

**Town of Plainfield
Select Board Meeting
May 22, 2017
Draft Minutes**

PRESENT: Ross Sneyd (Select Board Member), Betsy Ziegler (Select Board Chair), Alexandra Thayer (Select Board Member), Keith Swann (Videographer), Cindy Wyckoff (Minutes Recorder), Paul Rose (Plainfield Property Owner), Linda Wells (Town Clerk/Treasurer), Bram Towbin (Road Commissioner), Will Colgan (Planning Commission Chair), Michael Billingsley (Emergency Management Director), Mike Nolan (Road Foreman), and Laura Ranker (Central Vermont Regional Planning Commission).

AGENDA

- Review Meeting Agenda
- Executive Session: Job Interviews
- Public Meeting Begins
- Public Comment and Announcements: Stone Wall Fund
- Town Clerk's Report: Approve Warrants, Other Items
- Road Report
- Planning Commission Update, Zoning Regulations: Will Colgan
- Route 2 Proposed Project: Bram Towbin
- Constable Position Update
- State Police Safety Forum Proposal Update: Betsy
- Time Line for Ongoing and Proposed Town Projects
- Approve Minutes from 5/8/17 Meeting
- Other Business
- Adjournment

Prior to beginning its regular meeting, the Select Board met in executive session at 6:30pm to conduct job interviews for the Town of Plainfield webmaster position.

Betsy Ziegler called the regular Select Board meeting to order at 7:20pm.

OUTCOME OF EXECUTIVE SESSION

Ross Sneyd made a motion to ask the two candidates for the webmaster position accept \$150 each to return on 6/12/17 with specific proposals on a platform and costs for the Town of Plainfield's website. Ziegler seconded the motion. The candidates will be asked to submit the proposals by 6/9/17 to give the Select Board time for review prior to the 6/12/17 meeting. **The motion was approved.**

REVIEW AGENDA

Ziegler added to the agenda discussion with Michael Billingsley regarding a Central Vermont Regional Planning Commission grant. **Sneyd made a motion to adopt the agenda as amended. Alexandra Thayer seconded the motion. The motion was approved.**

PUBLIC COMMENT/ANNOUNCEMENTS

- Bram Towbin noted the current reconstruction of the stone wall around the Grace Methodist Church, stating that donations are needed to help fund the approximately \$4,000 project. Checks can be sent to Melvin Chase at Grace Methodist Church, PO Box 277, Plainfield, Vermont 05667.
- Ziegler noted two workshops coming up in June in Marshfield and Plainfield on storm water runoff issues.
- Ziegler announced that the Recreation Committee is planning a skateboard park repair event on 6/4/17 from 1pm to 5pm. Anyone interested in volunteering should contact Dan Gadd.

TOWN CLERK'S REPORT: APPROVE WARRANTS, OTHER ITEMS

- Town Clerk/Treasurer Linda Wells presented a management services agreement for the Plainfield Town Hall Opera House for the Select Board to review. David Strong should be contacted if any changes are needed and the Select Board can sign the agreement at its 6/12/17 meeting.
- Wells presented an amendment to the Lake Champlain Basin Program Resiliency project, explaining that Project Coordinator Sarah McShane had made minor adjustments to two tasks in the consultant agreement. There was no change in cost. After a brief discussion, **Sneyd made a motion to approve the updated consultant agreement as amended. Thayer seconded the motion. The motion was approved.**
- Wells stated that there was enough money in the budget to do the skateboard park repairs and reported that the equipment fund will have \$980 at the end of this fiscal year with \$2,000 added in next year's budget.
- **Sneyd made a motion to approve warrants for 5/17, 5/19, and 5/12. Thayer seconded the motion. The motion was approved.**
- **Sneyd made a motion to approve a liquor permit for Positive Pie for a fundraiser for River Rock School on 6/3/17 at Black Bear Biodiesel. Ziegler seconded the motion. The motion was approved.**
- **Sneyd made a motion to approve single vehicle truck permits for Donald Moore, Jr and A. Withers Trucking. Thayer seconded the motion. The motion was approved.**
- Sneyd reported on his recent correspondence with the Vermont League of Cities and Towns (VLCT) regarding the Town's liability in posting a no littering sign. Discussion followed on whether the parking area where the sign would be posted was actually Town property. Bram Towbin offered to speak with the resident who oversees the parking area and Sneyd suggested posting it in the right-of-way area before the parking lot. Towbin and Road Foreman Mike Nolan will also see about posting a no littering sign at the pull-off area on Route 2.
- **Sneyd made a motion to approve the Town of Plainfield's letter of support for Central Vermont Regional Planning Commission's grant application to the High Meadows Fund. Ziegler seconded the motion. The motion was approved.**

PLANNING COMMISSION UPDATE, ZONING REGULATIONS: WILL COLGAN

- Planning Commission Chair Will Colgan was present to provide an update on the process of the revised Zoning Regulations. Colgan noted that in addition to other items, a lot of time was being spent on the topic of wildlife areas and corridors in terms of which dataset to use and whether to make the regulatory oversight advisory rather than mandatory. Discussion ensued on the estimated

timeline for completion, which includes finalizing the draft regulations, possibly by July, and warning and holding a Planning Commission public hearing followed by a Select Board public hearing before putting it to a Town-wide vote.

CENTRAL VERMONT REGIONAL PLANNING COMMISSION GRANT: MICHAEL BILLINGSLEY

- Michael Billingsley reported on a funding opportunity through the Federal Emergency Management Agency. Ben Rose, Recovery and Mitigation Branch Chief at the State of Vermont's Division of Emergency Management and Homeland Security, recently informed Billingsley of Plainfield's high-priority status for pre-disaster funding and suggested working with Lauren Oates to prepare a grant application that will be available in July. Billingsley asked who in Plainfield has the authority to lead the grant application process. Laura Ranker from the Central Vermont Regional Planning Commission (CVRPC), who was present to discuss a different agenda item, noted an emergency management preparedness grant that includes CVRPC helping municipalities to apply for grants. Bram Towbin noted the importance of leveraging data from 2011 and 2015 as well as from the Milone and MacBroom report in the grant application. Ziegler stated that Town Clerk Linda Wells and Grant Administrator Alice Merrill should first be consulted regarding the possibility of Merrill writing the grant. Billingsley noted an upcoming meeting with a planning representative from CVRPC and Plainfield's Hazard Mitigation Committee to look through a list of projects that will help to protect any bridge that is put in on the Great Brook. Thayer requested that an update on the issue be provided at the next Select Board meeting.

ROAD REPORT

- Road Commissioner Bram Towbin introduced Paul Rose, a resident of East Calais who plans to open a farm-to-table restaurant at 268 High Street (Route 2). The commercial enterprise requires that Robert Lane at the Route 2 intersection be widened. Because it is a Class IV Town road, the Town of Plainfield needs to be the primary applicant in the permit request to the State. Towbin noted that Rose has offered to pay the \$250 permit fee so there will be no cost to taxpayers. Towbin added that Rose is also open to possibly siting the bus shelter on his property. The bus shelter is currently slated to be located across Route 2 near the Post Office, which is not an optimal location in terms of safety for commuters traveling into Montpelier. Rose noted that he plans to address the stagnant water issue in the ditch between Allenwood horse farm and Robert Lane by bringing in loads of fill and converting it into a graded drainage ditch to prevent water from stagnating. Adding a culvert and extra loads of fill would make a good landing for the bus shelter. Rose detailed his plans for the restaurant, including a market and bakery in the attached barn. Road Foreman Mike Nolan had no concerns with the widening of the intersection. **Sneyd made a motion authorizing the Town to be the primary applicant for the State Highway and Access permit request to the State. Thayer seconded the motion. The motion was approved.**
- Road Foreman Mike Nolan reported that he and his crew have been grading roads and cleaning the sidewalks with more roads and sidewalks still to be done.
- Nolan and Towbin will be meeting with the contractor for the Bean Road project this week. Towbin noted that they have talked with all the adjoining landowners and do not anticipate any issues. Construction is scheduled to begin in July.

- Towbin stated that he is cautiously optimistic that the Cameron Road house situation will wrap up as early as this week. He noted that once the closing takes place, he will begin the process of procuring contractors for asbestos testing and demolition.

CONSTABLE POSITION UPDATE

- Ziegler noted that there are two applicants for the Constable position. Interviews will be scheduled for 6:15pm and 6:30pm on 6/5/17 with the Select Board members meeting for 15 minutes beforehand.

CENTRAL VERMONT REGIONAL PLANNING COMMISSION: LAURA RANKER

- Laura Ranker from the Central Vermont Regional Planning Commission (CVRPC) was present to see if the Town was interested in working with CVRPC to update Plainfield's current local Hazard Mitigation Plan, which is due to expire in 2018. Ranker detailed what the process would entail and noted that CVRPC is looking to have the Town help it meet its match share of the project's cost. Over a two-year period, the cost would be approximately \$3,000 with a portion of the match coming from in-kind hours of town committee members working on the project. The community would not be invoiced more than once per fiscal year. Ranker noted that an updated local Hazard Mitigation Plan increases a town's eligibility for the percentage of emergency relief assistance funding after a disaster. **Sneyd made a motion to notify the Central Vermont Regional Planning Commission that the Town of Plainfield wishes to be part of its scope of work for updates of local Hazard Mitigation Plans for 2018. Thayer seconded the motion. The motion was approved.**

STATE POLICE SAFETY FORUM PROPOSAL UPDATE

- Ziegler noted that she has been contacting various Town entities regarding participating in the Safety Forum. She and State Trooper Trevor Prack are in the process of deciding upon a date in June and Ziegler suggested scheduling it as a special Select Board meeting so that all three members can attend. It will be held at the Town Hall Opera House. Thayer wanted to be sure that the Plainfield Co-op is contacted about the forum since it has experienced some adverse events. Once the date is decided upon, it will be advertised on local social media. A brief discussion followed regarding the possibility of providing child care to make it easier for parents with young children can attend the forum. Thayer will work on organizing child care and Ziegler will create or procure a poster. Thayer will check in with Linda Wells regarding the need to post the 6/5/17 special meeting to interview applicants for the Constable position.

TIME LINE FOR ONGOING AND PROPOSED TOWN PROJECTS

- Ongoing and upcoming projects that the Select Board is involved with include the Brook Road and Mill Street bridges on the Great Brook; the Pedestrian Walkway project; the picnic shelter at the Recreation Field along with plans to both design and fund it; the Route2/Main Street intersection; the pending Cutler Library planning grant; the Bean Road culvert project; the Cameron Road house project; and siting the bus shelter on Route 2. Thayer offered to create two tables of grant applications and other ongoing efforts.

MINUTES

- After noting the misspelling of a name in the draft minutes, **Sneyd made a motion to approve the minutes from the 5/8/17 regular Select Board meeting as amended. Thayer seconded the motion. The motion was approved.**

OTHER BUSINESS

- Ziegler stated that Blue Cross/Blue Shield has announced a 12.7% increase in premiums. Thayer offered to respond to the company regarding the increase, noting that Blue Cross/Blue Shield is paying doctors that are connected to medical centers at a higher rate of reimbursement than doctors that have stand-alone practices. The company is also offering a \$400 per patient bonus to doctors who get children fully immunized.
- Ziegler noted a request for a memorial at the Town Forest, which will be an item for discussion at the next meeting. A brief discussion followed on creating a Town policy on memorials.

ADJOURNMENT

- **The meeting adjourned at 9:05pm on a motion by Sneyd. Ziegler seconded the motion. The motion was approved.**

Respectfully submitted by Cindy Wyckoff