

**Town of Tinmouth
Select Board
Thursday, April 9, 2026
Meeting Minutes (Regular)**

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

Others present:

In-person: Eric Buffum–Road Commissioner, Marshall Squier, and Gail Fallar-Select Board Assistant (SBA)

Via Zoom: Sherry Johnson, Kim Harbaugh, Jennifer Trepal, David Birdsall, and Rick Fallar

Kevin called the meeting to order at 7:02 and welcomed everyone.

Members reviewed the **agenda** – Gail requested adding Grant-In-Aide Letter of Intent, bike race involving the Class 4 section of Tinmouth Pond Road, condition report for the big culvert, and saplings for town tree planting – Board approved adding all.

Minutes of March 12, 2026 and March 26, 2026 meetings, Judy moved and Melody 2nded to approve as written, all voted in favor.

**Citizen's Input ~
Highway ~**

Eric advised that the road crew has been busy playing in the mud and snow, grading and graveling back roads. Gravel budget has been spent, black truck (2019) has been serviced, waiting to hear from Viking regarding new truck's equipment. He inquired about pre-purchasing winter salt – given last winter's lack of availability and price increase. After brief discussion, Board approved spending \$6,000 – money from last year's grant received this year will cover.

Salt/Sand Shed ~ Eric presented a quote from Lussier Barn Builders for a Calhoun canvas covered building installed on our foundation for \$108,660. Also needed is a \$21K paved floor with stone base, waste block foundation, roller rent, etc. another \$18K or so. The SBA advised that this needed to go out to bid, as the cost exceeds the \$15K threshold for purchases. Bid specs are needed, Board decided to hold a special meeting on April 16th to approve those. (That meeting was postponed due to lack of information being provided for the SBA to write the bid specs.)

Grant In Aide ~ Eric advised this year's GIA project would include renting a stump grinder to grind the big Balm of Gilead stump near Butterfoss/Jenkins and to also cut the big pine on Jenkins, near the Crampton Cemetery and grind that stump as well. Board inquired of the Town's Tree Warden, David Birdsall, if the big tree needed to be cut down. DWB advised the tree was healthy, but very near the road (has been nicked a time or two with the town's plow truck), so he wouldn't say no, but preferred the tree to stay. Eric noted there is a problem with it being so near the road with the wing on the plow truck and with farm equipment passing by. No decision was reached; Select Board will decide whether to have it taken down.

Paving Grant ~ Board reviewed FY27 Paving Grant application for work to reconstruct and repave Route 140 through Crampton's Woods, from the intersection with North End Road to the intersection with Gulf Road, project totals \$312,000. Judy moved and Kevin 2nded to approve, all voted in favor.

Paving ~ Eric advised 2026 paving would carry forward from just north of the center of town – last year's stopping place – and proceed about a mile north on Route 140 to the corner of North End Road. A VTRANS paving grant is being applied for, so if awarded, that work would be in 2027 (see above).

Grant In Aide Letter of Intent ~ Melody moved and Judy 2nded to send Letter of Intent to participate in the 2027 Grant In Aide program – all voted in favor. The State provides \$6-\$10 per year for towns to work on stormwater issues with this funding. Kevin signed it.

Big Culvert on North End Road ~ SBA reported that VTRANS staff inspected the 108" culvert where the Channel crosses under North End Road - installed in the early 1960's – and they found it on good condition.

Saplings ~ David reported he had acquired several 5' to 6' saplings – elm, maple, linden, and swamp oak for town shade trees and wondered where they might be planted. No decision.

Ash Tree Removal Project ~ David sent emails to Board members with 3 options –

- 1) hiring Marshall Squier, Glenn Merrill and David Birdsall to cut the dangerous and dead trees along Gulf Road, using the Town's excavator – Roscoe Jones will clean up and take the wood in return – the new landowner, Unity Farm, has approved doing that with the wood;
- 2) hire a private tree cutting company (Lear) for \$1200 a day, with no clean up;
- 3) a combination of both . . .

David is still waiting to hear from Green Mountain Power regarding how many trees they will be removing and whether it's one or both sides of the road.

Discussion included clarifying that Marshall, Glenn and David would be hired by the Town as part-time road crew members – they have all been certified by The Game of Logging, a tree cutting safety course taught by David. The brush will be windrowed into the hedgerow, wood removed. Road will be closed as there is a detour available by using McNamara Road. Gulf Road and some of McNamara if time and Funds allow.

Judy moved and Kevin 2nded - This would be **Phase I**, done by June 30th; cost not to exceed \$5,000, Glenn will run the Town's excavator – when the road crew doesn't need it, Gulf Road from Route 140 to McNamara Rd. Will revisit plan - Phase II in July. Kevin and Judy voted yes, Melody recused herself as Marshall is her husband. Motion passed.

Website Committee Proposal ~ Melody, as Chair of the Website Committee, advised that the current town website is not working very well so the Website Committee did some research into various options and is recommending hiring a new company, TownWeb, to revamp it. They will migrate existing information and reformat, make it ADA compliant (required by 2027), etc. for \$1,200, per year for five years, with no start-up fee. Committee members felt there were other add-ons that might be helpful, asked the SB to approve up to \$2,500 in expenditures. Members described various features they are considering. After discussion, Melody moved and Kevin 2nded to all the Website Committee to pursue the TownWeb proposal to upgrade the Town's website for \$1,200. All voted in favor. The Website Committee can come back to the SB with other upgrade proposals for approval – due in main part to this being a 5 year commitment/contract.

Financial ~

FY26 Financial Report -3/31/26 was reviewed and approved.

Bills and Orders ~ Board reviewed warrants. Judy moved and Melody 2nded to approve and accept, all voted in favor. Payroll warrants #38, 39, 40, and 41 and Accounts Payable warrants #28, 29, 30, 31, 32, and 33.

Resolution for Special Account ~ Judy moved and Kevin 2nded to authorize the Town Treasurer to move the Re-appraisal Special Fund to a separate account (currently lives in the general fund), all voted in favor.

Old Business ~

605 Mtn. View clean up. SBA advised an attorney was working on the lien for repayment of cost and an agreement to keep it clean.

Committee/Board Guidance document ~ Discussion included conflict of interest if too many family members were on one committee, whether Select Board members should be chair of any of the committees, Melody is working on the ethics training required for town leaders and conflicts of interest – will report back. SBA reminded the SB Chair that he needed to take the Secretary of State's Open Meeting Training.

New Business ~

Annual Appointments to Committees, Commissions and Other Duties – See attached list – most responded they wanted to keep serving, Kevin moved and Melody 2nded to re-appoint all, with the exception of the Alternate to the RTAC, Eric Buffum was appointed to represent Tinmouth as the TAC Alternate. All voted in favor.

Members Concerns ~ None

Mail/Correspondence: Gail advised there is a race this summer including bikes and hikers, that covers several towns, and the course includes Tinmouth Pond Road, including the Class 4 section that is no longer accessible for regular vehicles. No action required by the Town, just an advisory.

Executive Session – None

Board decided to meet on April 16th at 6:30 to work on bid specs for the proposed salt/sand shed and paving and to meet on April 23rd at 5:00 to work on employee evaluations.

Meeting adjourned at 8:43 pm.

Respectfully submitted,

Gail Fallar, Select Board Assistant

DRAFT