that Christian Meyers from the Regional Planning Commission plans to attend the December 6, 2022 Select Board meeting to discuss future infrastructure issues.

Other Business:

There was no other business.

Agenda items for upcoming Select Board meetings:

December 6, 2022 - Approval of budget for 2023-2024; Central Vermont Regional Planning Commission, Christian Meyer – discussion of Town infrastructure and long-term planning.

Adjourn: Thayer moved to adjourn at 8:25 pm and the motion carried unanimously.

Minutes respectfully submitted by Kristin Brosky, Town Administrative Assistant.