

**Town of Plainfield Select Board Special Meeting**  
**Monday, December 23, 2024, 6:00 PM**  
**Plainfield Municipal Office at 149 Main St., and Via Zoom**  
**Minutes - Approved**

**Agenda:**

- Call Meeting to Order
- Changes to Agenda
- Announcements
- Public Comment
- Resolution for ARPA Allocation
- Approve AmeriCorps letter of intent (Michael Billingsley)
- Announce date for next Select Board meeting
- Adjourn

**Present:** Select Board members Karl Bissex (Chair), Frances Rose Subbiondo, and Peter Youngbaer. Select Board members Dan Fingas and Patti Jamele were not in attendance. Also present were Town Clerk Bram Towbin, Emergency Management Director Michael Billingsley, and Erica DaCosta.

**Chair Karl Bissex called the meeting to order at 6:07 pm.**

**Changes to Agenda:**

This item was not discussed.

**Announcements:**

This item was not discussed.

**Public Comment:**

This item was not discussed.

**Resolution for ARPA Allocation:**

Youngbaer indicated that the entire text of the resolution would be attached to the minutes for reference. (See attachment)

**Youngbaer moved to adopt the resolution for the allocation of SLFRF funding to fund the government services under the replacing lost public sector revenue spending category as follows, to expend SLFRF funds in the amount of \$180,881.64 for the purpose of the municipal workforce retention to pay for payroll expenses for the period July 1, 2023 through April 1, 2024. Subbiondo seconded. Bissex opened the floor to discussion.** Towbin provided historical context of the need for this resolution. Subbiondo inquired about the option of retracting past motions on the issue of ARPA fund allocations. Youngbaer stated that the minutes should reflect that the intention of the Select Board is to clarify and make sure the resolution is made correctly. Bissex called for a vote. **The motion carried with Bissex, Subbiondo, and Youngbaer voting in favor.** Youngbaer signed the resolution. Subbiondo stated she will sign on December 27th and Bissex stated he will sign on December 30<sup>th</sup> when they return.

Approve AmeriCorps letter of intent (Michael Billingsley):

Emergency Management Director Billingsley outlined the need for an AmeriCorps assistant to support emergency management tasks and community education related to flood resilience. The position is funded through a \$31,000 grant, which includes a stipend and a scholarship for the Town. The assistant will work under the supervision of the Emergency Management Director and will be based at the Emergency Operations Center at the Town Hall Opera House.

**Subbiondo moved to support Michael Billingsley’s application for an AmeriCorps service member as a personal assistant to the Emergency Management Coordinator as well as future disaster mitigation in Town.** Billingsley requested the motion be amended to state “Emergency Management Director” rather than “Emergency Management Coordinator”. **Subbiondo amended the motion to include Emergency Management Director. Youngbaer seconded.** Youngbaer pointed out the letter of intent needs to be signed. **The motion carried with Bissex, Subbiondo, and Youngbaer voting in favor.** Bissex called for a motion to allow Youngbaer to sign the letter of intent on behalf of the Select Board. **Subbiondo moved to allow Youngbaer to sign on behalf of the Select Board. Bissex seconded. The motion carried with Bissex, Subbiondo, and Youngbaer voting in favor.**

Announce date for next Select Board meeting:

Bissex announced that the next Select Board meeting is scheduled to take place Monday, January 6, 2025 at 6 pm.

Bissex recognized Towbin who explained that the new Open Meeting Law states that the Select Board meetings may continue to be offered via Zoom but must now always be offered also with an in-person option. Towbin also informed the Select Board that the Plainfield Planning Commission will be holding a hearing on the same evening as the next Select Board meeting on January 6, 2025.

Adjourn:

**Subbiondo moved to adjourn at 6:31 pm. Youngbaer seconded. The motion carried with Bissex, Subbiondo, and Youngbaer voting in favor.**

Minutes respectfully submitted by Kristin Brosky, Plainfield Town Administrative Assistant.  
Minutes created with AI assistance from the Sembly app.

**RESOLUTION**

**RESOLUTION FOR AMERICAN RESCUE PLAN ACT (ARPA) ALLOCATION**

**WHEREAS**, on March 11, 2021, the President of the United States signed into law the American Rescue Plan Act (ARPA) to provide continued relief from the public health and economic impacts of the COVID-19 public health emergency; and

**WHEREAS**, ARPA created the Coronavirus State and Local Fiscal Recovery Fund (SLFRF) that provided direct funding to state, local, and Tribal governments across the country to support their response to and recovery from the COVID-19 public health emergency; and

**WHEREAS**, the Town of Plainfield has accepted an allocation of SLFRF in the amount of 377,333.60 and

**WHEREAS**, SLFRF provides needed fiscal relief for recipients that have experienced revenue loss due to the onset of the COVID-19 public health emergency; and

**WHEREAS**, Treasury presumes that up to \$10 million in revenue has been lost due to the public health emergency and recipients are permitted to use that amount (not to exceed the award amount) to fund “government services.”; and

**WHEREAS**, Recipients may elect a “standard allowance” of \$10 million to spend on government services through the period of performance; and

**WHEREAS**, All recipients may elect to use this standard allowance instead of calculating lost revenue using the formula provided by the U.S. Department of the Treasury, including those with total allocations of \$10 million or less; and

**WHEREAS**, the Town of Plainfield has the need to fund government services while in the recovery phase of the COVID-19 pandemic.

**NOW, THEREFORE IT BE RESOLVED**, the Selectboard of the Town of Plainfield, Vermont, authorize the following:

**Section 1.** The following allocation of SLFRF funding to fund government services under the replacing lost public sector revenue spending category as follows:

Expend SLRF Funds in the amount up to \$180,881.64 for the purpose of municipal workforce retention to pay for payroll expenses for the period 07/01/2023 through 04/01/2024

Passed and Adopted by the Selectboard of the Town of Plainfield, Vermont on the \_\_\_\_ day of \_\_\_\_\_, 2024.

ATTEST:

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