

**Final Minutes**  
SELECTBOARD, TOWN OF PAWLET  
May 13, 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

Others in Attendance:

PEG-TV  
Kristin Powers  
Frank Nelson  
Linda Lynton  
Sue LaPorte  
Nancy Morlino  
James Greeno  
Ed & Deb Evans  
Tom Covino  
Deb H.  
Pawlet Taxpayer (zoom)  
Jennifer Sullivan  
Erik Lubinsky  
Kevin Hoyt  
Jimmy Q

**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:

- Executive Session to discuss a grievance.
  - Town Hall Slate Repair – Facilities Report
  - Grant Awards – Highway Report
  - Tier 1B Municipal Resolution – Old/Unfinished Business
  - b. Deletions: None.
4. Approval of minutes from previous meeting.
- Motion made to approve the regular and special meeting minutes of April 29, 2025, as printed.
    - Mover: Tom Collard
    - 2<sup>nd</sup>: Jessica Van Oort
    - Discussion: None.
    - Result: Approved.
5. Pre-Requested Appearances by Local Citizens and Visitors: None.
6. Announcements:
- Jessica Van Oort announced that 504 Rte. 133 is housing a community garden this season. If anyone is interested in participating in this garden or preparatory efforts, please contact Jessica.
7. Reports to the Board:
- A. Zoning Administrator's (ZA) Report:
- Nancy spoke to her participation in a training and shared the current list of year-to-date permits.
- B. Planning Commission's Report:
- Ed Evans shared a report from the PPC:
    - Pawlet was well represented at an Open Meeting Law training in Rutland. Following feedback from Pawlet's town attorney, it was confirmed that the PPC is advisory group.
    - The meeting scheduled for 5/26 has been cancelled due to the holiday.
    - The energy plan will be obtained from the RRPC before the June 23, 2025 meeting.
- C. Road Foreman's Report:
- James Greeno, Pawlet's new Highway Foreman, was in attendance and provided the Board with a report:
    - Grading and ditching have begun, with shoulder work upcoming.
    - Several critical culvert projects have been identified to be the focus of upcoming grant funded projects.
  - Pawlet has been awarded the Better Roads grant for FY25.

- Motion made to sign the Town Road & Bridge Standards for the Town of Pawlet.
  - Mover: Bob Jones
  - 2<sup>nd</sup>: Tom Collard
  - Discussion: None
  - Result: Approved

D. Assessor Report:

- Lisa Wright attended the Municipal Ethics Training.

E. Town Clerk's Memo:

- Town Clerk, Deb Hawkins, shared a memo with the Board:
  - Two DLL applications (third class commercial kitchen and first-class commercial caterer) both for Haystack Catering LLC.
    - Motion made to approve application #60253 & #60254 for Haystack Catering LLC.
      - Mover: Jessica Van Oort
      - 2<sup>nd</sup>: Tom Collard
      - Discussion: None
      - Result: Approved
  - Auditorium rental contract for Growing Community (a not-for-profit event). This event will be a book swap & game night, with any unclaimed books to be donated to the Library book sale.
    - Motion made to approve this rental request.
      - Mover: Jessica Van Oort
      - 2<sup>nd</sup>: Tom Collard
      - Discussion: None
      - Result: Approved
  - Bob Jones signed the excess weight permit.
  - Deb provided an FYI memo about Vacant Land Scams, which have been happening throughout the country. Follow-up took place with Chris Pritchard. No action to take, but rather spreading awareness of these types of scams.
  - Town offices will be closed in observance of Memorial Day.

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 Accounts Payable Warrant #25070 for \$19,993.54 and Payroll Warrant #25069 for \$8,973.59.
  - Mover: Jessica Van Oort
  - 2<sup>nd</sup>: Tom Collard
  - Discussion: None.
  - Result: Approved.
- Motion made to approve Julie Mach to sign the engagement letter with Pawlet's auditor to begin the process.
  - Mover: Tom Collard
  - 2<sup>nd</sup>: Bob Jones
  - Discussion: None
  - Result: Approved
- Motion made to sign the Better Back Roads road inventory, asking RRPC if we can utilize their services for this process.
  - Mover: Jessica Van Oort
  - 2<sup>nd</sup>: Tom Collard
  - Discussion: None
  - Result: Approved
- Motion made to sign the letter of intent for the SFY26 Grants In Aid program.
  - Mover: Jessica Van Oort
  - 2<sup>nd</sup>: Tom Collard
  - Discussion: None
  - Result: Approved

#### G. Emergency Management Director's Report:

- Bob Morlino electronically submitted a combined report for March & April:
  - Attended a State Emergency Response Committee meeting, FBI Quarterly Working Group meeting, Rutland Emergency Mgt. Committee meeting, and VT Local Emergency Planning Committee meeting.
  - Completed the annual update of the Local Emergency Mgt. Plan and submitted it to Vermont Emergency Mgt. for approval. The plan was approved.

#### H. Health Officer's Report:

- Jennifer Sullivan shared that there has been much happening in West Pawlet:
  - There was a multiple dog attack on walkers. Constables have been involved, and the attack is still under investigation.
    - Nancy Morlino inquired about a regulation in town regarding permitted number of dogs.
  - A residence was visited in West Pawlet and was notified that they are not permitted to burn trash. The state has been notified, however tickets will be able to be written if the state were to establish an ordinance on fires.
    - Tom Covino spoke further to this topic, and a state representative will be contacting the resident.

I. Waste Water Treatment Facility (WWTF):

- Jill Marsano, VTUMS, submitted a report to the Board, sharing updates on repairs and sludge pumping at the facility.

J. Facilities Report:

- Town Hall Door Repair:
  - Tom Collard submitted quote from Indian River for the Town Hall door repair.
    - Motion made to accept and move forward with the proposal from Indian River as written, knowing that the hourly amount for installation of the door is subject to be determined.
      - Motion: Tom Collard
      - 2<sup>nd</sup>: Jessica Van Oort
      - Discussion: A copy of insurance will need to be acquired.
      - Result: Approved
- Slate Roof Repair:
  - Tom Collard shared that he has been in contact with Rudd Builderz regarding slate roof repair at the Town Hall.
    - Motion made to have Dave Armstrong (Rudd Builderz) perform the slate roof repairs at the Town Hall.
      - Mover: Bob Jones
      - 2<sup>nd</sup>: Jessica Van Oort

- Discussion: A copy of updated insurance will need to be acquired.
    - Result: Approved
  - Tom Collard acknowledged an email re: the door handles at the Library. Sue LaPorte shared that all is working out fine with the handles.
  - Jessica Van Oort provided an updated on the Municipal Energy Resilience Program (MERP) grant, sharing that representatives from the grant program and the VT Historic Preservation Trust toured the Town Hall and Library, reviewing different options for improvements.
8. Reports to the Public:
- A. Library Board Report:
- Book Sale is going well and is still looking for volunteers.
  - A fundraising committee has been created.
  - A community meeting on 4/26 was held to discuss possibilities for spending funds obtained from an accessibility grant.
  - Window washing is scheduled to start in June. Anticipating one side per fiscal year to keep this project budget friendly.
  - Regular and special meetings upcoming.
- B. Mettawee School Board (MSB) Report: No report at this meeting.
8. Old or unfinished business:
- Constable Policies:
    - The Board reviewed the policies provided by First Constable Covino, acknowledging that there are hard copies of the policies in the Town Clerk's office.
      - Motion made to approve the Constable policies presented by Tom Covino.
        - Mover: Bob Jones
        - 2<sup>nd</sup>: Tom Collard
        - Discussion: None
        - Result: Approved
  - Nuisance Lighting: to be discussed at the next regularly scheduled meeting.
9. New Business:
- Letter from Donald Campbell of Vermont Land Trust re: park property.
    - The Vermont Land Trust acknowledged and appreciated the involvement of the group of towns who have been maintaining

the park. Upon learning that the other two towns involved in the park would not be interested in financially participating.

- Letter from Peter Franzoni:
  - Mr. Franzoni, a constituent of Rutland, requested that the Town of Pawlet review his concerns. While Pawlet reviewed and acknowledged these concerns, ultimately it was determined that no further actions would be taken.
- Municipal Request for Tier 1B Area Designation:
  - The Board and Zoning Administrator spoke to this topic, which was addressed at the last special meeting.
    - Motion made to complete the form opting in for Tier 1B Area Designation.
      - Mover: Jessica Van Oort
      - 2<sup>nd</sup>: Tom Collard
      - Discussion: Jessica Van Oort to complete necessary information re: adoption dates and submit the form.
      - Result: Approved

10. Public comment:

- Kevin Hoyt, provided several documents and a public record request to the Board.
- Frank Nelson reminded the Board of his upcoming Energy Coordinator presentation scheduled for the regular meeting on 5/27/25.

11. Motion made to enter executive session with ZA Morlino to discuss a grievance at 8:21pm.

- Mover: Bob Jones
- 2<sup>nd</sup>: Jessica Van Oort
- Discussion: None
- Result: Approved

12. Motion made to exit executive session with no decisions made at 8:34pm.

- Mover: Bob Jones
- 2<sup>nd</sup>: Jessica Van Oort
- Discussion: None
- Result: Approved

13. Motion made to adjourn at 8:34 pm.

- Mover: Bob Jones
- 2<sup>nd</sup>: Tom Collard

- Discussion: None
- Result: Approved