

Preliminary Minutes

Town of Plymouth, Vermont

Select Board - Regular Meeting

Monday, August 7, 2023 @ 6:00 PM

Board Members Present: Jay Kullman Rick Kaminski Keith Cappellini

Staff Members Present: Angela Kissell Elaine Pauley

Others Present:

Bruce Pauley	Karen Evans	Steve Radonis
James Tepper	Mark Fletcher	Tina Fletcher
Frank Vetere	Michelle Pingree	Justus Pingree
Margo Marrone	Rick Martin	Carol Goodwin
David Hartung	Stephanie Garrow	Erin Hanrahan
Adriana Curutchet	Anna Sussman	William Denker
Thomas Beczynski	Jeffery Berselli	

1. Call to Order:
 - a. Jay Kullman called the meeting to order at 5:59 pm followed by an introduction of those present.
2. Consideration of Any Changes, Additions or Removals to Agenda:
 - a. None
3. Approve Meeting Minutes:
 - a. **Rick made a motion to approve the minutes from July 17, 2023. Jay seconded the motion. The motion carried.**
 - b. **Jay made a motion to approve the minutes from July 20, 2023. Rick seconded the motion. The motion carried.**
 - c. **Jay made a motion to approve the minutes from July 25, 2023. Rick seconded the motion. The motion carried.**
4. Discussion on Private Roads and Culverts:
 - a. Jay Kullman stated there has been inquiries from homeowners on converting private roads into town roads. He also noted that in order for that to happen the private road has to be brought up to a Class III which has certain grade, width and tree clearing requirements.
 - b. Rick Kaminski added that there will be State as well as Town requirements.

- c. Rick said that the *Town Road Standards* document can be found on the Town Website.
 - d. To start the conversation with the Select Board, they agreed that there would have to be a petition of at least 5% of the voters.
 - e. Jay said that the Select Board would need to have a discussion with the Highway Foreman to talk about their current workload.
 - f. Jeffery Berselli asked if there was a road and mileage count and how many private roads washed out.
 - g. Rick didn't have that number off the top of his head.
 - h. Jay added that turning a private road into a town road will increase the pedestrians as well as an increase of traffic.
 - i. Rick recommended to the people who are interested in this, they should talk with their neighbors to see if everyone is in agreement.
 - j. Adriana Curutchet said that the process is more complicated and an attorney should be involved. She wanted to know how does the Town see the future of Plymouth and what is their vision.
 - k. Jay said that the roads have been the same for many years. How do we balance a country feel versus safety.
 - l. Keith told those in attendance that they should go to the Planning Commission meetings and talk with Mike Coleman. Everyone is welcome to go to those meetings.
 - m. Carol Goodwin said she spoke with the Shrewsbury Town Clerk and the CCC Road is not likely going to be open this year.
 - n. Before the conversation ended on private roads, Jay suggested that people who are interested in possibly converting their private road to a town road should do the following:
 - 1. Talk with your neighbors – everyone be in agreement
 - 2. Consult with an Engineer
 - 3. Find out the cost/estimate to bring the road up to a Class III Road
 - 4. Bring that estimate to the Select Board
 - o. Jay added one last comment with regard to Hawk. He suggested that Adriana look into the original subdivision and the requirements of the Association. Please revisit the original subdivision.
 - p. Rick said that there are no long-term plans. Right now, we are focusing on the repair of the roads and are also upsizing the culverts as we repair the roads.
 - q. Jeff Berselli applauded everyone who has been working on the roads and getting the work done so quickly.
 - r. Rick finished by adding that the Town currently has to plow and maintain 42 miles of roads.
5. Discussion and Possibly Approve Loan Term/Product for 3 Million Dollar Loan:
- a. Elaine received and sent Attorney Fletcher the line of credit documents for review. Attorney gave his input after review and made suggestions.
 - b. Elaine gave the overview of the loan information with regard to rate and term. She spoke of the 6.30% interest rate with Mascoma and variable rate of SOFR + 1.65% with M&T Bank.

- c. Elaine is going to continue to gather information and find the product that best fits the needs of the Town at the best rate.
 - d. Rick Martin asked if FEMA will reimburse us for interest paid on the loan?
 - e. The Select Board was not sure on the reimbursement of interest.
 - f. Rick Kaminski added that we came up with 3 million for a line of credit amount as the AOT estimated the road repairs to cost approximately \$3.4 million which he feels is a little high.
 - g. Elaine said that Cherry Nicoll came up with a total cost of approximately \$2.968 million.
 - h. Rick also said that FEMA does not pay 100%. He said that they may pay 75%; however, the dollar amount remains to be seen.
 - i. Carol Goodwin mentioned that they would be issuing the \$800,000 bond on the 10th. She also stated that the Town seems like its to have a fair amount of cash.
 - j. Jay added that we want to be ready when the time comes to pay bills.
 - k. Mark Flether asked if the Town had to borrow funds for Tropical Storm Irene.
 - l. Jay said that he believes the Town borrowed funds for Irene too.
 - m. Elaine Pauley said thru 8/3/23, the total expenses are approximately \$194,190.
6. Review and Sign GIA:
- a. Jay reviewed the paperwork for the \$21,000 GIA Road Grant.
 - b. **Keith made a motion to approve the Grant documents. Rick seconded the motion. The motion carried.**
7. FEMA Updates:
- a. Jay stated that there were some complications, at first, with the guidance that the Town received. There is a general repairs phase. Things have to be broken down individually such as time and equipment. We are working with our General Contractors and don't want to do anything to undermine them or lose their trust.
 - b. There was a discussion on projects that cost over \$250,000.00. We cannot due time and materials. We have to get a cost for these jobs. Projects under \$250,000.00, we can call three (3) contractors and get a verbal cost. It is very discretionary.
 - c. Jay recommended that we set up a reserve fund for the roads.
8. Town Roads Update:
- a. Rick said that we are rolling out of emergency and into the recovery phase. We have been focusing on making the roads passable. There have been struggles with traffic. Different ideas were tossed around to help divert the flow of traffic such as in the paper, online and/or having the sheriff sitting at certain locations.
 - b. Rick says he knows there are many roads that needs improvement; however, we have to prioritize by the number of people that are affected and the major roads. Every place will be put back better than it was before.
 - c. Angela added that she updated Google Maps to include that Kingdom Road is closed. She also set up an account with 511 and will update that site as well.
 - d. Carol Goodwin asked for it to be on the Town website.
 - e. Adriana asked if someone could look at Billings Road and the washed-out area. The pavement is starting to curl under.

- f. Michelle Pingree commented that Frog City needed a little work, but Justus got on the tractor and made it passable as they knew the highway department had a lot of other stuff to do.
9. Plymouth Press Update by Margo Marrone:
- a. Margo stated that she had been speaking with Lauren about the Plymouth Press and also with Bruce Pauley about the Facebook page.
 - b. Margo likes to get information out to the Community and the Plymouth Press is a good way to do that.
 - c. Steve Radonis said the information needs to be consistent.
 - d. Bruce Pauley recommends dating it so people know the most recent one.
 - e. There was some discussion on the Short-Term Rental meeting next Tuesday, August 15th at 7:00 pm in the Community Center.
 - f. Rick gave an update on the Town building – he is hoping to get the staff back by the end of October. The project is done in phases and hoping the final phase will be done by the end of Summer 2024.
10. Mail and Warrants:
- a. Mail was reviewed and Warrants were signed.
11. Other Business:
- a. None
12. Possible Executive Session:
- a. The Select Board went into Executive Session at 7:40 pm.
 - b. Executive Session ended at 7:53 pm.
13. Adjourn:
- a. Meeting adjourned at 7:54 pm.

Respectfully submitted,

Angela Kissell
Town Clerk
Recording Secretary

Select Board

Jay Kullman, Chairman

Rick Kaminski

Keith Cappellini