

Town of Tinnmouth
Select Board
Thursday, December 9, 2021
Regular Monthly Meeting Minutes

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

Others present:

Via Zoom Eric Buffum – Road Commissioner, Sherry Johnson, Kim Harbaugh, Maryesa White (RSVP), Barbara Noyes-Pulling (RRPC), Marshall Squier, and Melody Squier

In-person- Stan Wilbur-Public Works Project Manager and Gail Fallar – Select Board Assistant (SBA)

Frank called the meeting to order at 6:33 and welcomed everyone.

Board reviewed agenda, moved Maryesa and Barbara to the top as Morton would not be attending.

Minutes: Minutes of 11/11/2021 – Cathy moved to approve with a note that Efficiency Vermont no longer has a program to pay for old refrigerators (they did at the time of the meeting), Meadow 2nded, all voted in favor.

Town Meeting Funding Request ~ Maryesa explained RSVP's request for town funding to help the work that they do (Operation Dolls for one – toys for kids) and services they provide, 1-1 transportation, etc. There are a number of volunteers from Tinnmouth who help as well (414 hours last year). They do receive funding from most towns in the county, smaller towns are asked to contribute \$200. After brief discussion, Board agreed by consensus to add the request to the warning for town meeting. Maryesa offered to have a hand out for town meeting, Cathy asked that a representative be present to answer questions.

Clean Water Service Provider Program ~ Barbara advised this is a new program designed to help clean up Lake Champlain – RRPC and PMNRCD will oversee clean water projects in the South Lake Champlain Basin, with over ½ million dollars in grants the first year, then on-going for 10-15 years. There will be a group – Basin Water Quality Council who will decide on grants for projects on streams, roads, developed land, streams on farms, etc. This covers the western side of town; the center and eastern side of town is in the Otter Creek Watershed Basin – Tinnmouth Channel flows into Otter Creek on its way to Lake Champlain and is under a different regional commission and conservation district – and more dollars will flow through them. She advised they hoped to have a website up by July 1st, projects should be in a stormwater plan, or could be designed from scratch. This is a preliminary head's up for what is coming.

Public Works Facilities Update ~ Stan presented a RFP (request for proposals) for a water well at the town garage, Board reviewed, he will send to five firms asking for a fixed cost estimate for the SB meeting on January 13th. Board discussed requiring a list to be clear on the request and to be able to compare the firms, apples to apples. Stan felt the RFP was clear enough.

He advised that Rick from Morton Buildings was not able to attend due to a number of issues, but will have a proposal for the SB's January 13th meeting. Board discussed overall cost of the town garage, how much would be left for a salt/sand shed, seeking other funding for the salt/sand shed, getting the new garage built before next winter, and presentation for town meeting.

Stan asked Eric if the road crew would be able to do the site work. Eric advised yes, as long as it was recognized that no road work would be getting done. He estimated it would take two to three weeks to do. Stan noted that having the road crew do the work would save many \$'s as the engineers would only have to inspect the work – not oversee the bid process, paper work, etc. Stan noted the road crew has the expertise to do the site work – dig out the foundation, install the holding tank, storm water ditches, etc.

Ken and Jan Krantz Letter ~ Board reviewed emailed concern regarding salt and sand running onto the Krantzes property for years, which Cathy included in the last salt/sand shed grant application. It was suggested that the storm water permit for the salt/sand shed would deal with the issue, but that was not

clear. Engineers have advised that the town could build a retention pond to control it, but it has never been done. Board discussed how much salt had run off – currently the sand pile is only lightly salted to keep it from freezing, salt is in a shed. After discussion, Cathy moved and Meadow 2nded to have the Krantzes garden soil tested for excess salt. All voted in favor. Meadow volunteered to find a way to test, Cathy volunteered to call the Krantzes.

Highway ~ Eric reported lots of snow plowing, that there were lots of broken limbs due to the heavy snow and winds, and that grader has been fixed and is back in action. Board discussed recent complaints received regarding condition of the roads and lack of communication. They will address by posting snow plowing policy on Front Porch Forum and in *Tales of Tinmouth* to remind everyone of the process.

Cathy inquired about: the roller for the grader – Eric advised he will work on it as time allows – doesn't need it until spring; the need for a work plan for items on the to-do list; and the iPad – Eric advised it had arrived and was set up with the road program – he does have questions for staff at the RRPC regarding specific road segments.

FY23 Draft Budget~ Eric requested adding **crack sealing** the paved roads as a regular line item – usually it comes out of special projects/contingencies. After discussion, cost is \$4,250 per day, a bit more research is needed, Eric will check with other towns. Board reviewed **Equipment Fund**, added the \$10,000 received for the Navistar voucher, noted the budgeted amount is \$77,275 (up from \$76,250), discussed purchase of a **new loader** – scheduled for FY23. As Eric advised there is a 9 month wait once ordered, Board asked for bid docs for the January 13th meeting. Estimated cost of \$175,000 minus trade-in (\$20,000-30,000).

Vacation coverage ~ Eric noted having a third person worked great while the road crew took their vacations last year.

Potter's Brook Culvert Project ~ Need to go out to bid for the culvert again – last time there was only bid, and to include town share of cost in the FY23 budget, work will not be done by June 30. Bid documents for review on 1/13/22.

Health Insurance – Board decided to continue budgeting for four people, discussed MVP vs BCBS, need input from employees (EB and RC). Need to add to agenda in November, 2022.

Others ~ Marshall and Melody advised they were just listening, thanked the SB for all they do. Sherry advised the Santa comes to Tinmouth will require mask wearing.

Financial ~

FY23 Draft General Budget~ Cathy advised that Barry Cohen was working on a predictive model for estimating the amount of delinquent taxes to include in the budget – will present at January SB meeting.

Financial Report FY22– Board reviewed monthly report and warrants.

Payroll Warrants

#19 dated 11/15/21 for \$1,447.63

#20 dated 11/22/21 for \$2,650.08

#21 dated 11/29/21 for \$2,090.78

#22 dated 12/06/21 for \$3,822.53

Accounts Payable Warrants

#9 dated 11/11/21 for \$150,810.03

#10 dated 11/18/21 for \$ 78,643.07

#11 dated 11/30/21 for \$ 32,480.11

Cathy moved and Meadow 2nded to accept reports and approve warrants as presented, all voted in favor.

Old Business ~

Mill River Unified Union School District Proposed Amendment of Agreement – Cathy reported on the amendments proposed by MRUUSD. As there are major changes being proposed, neither Cathy nor Gail felt comfortable proceeding with negotiations without legal advice. After discussion, Cathy moved and Meadow 2nded to hire James Carroll, Esq. to assist the town with this matter with MRUUSD. All voted in favor.

New Business ~

Request from Zoning Administrator for Legal Assistance ~ Gail, as Zoning Administrator, requested authorization to hire James Carroll, Esq., to assist with two zoning issues. One involves the dissolution of the affordable housing condition required in the Pumpkin Mill Subdivision PRD Permit – a couple of years ago both the Select Board and Planning Commission decided (with legal advice) that it was not enforceable, but a process was not developed, there was no formal request made and then the owner died. The other has to do with zoning permits granted many years ago that allowed development on one side of the road, thinking land from the other side could be used to meet minimum lot sizes. Marshall as former Planning Commissioner Chair, remembered that the PC allowed it, but not any details. Gail will research permits and minutes. Frank moved and Cathy 2nded to authorize Z.A. to seek legal advice for both of these matters. All voted in favor.

Holiday Bonuses ~ Board authorized Holiday Bonuses of \$100 each for the road crew, transfer station crew and town office crew.

Vermont Bond Bank (VBB) Application ~ SBA explained the process, the bond vote authorized \$850,000 minus what was available locally or other sources. Application is due 12/17/21 for the VBB's winter pool. Frank moved and Meadow 2nded to proceed with the bond application, all voted in favor.

2022 Town Meeting ~ Floor town meeting will be Saturday, February 26th this year, with Australian balloting for officers on Tuesday, March 1st. Board discussed articles for the warning – Gail advised that during gathering paperwork needed for the bond bank application, she discovered that the Capital Building Repair Fund was created in 2001 for the purpose of maintenance and repair of town buildings. In 2002 voters changed its purpose to include construction of a salt/sand shed (thought at the time was that the state was going to require it). Voters never authorized construction of a new town garage, so that needs to be on the warning in order for the Select Board to spend money from that reserve fund on the new garage. Cathy advised that the Tinmouth Community Fund decided to change its annual meeting from town meeting day to June to combine it with awards ceremonies for grants and scholarships.

Rutland Regional Transportation Council ~ Michael Fannin, alternate representative, sent word that the Board needs to appoint a representative, he's filled in since Grant Reynolds passed, but does not want the job full time. SB will try to find someone to serve.

Conservation Commission Special Fund ~ Treasurer inquired about rent for use of the mountain cabin (CC takes care of the trail and it). After brief discussion, Frank moved and Meadow 2nded that rent received for the use of the cabin be deposited in the Conservation Commission's Special Fund. They both voted yes, Cathy abstained as her husband Doug is on the CC, its former Chair, and co-builder of the cabin and keeper of the trails.

Members Concerns – Cathy asked that Board meeting packets be prepared two weeks before the meeting. SBA agreed to strive for one week ahead.

Mail/Correspondence – Board noted receipt of a letter from MRUUSD regarding the public water system used by the school, town office and fire department asking landowners to be mindful of use of chemicals, etc. The Vermont League of Cities and Towns sent information concerning cybersecurity and community engagement.

Executive Session – None

Next Meetings Schedule ~ Thursday, January 13, 2022 at 7:00.

Meeting adjourned at 9:21 pm.

Respectfully submitted,
Gail Fallar, Select Board Assistant