

**Town of Tinmouth
Select Board
Thursday, March 11, 2021
Virtual Meeting Due to COVID-19 Pandemic
Regular Meeting Minutes**

Members present: Meadow Squier, Frank Sears, and Cathy Reynolds

Others present: Stan Wilbur – Public Works Project Manager, Eric Buffum – Road Commissioner, Ronnie Crossman – road crew, Sherry Johnson, Kim Harbaugh, David Birdsall-Tree Warden, Chris Martone-Transfer Station Manager, Michael Fannin-EMD, Michael Fallar, Pat Psholka, Grant Reynolds, and Gail Fallar – Select Board Assistant (SBA).

Frank called the meeting to order at 7:01 – Noting per Grant Reynold’s *History of Tinmouth*, the Board is turning the page on the town’s 247th year. He welcomed Meadow as a new member to the Select Board, thanked Michael Fallar for his service of the past 3 years, and noted the first order of business was to re-organize the Board.

Gail administered the Oath of Office to Meadow virtually.

The Board re-organized as follows:

Elect Chair – Frank offered to serve as Chair. Cathy moved that the Board adopt a policy of rotating the Chair so that a member would serve as Chair during the 3rd year of their term, and nominated Frank, Meadow 2nd, all voted in favor.

Set Regular Monthly Meetings - Cathy moved to set the 2nd Thursday and 4th Tuesday of the month at 7:00 pm , Frank 2nd, all voted in favor.

Designate Signer for Bills and Orders (Chair) – Cathy moved that the Chair be so designated, Meadow 2nd, all voted in favor.

***Newspaper of Record** – Chose Rutland Herald

***Adopt Robert’s Rules for Small Boards** – So adopted

***Appoint Overweight Truck Permit Signer** – Appointed Chair

***Appoint Member to Community Center Board** – Cathy volunteered

***Appoint Member to Tinmouth Pond Milfoil Project Board** – Meadow volunteered

***Appoint Liaison to Public Works Facilities Project Manager** – Cathy volunteered

Cathy moved all of *above, Meadow 2nd, all voted in favor.

Board reviewed agenda - no changes.

Minutes: Minutes of 2/23/21, with correction noting Meadow was not present, Cathy and Frank approved as corrected, Meadow abstained (new member and not present).

Public Works Facilities ~ Stan reported Morton Buildings had sent a revised contract. Gail reported she had sent it to the attorney for review and had not yet received an answer. Stan noted he didn’t think that was necessary – and that Morton wanted the contract and their \$5,000 check ASAP. Stan also reported that Otter Creek Engineering and the State were still reviewing the stormwater permit – expected the final review to be complete any day. Stan inquired about whether the road crew was going to work on the roads or the town garage site.

Highway ~

Eric reported all ditches had been opened, roads were drying out and they were hauling gravel. Board inquired about the status of the voucher for the new truck. Gail advised the company is still reviewing the appeal of the denial and was told to be patient. It should be passed through the truck dealer - Delurey has not heard anything either.

‘What If Plan’ – Eric provided maps of the snow plowing routes, Board asked for clarification.

Emerald Ash Borer – Eric reported that the estimate from Trees Inc. for the Gulf/McNamara/Route140 loop was \$55,000 to remove about 400 trees – there are 800 there, but GMP may take care of the other 400. Work includes removing dangerous trees, leaving the firewood and chipping branches. Cost per tree is determined by its size – over 30” is \$1,000 for instance.

David advised he will contact Vermont’s Department of Forest and Parks to see if there is any FEMA or other government source of help available. Gail noted she had inquired about adding workers to the road crew from the insurance company, waiting for a response.

Board discussed the need to prioritize the list of which trees need to come down first, flag them, and still wants a proposal for work which can be budgeted and planned.

Summer Work Plan ~ Eric presented a list, in no particular order. Board discussed work to be done, some is to meet the Stormwater Rules and Plan - projects on Merrill Spring Road and McNamara Road are easy fixes for that; Potter’s Brook culvert replacement is waiting for grant approval, work on North East Road is ditching for the grant-in-aide project.

Frank inquired about weighing the road work versus the site work needed for the town garage. Eric advised road crew could do it all, but he recommended hiring Dan Allard to do the site work. Board noted there had been money budgeted to hire part-time help for the road crew and the site work crew. Stan advised that going out to bid may require additional engineering and would cost more than using the town’s own work force. Eric noted good help is hard to find. Board discussed town’s equipment, was it big enough to pull the stumps? The Town’s Procurement Guidance/Policy says bids are required for work over \$10,000. It was suggested that the work be divided into segments so that requirement did not have to be met. There could be 3 smaller projects. It was also suggested that the Procurement Policy could be amended.

Stan advised that he would meet with Eric and Dan and they would lay out a plan for time, work to be done, break-down by task, etc. for the Board’s meeting on the 23rd. Work includes clearing and grubbing the site, finish grading, retention pond/area, well, holding tank for septic, etc. It was noted that there are other contractors in town.

Eric inquired if the piles of ditching materials that have accumulated where the new garage is going to be built, could be given to Dan Allard so that he could fill in the Fish’s barn foundation. Board asked about its intended use (Harrington Cross Road fill-in – but there are other sources for that Eric advised) was it going to be removed for free, could the town be paid for it, etc. Eric will talk with Dan and report back.

Sawyer Cemetery ~ Stan requested permission for the Tinmouth Community Church to use the Sawyer Cemetery for an Easter Sunrise Service. Cathy moved and Meadow 2nded to grant the Church permission, provided they obtain a burn permit from the Fire Warden and follow CDC guidelines for public gatherings. All voted in favor.

Covid19/EMD - Michael Fannin, EMD, advised that the Local Hazard Mitigation Plan was in its final draft for review by the Select Board and asked that it be added to the agenda for the Board’s April 8th meeting. Board agreed, with a start time of 6:30. Michael also noted that the Local Emergency Operation Plan would need to be re-adopted by May and he would be sending along a draft for the meeting on the 23rd.

Board discussed if there is a need to contact elders in town for daily check-ins. There are folks willing to call, are there folks willing to be called? How does this list come to fruition? Frank thanked Michael for his efforts in that regards.

Transfer Station Safety ~ Chris thanked the Board for their service. He reported a slip and fall at the Transfer Station after the last ice storm. The fellow who fell is okay and was not hurt, more embarrassed by it. Chris called to check on him. Chris would like to prevent falls in the future, noting that the road crew usually does a good job, but this time more sand was needed. It was on a Saturday morning. Board discussed if the road crew should be called (overtime) or if the transfer station attendants should be responsible. Gail advised current attendants are in their 80's and that it has been the road crew's responsibility. Board decided that the road crew could leave a pile of sand near the attendants shed for them to spread. Slip and fall was between the dumpster and the recycling shed.

Financial ~ Meeting adjourned at 8:42 pm, due to loss of electricity at the SBA's house – remainder of agenda was moved to 3/23/21.

Cathy noted that the Board needed to discuss whether the town garage expenses to date should come from the Capital Building Fund or regular highway expenses – currently where they are being shown.

Next Meetings Schedule ~ April 8th and April ???

Respectfully submitted,

Gail Fallar
Select Board Assistant