

## SELECTBOARD MEETING MINUTES

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Tuesday, April 16, 2024, 5:30 p.m, Old Schoolhouse Common and Zoom

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Present: Selectboard members Justin Campbell, Michele Gonzales and Chris Whalen; Town Clerk Bobbi Brimblecombe, Assistant Town Clerk Brittany Chouinard; Maurice Cerutti; George Africa; Steve Fiske; Eli Toohey (Central Vermont Regional Planning Commission); Scott Ciampi (Marshfield Road Crew)

At 5:30 p.m. the meeting was called to order by Justin Campbell.

### **Changes or additions to the agenda:**

**Review and approval of minutes:** Approved the minutes of March 3, March 19, and April 2.

**EWP:** Eli Toohey from CVRPC updated the Board about the Emergency Watershed Protection Program. Two of the sites have been fixed under the FEMA Public Assistance program because they involved town infrastructure. She contacted the firm that asked questions, to see why they didn't bid, and they blamed the amount of time that it would take, and the time frame. It seems that the time frame may be somewhat flexible. Justin suggested that we put it out to bid without the two projects indicated above, and see what we get. Eli can re-issue the RFP on Friday and have bids due May 17, they would review the bids and make a recommendation to the Town, the Town would make a decision on May 21<sup>st</sup>, and have work start immediately. Justin moved to reissue the RFP less the two sites, Chris seconded – all in favor.

**Highways:** Scott notified the Board that the sand will be the same price but trucking has increased to \$10.50 per yard. The town needs less sand than last year, so we will not use the entire sand budget. Scott asked permission to purchase a tree trimmer; there was money in the budget to rent one, for \$5,500 for one week, but we can buy one for \$25,977, with an additional \$1,800 if the road crew does not have time to haul it. The problem with renting one is that they only get to use it for one week, no matter what the weather is. Scott explained that it allows the road crew to cut brush from the excavator; it is much safer than cutting brush by hand with chainsaws and pole saws. It is expected that we will need to replace the teeth in 5 years, at a cost of perhaps \$500. Justin moved to authorize the purchase of the mulcher. Chris seconded – all in favor. Scott indicated that they will haul the excavator to the dealer if time permits.

**Grants In Aid:** Justin moved to authorize Bobbi to sign the letter of intent. Chris seconded – all in favor.

**Peacham Pond Road:** George Africa sent a letter to the Selectboard, requesting more maintenance on Peacham Pond Road. He explained that there have been three days that they could not make it on the road, even with an all-wheel drive vehicle. He explained that there is a spring that comes under Route 232. There is also a culvert that brings water from 232. There is another culvert that is not working. Scott explained that all of the roads are rough this year. They will be

working in that area as soon as they can. George also explained that the staymat from the roads is on people's lawns because of grading. Scott explained that it wasn't because of grading – it was because of plowing when the roads were soft. He noted that all of the ditches in town need to be reditched. Justin suggested that we may want to have a hydrological study of the area to determine where the culverts should be.

**OSC:** George asked about the footbridge. Justin reported that he has been looking for a contractor to remove it. He is going to look at the bridge to see if it is salvageable. The Board discussed what to do with the bridge and decided to have it brought to the Old Schoolhouse Common. They agreed to allow Justin to hire a contractor for a price not to exceed \$5,000, to bring it to a spot that is easily accessible in case we decide to salvage it or sell it if it is in good shape but too small for our purposes.

George warned people to wear a mask and gloves if they are working around areas that have been flooded, due to a possible fungal infection that could be in the area. He is concerned about the community garden.

**Culvert policy:** Chris has been researching culvert policies. He brought a draft for discussion. The Town will no longer install driveway culverts. Permits will be required for new and replacement culverts, so that the road crew could inspect the finished work. Chris will make revisions and bring another draft to the next meeting.

**Cemeteries:** Mo Cerutti attended the meeting to increase interest in the cemeteries. He got permission from Joe Mangan to manage flags for the Marshfield cemeteries. He has been a cemetery commissioner in other towns. He feels that the town should have a cemetery commission. Bobbi explained the role of the sexton, and explained that Joe Mangan serves as Sexton and also does the mowing and the burials. He recommended having Joe clean the stones. Bobbi stated that we do have Joe do them. Bobbi explained the history of the cemetery funds.

Mo gave the Board a list of names of soldiers from Marshfield who served in the civil war.

Justin moved to authorize Mo to put flags on graves for veterans. Chris seconded. All in favor.

**Appointments:** Bobbi notified the Board about which people agreed to be reappointed, and who does not want to be reappointed. Justin moved to reappoint all who agreed to be reappointed. Chris seconded – all in favor. Justin moved to appoint Mary Perchlik to the Conservation Commission. Chris seconded – all in favor. The appointees are:

Animal Control Officers.....	Heather Bent, Alana Vaillancourt
Cemetery Sexton .....	Joe Mangan
CVRPC Transportation Advisory Committee Member .....	Todd Eaton
Conservation Commission Members .....	J. Bradley Materick, Mary Perchlik
CV Fiber Board Member.....	John Morris
CV Fiber Alternate .....	David Mannix
Development Review Board Member .....	Dina Bookmyer-Baker
Energy Committee Members.....	Wes Cate, Anne Miller, Nick Seifert, Mike Xenakis

Fence Viewer..... Chris Bellamy  
 Fire Chief ..... Will Schwarz  
 Northeast Kingdom Waste Management District Board Member..... Bobbi Brimblecombe  
 Planning Commission Member ..... Bob Buchanan  
 Pound Keeper ..... Four Paws Inn  
 Recreation Committee Members ..... Drew McNaughton, Pam Quinn, Brad Washburn  
 Stranahan Stewardship Committee Members ..... Mia Roethlein, Jenny Warshow

**OSC:** Steve Fiske came to the Board to talk about the logs in the river. The Board does not have any plans to get in the river but they did not have an issue with having the Conservation Commission doing some work as long as it is within the scope that was discussed with the river engineer. Justin moved to allow Steve Fiske to coordinate some work in the river. Chris seconded – all in favor.

Luke Boushee has put stakes out where the Commission would like to plant the fruit and nut trees. The Board will take a look and approve them at the next meeting.

**Trail Policy:** Chris is going to contact VLCT to ask for their advice. Rich Baker will be invited to the next meeting to ask for his advice.

**Local Emergency Management Plan:** Bobbi discussed updates to the plan. Chris asked the difference between the LEMP, the Emergency Operations Plan, and the Hazard Mitigation Plan. The Board agreed that the EOP needs to be reviewed, and perhaps the three plans can be combined. Justin will set up a meeting in early June with the Fire Department and the Road Crew to review the plans and begin the process for updating them, with quarterly meetings anticipated. Justin moved to adopt the LEMP with Bobbi’s revisions. Chris seconded. All in favor.

**OSC:** An RFP needs to be written for engineering services to look at the OSC building and grounds and design flood repairs and drainage.

The Board authorized Michelle McCormick to submit an intake form for the Village Trust Initiative.

**Expenses, Permits & Payroll:** Selectboard members read and approved reports for General Expenses and Payroll. The Board approved liquor and tobacco licenses for Marshfield Convenience Plus. They executed a cemetery deed for Rich and Kass Phillips.

The meeting adjourned at 9:05 p.m.

Respectfully submitted,  
 Bobbi Brimblecombe, Town Clerk

The foregoing is a true copy of the Minutes of the April 16, 2024 Selectboard Meeting.  
 A True Record. Attest, \_\_\_\_\_, Town Clerk

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