

*Preliminary Minutes*

**Town of Plymouth, Vermont**

**Select Board - Regular Meeting**

**Monday, October 6, 2025 @ 6:00 PM**

**Municipal Building Meeting Room**

**AGENDA**

<b><u>Board Members Present:</u></b>	Jay Kullman	Rick Kaminski	Keith Cappellini
<b><u>Staff Members Present:</u></b>	Angela Kissell Elaine Pauley	Cherry Nicoll	Beth Graves (zoom)
<b><u>Others Present:</u></b>	Bruce Pauley	Rick Martin	Henry Shipman
<b><u>Present Via Zoom:</u></b>	Alicia Armstrong	Bryan Kovalick, TRORC	Craig O’Briskie

1. Call to Order:
  - a. Jay Kullman called the meeting to order at 6:00 PM.
2. Any Changes, Additions or Removals to the Agenda:
  - a. None
3. Citizen Comments:
  - a. None
4. Approve Meeting Minutes:
  - a. Jay Kullman made a motion to approve September 8, 2025, Regular Meeting minutes. Rick Kaminski seconded the motion. The motion carried.
  - b. Jay Kullman made a motion to approve September 8, 2025, Public Hearing minutes. Rick Kaminski seconded the motion. The motion carried.
  - c. Jay Kullman made a motion to approve September 11, 2025, Special Meeting minutes. Rick Kaminski seconded the motion. The motion carried.
  - d. Jay Kullman made a motion to approve September 26, 2025, Emergency Meeting minutes. Rick Kaminski seconded the motion. The motion carried.
5. FY27 - Initial Budget Discussion:
  - a. Jay began the initial conversation about the budget by stating that the fire truck line item of \$100,000 is done now that the fire truck is in. He also noted that there would be a reserve for future fire equipment.
  - b. Rick Kaminski noted that once the grader arrives it will deplete that reserve as well. The grader should be here very soon.

- c. Rick Martin asked if Bethany Birches was part of the budget numbers. Jay Kullman answered that it was not.
- d. Elaine Pauley asked what the rubbish line was, and Jay said it was the dumpsters at the Town.
- e. Elaine asked about the P&Z budget. Cherry explained about the G/L accounts and how we had it under General Expenses, but it should be under Town Office expenses therefore she transferred it. Elaine added that there should be a small P&Z expense that is not part of office costs. Elaine also said there should be a line item for \$1,400 for TRORC Planning Expense.
- f. Rick Kaminski talked about the bridge reserve and Cherry said that she still needed to talk with Larry about that.
- g. Jay Kullman talked about drafting a statement of position.
- h. There was a discussion around the municipal building expenses as well as a few other line items. As Jay indicated, this is a good start to discussions on the budget. It doesn't look like there will be any drastic changes. This years municipal rate was lower than last years. Narrative goes with the flood, COVID and movement in the Lister's Office.

6. Select Board to Approve Request for TRORC Grant Application:

- a. Bryan Kovalick spoke about the grant to update the Town Plan and the benefits of it. He felt that Plymouth had a good chance of getting approval. It's really swapping old data with new data. The Town is responsible for 10% of the total amount, which would be approximately \$1,500.00.
- b. Additional conversations were had that the Town doesn't change a lot and someone asked who makes the decision on the grants.
- c. Bryan talked about getting letters of support. Someone recommended a letter of support from F&W. Someone also suggested Okemo Valley Chamber.

7. Building Renovation Update:

- a. Rick Kaminski announced that he can declared the building officially done. It was pushing almost three years from the time the conversations began. He noted that the project came in under budget \$91,711.98 of which \$62,000 was grant money, but still under budget. He talked about putting the surplus money in the building reserve fund. Possibly cap at \$100,000. Rick added that the building itself is in great shape; however, there are external things that are tied to the building such as the septic system that is older and anything could happen with that.
- b. Elaine asked if the state had a cap on how much that we could keep in the reserve. Jay said no, but the Town might have something to say about it. He said it's nice to have a surplus, but it would be fiscally irresponsible to have too much money sitting in an account.

8. Annex Winterization - Discussion:

- a. It was determined that the Town wasn't ready to put a lot of money into the annex building at this time. The Select Board decided to keep the heat on at a low level as there are records stored there in the vault, and this is the best way to keep the dampness out.

9. Update on FEMA Road Repairs:

- a. Rick updated that there were 11 projects and four remained. The two on Scout Camp Road, one located at the Day Beach (Daniels) and the second at Scout Camp Road/Billings (Waters) were delayed due to archiological studies which is no fault of the Towns. Paille Bridge and Apple Hill are the two others. Rick added that it has been difficult to get hold of someone at Waters Construction as they were the bid winners for three of these projects. He said that he reached out to the General Manager as well as the Owner and hadn't received anything back until recently. Waters felt that they could still get the projects complete and anticipated getting an "extension"

from Scott Jensen since the water levels are still low in the brooks/streams. They feel that they can get the projects done by November 1<sup>st</sup>. We should know more about this very soon.

10. Grants-In-Aid – FY25:

- a. Rick and Cherry talked about Hale Hollow and how Mike Lynds just finished the culvert and ditch work.
- b. One person in attendance commented, “that is a town road, there isn’t any guardrails”.
- c. Rick Kaminski talked about ditching, grading and cutting the sides back. He talked about how the town just purchased a water tank to try and help with the grading by watering the roads down and help the dirt pack and stick.

11. Potential Properties – Tax Sale:

- a. Jay Kullman read letter from Beth pertaining to delinquent taxes and potential tax sales.
- b. We are reaching out to another Attorney to handle the Town’s tax sales as Parker and Ankuda’s Office doesn’t meet the needs of the Town any further.

12. Up Coming Town Events:

- a. Angela outlined the following events that will be coming up within the next couple of months.
- b. Rick Martin talked about donating towards the kids’ Holiday Party.
- a. Fire Department – Open House – Saturday, October 18<sup>th</sup>
- b. Trunk-or-Treat - Saturday, October 25<sup>th</sup>
- c. Turkey Dinner – Saturday, November 22<sup>nd</sup>
- d. Kid’s Holiday Party – Date TBD

13. Other Business:

- a. Henry Shipman asked if we do anything for Veteran’s. We do not have an event for Veterans although we did get our 1<sup>st</sup> two residents who received 10,000 off their assessed value to reduce their taxes.
- b. Angela told Henry Shipman that the requirements are online.

14. Sign Warrants and Review Mail:

15. Possibly Next Select Board Meeting Date:

- a. To be determined

16. Agenda Items for Next Meeting:

17. Executive Session:

- a. Went into Executive Session at 7:12 PM.
- b. Came out of Executive Session on 8:11 PM.

18. Adjourn:

- a. **Jay Kullman made a motion to adjourn the meeting at 8:12 PM. Rick Kaminski seconded the motion. The motion carried.**

Respectfully submitted.

Angela Kissell  
Recording Secretary  
Town Clerk

**Select Board**

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Jay Kullman, Chair

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Rick Kaminski, Vice-Chair

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Keith Cappellini