

**Final Minutes**  
SELECTBOARD, TOWN OF PAWLET  
January 10, 2022  
7:00 pm  
Pawlet Town Hall  
122 School Street, Pawlet, VT  
& Virtually via Zoom

Members in Attendance:

Bob Jones  
Jessica Van Oort  
John Malcolm  
Rich Hulett

Others in Attendance:

Kristin Powers  
PEG-TV  
Michael Allen  
Julie Mach  
Harley Cudney  
Frank Nelson  
Nancy Morlino  
Perry Brown  
Deb Hawkins

**EVENT**

1. Call to order at 7:04pm by Vice-Chair, John Malcolm, with the Pledge of Allegiance.
2. Introduction of those present, virtually and in person.
3. Addition or Deletion of Agenda Items.
  - a. Additions:
    - Library Building Report – Facilities Report.
    - Executive Session to discuss labor relations agreements with employees.
  - b. Deletions: None.
4. Approval of minutes from previous meeting.

- Motion made to approve the minutes of December 27, 2022, as printed.
    - Mover: Rich Hulett
    - 2<sup>nd</sup>: Jessica Van Oort
    - Discussion: None.
    - Result: Bob Jones, John Malcolm, Jessica Van Oort, Rich Hulett – in favor. Approved.
5. Pre-Requested Appearances by Local Citizens and Visitors: None.
6. Announcements:
- Michael Allen, Pawlet – Provided information on the work going into the West Pawlet Village master planning project. There will be a series of potluck dinners/meeting to provide opportunities to further discuss these efforts. Dinners to be held at the West Pawlet Firehouse, 6:00pm-9:00pm on 1/12, 1/26, 2/9, 2/23. Visit [regrowthplanning.com/pawlet](http://regrowthplanning.com/pawlet) for more information.
7. Reports:
- A. Zoning Administrator's Report:
- Nancy Morlino shared a report from the ZA's office with the Board:
    - A question regarding occupancy at a residence in Pawlet was resolved.
    - Data was transferred to NEMRC for 2020-2022 zoning permits for upload to new software
    - Revised zoning forms, including checklist, information page and application were provided to the Board. Review and adoption requested at the Selectboard meeting held on 2/7/23.
- B. Planning Commission's Report:
- No report at this meeting.
- C. Road Foreman's Report:
- Motion made to approve the purchase of the battery-operated weed eater and chainsaw.
    - Mover: Rich Hulett
    - 2<sup>nd</sup>: Bob Jones
    - Discussion: None
    - Result: Bob Jones, John Malcolm, Jessica Van Oort, Rich Hulett – in favor. Approved.

- A failed culvert was replaced on Towslee Hill Road.
- Positive progress is being made on the bank stabilization project on Rte. 153 in West Pawlet where the road is settling near the quarry.

D. Assessor Report:

- No report at this meeting.

E. Town Clerk's Memo:

- Town Clerk, Deb Hawkins, shared a report with the Board:
  - Deb posed several questions regarding warnings and articles for Town Meeting, to be answered by the next regularly scheduled SB meeting.
  - Candidate petitions are due on 1/30 by 5:00pm, and petitions for articles and requests for appropriations are due by 1/19.
  - Deb shared that a primary system used by the Clerk's office was subject of a cyber-attack.
  - John Malcolm raised a question regarding the request for reports from tax-exempt organizations for the Town Report.

F. Town Treasurer's Memo:

- Town Treasurer, Julie Mach, shared a memo with the Board, including: an overview of payroll, accounts payable, monies from the General Fund, Highway, and Wastewater.
- Julie Mach provided copies of budgets for the Selectboard to review, and suggested to utilize the previous year's surplus to reduce taxes. She also spoke to the desire to establish a policy for excess funds moving forward, to be discussed at a future meeting.
  - Motion made to apply the general fund surplus to offset taxes in FY24 budget.
    - Mover: Jessica Van Oort
    - 2<sup>nd</sup>: Rich Hulett
    - Discussion: None
    - Result: Bob Jones, Jessica Van Oort, Rich Hulett – in favor. Approved.
- Julie has completed the transition to the Town's new banking structure – an investment account, checking account and money market account.

- Motion made to approve Payroll Warrant #23040 for \$6,180.40 and Accounts Payable Warrant #23039 for \$30,947.34.
  - Mover: Bob Jones
  - 2<sup>nd</sup>: Rich Hulett
  - Discussion: None.
  - Result: Bob Jones, Jessica Van Oort, Rich Hulett – in favor. Approved.
- G. Emergency Management Director's Report:
  - Bob Morlino shared a report with the Board:
    - The Pawlet Emergency Phone notification was tested on 12/15/22.
    - Attended several calls to prepare for/address the late December storm.
- H. Health Officer's Report:
  - No report at this meeting, however Jennifer Sullivan shared that mask wearing still remains a personal choice according to State guidance.
- I. Waste Water Treatment Facility (WWTF):
  - No report at this meeting.
- J. Facilities Report:
  - Harley Cudney shared that there are reports of ceiling issues in the Children's Room of the Library.
    - Board suggested that Rudd Builderz take a look at the space.
  - Rudd Builderz has begun work at the Town Hall.
- K. Mettawee School Board (MSB) Report:
  - Julie Mach shared a report from the MSB with the Board:
    - The FY24 budget has been approved.
    - Equalized tax rate for FY24 is anticipated to decrease slightly.
    - A Temperature Control System Project, Required Student Conduct and Discipline Policy and several required policy revisions.
    - Continued planning for the community engagement event.
    - Next meeting is 2/13 at 6:30pm.
- 8. Old or unfinished business:

- Motion made to approve the 2022 Selectboard Annual Report.
  - Motion: Rich Hulett
  - 2<sup>nd</sup>: Jessica Van Oort
  - Discussion: None
  - Result: Bob Jones, Jessica Van Oort, Rich Hulett – in favor. Approved.

9. New Business:

- None.

10. Public Comment:

- None.

11. Motion made to enter Executive Session to discuss labor relations agreements with employees at 7:45pm.

- Mover: Jessica Van Oort
- 2<sup>nd</sup>: Rich Hulett
- Discussion: None.
- Result: Bob Jones, Jessica Van Oort, Rich Hulett – in favor. Approved.

12. Motion made to exit Executive Session with no decisions made at 8:12pm.

- Mover: Bob Jones
- 2<sup>nd</sup>: Rich Hulett
- Discussion: None.
- Result: Bob Jones, Jessica Van Oort, Rich Hulett – in favor. Approved.

13. Motion made to Adjourn at 8:13pm.

- Mover: Jessica Van Oort
- Second: Rich Hulett
- Discussion: None.
- Result: Bob Jones, Jessica Van Oort, Rich Hulett – in favor. Approved.