Poultney Selectboard

Meeting In-Person and via Zoom

**Monday, April 22, 2024 – 6:30 pm**

Poultney Town Hall

Join Zoom Meeting

<https://us02web.zoom.us/j/83935723883?pwd=QnEvcVVrSkN2OUpCMlFEM0lPTzBjdz09>

Meeting ID: 839 3572 3883 Passcode: 989910

Or Dial: +1 929 205 6099 US Meeting ID: 839 3572 3883 Passcode: 989910

Agenda

1. Call Meeting To Order / Pledge of Allegiance
2. Adoption of the Agenda
3. Approval of Minutes: 04-08-2024
4. Road Report
5. Community Development
6. Town Manager’s Report

-Local Emergency Management Plan (LEMP)

-National Incident Management System (NIMS)

-Rutland County Mutual Aid Agreement

-Grants-In-Aid Letter of Intent to participate

-Class 2 Paving and Structures Grants Applications

-Green Up Day – extra help and/or bins at the transfer station?

1. Transact Any Other Lawful Selectboard Business
2. Rutland Regional Planning Commission
3. Public Comments (limit of 15 minutes)
4. Board Orders
5. Executive Session – Contract matters
6. Adjourn

**Meeting Minutes**

**Poultney Selectboard**

**Monday, April 22, 2024 – 6:30 PM**

**Poultney Town Hall**

Jeff King called the meeting to order and led those present in reciting the Pledge of Allegiance. Selectmen present included: Jeff King, Sheryl Porrier, Alan-Glen Burnell, Mark Teetor and Valerie Broughton. Others present included Paul A. Donaldson, Mary Sue Reed and Johnathan Andrews. Attending via Zoom members included Nic Stark and Elizabeth Ayers.

**Adoption of the Agenda:** Sheryl Porrier made a motion to adopt the Agenda with the addition of a discussion of approaching the school board about repairs to the tennis courts. Mark Teetor seconded the motion. Motion passed with all in favor.

**Approval of Minutes:** Alan-Glen Burnell made a motion to approve the minutes of 4-8-24. Mark Teetor seconded the motion. Motion passed with all in favor.

**Road Report:** Paul Donaldson reported the following:

- Joel Roberts has gathered more information re: crack sealing; Vt Roadworks uses a 130cfm compressor and blow nozzle to clean cracks prior to filling. NICOM uses a 180cfm hot air lance for prep.

-The crew is ontinuing winter & storm cleanup from Hampshire Hollow to Highland Gray to Pond Hill Ranch Road. They have also been grading roads by priority of necessity as weather permits.

-Next we will be continuing our MRGP work and replacing failed culverts.

- final summer goal; Lewis road tree/brush cutting, ditching, overall road condition improvement.

**Community Development:** Sarah Pelkey reported the following:

-The new website is set to be launched this week.

-MERP building assessments came in last week.

**Town Managers Report:**

-Local Emergency Management Plan (LEMP): Sheryl Porrier made a motion to approve the updated LEMP. Valerie Broughton seconded the motion. Motion passed with all in favor.

-National Incident Management System (NIMS); Jeff King made a motion to approve the updated NIMS. Sheryl Porrier seconded the motion. Motion passed with all in favor.

-Rutland County Mutual Aid Agreement: Alan-Glen Burnell made a motion to approve the Mutual Aid Agreement. Mark Teetor seconded the motion. Motion passed with all in favor.

-Grants-In-Aid Letter of Intent to participate: Sheryl Porrier made a motion to execute the GIA LOI. Valerie Broughton seconded the motion. Motion passed with all in favor.

-Class 2 Paving and Structures Grants Applications: Paul Donaldson stated he has applied for Class 2 Paving Grant for Route 140 from Windy Wood Acres to Finel Hollow, and On The Green. We also applied for a Structures Grant for a culvert project on Route 140, which is about a $100,000 project estimate.

-Green Up Day – extra help and/or bins at the transfer station: Discussion on whether the highway guys should work at the transfer station on Green Up Day. They may just work the morning shift. Paul Donaldson will discuss with the crew.

-Aaron Kerber has invited the board and their spouses/significant others to the April 27, 2024 banquet.

**Transact any Other Lawful Selectboard Business:** Jeff King and Sheryl Porrier had a meeting with staff at the PES re: needed repairs to the tennis courts. They will attend School Board Meeting to discuss with the board as the facility is used by the public and the Rec. Dept.

Mark Teetor questioned about the status of Tax Stabilization Agreement with the campus owners. Paul Donaldson stated he will discuss the same in Executive Session.

-Discussion about addition of exercise equipment at the senior center. Paul Donaldson needs to speak with VLCT about insurance implications. Discussion about repairs to the basement hatchway at the senior center.

**Health Officer:**  None.

**Rutland Regional Planning Commission:** Sarah Pelkey stated the last meeting was on 4-16-2024, with a TAC meeting next week. RRPC is moving its offices to Evelyn Street.

**Public Comments on matters (limit of 10 minutes total)**

-Mary Sue Reed inquired about the location of the culvert project on Route 140. Paul Donaldson stated it is near Town Farm Road.

-Mary Sue Reed inquired about the new town sign. Paul Donaldson stated Danny Lang had a delay, and is close to finishing the same.

-Mary Sue Reed inquired about hiring for the Zoning Administrator. Paul Donaldson stated we need to wait for the new fiscal year in July.

**Executive Session:** At 7:20PM, Alan-Glen Burnell made the following motion: “Pursuant to ONE V.S.A. section 313(a)(1),I make a motion that this board finds that premature general public knowledge would clearly place this board or a person involved at a substantial disadvantage if certain matters related to contracts were discussed outside of an executive session. Valerie Broughton seconded the motion. Motion passed with all in favor. Alan-Glen Burnell further made a motion: “Pursuant to ONE V.S.A. section 313(a)(1)(A), I make a motion to enter into Executive Session to discuss contract matters.” Valerie Broughton seconded the motion. Motion passed with all in favor. The board entered into Executive Session. At 8:21PM, Sheryl Porrier made a motion to leave Executive Session. Alan-Glen Burnell seconded the motion. Motion passed with all in favor. No action taken.

**Board Orders:** Mark Teetor made a motion to pay board orders. Alan-Glen Burnell seconded the motion. Motion carried.

**Adjournment:** Valerie Broughton made a motion to adjourn the meeting. Alan-Glen Burnell seconded the motion. Motion carried.

s/Paul A. Donaldson