

**Town of Plainfield, Vermont**  
**Select Board Meeting**  
**September 28, 2020**  
**Remote-Only Meeting Via Zoom**  
**Draft Minutes**

**Electronic Participants:** Tammy Farnham (Select Board Member), Jim Volz (Select Board member). Sasha Thayer (Select Board Chair), Linda Wells (Town Clerk/Town Treasurer), Greg Light (Plainfield Fire Chief), Jesse Cooper (Resident), Baylen Slote (Town Health Officer)

Meeting started 7:01pm

**Approval of/changes to agenda**

Sasha requested to add Baylen Slote at 8:40pm

Pedestrian Bridge Project update after Baylen

Jim moved to add those two items to the agenda, with a unanimous approval of all select board members.

**Announcements:**

No select board meeting on 10/12

Special select board meeting on October 7<sup>th</sup> from 4-6pm (to review the survey with Claire - public comment will be at the end of the meeting), & October 9<sup>th</sup> from 7-9pm (Final decision on the intersection project).

**Town Clerk/Town Treasurer Report:**

Linda reported that the office has been really busy.

Tax collection totaled \$797,375.98 with \$54,487.35 in delinquency for municipal taxes. Linda indicated that the delinquency is about normal.

**Anticipated General Election Needs:**

-signage, the town hall will be used for voting

In preparation, Sasha suggested to re-open the town hall for the board of civil authority meeting (October 1<sup>st</sup>) and general election (November 3<sup>rd</sup>). Sasha indicated a deep cleaning would not be necessary as the meetings are far enough apart.

Jim moved to authorize the re-opening of the town hall for the board of civil authority meeting (October 1<sup>st</sup> and preparation) and general election (November 3<sup>rd</sup> and preparation), with a unanimous approval of all select board members

All Plainfield resident absentee ballots should be received by October 7<sup>th</sup>, if a ballot is not received please call 454-8461 to request a ballot.

The new loader was delivered last Tuesday. All the paperwork was signed (previously authorized by the select board for Linda to sign the documents). Linda reported that the road crew is very happy with the arrival of the loader.

Jim moved to clarify that Linda was authorized to sign the documents for the sale of the loader, with a unanimous approval of all select board members

Jeremy Matt suggested for the town to look into amending the application for COVID-19 expenses, one of which could relate to payment of taxes through the existing system. Sasha explained that there are current technologies to authorize electronic tax payments. These technologies would necessitate a temporary part-time employee to see this project through. Sasha indicated that these expenses would be reimbursed by the state due to COVID-19. Tammy also suggested to consider boosting a part-time employee to a full-time employee to help out with some of these extra tasks. Linda stated that Carol would be willing to work 40 hours, as she currently works 38 hours/week.

Jim moved to extend Carols hours to 40 hours per week, with a unanimous approval of all select board members.

Tammy mentioned that Twinfield students might be searching for community service opportunities and might be willing to help with the uptick in pace for Linda and Carol. Jim suggested that he would be willing to help out a few hours, and extended his willingness to be flexible.

Jim had previously suggested for the town to extend their Zoom membership to various committees (Zoom Pro - \$150/year). Sasha stated that she would reach out to all the committees to see what their needs are and the frequency of meetings to establish how to proceed.

**Meeting Minute Approval:**

Sasha suggested to approve meeting minutes next meeting (10/26).

**Road Crew Summer Hours:**

The road crew said that they thought summer hours were a great idea, but they suggested for summer hours to start next year.

**Plainfield Fire Chief – Billable Hazmat Emergency:**

Several months ago, there was a Hazmat emergency in Marshfield that the town was called into. The fire department was told that emergency was a billable call. Greg Light suggested that he would like to see some of the funds allocated to the 3 volunteers that spent 9-hours on the call and took the day off from work. Tammy brought forth concern for situations that are not billable, as volunteers might feel like it's unfair, as there are other situations that are similar but they are not monetarily rewarded.

Greg suggested to disburse the \$6,800 in funds as follows:

\$200 Town of Plainfield General Fund (for gas & supplies)

\$236.25 Joe Perreault

\$225 Dave Perreault

\$225 Will Bennington

\$ Remaining – Fire Department Fund

Tammy suggested for a procedure to be created for situations like this to provide some clarity on how billable situations are handled. Sasha and Jim indicated that this might be burdensome as these situations are rare. Greg agreed that billable situations become more frequent than it would make sense to create a procedure for these situations.

Jim moved to allocate the funds as Greg suggested, with a unanimous approval of all select board members.

Tammy moved that going forward, if billable calls continue, the fire department develop a procedure to ensure clarity for all volunteer fire department members, with a unanimous approval of all select board members.

**Public Comment:**

Greg indicated that he has been struggling to exterminate the rats in the village.

**Request for Removal of Trees near the Town Hall:**

The trees on the town hall property are leaning over a Plainfield residents garage and was previously requested to be limbed/removed. The estimate that was initially forwarded to Linda was \$650. Jim indicated that Cindy has withdrawn her request to have the trees removed/ her willingness to pay \$200. Tammy expressed that the trees appear to be healthy and it seems like it would be a joint responsibility. Sasha said that she would look into the situation a little further.

**Town Hall Opera House Re-Opening:**

General use – look at the rental agreement to be thinking about what the renter’s obligation/perimeters should be. Sasha added that the Town of Plainfield should look into making all their properties “smoke-free”.

Jim requested to bring this topic up in a future meeting (10/26)

**Approval of the Local Hazard Mitigation Plan:**

Rate of reimbursement is higher than other towns with a 17.5% match

Jim moved to adopt the hazard mitigation plan, with a unanimous approval of all select board members.

**Job Description of the Road Commissioner:**

Tammy suggested looking at adding a 4<sup>th</sup> employee to take on the road commissioner role and taking back some of the tasks that we higher out, IE: town mowing, hauling sand, brush-hogging, etc. Commonly the road commissioner role is tied into a road foreman or select board member, it’s difficult to have a non-employee be a road commissioner. Sasha indicated that it might be easiest to have an executive session meeting to pertain to this topic. The executive session pertaining to the road commissioner will be added to follow the 11/9 select board meeting.

**Pedestrian Bridge Project Update:**

The grant has been submitted. The town should be prepared to advertise for the bids at the beginning of November (11/1) according to Alice. Tammy indicated that depending on which Route 2 intersection project is chosen the project need to be reworked to prevent a duplication of

efforts. Sasha mentioned that we should bring this to the town's people to vote, and that it does not make sense to advertise for the bids on 11/1 like Alice has suggested, as we will not know if we have received the grant funding. Tammy & Jim agreed that putting the bids out in the Fall would likely result in lower bids as contractors are likely looking for work to book for the following summer. Tammy said that a bid is necessary in order to bring this to vote, as the voters need the numbers in order to make an educated decision.

**Town Health Officer – Rats:**

Baylen has suggested for the Atchensen property land owner to pursue a professional opinion from a pest manager as a result of several reports of rat infestation. If the rats are not properly remediated then it may cause a significant problem in the town. There have shown to be signs of rat infestation, and tenants have reported seeing the rats. Baylen it might be wise to issue an “emergency order” to address the issue. Tammy mentioned that we would need to have some kind of documentation from the tenants/adjourning properties, as hear-say might not be permissible in a hearing. Tammy said that an inspection might be the first step to validating the complains. The difference between other residents that have rats outside and this scenario is that since this is a rental property it is absolutely necessary for it to be taken care of. Baylen indicated that he thinks it would be best to issue an emergency order to the landlord and mandate that an inspection is done to confirm/deny the rat infestation. Evidence and/or statements will be gathered if the land order requests a hearing. If the land owner issues a hearing it will need to happen within 5 business days of the initial emergency order.

**October 26<sup>th</sup> Agenda:**

Re-opening the Town Hall Opera House for various uses  
Town Hall Opera House Management contract  
Updated Town plan & Select Board hearing for Town Plan  
Meeting Minutes  
Route 2 Intersection Project

**November 11<sup>th</sup> Agenda:**

Executive Session: Road Commissioner

**Adjournment:**

Tammy moved to adjourn at 9:28 pm, with a unanimous approval of all select board members.