

Final Minutes
SELECTBOARD, TOWN OF PAWLET
April 30, 2024
7:00 pm
Pawlet Town Hall
122 School Street, Pawlet, VT
& Virtually via Zoom

Members in Attendance:

Mike Beecher
Bob Jones
Jessica Van Oort
Rich Hulett
Brian Crossman

Others in Attendance:

PEG-TV
Kristin Powers
Frank Nelson
Harley Cudney
Deb Hawkins (Zoom)
Harry Van Meter (Zoom)
Linda Lynton (Zoom)
Cori Rail
Aaron Levin (Zoom)
Jenniver Sullivan (Zoom)
Frank Nelson (Zoom)

EVENT

1. Call to order at 7:05pm by Chairman, Mike Beecher, with the Pledge of Allegiance and a review of the Rules of Procedure.
2. Introduction of those present, virtually and in person.
3. Addition or Deletion of Agenda Items.
 - a. Additions:
 - Sidewalk Grant Proposal
 - b. Deletions: None.
4. Approval of minutes from previous meeting.

- Motion made to approve the regular meeting minutes of April 16, 2024, as printed.
 - Mover: Rich Hulett
 - 2nd: Jessica Van Oort
 - Discussion: None.
 - Result: Approved.

5. Pre-Requested Appearances by Local Citizens and Visitors: None.

6. Announcements:

- The bridge connecting School Street to Rupert Hill Road will be undergoing construction beginning Wednesday, 5/1. Work is anticipated to last approximately one month, which will result in the closure of the bridge throughout the majority of the day. The bridge will be open for traffic in the mornings and afternoons, as well as throughout the evening.
- There will be an event, funded by MERP, at 3:00pm at the Library on Saturday 4/4 to share information about the infrared cameras.

7. Reports:

A. Zoning Administrator's (ZA) Report: No report at this meeting.

B. Planning Commission's Report:

- The Planning Commission has approved the current version of the bylaws, and will be warning a hearing for these updates as well as the bylaw repeal petition. Dates TBD.

C. Road Foreman's Report:

- Highway Foreman, Damon Ferenc, submitted a report to the Board:
 - Throughout the last two weeks the Highway Dept. has:
 - Checked roads and hauled gravel for grading.
 - Spot grading has taken place on Warren Switch, Rupert Hill, and Chet Clark Road(s).
 - York raked Warren Switch Road.
 - Graded Herrick Brook Road and Kelly Hill Road, yolk raking Kelly Hill and adding calcium to both roads.
 - Performing maintenance on equipment as well as the shop space.
 - In the coming two weeks the Highway Dept. plans to:

- Continue to perform maintenance on dirt roads, with a focus on grading Rupert Hill, Waite Hill and Tadmer Road(s).

D. Assessor Report: No report at this meeting.

E. Town Clerk's Memo:

- Town Clerk, Deb Hawkins, provided a report to the Board:
 - One excess weight permit, signed by Bob Jones.
 - The Town Clerk's Office communicated with the Highway Dept. regarding a reported issue on Warren Switch Rd.
 - Town Clerk and Town Treasurer have requested that two A/C units be posted for sale on marketplace. They are brand new, never used.
 - The Board unanimously supported the posting of the A/C units for sale.
 - A notice from ANR has been provided to the Board.
 - The electronic speed sign is not functioning on Rupert Hill Road. Highway Dept. to investigate this.
 - Green Up Day is this weekend (5/3-5/4). The Highway Department has been made aware.
 - PEG-TV will be visiting the Town Hall to get the specs for the permanent installation of camera equipment.

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, Wastewater.
- Motion made to approve Payroll Warrant #24057 for \$9,326.25 and Accounts Payable Warrant #24058 for \$25,083.64.
 - Mover: Jessica Van Oort
 - 2nd: Brian Crossman
 - Discussion: None.
 - Result: Approved.
- There has been a request from an employee for a letter from the Town pertaining to a personnel situation. The Treasurer and SB Assistant requested that the Board authorize them to work together to complete this request.

- Motion made to authorize Town treasurer and SB Assistant to draft this letter.
 - Mover: Rich Hulett
 - 2nd: Jessica Van Oort
 - Discussion: None
 - Result: Approved
- ARPA money must be designated to specific uses by the end of 2024. The request is to move to the General Fund so that it can be designated for intended purposes such as guardrails, sidewalks, WWTF project money, etc.
- Motion made to transfer remaining ARPA money into the General Fund.
 - Mover: Jessica Van Oort
 - 2nd: Bob Jones
 - Discussion: None
 - Result: Approved

G. Emergency Management Director's Report:

- EMD, Bob Morlino, submitted a report to the Board:
 - The approved Local Emergency Management plan (LEMP) for Pawlet was submitted to Vermont Emergency Management.
 - R. Morlino attended the State Local Emergency Planning Committee Meeting.
 - Pawlet Emergency Mgt. conducted a mock opening of the emergency shelter at the Mettawee School on 4/25. The shelter staff set up cots for "clients" as well as tables and chairs for registration and the team reviewed shelter operations and documentation.
 - A VTAlert message was transmitted on 4/25 via phone to all of Pawlet to announce the bridge closure on School St/Rupert Hill Road beginning 5/1/24.

H. Health Officer's Report:

- A second report has been made about a home which may be burning unpermitted items. Both the Health Officer and

Constable have made communication and it appears the situation is remedied for the time being.

- I. Waste Water Treatment Facility (WWTF): No report at this meeting.
 - J. Facilities Report: No report at this meeting.
 - K. Mettawee School Board (MSB) Report: No report at this meeting.
8. Old or unfinished business:
- The Board reviewed two quotes for land surveying for the Town's gravel pit property.
 - Motion made to proceed with the quote from CAH Land Surveying.
 - Mover: Rich Hulett
 - 2nd: Brian Crossman
 - Discussion: The Board expressed the need to secure at timeframe for the project.
 - Result: Approved
 - The Board continued unfinished discussions from a previous meeting regarding the possibility of the State potentially wishing to purchase a portion of the Town's gravel pit property.
 - Jessica Van Oort shared that conversations have continued with Ethan Pepin of the RRPC regarding potential reconfiguring of the West Pawlet village center intersection.
 - Members of the RRPC and VTrans are planning to make a site visit on Monday, May 6th at 11:30am.
 - Jessica Van Oort shared an update on the sidewalk grant. The newest iteration on the request for proposal process has yielded another proposal. Jessica shared a summary of this proposal with the Board and Body.
 - Following discussion, the Board determined a visit from Steffanie Bourque and Peter Pochop would be helpful to answer questions and provide some clarification to the Board.
9. New Business:
- The Cemetery Association of Pawlet would like to fix the road in the cemetery and has requested that the Highway Department deliver a road of materials to support these efforts.
 - The consensus of the Board was to approve the Highway Department delivering a load of material.

- Harry Van Meter expressed concern of lack of signage regarding the bridge closure on the Rupert end.
 - The Highway Dept. has been made aware of this.

10. Public Comment:

- Frank Nelson confirmed that the Board and Body was aware of the infrared camera event at the Town Library.

11. Motion made to adjourn at 8:23pm

- Mover: Bob Jones
- 2nd: Jessica Van Oort
- Discussion: None
- Result: Approved