

Preliminary Minutes

Town of Plymouth, Vermont

Select Board – Regular Meeting

Monday, April 20, 2026 @ 6:00 PM

Municipal Building Meeting Room

Board Members Present:

Jay Kullman Keith Cappellini

Staff Members Present:

Angela Kissell Beth Graves-Lombard (via zoom)

Others Present:

Carol Goodwin Richard Ruggiano Dave Olster
Okemo Valley VT (Will)

Attendees Zoom:

Jeff Berselli Sheamus Fagan Gary LaRoche
Zachary LaGoy Leah Beckett Shelby Stach
Michael

1. Call to Order:

a. Meeting called to order at 6:02 PM.

2. Consideration of Any Changes, Additions or Removals to the Agenda:

a. None

3. Approve Meeting Minutes:

a. **Keith Cappellini made a motion to approve March 16, 2026, Regular Meeting minutes. Jay Kullman seconded the motion. The motion carried.**

b. **Jay Kullman made a motion to approve April 6, 2026, Special Meeting minutes. Keith Cappellini seconded the motion. The motion carried.**

4. Citizen Comments:

a. Richard Ruggiano said that he had been working on stuff with the dams and wanted to know if there is any work being done about Money Brook.

b. Jay Kullman said that the cost to repair the project is between 15 MIL and 100 MIL and is beyond the cost of what the Town can pay.

c. Richard Ruggiano replied that nobody from the Town is working on it.

d. Angela Kissell injected that she had applied for a grant last year that was denied and that was to do planning and engineering of scope work as well as cost analysis. She said if you recall, Evan from Fitzgerald Environmental Associates, LLC spoke about it? She also added that she recently completed the Sanders Congressional Spending grant application to see if we can get the funds to do the study. We are trying to find funds.

- e. Richard added that you can't swim, fish or go into the water. You have to wash your boats off after you take them out and it affects all of us.
 - f. Jay Kullman said that there is not a lot of sources to get funding. The Town has to prioritize where the funds go. It's things like healthcare or bridges.
 - g. Richard talked about the homeowners on the lakes, and they cannot rent their homes.
 - h. Keith Cappellini added that the State is not inclined to do anything about it.
5. Route 100 – Bridge Closure Update from VTrans (via Zoom):
- a. There was a brief (20 page) presentation from Vermont Agency of Transportation. The presentation talked about road closure dates as well as opening. See attached presentation.
 - b. There will be a couple more meetings at least two (2) weeks prior to actual closing.
6. Select Board to Approve Liquor License:
- a. **Jay made a motion to approve the Echo Lake Resort, Inc. Liquor License applications below. Keith seconded the motion. The motion carried.**
 - b. **Echo Lake Resort, Inc. First Class Hotel License No. 72472**
 - c. **Echo Lake Resort, Inc. Third Class Hotel License No. 72473**
 - d. **Echo Lake Resort, Inc. Outside Consumption Permit No. 72476**
 - a. **Jay made a motion to approve the Honey Child, LLC Liquor License application below. Keith seconded the motion. The motion carried.**
 - b. **Honey Child, LLC – Request to Cater Permit No. 74833**
7. Select Board to Approve Changes to the Bidding Policy for Purchasing Goods and Services:
- a. Tabled until next meeting – Jay Kullman is currently working on.
8. Select Board to Review and Approve Sole Source/Preferred Vendors for the Following Departments:
- a. There was a brief discussion around definition of Sole Source Vendors versus Preferred Vendors.
 - b. Jay Kullman says they use those two (2) terms interchangeably.
 - c. **Jay Kullman read a list from the Town Highway Department and made a motion to approve those vendors that were submitted. Keith Cappellini seconded the motion. The motion carried.**
 - d. **Keith Cappellini read a list from the Fire Department and made a motion to approve those vendors that were submitted. Jay Kullman seconded the motion. The motion carried.**
 - e. Angela Kissell noted that there would be more for the next meeting, but that's all that they had ready for tonight.
9. Select Board - Approve Moving the Surplus Renovation Project Funds to Building Maintenance Fund:
- a. Jay Kullman said that this would be tabled until the next meeting. He wanted to get balances from Cherry. Jay also stated that the General Fund balance is larger than it should be. Discussion around Emergency Reserve Fund that was created.

10. Select Board to Approve Local Emergency Management Plan:
 - a. **Jay Kullman made a motion to approve the Local Emergency Management Plan. Keith Cappellini seconded the motion. The motion carried.**
11. Select Board to Review and Approve Purchase of Records Desk for Vault:
 - a. **Jay Kullman made a motion to approve the purchase of the Record Desk from C.W. Warthen in the amount of \$10,850.00. Keith Cappellini seconded the motion. The motion carried.**
 - b. They were the cheapest quote received for same product.
12. Discussion and Approval to Paint Sign at School:
 - a. The Municipal Office will work on getting estimates for cost to paint.
13. Announcement of America's 250th Birthday Celebration in Ludlow, VT:
 - a. Jay Kullman read the notice/information that was received.
14. Select Board to Discuss Salt Shed and Possibly Approval to Move Forward with BID:
 - a. Review and discussion around the salt shed. Floor is rotten and needs to be fixed. Estimate in file. Will discuss more at the next meeting when Rick Kaminski is available.
15. Select Board Discussion on Possible Pavement of 35 School Drive Driveway:
 - a. Jay Kullman tabled this discussion until next meeting. The Select Board will meet 30 minutes early to look at driveway and salt shed.
16. Review of RHR Smith Company - Audit Management Letter:
 - a. The Select Board reviewed the Auditors' Letter and noted that there weren't any deficiencies noted and the Town was in compliance.
17. Select Board to Review, Approve and Sign Windsor County Sheriff's Department Contract(s):
 - a. Discussion on the Windsor County Sheriff's Department FY27 Contract. There was not a maximum amount. Select Board wanted more information and the contract to be modified to have a not to exceed figure in it. They will revisit at the next meeting.
18. Select Board to Review, Approve and Sign VTrans Right-of-Way Documents – VT Route 100A:
 - a. Review and discussion about the Vtrans documents that were received. There is an Option document and Quit Claim Deed for temporary easement. Also included was a W-9. They will pay the Town of Plymouth \$500.00 for this access.
 - b. **Jay Kullman made a motion to approve the documents. Keith Cappellini seconded the motion. The motion carried.**

19. Other Business:

- a. Discussion on Okemo Valley Technical Rescue group. OVTR was looking for FY27 allocation early. Could not vote on it because it wasn't in the agenda to be approved.

20. The Next Select Board Meeting Date:

- a. Monday, May 4, 2026.

21. Agenda Items for Next Meeting:

- a. Concrete for Salt Shed
- b. Pave 35 School Drive
- c. Discussion on Painting the Sign - Estimate
- d. Sole Source/Preferred Vendors
- e. Windsor County Sheriff's Department

22. Executive Session:

- a. None

23. Adjourn:

- a. **Keith Cappellini made a motion to adjourn the meeting at 7:55 PM. Jay Kullman seconded the motion. The motion carried.**

Respectfully submitted,

Angela Kissell
Recording Secretary

Select Board

Jay Kullman, Chair

Rick Kaminski, Vice-Chair

Keith Cappellini