

Final Minutes
SELECTBOARD, TOWN OF PAWLET
October 22, 2019
7:00 pm at Pawlet Town Hall
Regular Meeting

Members in Attendance:

Bob Jones
Mike Beecher
John Malcolm

Others in Attendance:

Kristin Powers
Jay Luebke - PEG-TV
Dolores Luebke
Ray Duquette, Sr.
Keith Mason
Tom Collard
Eric Montbriand
Charles Holcomb
Frank Nelson
Paul Tilander
John Davis
Valerie Davis
Michelle Tilander
Monica & Martin Kravitt
Julie Mach
Eve Schaub

EVENT

1. Call to order at 7:04 pm
2. Pledge of Allegiance
2. Addition or Deletion of Agenda Items
 - a. Additions: None.
 - b. Deletions: None.
3. Introduction of those present by chairperson
4. Approval of minutes from previous meeting
 - Motion made to approve the minutes of October 8, 2019 as printed.

- Mover: Bob Jones
 - 2nd: John Malcolm
 - Discussion: None.
 - Result: Approved (unanimous)
5. Pre-Requested Appearances by local citizens and visitors: None.
6. Announcements:
- The Health Officer reported a bat with rabies in Town. Please pay attention to wild animals and be sure to vaccinate household pets for rabies.
7. Reports:
- A. Zoning Administrator's Report:
- A DRB Meeting has been warned for Thursday 11/7 at 6:00pm at the Town Hall to discuss the Perham/Waite and Young items respectively.
 - Things are moving forward re: 541 Briar Hill.
- B. Planning Commission's Report:
- The Board reviewed the PC Report submitted by Harry Van Meter.
 - The Board unanimously accepted Mr. Van Meter's request to hold the 3rd session of the Community Values Mapping program on the second floor of the Town Hall on Thursday November 14th.
- C. Road Foreman's Report:
- Mr. Mason shared a report of current activity taking place with the Roads Crew.
 - Work on Herrick Brook Road will be finished up this week.
 - Decisions need to be made regarding where we will obtain winter stone and sand from.
 - Keith provided the Board with examples of proposed sand and stone products.
 - Charlie Holcomb expressed the desire to partner with the Town to supply high quality sand for our roads.
 - \$6.00/yard loaded into Town trucks in the pit.
 - Stone, screened top-soil and screened gravel are also available.
 - Prices left with the Board, to be analyzed before the next meeting so that a decision can be made.

- Re: Drainage at Egg Street – Keith has a plan for what the Town will do to help the situation, and will also provide some suggestions for what Katrina, an Egg Street property owner, can do to help as well.
 - Winter Maintenance officially begins 11/1 and the Road Crew is actively working to prepare for winter weather.
- D. Assessor Report:
- No report at this meeting.
- E. Town Clerk's Memo:
- The Board reviewed the Town Clerk's Memo.
- F. Town Treasurer's Memo:
- The Board reviewed the Town Treasurer's Memo.
 - Ms. Mach and Mr. Beecher addressed concerns from townspeople regarding the Waste Water fees.
 - The Board signed checks.
 - The Board reviewed the warrants.
 1. Motion made to approve the warrants.
 2. Mover: Bob Jones
 3. Second: John Malcolm
 4. Discussion: None.
 5. Result: Approved (unanimous)
 - Julie provided several policies of which she'd like the Board's support on adopting. These policies will only affect the Treasurer's Office and will not apply to other Town offices.
 - First policy discussed was the Town's Small Credits and Small Amounts Due Policy.
 - Motion made to support the Pawlet Town Treasurer in adopting the policy regarding small credits.
 - Mover: John Malcolm
 - 2nd: Bob Jones
 - Discussion: None
 - Result: Approved (unanimous)
 - Remaining policies included Town of Pawlet:
 - Accounting, Auditing and Financial Reporting Policy,
 - Records Maintenance and Distribution Policy.

- Cash Receipts, Petty Cash and Returned Check Policy.
- Tax Collection Policy.
 - Motion made to support the Pawlet Town Treasurer in the adoption of the four aforementioned policies.
 - Mover: Bob Jones
 - 2nd: John Malcolm
 - Discussion: Mr. Malcolm inquired and hoped to confirm that there were no other Town Bylaws opposing any of the above policy. Ms. Mach confirmed that these policies are specifically for the Treasurer's Office only.
 - Result: Approved (unanimous)

G. Emergency Management Director's Report:

- The Board reviewed the EMD's Report during the first meeting of the month.

H. Health Officer's Report:

- The Board Reviewed the Health Officer's Report during the first meeting of the month.

I. Waste Water Treatment Facility:

- Mr. Beecher shared that he has not received any official reports but all seems to be going well.
 - A group from the DEC has scheduled a site visit to observe the WWTF's design on 10/25.

8. Old or unfinished business:

- Movement of North Pawlet Schoolhouse Monument
 - Monica Kravitt spoke to recent considerations regarding the movement of the North Pawlet Monument.
 - Following historical research, the decision was made to not move the existing monument, however there is still a desire to place a monument on the Town Green to highlight the importance of this historical event.
 - Discussion ensued, including the suggestion to create a complete/comprehensive map of historical locations throughout Pawlet and West Pawlet.

- Ultimately, the conversation is to be continued during old business of an upcoming meeting and requires more consideration and community input.
 - Ms. Mach requested support and authorization to establish a change of plan date following a meeting with Aflac. The Board unanimously supported that request.
 - Re: Policies – Ms. Powers and The Board to review the Personnel Policy so that the re-adoption of several outdated elements of the policy can be set into place prior to the new year.
 - Mr. Malcolm shared conversations with the Library regarding the front steps project. The Board established that they should continue to be involved directly in conversations surrounding this project (specifically with the architect).
9. New Business:
- Comcast has offered the Town of Pawlet a telephone number to reach their Northeast Operations Center in the event of network-related issues with Comcast services or infrastructure: 1-800-556-9979.
10. Public Comment:
- Julie Mach shared that on Saturday 10/26 from 10am-12pm will be the Annual Halloween Parade in Town. The parade begins at the Library.
 - Frank Nelson shared that the State will be going through a simulation of a Katrina-like event. There will also be a CAT4 disaster simulation at the Mettowee School to serve as a study from 4:30pm-7:00pm. Neither of these are public events but may be interesting to follow.
11. Motion made to Adjourn at 8:41pm
- Mover: John Malcolm
 - Second: Bob Jones
 - Discussion: None
 - Result: Approved (Unanimous)