

**Town of Tinmouth
Select Board
Tuesday, April 20, 2021
Virtual Meeting Due to COVID-19 Pandemic
2nd Regular Monthly Meeting Minutes**

Members present: Meadow Squier, Frank Sears, and Cathy Reynolds

Others present: Stan Wilbur – Public Works Project Manager, Rick Symrski-Morton Buildings until 7:20, Eric Buffum – Road Commissioner, Sherry Johnson, Kim Harbaugh, Michael Fannin-Emergency Management Director, Michael Fallar, Tami Carboni, and Gail Fallar – Select Board Assistant (SBA).

Frank called the meeting to order at 6:35.

Public Works Facilities – Morton Buildings

Rick from Morton Buildings, reported he had *good news, news, and a plan*. The *good news* was that senior leadership at Morton determined that the company would be available to construct the town garage – the project could move forward. The *news* is that because the company is behind schedule, construction will be delayed until fall/winter. And the *plan* is that due to the current market and price of materials, it is not conducive to construction, so Morton is planning on scaling back the project to 3 bays with an option to expand in the future. It's easier to get bigger than smaller. He noted that materials have doubled in price and that it is the worst time to start a project and that some materials are not available at the moment. They were using the 60' x 80' from the NBF plan. He suggested using the \$5,000 retainer to develop a plan for the biggest 3 bay they can with room to expand at a later date. They are constrained by the budget of \$500,000, getting the most for the money and trying to find middle ground.

He was looking to the Select Board to see if they indeed wanted to proceed.

Board expressed concern with being able to return to voters now or in the future for expansion, the original bond was for both a town garage and salt/sand shed. They wanted to know what the price of the original proposal might be to be able to work down from there – original NBF 4 bay plan was estimated at \$675,000 and scaled down to 3 bays for the vote, estimated then at \$475,000. Prices have skyrocketed since then. SB wants to be able to determine size, knows the building is needed, wants the biggest bang for their buck.

SB asked Stan about the state permit – Stan advised that the state storm water permit is being designed for a bigger building (60' x 80') so smaller will not be a problem,

Rick suggested designing for a 3 bay with an option to up-grade. SB asked if there were options regarding roofing, siding, window, etc. that would affect the total cost. Rick noted the inside is pretty much industrial, but the exterior can impact the bottom line.

Cathy again inquired about meeting the new Vermont energy codes, suggested asking for a waiver for the requirement for windows as the building is not occupied. Stan will check with Vermont Dept. of Fire and Safety. Rick noted utility grade windows satisfies the requirements. Cathy asked if the road crew valued windows/glass in the doors or work space, Eric advised one row of windows in the doors were fine.

Stan inquired about soils information – Rick responded they would need a geo-tach report with bearing capacity. An engineer is needed, Rick suggested a NH firm that Morton is comfortable with, Stan will check with local engineers as well to see if any do the soil analysis needed.

Stan asked if Morton needed anything formal from the Board in order to proceed. Rick requested approval to move ahead.

Frank, as Chair, speaking for all, advised that the town is anxious and motivated to proceed and would like to build at the earliest time possible.

Rick advised they would proceed with a 3 bay building, with a 4th bay as an option, for the best value they can. Morton is looking forward to making it happen. Rick advised he could foresee several back and forth exchanges between the SB and Morton to get the right design. Rick advised that Morton could have something within a week. Board set a special meeting on April 29th with Morton for first review and decided to hold special meetings for this project. Rick will get plans to members electronically and with paper before the meeting in order to allow them time to review well before hand.

Any questions will be channeled through Gail to Stan to Rick.

7:20 ~ Agenda - Board reviewed agenda, Frank advised that he would like to follow Robert's Rules regarding adding items to the agenda that have not been warned – add them to the agenda for the next meeting for discussion. Meadow requested (as a Member's Concern) adding a trash issue on Rutland County Sheriff's Department who instructed the Cottons (who reside at 72 SML) to pick it up and dispose of it properly, but no action had yet occurred. Frank as Health Officer will take a look, and RCSD will be called to follow up. Also added to SB agenda for its May 13th meeting.

Minutes: Minutes of 4/8/2021, Cathy moved, Meadow 2nded to approve as written, all voted in favor.

Public Works Facilities~

Stan advised he had spoken with David and Carleen Eaton regarding their concerns with the town garage, they do not want a berm, would be happier with a row of cedar trees. Board discussed location, how many would be needed, who would water the newly planted trees to ensure they survive (Cathy advised that the Eatons had volunteered 3 years ago that they would water). Stan will get estimates before Board decides how to proceed - town will plant or have planted, Eatons will water.

State Storm Water Permit ~ Stan advised that OCE was only charging ½ of the cost for the work needed for the state's permit, still not received.

Highway ~

Eric reported they have been grading gravel roads, washing trucks, clearing trees from the area for the new town garage. He inquired about how area could be cleared, can they go to the west to the boundary line? He has checked with Kevin Eaton and he's fine with it. Board agreed to the removal of any necessary trees, grapevines, brush and make it maintainable.

Paving Bid Request- Board reviewed draft, Cathy moved and Meadow 2nded to go out to bid for paving with bids due on May 13th. All voted in favor.

New Log Pile – Eric estimated there is about 10 cords of wood in the pile from the trees removed mentioned above. He suggested holding a lottery instead of asking for bids. Much discussion, pros and cons of a lottery/raffle – who would sell the tickets, cost per ticket, how to involve the community, where the funds go, turn around time. In the end, the Board decided to go out to bid for this pile and consider a raffle/lottery for the next one – there will be one more pile. Cathy volunteered to post on Front Porch Forum/Tales. Bids will be due by the Select Board meeting on May 13th and wood needs to be removed by June 20th. Money from this sale and the earlier one all go into the Capital Building Fund.

What If Plan – Board reviewed typed snow plow route and corrected a few typos.

Personnel Policy Review – Reviewed newest proposed changes – will try to complete work on May 13th.

Emerald Ash Borer – David Birdsall, Tree Warden, advised he had applied for an EAB Kit and it is on its way. Will provide educational information and guidance.

Covid 19 – Emergency Management –

LEMP – Local Emergency Management Plan – Michael Fannin provided draft, noting that the template had changed and it was difficult to transfer data from last year to this year. After review, Cathy moved and Meadow 2nded to approve with amendments/additions, all voted in favor.

Public WiFi at Town Office –

Michael Fannin inquired about the benefits? Cathy noted it would provide access to folks who do not have wifi or Internet or cell service. It's a service, and she noted that if the town office gets a transfer switch for a generator it will create a zone for emergencies. Michael expressed concern for the electromagnetic radiation emitted and wondered if anyone in the area had been contacted, noting everyone should be. Cathy explained the area being covered, extends from the town office towards the church and school on the town green, but does not go that far. The fire department, old fire house and old creamery do not have residents, and does not cover the Wilburs or Miners. The Strattons live to the south of the intended area. Michael noted he has been expressing concern and working on this issue for a long time – persuaded the school to change its wifi policy a few years ago, noted that hard wired access is better for health and safety reasons, and again noted folks living near should be consulted. After discussion, Meadow moved and Cathy 2nded to approve the installation of the wifi antennae pending consultation with the Strattons. If they have concerns, the Board will re-consider at its May 13th meeting. All voted in favor. Meadow volunteered to contact the Strattons. The antennae is about 10 feet high, on the NW corner of the town office with a firewall to protect town office data.

Frank thanked Michael for bringing this to the SB's attention – the need to notify the public about discussions on the agenda and concern for health and safety.

Financial ~

Warrants Reviewed ~ Payroll Warrants #41 dated 4/12/21 for \$1,412.21, and #42 dated 4/19/21 for \$2,608.52; and Accounts Payable Warrant #21 dated 4/12/21 for \$7,045.13 were reviewed. Meadow moved, Cathy 2nd, to approve, all voted in favor.

Old Business ~

Trash at 605 Mountain View – Frank, as Health Officer, reported that the Hills were cleaning up their property, had hired a dumpster, but still have many tires that need disposal. Board declined request for town help with another dumpster.

Political Sign Policy - After brief discussion, Meadow moved and Cathy 2nded to approve, all voted in favor.

New Business ~

Possible Federal Covid \$\$'s - The Town has received notice of possible federal funding, ranging from \$50,000 to \$120,00 – depending on the source – for information only – rules and parameters to be determined.

Bake Oven Re-Opening Guidance - After brief discussion, Cathy moved and Meadow 2nded to approve guidance as drafted to re-open the community bake oven. All voted in favor. Will follow state guidelines for outdoor events.

Community Center Board - Cathy, as the SB representative, advised that the CC Board is working on guidance for the community center re-opening with limits, and more after school is out for the summer. She will report at the next SB meeting and perhaps suggest other town buildings re-open.

Members Concerns – Cathy noted the cost of providing email addresses for the SB was too expensive (\$6 per person per month); requested her proposal regarding SB operations - that SB members take on certain tasks, be added to the agenda for the 13th; and requested that issues dealt with at one meeting that needed further work/research were placed on the next month's agenda.

Mail/Correspondence – None

Executive Session – None

Next Meetings Schedule ~ April 29th -Special Meeting with Morton Buildings; May 13th and May 25th (4th Tuesday)

Meeting adjourned at 9:18 pm.

Respectfully submitted,

Gail Fallar
Select Board Assistant