

*Preliminary Minutes*

**Town of Plymouth, Vermont**

**Select Board – Re-Organization & Meeting**

**Monday, March 16, 2026 @ 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 Frank Vetere	Cherry Nicoll	Beth Graves-Lombard
<b><u>Others Present:</u></b>	Karen Evans Okemo Valley TV	Dave Olster	Jim Allen

1. Call to Order:
  - a. Jay Kullman called the meeting to order at 6:04 PM.
2. Annual Board Re-Organization:
  - a. **Rick Kaminski made a motion to appoint Jay Kullman as Chair of the Select Board. Keith Cappellini seconded the motion. The motion carried.**
  - b. **Jay Kullman made a motion to appoint Rick Kaminski as Vice-Chair of the Select Board. Keith Cappellini seconded the motion. The motion carried.**
  - c. **Rick Kaminski made a motion to appoint Angela Kissell as the Recording Secretary for the Select Board. Jay Kullman seconded the motion. The motion carried.**
  - d. **Keith Cappellini made a motion to designate the Vermont Journal as the *Newspaper of Record* for Town Business. Rick Kaminski seconded the motion. The motion carried. The Town website will be used for Emergency Management purposes.**
  - e. **Rick Kaminski made a motion to Adopt Rules of Procedure 2026. Jay Kullman seconded the motion. The motion carried.**
3. Consideration of Any Changes, Additions or Removals to the Agenda:
  - a. None
4. Approve Meeting Minutes:
  - a. **Keith Cappellini made a motion to approve February 2, 2026, Regular Meeting minutes. Jay Kullman seconded the motion. The motion carried.**
5. Citizen Comments:

a. Karen Evans asked about the potholes on and/or by Stickney Bridge. She said they're getting bigger. Rick Kaminski said they're everywhere.

6. Fire Chief Jim Allen - Discuss Dispatch Services:

- a. Fire Chief, Jim Allen said that we sat down with Town of Ludlow, Municipal Manager Penny Wu and expressed our concerns with the service of Ludlow Dispatch. We also met with Hartford Dispatch to see about a transition over to them and what they had to offer Plymouth Fire/EMS. The cost will be over \$20,000 a year which is an increase to the current budget number of \$4,000 that we are paying Ludlow Dispatch. Jim added that Ludlow Fire & EMS is also looking to move away from Ludlow Dispatch and get on board with Hartford. Hartford needs a new CAD system which costs between \$150k - \$200k and needs more personnel before it can take on any new agencies. Jim gave an example of a fire that took place in Plymouth but Plymouth Fire Department never got toned and this is just an example of the continued errors/service that is provided. He said Proctorsville Fire Department pulled out several years ago for the same reasons.
- b. The Select Board was in agreement that the Town should proceed with research on a transition. More information and motion will be made at the next Select Board meeting.

7. Select Board to Approve Liquor License:

**a. Rick Kaminski made a motion to approve the three (3) DLL for Inn at Water's Edge, LLC. Keith Cappellini seconded the motion. The motion carried.**

8. Select Board to Approve Errors & Omissions:

a. Angela Kissell spoke on behalf of Debbie Pelkey about the E&O. When Ryan Silvestri was here he had clicked on a button in the system and it adjusted 52 tax bills. Town rounds one way and the state rounds another and this is why there are 52 revised tax bills being generated. The majority of the amounts are less than \$1.00.

**b. Jay Kullman made a motion to approve the E&O. Rick Kaminski seconded the motion. The motion carried.**

9. Select Board to Appoint Non-Elected Officials:

**a. Jay Kullman made a motion to appoint Angela Kissell as Town Clerk. Rick Kaminski seconded the motion. The motion carried.**

**b. Jay Kullman made a motion to appoint Angela Kissell as Treasurer. Rick Kaminski seconded the motion. The motion carried.**

**c. Rick Kaminski made a motion to appoint Beth Graves-Lombard as Delinquent Tax Collector. Keith Cappellini seconded the motion. The motion carried.**

**d. Jay Kullman made a motion to appoint Rick Kaminski as Road Commissioner. Keith Cappellini seconded the motion. The motion carried.**

**e. Zoning Administrator – ON HOLD**

**f. Rick Kaminski made a motion to appoint Bruce Pauley as a member of Planning Commission & Board of Adjustment. Keith Cappellini seconded the motion. The motion carried.**

**Jay Kullman made a motion to appoint Anne Brown as a member of the Planning Commission & Board of Adjustment. Rick Kaminski seconded the motion. The motion carried.**

**Jay Kullman made a motion to appoint Keith Cappellini as a member of the Planning Commission & Board of Adjustment. Rick Kaminski seconded the motion. The motion carried.**

**Keith made a motion to appoint Jay Kullman as a member of the Planning Commission & Board of Adjustment. Rick Kaminski seconded the motion. The motion carried.**

**Jay Kullman made a motion to appoint Frank Vetere as a member of the Planning Commission & Board of Adjustment. Keith Cappellini seconded the motion. The motion carried.**

**Jay Kullman made a motion to appoint Michael Scomilio as member of the Planning Commission & Board of Abatement. Keith Cappellini seconded the motion. The motion carried.**

**Jay Kullman made a motion to appoint Jeff Sailer as a member of the Planning Commission & Board of Adjustment. Keith Cappellini seconded the motion. The motion carried.**

**g. Jay Kullman made a motion to appoint Andy Crossman as Fence Viewer. Keith Cappellini seconded the motion. The motion carried.**

**Jay Kullman made a motion to appoint John Dupont as Fence Viewer. Rick Kaminski seconded the motion. The motion carried.**

**h. Pound Keepers – NO APPOINTMENTS**

**i. Jay Kullman made a motion to appoint Jim Allen as Tree Warden. Keith Cappellini seconded the motion. The motion carried.**

**Deputy Tree Warden - OPEN**

**j. Jay Kullman made a motion to appoint Stephanie Seavy as Weigher of Coal. Rick Kaminski seconded the motion. The motion carried.**

**k. Jay Kullman made a motion to appoint Dave Olster as Emergency Management Director. Keith Cappellini seconded the motion. The motion carried.**

**l. Jay Kullman made a motion to appoint Marguerite Marrone as Service Officer. Keith Cappellini seconded the motion. The motion carried.** There was a second interest and the Select Board made recommendations for Laura Mazzella to connect with Marguerite Marrone to learn the role.

**m. Jay Kullman made a motion to appoint Andy Crossman as Cemetery Sexton. Keith Cappellini seconded the motion. The motion carried.**

**n. Jay Kullman made a motion to appoint Frank Vetere as the Short-Term Rental Administrator. Keith Cappellini seconded the motion. The motion carried.**

**10. Road Closures Update:**

**a. Rick Kaminski talked about work that was going to be done on Lynds Hill and Messer Hill.**

**b. Jay Kullman added that the bridge over Tinker Brook was going to be closed for several weeks.**

**11. Select Board to Approve Community Reinvestment – Short-Term Rental Violation Fees:**

**a. Rick Kaminski made a motion to use \$2,500.00 in Short-Term Rental Violation fees to purchase fire safety items for residents of the Town. Jay Kullman seconded the motion. The carried.**

**12. Select Board to Appoint Southern Windsor / Windham Counties Solid Waste Management District Representative:**

**a. Jay Kullman made a motion to appoint Benjamin Lynds as SWWCSWMD Representative and Gabrielle Lynds as Alternate. Rick Kaminski seconded the motion. The motion carried.**

13. Select Board to Review and Approve the Town and Bridge Standards & Annual Financial Plan – Town Highways:

a. The Select Board reviewed the documents. Keith Cappellini asked if the roads & bridges are up to standard. Rick Kaminski answered that they were.

**b. Jay Kullman made a motion to approve (and sign) the Town and Bridge Standards & Financial Plan. Rick Kaminski seconded the motion. The motion carried.**

14. Select Board to Review & Approve Lease for Short-Term Rental of Annex Building:

a. The Select Board discussed the draft Lease Agreement. A couple changes needed to be made then it would be sent to the “Tenant”.

**b. Keith Cappellini made a motion to approve the Lease Agreement. Jay Kullman seconded the motion. The motion carried.**

15. Select Board to Discuss, Review and Approve Zoning Ordinance Violations:

a. There was discussion around the Town of Plymouth and Violations to the Ordinance.

b. Jim Allen said that P&Z will meet and then they present it to the Select Board.

**c. Jay Kullman made a motion to proceed with issuing the Zoning Violations. Rick Kaminski seconded the motion. The motion carried.**

16. Emeral Ash Borer Update:

a. There was conversation about the Emerald Ash Borer that is currently in Plymouth. An inventory needs to be done. The state will take care of those trees that are near the State Highways. The Town will take care of those that are in the Town right-of-way. Rick Kaminski said there might be grant money available. Jim Allen added that there is a lot of work to be done.

**b. Jay Kullman made a motion to appoint Keith Cappellini as Deputy Tree Warden. Rick Kaminski seconded the motion. The motion carried.**

c. Jim Allen said that even if you treat the infected trees the fatality rate is still high.

17. Delinquent Tax Report & Potential Tax Sales This Spring:

a. Delinquent Tax Collector, Beth Graves-Lombard spoke of the current process and there are a few properties that might go to tax sale. She is trying to work with the homeowners to get them on payment plans to eliminate that from happening.

18. Other Business:

a. Rick Kaminski talked about a cab & chassis truck that the Town Highway is to take possession of. The dealer gave an estimate of what they would give for trade-in value for our current 2019 cab only versus the cab & chassis. Jay said that he would like to see the current F550 sold before purchasing the new one. Rick also added that the truck currently has a hydraulic leak that Larry plans to fix himself. Jay added that these trucks are generally not good for more than five (5) years. There was discussion of getting the trucks undercoated as well.

b. Rick Kaminski added that the highway department needs a salt shed. Currently, they stockpile salt in the corner of the sand shed but can only keep about two (2) storms worth. They would like

a covered shed where they can stockpile it and purchase when the price is right. While at it they would like to add two (2) slots for equipment. They used to use one of the fire department bays, but that room is no longer available. Rick wants to begin gathering information and see what he comes up with. He said there could possibly be a grant.

c. Jay Kullman read mail that was received. A letter from Ossipee Mountain Electronics, Inc. & Franklin police Department. They're looking for permission to continue to use Plymouth Fire Departments radio frequency. They have used it for 10 years and want approval for continued use. Said if it becomes a problem to please let them know. Jay Kullman signed the letter. No motion / no approval needed.

19. Possibly Next Select Board Meeting Date:

a. Monday, April 6, 2026

20. Agenda Items for Next Meeting:

21. Executive Session:

- a. Went into Executive Session at 8:14 PM.
- b. Came out of Executive Session at 8:56 PM.

22. Adjourn:

- a. Rick Kaminski made a motion to adjourn the meeting at 8:58 PM. Jay Kullman seconded the motion. The motion carried.

Respectfully submitted,

Angela Kissell  
Town Clerk  
Recording Secretary

**Select Board**

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Jay Kullman, Chair

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Rick Kaminski, Vice Chair

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Keith Cappellini