

**Town of Tinmouth
Select Board
Thursday, August 14, 2025
Meeting Minutes (Regular)**

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

Others present:

In-person: Eric Buffum – Road Commissioner, Michael Fallar, Ann Lundquist and Gail Fallar-
Select Board Assistant (SBA)

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

Kevin called the meeting to order at 7:00 and welcomed everyone. Melody reminded everyone to please get close to the Owl to speak so those watching can hear.

Members reviewed the **agenda** – no changes.

Minutes of 7/10/25 and 7/24/25, Judy moved and Kevin 2nded, to approve as written, all voted in favor.

Citizen's Input ~ Sherry thanked the road crew for participating in the town fund day parade and thanked Melody for shepherding the pavilion project – it looks wonderful.

Highway ~

Eric reported the road crew is busy with ditching, culverts and brush removal. He advised that Fuller's Sand & Gravel would be paving in the next couple of weeks. Board discussed paving an apron for the town garage driveway – 60' x 30' will cost about \$2600, approved by consensus.

He noted that another **radio** will be needed if the black truck is kept as a spare and that the loader needs one as well. He has been researching radios; some towns are using their own channel with a digital system. They won't communicate with the fire department however. He has tried out one system – worked very well but is very expensive. He will continue researching options.

Culverts – *near the community center* - just the culvert will cost nearly \$11,000, also needs \$6,000 of tree work, and perhaps moving of an electrical pole; *near the cemetery* – 112' feet of culvert is needed, waiting for more information, but will need a state structure's grant due to cost.

Sand Quote – Eric asked Pike for a quote for winter sand, was over \$12,000. Discussion about bid policy – over \$10,000 needs to go out to bid. He only wants to use Pike's product, SLC's sand is white, others have clay in the sand. In the end, the Board decided that bids should be sought from at least 3 vendors, specs are ½" minus, dry screened sand, due 9/11/25. FY26 winter sand budget is \$15,500, need cost per ton, quantity to be provided.

Equipment Fund – Board scheduled a special meeting to review for September 23, 2025.

Financial ~

Treasurer advised that the end of year reports are still being worked on.

Bills and Orders ~ Board reviewed warrants. Judy moved and Melody 2nded to approve and accept, all voted in favor. Payroll warrants #2,3,4,5, and 6 and accounts payable #1,2, and 3.

Proposed Tower Update ~ ITW filed its application with the Public Utilities Commission seeking a Certificate of Public Good. After brief discussion, Melody moved and Kevin 2nded that the Town become an Intervenor and appoint Gail Fallar, SBA, to represent the Town. All voted in favor.

Pavilion Guidelines ~ Community Center ~ School Issues ~ Issues include communication with the Mill River Union Unified School District's Facilities Manager, keys, scheduling maintenance, etc. SB decided that a joint meeting with the Community Center Board is needed – to review the Agreement between the Town and MRUUSD – and to review procedures and use guidance to incorporate the new pavilion - SBA will try to schedule soon.

Melody advised that she is reviewing how other towns handle guidelines for their pavilions. She and Cathy Reynolds are working on it. Melody agreed that use of the pavilion should follow the school rules regarding the playground – no public access during school hours.

Insurance ~ Does the Town insure the pavilion or does the school if it is going to use it as an outdoor class room (they cover the playground)? Town's insurance carrier – VLCT PACIF is currently providing coverage, but does not insure school use.

Committee Appointment ~ Melody, as the Equity & Inclusion Committee Chair, advised that the E & I Committee had meet and interviewed Eleanor Ewing who is interested in joining the E & I, and they recommend that the SB appoint Ellie. Melody noted that she is a retired attorney, and provides a different perspective. Kevin moved and Melody 2nd to appoint Eleanor Ewing to the E & I Committee, all voted in favor.

Error and Omission Request ~ Gail as Chair of the Board of Listers requested SB permission to correct an error regarding the Lewis property on Tinmouth Pond – they now have four parcels that are contiguous and should be assessed a one, not four. Melody moved, Judy 2nd to approve request, all voted in favor, and signed form.

Focus Group Request ~ Judy advised that she had been invited to participate in a focus group regarding tech assistance being provided to towns – and asked if there were concerns that the Board wanted her to relay. These included recent advisories regarding culvert sizes (60" to replace a 12" driveway culvert for instance), hydraulic studies, infrastructure planning, energy planning, community assessment, lack of common sense.

Members Concerns ~

Mail/Correspondence: Senator Terry Williams requested input from the SB, the SBA will invite to the next SB meeting in September.

Next meetings: September 11, 2025 – regular
September 23, 2025 – Equipment Fund

Meeting adjourned at 8:26 pm.

Respectfully submitted,

Gail Fallar, Select Board Assistant