

**Town of Tinmouth
Select Board
Thursday, November 11, 2021
Regular Monthly Meeting Minutes**

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

Others present: Via Zoom Eric Buffum – Road Commissioner, Sherry Johnson, Kim Harbaugh, Pat Psholka, Barbara Noyes-Pulling (RRPC), Maureen Fitzgerald-Riker (School Principal), and David Birdsall

In-person Rick Smyrski – Morton Buildings, Stan Wilbur, Michael Fallar, and Gail Fallar – Select Board Assistant (SBA).

Frank called the meeting to order at 7:01 and welcomed everyone.

Board reviewed agenda – added – Freon update and Thanksgiving Service request. Recording of the meeting was requested – due to technical difficulties, Cathy took notes while the SAB worked to set it up.

Minutes: Minutes of 10/26/2021 – Cathy moved to approve as written, Meadow 2nded, all voted in favor.

Public Works Facilities Update ~ Stan asked for a time line of plans and costs from Rick(Morton Buildings). Rick noted there an adjustment of the foundation was necessary (due to the Soils report). It will be to replace the standard footing/slab with a “monolithic floating slab”, substituted due to ledge. No change to the cost for this.

Rick asked if Eric and crew can get the site prepped early in the spring? Ideally the foundation would be place in early May. Eric advised an extra guy would be needed to make it happen.

Morton will prepare plans for construction.

Rick suggested four changes/options for the design-build:

- 1) Add skim coat spray foam on inside of exterior wall surface. 2” of spray foam insulation will add \$13,200.
- 2) Change suspended heaters to a gas boiler for heat, still with ceiling distribution, with a mini split for the rest room and office;
- 3) Heat exchanger, would add \$25,000, would include sensors and fans (first proposal already includes vent to exhaust fumes)
- 4) Concrete apron in front of the doors so the trucks can get in an out, 10’ – increase in cost of \$7,500.

Rick also presented a time line for action –

- *11/11/21 Board needs to approve floor plans, changes to mechanical systems (heating), 20’ ceiling to 16’ with a span bay inside to allow for dump box to be raised
- * 12/9/21 Authorize Step 2 of the Design Build (detail scope of subcontractors, confirm Build Agreement
- * 2/10/22 Approve final design, activate construction agreement
- * 5/22/22 Site prep, foundation
- * 6/2022 Build it

Board discussed options. Meadow moved and Cathy 2nded to accept the floor plans dated 4/21/21, which includes a 6’x10’ porch and 10’ x 12’ office. All voted in favor.

Cathy asked for clarification for the heat mechanical total for 12/9/21, noting that the gas heating unit might last 15 years, the boiler should last 25 years and might be able to be replace with wood.

Cathy moved and Meadow 2nded to decline #3 and #4 above, all voted in favor.

Cathy moved and Frank 2nded to accept #1 above, all voted in favor.

Board inquired about new total cost, Rick responded that 60’ x’80’ with 16’ side walls and a 20’ span bay is now estimated at \$535,800. Changes to the foam and boiler will increase that however. Not included is water or waste water lines beyond 5’ from the building, paving, exterior concrete/lighting/landscaping.

Interior bollards would cost extras. He will send Board materials to review before the December 9th meeting.

Stan noted that now that the location of the garage is set, he will proceed with quotes for a well and holding tank, with well specs for the Board's 12/9 meeting. Before Stan departed, he gave permission for the removal of the dilapidated picnic table on his lawn across from the town office – noting it belonged to the town.

Board decided to meet at 6:30 on 12/9, and thanked Rick for his efforts.

Highway- Eric advised he is still waiting for the grader to be repaired and getting ready for winter. Meadow inquired about loose stones on Route 140 – Eric advised it was from the shouldering operation (placing gravel on the edge of the paved road) and he would blow it off with the leaf blower.

FY23 Budget Work – Board discussed several areas – how much winter salt will be used, less was used last year, Eric advised it depends on the year, how much freezing rain, really hard to predict; need to determine an amount for removing dead ash trees; temporary help – with the town garage construction and tree removal; Potter's Brook culvert project expenses; CPI increase for wages; storm water projects; summer roadside mowing – need RFP to go out to bid (Cathy and Hollis will work on this).

Winter Contract Plowing – Brief discussion about contract for winter plowing in West Tinmouth- McCoy Road and Gulf Road have been plowed by Phil Hayes for many years. Frank now works for him, advised there is no conflict of interest. If Phil sells his business, the Board may need to go out to bid for that work.

Emerald Ash Borer – David advised there is not much new on the EAB, they are being found here and there in the state, none in Tinmouth yet. He attended a webinar on the state's new Shade Tree law. Recommended the town adopt a shade tree policy – there are 3 versions. Board will discuss further in February, will wait for model being worked on by several other towns and state agencies. Board discussed responsibility for removal of a hazard road side tree – past practice has been, if it is dangerous, the town would take care of it – if the landowner just wanted a tree taken down, it was their responsibility. Board discussed on-going funding for removal, road crew working on them if flagged, spare road crew member to help with tree removal, etc.

Barbara Noyes-Pulling – RRPC - Barbara presented a report regarding the Flower Brook Watershed (starts in the southern end of Tinmouth). It is a workbook that deals with water quality projects to address climate and flood resilience issues in Tinmouth, Danby and Pawlet. After brief discussion, Cathy moved and Meadow 2nded to ask the Tinmouth Planning and Conservation Commissions take a look and report back with any actions the town might need to consider. All voted in favor. Frank thanked her for her patience as the agenda was quite long.

Maureen Fitzgerald-Riker – Tinmouth Mountain School – Maureen asked permission to remove the black plastic border around the playground. It will be easier to maintain – lawn guys can mow closer to the equipment and wood chips can be placed around the equipment and not have to fill the entire area. After brief discussion, Cathy moved and Meadow 2nded to give Maureen permission to remove the black plastic border and place wood chips only around the equipment, to allow the grass to be mowed. All voted in favor. MRUUSD will take care of removing and disposal of the plastic.

Financial ~

Financial Report – Board reviewed, discussed the need to explain expenses and revenues in one report to better understand year end balances. Frank moved, Cathy 2nd, to accept the Financial Reports, all voted in favor.

Warrants Reviewed ~ Payroll Warrants #17 dated 10/31/21 for \$2,678.78; and #18 dated 11/8/21 for \$2,874.25; and **Accounts Payable Warrant** #8 dated 11/1/21 for \$10,336.62 were reviewed. Cathy moved and Meadow 2nded to approved Warrants as presented, all voted in favor.

New Business ~

Cathy advised the **iPad** which was \$442 was unavailable, and a newer version was \$609. Frank moved and Meadow to purchase the upgrade, all voted in favor.

Meadow reported the cost the **“Owl”** was about \$1,200, and is ARPA eligible. Cathy moved and Meadow 2nded to purchase the Owl and tech agreements with ARPA funds. All voted in favor.

Gail reported on **Freon removal** from refrigerators, freezers and air conditioners at the Transfer Station. Vendor is no longer available. Road crew took two truck loads to Hubbard’s who advised they will remove the Freon. After discussion that included noting that other towns will not take them and require folks to take them to Hubbard’s or dispose of them via the dealer, Cathy moved and Meadow 2nded that the Tinnmouth Transfer Station refuse to accept refrigerators, freezers, air conditioners or anything containing Freon. All voted in favor. Cathy noted the Efficiency Vermont had a program that would pay folks for working units to encourage use of more efficient models. Eric noted it would help the road crew as they would not have to work around the pile of discarded units.

Eric Hall, RRPC’s ARPA guy may attend the December meeting to help the SB work on a plan for the ARPA money.

Frank advised that he had been asked to give the “message” at the **Community Thanksgiving Service** and asked for a volunteered to give the Select Board’s usual welcome. Meadow volunteered. It will be a virtual event again this year.

Old picnic table – SB asked the road crew to make it go away.

Salt/Sand Shed Grants – Cathy reported she is working with RRPC on the next round of grants, first was denied. There may be lots of money coming down the road from the federal government. Still not clear if ARPA money can be used for it - conflicting advice has been received.

Wearing of Masks – Cathy moved and Meadow 2nded that until further notice all persons entering the town office and old fire house must wear a mask covering their mouth and nostrils at all times. Discussion ensued – Michael challenged the Board’s authority to issue a mandate – Board noted they had the authority for buildings under their control, and that an accommodation for those not wishing to wear a mask was to attend meetings via Zoom. All voted in favor.

Members Concerns – How to enforce the mask mandate.

Mail/Correspondence - None

Executive Session – None

Next Meetings Schedule ~ Thursday, December 9 at 6:30

Meeting adjourned at 9:23 pm.

Respectfully submitted,

Gail Fallar
Select Board Assistant