

**Final Minutes**  
SELECTBOARD, TOWN OF PAWLET  
April 29, 2025  
7:00 pm  
Pawlet Town Hall  
122 School Street, Pawlet, VT  
& Virtually via Zoom

Members in Attendance:

Mike Beecher  
Bob Jones  
Jessica Van Oort  
Tom Collard  
Rich Hulett

Others in Attendance:

PEG-TV  
Kristin Powers  
Frank Nelson  
Linda Lynton  
Cori Rail  
Deb Hawkins  
Tom Covino  
Mark Gutel  
Bill Humphries  
Ed & Deb Evans

**EVENT**

1. Call to order at 7:05pm by Chairman, Mike Beecher, with the Pledge of Allegiance and a summary of the Selectboard's Rules of Procedure.
2. Introduction of those present, virtually and in person.
3. Addition or Deletion of Agenda Items.
  - a. Additions:
    - Nuisance Lighting – New Business
  - b. Deletions:
    - Town Road & Bridge Standards (to be added to next meeting agenda)
4. Approval of minutes from previous meeting.

- Motion made to approve the regular meeting minutes of April 15, 2025 as printed.
  - Mover: Rich Hulett
  - 2<sup>nd</sup>: Tom Collard
  - Discussion: None.
  - Result: Approved.
- 5. Pre-Requested Appearances by Local Citizens and Visitors: None.
- 6. Announcements: None.
- 7. Reports to the Board:
  - A. Zoning Administrator's (ZA) Report:
    - Nancy Morlino electronically shared a report with the Board, which included the latest zoning log (also posted in the Town Hall). Also shared that there is a compliance deadline of 5/1/25 on an ongoing zoning item which required verification of structures in Pawlet. As of the time of the report's submission, nothing had been submitted to the Zoning office.
  - B. Planning Commission's Report:
    - The Planning Commission met on 4/28, and a chair and co-chair were elected. Frank Nelson shared some other information from the meeting.
  - C. Road Foreman's Report:
    - The Highway Department provided a summary of work completed throughout the past two weeks, which included replacement/installation of speed limit & road signs as well as ongoing grading.
    - New Highway Foreman, James Greeno, is scheduled to start on May 5, 2025. He has met with the Selectboard Assistant, Treasurer and Clerk, and is looking forward to joining the Highway team.
  - D. Assessor Report:
    - Asst. Assessor, Karen Folger, requested that Chairman Beecher sign a Grand List extension request letter.
      - Motion to approve the grand list extension request.
        - Mover: Rich Hulett
        - 2<sup>nd</sup>: Jessica Van Oort
        - Discussion: None
        - Result: Approved
    - The Assessors office also provided a report to the Board:
  - E. Town Clerk's Memo:

- Town Clerk, Deb Hawkins, shared a memo with the Board:
  - Deb Hawkins & Sue LaPorte attended a meeting with the Secretary of State, specifically the elections division, on training for a new election portal.
  - This weekend is Green Up weekend. Bags will be made available and can be left at safe intersections.
  - Tom Collard inquired as to whether the elevator issue was resolved. Deb reported that the elevator has been recalibrated and is running properly.

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.
- Julie shared that the Town has had approximately \$91,000 of investments mature. She recommends the Town reinvest in a 3-month T-bill based on favorable rates and not needing these funds before another pool matures in July.
  - Motion made to approve the reinvestment of the approximately \$91,000.00 in a 3-month T-bill.
    - Mover: Jessica Van Oort
    - 2<sup>nd</sup>: Rich Hulett
    - Discussion: None
    - Result: Approved
- Motion made to approve Accounts Payable Warrant #25066 for \$20,265.94, Accounts Payable Warrant #25063 for \$24.00, and Payroll Warrant #25065 for \$8,834.75.
  - Mover: Jessica Van Oort
  - 2<sup>nd</sup>: Rich Hulett
  - Discussion: None.
  - Result: Approved.
- Julie sent the internal financial control checklist to be acknowledged and signed by the Selectboard. As the liaison to the Treasurer's office, Jessica Van Oort stated that this has been reviewed.
  - Motion made to sign the internal financial control checklist for municipalities.
    - Mover: Tom Collard
    - 2<sup>nd</sup>: Jessica Van Oort
    - Discussion: None

- Result: Approved
- G. Emergency Management Director's Report: No report at this meeting.
- H. Health Officer's Report:
  - Jennifer Sullivan provided an electronic update to Board members regarding several ongoing issues at a property in West Pawlet.
- I. Waste Water Treatment Facility (WWTF): No report at this meeting.
- J. Facilities Report:
  - Town Hall Door Repair:
    - Tom Collard and Jessica Van Oort met with a cabinet maker to review the project. He is interested providing a quote for the work. At this point, some guidance from the VT Historic Preservation Trust will need to be consulted to ensure the new doors are suitable for the historic nature of the building.
- 8. Reports to the Public:
  - A. Library Board Report:
    - a. Cori Rail shared that a new committee, fundraising committee, will begin meeting this week, and the next regular library board meeting is next Tuesday.
      - i. Jessica Van Oort offered an update on the MERP grant, which effects the Library and Town Hall. The grant administrator is seeking information on ADA compliance items within the buildings that the grant admin needs to be aware of.
  - B. Mettawee School Board (MSB) Report: No report at this meeting.
- 8. Old or unfinished business:
  - Constable Policies & Sub-Grant Agreement Application
    - Bill Humphries spoke to the Board regarding the sub-grant agreement introduced at the last regular meeting. The grant is a highway safety grant, federally funded with 100% reimbursement, intended to provide funding on enhanced traffic-related safety within Town. Mark Gutel & Bill Humphries both spoke to the educational and engagement related benefits.
      - Motion made to approve the Pawlet Constabulary to proceed with the grant.
        - Mover: Tom Collard

- 2<sup>nd</sup>: Rich Hulett
- Discussion: None
- Result: Approved
- The Board acknowledged the policies that were distributed by Constable Covino. Bill Humphries briefly spoke to the policies, sharing that they are all modeled from VLCT policies, so that they align with the Town's insurance coverage and overall governing standards.
  - Due to the number of policies, the Board expressed the desire to have additional time to review and will discuss again at their next regularly scheduled meeting.

9. New Business:

- Nuisance Lighting:
  - The Board spoke to the resident request to consider a nuisance light ordinance. Conversation ensued, and discussions gravitated towards enforcement and maintaining of the ordinance. The Board determined to gather some additional information on the topic to be able to make a more informed decision at a future meeting.

10. Public comment:

- Tom Covino followed up on a signature required on the grant paperwork.
- Frank Nelson reminded the Board about the open meeting law training coming up next week.

11. Motion made to adjourn at 8:02 pm.

- Mover: Bob Jones
- 2<sup>nd</sup>: Rich Hulett
- Discussion: None
- Result: Approved