

**Town of Plainfield Select Board Meeting**  
**Monday, February 10, 2025, 6:00 PM**  
**Plainfield Town Hall Opera House, 18 High St., and Via Zoom**

Join Zoom Meeting: <https://us02web.zoom.us/j/84317943533?pwd=b4ybOodk6Fb0fsaVFdbEu3lqGkgitl.1>  
Meeting ID: 843 1794 3533  
Passcode: 123123

**Agenda**

(please arrive early; time allotted is only an estimate)

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| <p>Call Meeting to Order at 6:01pm<br/> Bissex, Subbiondo, Fingas in person, Jemele on Zoom. Youngbaer absent until the end of the Village Expansion Charette discussion.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | <p>1 minute</p>              |
| <p>Changes to Agenda<br/> Remove Town Clerk Report<br/> Remove Grants Committee Update</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | <p>1 minute</p>              |
| <p>Announcements<br/> Plainfield Arts Show on 2/16 at 4pm</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | <p>3 minutes</p>             |
| <p>Public Comment</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | <p>10 minutes</p>            |
| <p><del>Town Clerk's Report</del></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | <p><del>10 minutes</del></p> |
| <p><b>Town Treasurer's Report</b></p> <ul style="list-style-type: none"> <li>- Josh Pitts reports he has been working towards identifying where there are gaps in process for our accounting systems. None of the accounting software we use has been implemented in a way that is efficient or correct to minimal processes that we have as a municipality. Josh plans to put together a proposal to adopt a suite of model financial policies that come from Vt League of Cities and Towns. Do this with a full audit of accounts. This will save a great deal of time and be more efficient. Specifics include our accounts receivable policies for taxes collected.</li> <li>- These will be important steps as we see an increase of funds into town with flood reimbursements, grants, etc. These funds will potentially trigger a single federal audit.</li> <li>- Best practice would be an audit every 3 years.</li> <li>- Current systems have led to many hours and days of labors lost to duplication over the last 16 years of using the NEMRC software system</li> <li>- Josh expects to get the Selectboard model RFP language for an audit at the next selectboard meeting</li> <li>- Josh plans to roll out new policies for FY26 which starts July 1st 2025</li> </ul> | <p>10 minutes</p>            |
| <p><b>Road Commissioner's Report</b></p> <ul style="list-style-type: none"> <li>- Josh Pitts reports there's been a lot of tension about things getting behind. Both of our crew members got sick at the same time and are getting caught up. The member of the team who has been injured since August has been asked if he can come back for light duty doing office work related to flood recovery which will take a time burden off the other 2 members of the team and help us move forward on these needed items.</li> <li>- We have a likely highway department surplus of \$25,000 in the labor budget. Asked Road Foreman to look into hiring a temp. It may be a difficult task to find a qualified person with CDL.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | <p>10 minutes</p>            |

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| <ul style="list-style-type: none"> <li>- Sidewalks have not been plowed because of the illness and being down to 1 snowplow driver over the weekend. We have no backup to the crew in the event of illness and injury.</li> <li>- Karl Bissex is still concerned about Ernie Gray’s house and it falling into the Brook. State wont pay for the bridge, but it would cost thousands a month in rent. Also concern about the buyout and if FEMA would allow us to tear down. Also who would pay for the buyout.</li> <li>- Patti Jamele thinks that the Road crew has been doing a fantastic job even through illness.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |            |
| <p><b>Discuss Batchelder Dam removal</b></p> <p>Michael Billingsley let Selectboard know that the dam may be contributing to the upstream damage during flooding events. Friends of Winooski funded a study and while it has not been formerly published, it is reported to show that the dam is cracking and failing. It may come apart in another large flood event. We are compelled by new dam regulations to either remove it or fix it. We have been offered the funds to do a scoping study and the removal of the dams with no town match needed. The dam is owned by the town.</p> <ul style="list-style-type: none"> <li>- Question: what does the dam removal due to downstream properties? <ul style="list-style-type: none"> <li>- The impact of removing the dam is being studied. The state has suggested as part of the grant is to include in the funding the cost of strengthening foundations of adjoining buildings. The dam isnt a flood dam, so no flow increase is expected.</li> </ul> </li> </ul> <p>Action requested by Michael: to ensure we get the funding of the scoping study that we allow Karl to sign the application for the money for the engineering study for the dam.</p> <p><b>Motion: Allow Karl to sign an application for funding for the engineering study for the Batchelder Dam. Made by Frances Rose Subbiondo and seconded by Dan Fingas. 4-0-0 vote.</b></p> | 10 minutes |
| <p><b>Designate a Select Board liaison to the Hazard Mitigation Committee</b></p> <p>2 weeks ago we had a proposal for Frances Rose and Patti to represent the selectboard on the Hazard Mitigation Committee. We never got a second or a vote.</p> <p><b>Motion Frances Rose Subbiondo and Patti Jemele work in tandem to represent the Selectboard on the Hazard Mitigation Committee. Motion by Dan Fingas, Second by Frances Rose. 4-0-0 vote.</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | 5 minutes  |
| <p><b>Village Expansion Design charrette report</b></p> <ul style="list-style-type: none"> <li>- Sandy Vitzthum and Arion Thiboumery reported on Charette. Nearly 80 participants who worked on different designs and working up 3 final designs for vote</li> <li>- Most important to people is pathways, community spaces, and green space</li> <li>- Property owner Heidi offered to make a path from property down to Creamery St</li> <li>- At least 5 neighboring property owners were involved and solutions are coming forward.</li> <li>- Drafting of the 3 options is happening now and hoping they will be out by Wednesday for a public comment and vote. Will include questions about priorities.</li> <li>- Will be starting to present this project at DRB on Wednesday, not with final design.</li> <li>- The goal is to have a schematic design by March 1st, so there would be a meeting before Town Meeting.</li> <li>- Have been working with the state and army corps of engineers on issues and design</li> <li>- How many lots/houses are needed to cover the cost of infrastructure? <ul style="list-style-type: none"> <li>- To break even it would need between 40-50 lots, that’s without any grants or donations of money and time. Grants will lower the cost and the needed number of lots to break even.</li> </ul> </li> </ul>                                                | 10 minutes |

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| <ul style="list-style-type: none"> <li>- There was talk of multi-unit housing? Would that be one lot? Yes it would be on one lot. Duplex, Triplex, or a four unit is allowed.</li> <li>- Concept design vote is for feedback and to get to one final design.</li> <li>- Giving a beginning presentation to the Development Review Board this Wednesday.</li> <li>- What will the traffic effect be? Are the traffic patterns we have a part of DRB review?</li> <li>- Will the drawing include overhead wires from GMP? Buried wires are expensive, too expensive for affordable housing</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |            |
| <p><b>Discuss Municipal Planning Grant application</b><br/> Arion Thiboumery reported that a planning grant is available up to \$60k that would include engineering planning and have a public hearing as part of the process. Application due in March. Submitted by town with a public hearing. Have spoken to the Grants Committee for coordination. A hearing will need to be set. ACCD has criteria that we would need to meet.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | 7 minutes  |
| <p><b>Archaeological survey for wetland proposal</b><br/> Sandy Vitzthum reports that UVM is willing to help us with a survey after the snow has left the ground for Village Expansion. We can review this on March 10th after the Town Meeting vote. \$4666 expected cost. Could be up to \$9000.</p> <p><b>Motion to request to be put on future project list for UVM for archaeological survey of fire road on village expansion project. Allow Frances Rose Subbiondo to write on behalf of the town. Made by Frances Rose Subbiondo, second by Patti Jemele. 5-0-0 vote.</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | 7 minutes  |
| <p><b>Discuss hiring legal counsel for Village Expansion related matters, inc. Purchase &amp; Sale agreements</b><br/> Sandy Vitzthum reports that appraisals are due on the property tomorrow. Village Expansion Project has suggested for Brian Amones as attorney for the role. His hourly rate is \$300 an hour. He does about 90% real estate work and has been an attorney for 20 years. He has already worked with the Village Expansion group in some manner. The fees would be paid for by outside fundraising. Need to have the cost negotiated for property to get the finalized budget.</p> <ul style="list-style-type: none"> <li>- Questions about the ethics of Sandy getting donations for this service. Brian shared that if he works for the town then the confidentiality would be with the town.</li> <li>- Peter shared that we are still waiting for state ethics commission guidance on if we can purchase a property from the Town Clerk</li> </ul> <p><b>Motion: Contingent on a property purchase being allowable by State Ethics Commission, move to hire Brian Amones as real estate attorney for property purchase negotiation. Moved by Dan Fingas, second by Patti Jemele.</b></p> | 15 minutes |
| <p><b>Grants Committee Update</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | 10 minutes |
| <p>Discuss Indoor Air Quality at Opera House for Town Meeting, etc.<br/> Frances Rose brings this topic. A mutual aid group has offered to build 6 corsi rosenthal boxes for air filtering.<br/> Concern about the carbon dioxide levels in the Town Hall. MERP grant that was awarded will improve the HVAC systems, but not right away.</p> <ul style="list-style-type: none"> <li>- Questions about noise</li> <li>- Historic nature of this space</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | 10 minutes |

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| <p>Fleets/Overweight Permits for Approval<br/> <b>Motion to approve fleet overweight permits for BAKEMARK, NY; CARROLL CONCRETE, VT; DEAD RIVER, VT; and SWAN SITEWORK, VT made by Dan Fingas, second by Patti Jemele. 5-0-0 vote</b></p>                                                                                                                                                                      | <p>3 minutes</p> |
| <p>Approval of Draft Minutes: 1/13/25, 1/27/25<br/> <b>Motion to approve the minute of 1/13/25 and 1/27/25 by Frances Rose Subbiondo, second by Dan Fingas. Voted 5-0-0.</b><br/> January 27th draft in grants update, the 4 houses. 2 may be disqualified of which are subject to EWP. Is the town required to pay 25%? No individual.</p>                                                                    | <p>2 minutes</p> |
| <p>Approval of Warrants:<br/> <ul style="list-style-type: none"> <li>● Accounts Payable: 2/7/25</li> <li>● Payroll: Jan 30th and Feb 6th</li> </ul> <b>Motion to approve accounts payable for Feb 7th 2025. Made by Dan Fingas, second by Frances Rose Subbiondo. 5-0-0.</b><br/> <b>Motion to approve payroll for January 30th and February 6th made by Dan Fingas, second by Frances Rose Subbiondo.</b></p> | <p>3 minutes</p> |
| <p>Announce date for next Select Board Meeting: 2/24/25 at 6pm</p>                                                                                                                                                                                                                                                                                                                                             | <p>1 minute</p>  |
| <p>Adjourn<br/> <b>Motion to adjourn at 8:16pm by Frances Rose Subbiondo, second by Karl Bissex. 5-0-0</b></p>                                                                                                                                                                                                                                                                                                 | <p>1 minute</p>  |