

**Town of Tinmouth  
Select Board  
Thursday, October 14, 2021  
Regular Monthly Meeting Minutes**

**Members present:** Meadow Squier and Cathy Reynolds in person, Frank Sears via Zoom

**Others present:** Eric Buffum – Road Commissioner via Zoom phone, Rick Smyrski – Morton Buildings via Zoom, Sherry Johnson & Kim Harbaugh via Zoom, Michael Fallar @8:15, and Gail Fallar – Select Board Assistant (SBA).

**Frank** called the meeting to order at 7:02 and welcomed everyone.

**Board** reviewed agenda – added - update from Cathy & Gail’s meeting with Mill River School District officials.

**Minutes:** Minutes of 9/28/2021 – Cathy moved to approve as written, Meadow 2nded, all voted in favor.

**Public Works Facilities Update ~** Rick from Morton advised that Morton staff has reviewed the Soils Report and feels an Alaskan slab would work on this site. They will need to remove soils to bed rock (there is ledge in the middle of the site) and fill back in with material to create a bedrock surface, with a moisture barrier beneath, insulated around the outside. Cathy advised that would not meet the Vermont Energy Code. Rick noted the code needs to protect against movement. Cathy again advised Morton to review the Vermont Energy Code as it is different than the code for an Alaskan slab, and it has to be met. Frank inquired about supply availability and cost. Rick noted that Morton builds its own steel components, so that’s not a problem, but outside vendors may be an issue, wood, doors, windows, etc. Cathy advised that the town wants to be first on Morton’s list in the spring, asked for a calendar/time line to make that work, and asked for an updated estimate for the Board meeting on the 26<sup>th</sup>. Rick advised the cost of steel is still pretty high, but he would be able to provide a cost estimate for then.

**Highway-** Eric advised the road crew has been spot grading, hauling sand, and finishing up the required stormwater work segment on Merrill Spring Road. He gave the SB a head’s up about repairs needed on the grader – in discovering that it needed a new exhaust manifold, he also discovered a crack in the block. While parts are available, he was not able to get an estimate of the cost. Frank expressed concern with giving out a blank check for the repair, and wondered if the cost would be worth more than the equipment. Board discussed the need for the repair – Eric advised that it could be fixed next week and that he needed it before the 26<sup>th</sup> (next Board meeting). Members noted that Eric was responsible for staying within the budget. In the end, the SB agreed to get it fixed.

Consulting the **Equipment Fund Repair** schedule, showed the grader being replaced with another used grader in 2024. Board will also think about stretching replacement of the trucks so they are not so close together – for budgeting purposes.

Gail advised that **Navistar** did approve the \$10,000 **voucher** for the replacement of the 2013 truck, but as Delurey’s has been bought out by International, there may be a question of securing payment.

**iPad for Highway** – Eric advised he needed an iPad to track and report the stormwater work required by the state. The software needed will be provided by the Rutland Regional Planning Commission. After brief discussion, Cathy moved and Meadow 2nded to purchase an iPad for road inventory and stormwater work using ARPA funds. All voted in favor. Cathy asked Eric to check with Steffanie at RRPC to see if there are reports that can be printed for the SB. Frank

quoted from Steffanie's email to the Select Board regarding this purchase, "It was really a pleasure to see the amazing work completed by your road crew. Tinmouth is fortunate to have this kind of talent!"

**Storm Water Work Budget** – Eric reported the storm water work is getting done with the extra help. The SBA asked him to work on estimates for future projects – an overall cost- that could be budgeted for and perhaps use ARPA funds to do. Cathy volunteered to help him.

**Emerald Ash Borer** – Eric inquired as to whether it was okay to clear ash trees by tipping them into the woods or pasture, as there are three on Mountain View Road, near Merrill Spring Road, that he would like to attend to next week while the equipment is there. The current property owners live in California. Board discussed what the practice should be, whether the land owner should be contacted and by whom, whether the Tree Warden or the Road Commissioner can make the determination. Board would like Tree Warden David Birdsall's guidance. Added to agenda for the 26<sup>th</sup>.

**Emergency Management/Mitigation Grant Update** – Cathy reported the salt/sand shed grant application was 23 pages and requested \$472,631. There is another opportunity for a Transportation Alternative Grant for salt/sand sheds. Meadow moved and Cathy 2<sup>nd</sup>ed to apply for a grant for the salt/sand shed from that source of funding as well (both are funded through AOT/VTrans). All voted in favor. Cathy noted she will work with Devon Neary from the Rutland Regional Transportation Council – and use the fact that the Clarendon River is nearby and that it is a "distressed" river and that any run- off from the town property makes it way there. (*We call it the Tinmouth Channel – state maps show it as the Clarendon River – more points in the grant process for distressed waters*).

#### **Financial ~**

**Financial Report** – Board reviewed expenses and revenues. Treasurer asked that the Board to approve adjusting the FY22 Revenue budget, not the total, but move the \$5,000 carryover for tree work from the general side to the highway side, and to note that when setting the property tax rate, the SB moved the budgeted \$25,000 delinquent taxes to property taxes per the suggestion of the professional audit and the town auditors.

**Warrants Reviewed ~ Payroll Warrants** #13 dated 10/4/21 for \$2,407.61; and #14 dated 10/11/21 for \$4,174.30; and **Accounts Payable Warrant** #6 dated 10/5/21 for \$25,777.55 were reviewed. Cathy moved, Meadow 2<sup>nd</sup>, to approve the Financial Reports, Budget Adjustment Requests and Warrants as presented, all voted in favor.

**Audit** ~ No contact yet with Barry Cohen. Gail advised that the town auditors have started the FY21 audit. SBA also noted that consultation with professional auditors revealed that an annual outside audit would cost \$22,000 year. SB decided that was too much for a small town.

#### **Old Business ~**

**COOP** – Cathy inquired about progress, Gail provided updated procedure for accounts payable and payroll processing, will keep working on audit recommendations - wants to review with town auditors to develop a plan to adopt what is appropriate for Tinmouth.

**Tech Plan** – Meadow noted there are many options, would like to know what the budget might be, as the "Owl" costs about \$900. Board also discussed town meeting, whether voters could participate virtually, if other towns are also considering it – floor meeting would not allow for remote voting. Michael suggested the SB think about the floor portion of town meeting switching to Australian balloting.

**Mill River Unified Union School District** – Cathy reported on the preliminary meeting with the MRUUSD superintendent, business manager, board chair, facilities manager, and attorney, along with Gail (SBA) regarding issues with the water system maintenance (fire department paid nearly \$1,400 extra for electricity due to the water leak last winter), use of the community center and the town’s share of utilities (electricity and fuel) for non-school events, custodial responsibilities (Cathy noted that town users clean before and after use in many cases), concern in other towns that Tinmouth got to keep their school and they did not (Superintendent Dave Younce assured everyone that if a school was closed it would be offered to that town for \$1), and that Gail as SBA, had been appointed by the SB to be the point of contact for the facilities manager. The SU will prepare a draft document to codify the utility arrangement so there is no doubt going forward, for Select Board review.

Frank noted that Cathy and Gail are the messengers, have no decision authority. Meadow noted the town people use the community center, not the school.

**New Business ~**

**ARPA** – Need a plan, need to be clear about the frame work and then ask for input, and need to inquire whether TVFD can use the funds to pay for PPE. Board working on possible uses of funds.

**IT Plan** – Added to meeting on the 26<sup>th</sup>.

**Opioid Settlement Letter** – Also added to meeting on the 26<sup>th</sup>.

**Members Concerns** – Cathy inquired about the Bond Bank application – SBA advised it is in progress.

**Mail/Correspondence** – Regional Planning Commission request for appointment to the new Regional Emergency Management Council - Emergency Management Director Michael Fannin is the first rep. Sherry will send email to TVFD to see if anyone is interested. Board added to agenda for the 26<sup>th</sup>.

**Executive Session** – None

**Next Meetings Schedule** ~ October 26 (Bd determined it was needed) and November 11

**Meeting adjourned at 8:44 pm.**

Respectfully submitted,

Gail Fallar  
Select Board Assistant