

**Town of Tinmouth
Select Board
Thursday, September 9, 2021
Regular Monthly Meeting Minutes**

Members present: Meadow Squier and Cathy Reynolds in person, Frank Sears via Zoom @7:50

Others present: Eric Buffum – Road Commissioner (via Zoom phone), Sherry Johnson & Kim Harbaugh (in person until 8:15 – virtual @8:30), Hollis Squier, Pat Psholka, Todd Dennis via Zoom, Michael Fallar @8:15, and Gail Fallar – Select Board Assistant (SBA).

Cathy called the meeting to order at 7:00 and welcomed everyone.

Board reviewed agenda – no changes.

Minutes: Minutes of 8/12/2021 – Meadow moved to approve as written, Cathy 2nded, both voted in favor.

Public Works Facilities Update ~ No Stan, no update.

Highway- Eric advised paving is nearly done. Requested adding more part-time for Glenn Merrill – wants to keep him on for a while, lots to do. Would also like to discuss adding permanent third highway person at budget time, lots to do – tree work, stormwater work, road stabilization work, etc. Board inquired how much longer this year, discussed using part of the carry-forward balance (estimated at \$30,000). Meadow moved and Cathy 2nded to keep Glenn on part-time until November 1, 2021, using part of the Highway Balance Forward, both voted in favor.

Crack Sealing – Eric reported it is around \$4,000 per day, looks like at least 2 days are needed, company is coming to take a look.

Potter’s Brook Culvert Project Arch Culvert Bid – Board opened only bid submitted for the arch culvert – Ferguson bid \$22,827.90. After brief discussion that included potential unavailability of the culvert (6-8 weeks) and state requirement regarding timing of work (not allowed after October 15th), Meadow moved and Cathy 2nded to reject the bid and rebid for spring time. Both voted in favor.

Potter’s Brook Culvert Project Installation Bids – Only one bid was received – Dan Allard bid \$24,625. Meadow moved and Cathy 2nded to accept this bid with installation to be done in 2022. Both voted in favor.

Select Board Assistant advised the three bid requests had been sent for both parts of the project. Allard, Markowski and Hunter for the excavation/installation and Lane, Ferguson and Contech for the arch culvert.

Emergency Management/Mitigation Grant Opportunity – Board discussed possible grant application for the salt/sand, Cathy noted she tried in 2017 and was denied. SBA advised trying again. After brief discussion, Cathy moved and Meadow 2nded to apply. Both voted in favor. Cathy volunteered to write it. Cathy asked Eric for input – he advised 85’ x 120’, put on posts and use waste blocks on the inside – and that he does have a solid number for the cost.

Hollis inquired about a **repair on the “S”** turn on North End Road. Eric advised it’s on the list – maybe next week. Hollis offered to do it for free if he could use the town’s grader. After brief discussion, Board and Eric agreed. Hollis also advised that as he was mowing the roadsides, he

noticed a number of **smaller culverts that needed cleaning** – ends were clogged – Eric advised the road crew is taking care of it as best they can.

Hollis also reminded the Select Board that the **wood stove** in the town office is still his property on loan to the town (for over 30 years).

Pay for Hollis – Cathy moved and Meadow 2nded to pay Hollis for his time/contribution with the grading work due to insurance considerations. Both voted in favor.

Pat Psholka inquired about the culvert on their driveway, Eric advised he had sent the road crew to inspect it last week.

Wood Chips for the Community Center Playground – Cathy asked Eric if the road crew could deliver – Eric replied yes, but the road crew will not spread them. Cathy moved and Meadow 2nded to authorize the road crew to haul the wood chips for the playground, both voted in favor. Grass is taking over; wood chips are badly needed. Meadow offered to find volunteers to help spread them.

Kim inquired about worms in the wood chips – controlling them might make the chips last longer, Cathy asked him to research it.

Emerald Ash Borer – No Update

Financials were moved to the bottom of the agenda.

Equity and Inclusion Committee –

Cathy read the list of 11 volunteers. Board discussed size of committee – decided 9 would be best (Building Committee had 11 and that was unwieldy). An organizational meeting was suggested to clarify the purpose for all and to make sure everyone wants to participate. Cathy suggested the Committee read an article in the Rutland Magazine concerning a Welcome Committee in Pittsford.

Frank joined at this point (7:50), Cathy continued as the Chair. Board brought Frank up to speed.

Board discussed process, how to include everyone willing to serve, Meadow will be the SB liaison and an ex-officio member. After discussion, Meadow moved and Cathy 2nded to authorize Meadow to coordinate with Todd and organize a meeting to include all volunteers and others with the goal of determining 9 members for the SB to appoint. All voted in favor.

Financial ~

Financial Report – Treasurer advised FY22 monthly report not yet ready.

Warrants Reviewed ~ Payroll Warrants #6 dated 8/16/21 for \$3,456.12; #7 dated 8/23/21 for \$2,095.75; #8 dated 8/30/21 for \$3,812.53; and #9 dated 9/7/21 for \$2,825.08; and **Accounts Payable Warrant** #3 dated 8/24/21 for \$23,678.89 were reviewed. Frank moved, Meadow 2nd, to approve as presented, all voted in favor.

Audit ~ Meadow volunteered to contact Barry Cohen and the town auditors to discuss delinquent tax budgeting.

Old Business ~

Task Forces – Research continues.

United Way - Meadow reported a clinic is being scheduled at the old fire house for October or November.

Tech Plan – Meadow noted the new speaker is working okay – Todd advised that it was easy to hear those at the table, not so much others in the room. Some towns are using a speaker with an attached camera. Board added ARPA funds to agenda for 9/28/21 – may be able to purchase equipment from those funds for meetings.

Water System Repair – Cathy reviewed her contact with Superintendent Dave Younce and the need to appoint someone from the SB to work on resolution going forward with who is responsible to maintenance of the water system and other issues that may arise. After brief discussion, Frank moved to authorize Gail and Cathy to meet on behalf of the SB and bring back a proposal. Meadow 2nded, all voted in favor.

Old Slide at the School – Cathy moved and Meadow 2nded to authorize Michael Fallar to take away the old slide as soon as possible. All voted in favor. MRUUSD had it uprooted – it is laying on its side. Michael will remove the metal part. Board decided the road crew will remove the cement feet (large balls of concrete) and debris once the metal part has been cut away. No rubble will be left.

Liaison with MRUUSD – Board discussed need to delegate some authority to allow smoother communications between the town and the school district. Frank moved to authorize the Select Board Assistant to work with the MRUUSD Facilities Manager, Cathy 2nded with an amendment that any expense agreed to could not exceed \$2,000 (up to but not to exceed). All voted in favor.

Speed Cart Update – Frank reported he had contacted the Rutland County Sheriff's Department and asked them to track speeders near the Wallingford town line on Route 140 and near 692 Route 140 (1/2 mile north of the community center). It was suggested that East Road speed be set at 40 MPH for its entire distance – currently some is 40 and some is 45 MPH, needs more research. Gravel road speed limits were all set at 35 MPH by a previous Select Board. Concern was expressed about a speeder on Channel Road.

New Business ~

Transfer Station Recertification – Board approved application for re-certification of the Transfer Station. A big thank you to Helen Mango for her efforts with this project.

Planning Commission Vacancy – Michael, as PC Chair, reported the PC could not decide between the two candidates, feeling they were both qualified, so they presented both names, Judy Gilmore and Todd Dennis, and asked the SB to decide. After brief discussion, and Todd noting that Judy was not on any other committee and that it would be good to include her, Frank moved to appoint Judy, Meadow 2nded, all voted in favor. Board thanked Todd for his current service on the Website Committee, Energy Committee, Community Fund Board and the new Equity and Inclusion Committee and for stepping aside to include Judy.

Zoning Board of Adjustment Vacancy – Two folks volunteered, Tracy Byford and Michael Fallar. After brief discussion, Meadow nominated Tracy, Frank 2nded, all voted in favor.

New Town Office Assistant – Gail advised that Cate Hannah has been hired as a new town office assistant.

Board of Civil Authority – Town Clerk advised that the BCA needed to meet to review the voters on the checklist to make sure all were eligible to vote. This has to be done every two years – in the off-election year. As the SB is part of the BCA, they decided to hold the meeting on Tuesday, the 14th.

Members Concerns – Meadow, as Health Officer, wondered if there needed to be a mask policy at the Community Center. It was noted that would be a matter for the Community Center Board to deal with, and that the school principal should be consulted. Town Clerk has posted a sign that masks are needed to enter the town office due to the recent increase in covid cases. Frank reminded everyone that the SB agreed last year to follow state and CDC guidelines regarding Covid-19.

Mail/Correspondence – None

Executive Session – There was a brief discussion regarding those on Zoom being able to reconnect after an executive session – need to research “Wait Rooms” to see if that would work. In the meantime, all were asked to leave the meeting and they did.

At 9:08 Meadow moved to enter Executive Session for the purpose of discussing a personnel issue, to include Gail, Cathy 2nded, all voted in favor. At 9:26 Meadow moved to exit and Frank 2nded, all voted in favor. No action taken.

In other business, Meadow moved and Cathy 2nded that all public(town) meetings include the option for virtual participation (Zoom). All voted in favor.

Next Meetings Schedule ~ September 28th and October 14

Meeting adjourned at 9:05 pm.

Respectfully submitted,

Gail Fallar
Select Board Assistant