

**Town of Tinmouth
Select Board
Thursday, April 11, 2024
Meeting Minutes (Regular)**

Members present (in-person): Kevin Eaton, Judy Gilmore, and Melody Squier

Others present:

In-person: Eric Buffum-Road Commissioner, Marshall Squier, Hollis Squier, Greg Poelker-McKee (RRPC), and Gail Fallar-Select Board Assistant (SBA)

Via Zoom: Sherry Johnson, Kim Harbaugh, and Rick Fallar

Kevin called the meeting to order at 7:00 and welcomed everyone, introducing everyone present and on Zoom.

Members reviewed the **agenda**, Judy advised that she had a member concern.

Minutes of 3/14/24 and 4/2/24 were approved as written, Kevin moved, Judy 2nded. All voted in favor.

Citizen's Input ~ Hollis advised his input was highway related, Kevin advised him to wait.

Highway ~

Eric reported the road crew had been working on pot holes, attended beaver control school, worked on grader repairs, put a new deck on the equipment trailer, tree clean-up, all three were re-certified as Flaggers and all three were registered for the road side mowing safety class.

There was **road damage** on Route 140 near the Wallingford town line from a large tow truck (Earle's) when a large delivery truck was stuck during one of the last snow storms. Eric took photos, SB discussed what should be done. Eric spoke with Tom Fuller (Fuller Sand and Gravel – paving company) who advised it would be cheaper to repair when paving is being done. Board decided to send Earle's Trucking a letter with photos to get their reactions – not send a bill just yet. SBA will compose, Kevin was authorized to sign, agreed to by consensus.

Fire Alarm System for Town Garage ~ Board discussed quotes from Countryside (\$8,775) and Royal Glass (\$15,000) for a fire alarm system. Melody moved and Judy 2nded to authorize the SBA to apply for a safety grant from VLCT PACIF, the town's insurance company. Board had questions regarding monthly service/monitoring fee, time line for installation, etc. Eric will research further for May meeting.

Summer Work Plan for Road Crew ~ Board reviewed Eric's list. Eric advised that Glenn Merrill started as of April 1st as part-time summer road crew member. Eric will be taking vacation time in June.

Crack Sealer ~ Eric advised that the Tinmouth and Clarendon road crews will be sharing a rented crack sealing machine – Clarendon in June and Tinmouth will use it in July.

Paving Grant ~ Board reviewed VTRANS paving grant for \$290,512 – for .7 of a mile with some road re-construction on Route 140 through Crampton's Woods. Judy moved and Melody 2nded to approve, all voted in favor. If grant is approved, work would include closing the road and detouring on North End Road and Harrington Cross Road for a couple of days.

Tree Safety Grant ~ Board reviewed draft bid documents, decided to hold for further consideration on May 9th.

West Tinmouth Winter Road Maintenance ~ Eric advised he had spoken with the Wells Road Commissioner and a Wells Select Board member regarding trading work for work (they plow and sand in the winter and we will help them in the summer – with a truck and driver). Board had questions, agreed agreement needed to be in writing, and need to check with insurance company.

Board signed **State Annual Highway Budget** and **Compliance with Road and Bridge Standards**.

Road Concerns ~ Hollis reported there had been a large sink hole 3' x 2' developing over the culvert to be replaced near the Patry's on North East Road. As it happened early one Saturday evening, and as neither the road commissioner or road crew member could be reached, he fixed it with his own equipment and gravel.

He also noted that the top of the hogback on North End Road needs gravel; there are many pot holes on Harrington Cross Road that need attention – folks that have to drive those roads every day have to deal with them. Before road side mowing occurs, there are many trees and objects in ditches that need to be cleaned up to protect the mowing equipment. Wheel tracks and gullies are being created by water running down the road (no longer channeled off the road by cut outs), which need to have gravel added and/or have the grader dig deeper to fix them.

Eric advised he will try to address these when he grades the roads.

Emergency Management ~ Board reviewed annual LEMP – Local Emergency Manage Plan and NIMS prepared by Ray Pratt, EMD. Judy moved, Melody 2nded to adopt, all voted in favor.

MTAP (Municipal Technical Assistance Program) ~ Greg spoke about the state program, advising that the time line had changed - moving up from June 30 to the end of April, and inquired if there were any possible projects/opportunities. Board suggested help for the old creamery building, or purchase of a speed cart, or help with the salt/sand shed. Greg will submit the projects for state review and report back.

Financial ~

Board reviewed FY24 financial reports and Bills and Orders. Judy moved and Melody 2nded to approve the reports and the following Warrants. All voted in favor.

Bills and Orders ~ Payroll warrants #37 dated 3/18/24 for \$2,014.11, #38 dated 3/25/24 for \$3,840.12, #39 dated 3/31/24 for \$5,877.93, and #40 dated 4/8/24 for \$3,331.02; and **Accounts Payable** warrants #38 dated 3/18/24 for \$12,274.10, #39 dated 3/21/24 for \$6,591.56, #40 dated 3/27/24 for \$13,077.64, #41 dated 4/4/24 for \$12,556.82, #42 dated 4/11/24 for \$3,609.31.

Board of Abatement~ Clerk reported two requests for abatement of interest and penalty had been received. Board set April 25th for hearing. Board of Abatement consists of the Select Board and Justices of the Peace (BCA) as well as the Listers and the Treasurer.

Speed/Traffic Ordinance Review ~ VLCT sent review, Board decided to have the Speed Limit Study Committee review it and report back. Board briefly discussed speeders and the need for more enforcement time.

Reappraisal Update ~ Gail, with Lister hat on, advised that all properties had been reviewed, reappraisal was on track to meet deadlines. She noted that Mr. McArthur has continued helping even after his contracted time was completed.

Select Board Public Meeting Rules and Procedures Policy~ Board reviewed, discussed importance of allowing people to speak and have input, then edited to remove time restriction on speakers and added *Section 8 h) The speaker will wait until all others have spoken before speaking again.* Board will get clean copy for May meeting to sign.

Liquor License for Tinmouth Road House (former Snack Bar) – Corrie Best ~ After brief discussion, Kevin moved and Judy 2nded to approve Class 1, Class 3 and out-door consumption, all voted in favor.

Annual Appointments ~ Marshall spoke to his desire to be on the planning commission again, and then withdrew his request as the PC had voted to recommend someone else. He will try to help in other ways. The Board then proceeded to make annual appointments – please see attached.

Committee Reports to the Select Board ~ Board discussed having committees report annually to the Board regarding work they have done, will review list of committees, when they meet and their duties at a future meeting.

Feedback Forms ~ None

Members Concerns ~ Judy advised that Steffanie at RRPC, as Project Manager for the Salt/Sand Shed had reached out to her regarding the \$50,000 inspection budgeted by DuBois & King (D&K) and wanted other members of the Board to know.

SBA expressed concern about why another \$8,000 was needed by D&K to do what it was thought they had been hired to do.

Melody inquired about sending possible designs for the salt/sand shed – they need to be sent to all, and have Steffanie send them to D&K.

Correspondence ~ Gail advised that the town office will be closed April 27th – May 4th as she is going on vacation.

Next meeting is May 9, 2024.

Meeting adjourned at 9:05 pm.

Respectfully submitted,

Gail Fallar, Select Board Assistant