**Meeting Minutes**

**Poultney Selectboard**

**Monday, November 25, 2024 – 6:30 PM**

**Poultney Town Hall**

**Zoom Recording located here:**

[**https://us02web.zoom.us/rec/share/JWWaRnyAXRWJ9ksq5uJ3KKvI25ixPbOkh4G\_kD68PZSAkKHGkOtLY2LSCD56wakP.g8FC75nEeS9WIrEH?startTime=1732577411000**](https://us02web.zoom.us/rec/share/JWWaRnyAXRWJ9ksq5uJ3KKvI25ixPbOkh4G_kD68PZSAkKHGkOtLY2LSCD56wakP.g8FC75nEeS9WIrEH?startTime=1732577411000)

Sheryl Porrier called the meeting to order and led those present in reciting the Pledge of Allegiance. Selectmen present included: Sheryl Porrier, Alan-Glen Burnell, Mark Teetor and Valerie Broughton. Others present included Paul A. Donaldson, Joel Roberts, Sarah Pelkey, Carol Stierle, Tim Loomis, Mary Sue Reed, Mary Jo Teetor and Jonathan Andrews. Appearing via Zoom included Loomis, Joey, Evan Fitzgerald and Abby Munterich.

**Adoption of the Agenda:** Alan-Glen Burnell made a motion to adopt the Agenda. Valerie Broughton seconded the motion. Motion passed with all in favor.

**Approval of Minutes:** Mark Teetormade a motion to approve the minutes of 11-4-24. Valerie Broughton seconded the motion. Motion passed with all in favor.

**Road Report:** Joel Roberts reported the following:

-The crew replaced a culvert on Lennox Road and made road improvements to Lennox Road.

-The crew replaced a culvert on DeBonis Quarry Road.

-He explained that the crew blows leaves off the roads to clear ditches, and remove leaves to keep them off the road when they grade roads so leaf materials do not get into the vase of roads. It also helps to keep leaves from freezing to roads.

-He mentioned that sometimes the new employee is riding along to train different techniques we use to maintain roads.

-Our truck is still. In NH getting repairs and we should have it back this week.

-The one-ton needed repairs to shut codes off. The transmission is slipping, and we should plan to get a new truck after this winter.

-The crew is readying trucks for winter.

-He has been working with Sarah Pelkey to complete MRGP reporting.

-The boom mower had been out for a new turbo, and the trucking company moving it for us ran into the highway underpass in Castleton. The machine has extensive damage, and it has been reported to the hauler’s insurance company.

-We have not spoken with Oliver Allen about discontinuing plowing of his short road/driveway.

**Community Development:** Sarah Pelkey reported the following:

-We had a successful Energy Fair with the mini-MERP grant at the Senior Center. Mary Sue Reed and Jonathan Andrews assisted. We have enough funds from the grant to maybe have another one in the spring.

-Grant Updates: The applications for generators for the Senior Center, and the PHS, and PES will not be awarded. We did receive a MERP grant for improvements to the Town Office, Highway Garage, Stonebridge, and Senior center in the amount of $500,000.00. Mark Teetor made a motion that Paul Donaldson shall sign the Grant Agreement. Valerie Broughton seconded the motion. Motion passed with all in favor.

**Town Managers Report:**

-Linda Smith from the GRCSU updated the board and the public on items being discussed at the School Board. She is trying to get more members of the public to attend meetings, and pay more attention to things going on at the schools. She believes that Poultney is severely underserved with the vote on matters.

-Evan Fitzgerald presented his firm’s preliminary findings as to the flood issues by the trestle bridge, and several alternatives to help alleviate flooding. He wants to board to consider the presented alternatives and his firm will work on modeling the results of the same. Discussion followed. Mary Sue Reed asked if there in ANR alternatives. Tim Loomis asked about dredging. Discussion followed. Mr. Fitzgerald will run some calculations as to the costs of dredging.

-Mary Jo Teetor presented an Errors and Omissions correction that needs to be made on the property owned by the Poultney Historical Society. The lister sometime in early 2000 had put the property in the wrong name of an entity that has a preservation easement on the properties. Discussion followed. Alan-Glen Burnell made a motion to sign the E&O paperwork. Valerie Broughton seconded the motion. Motion passed with all in favor.

-ARPA funds discussion. Paul Donaldson reminded the board that all ARPA funds need to be obligated or spent before the end of December, 2024. We can move to put some funds in the General Fund to cover employee wages, benefits, etc. retroactively. He reminded the board there are several projects the board has tentatively earmarked ARPA funds for and we will discuss those in Executive Session.

-The board set a budget meeting for 12-16-2024 at 4:30PM.

-Mark Teetor made a motion for Paul Donaldson to sign a Letter of Intent for the next round of Grants In Aid. Valerie Broughton seconded the motion. Motion passed with all in favor.

**Transact any Other Lawful Selectboard Business:** None.

**Health Officer:**  None.

**Rutland Regional Planning Commission:** Sarah Pelkey stated that the last Commissioner’s Meeting was 11-19-2024 where Act 250 and Act 181 matters were discussed, and the TAC Meeting was 11-26-2024 where improvements to Route 22A were discussed.

**Public Comments on matters (limit of 10 minutes total):**

-Mary Sue Reed asked about the status updated Animal Control Ordinances. Discussion followed. Mark Teetor made a motion to adopt the VLCT model. No Second motion made. The board will revisit this matter again soon. She also asked about the ZA position. Paul Donaldson stated we hope to onboard the new ZA in January and that this item needs to be discussed with the board in Executive Session. Mary Sue Reed asked of the status of Jane Williams project, and Paul Donaldson stated he will have the highway department locate the French drain Ms. Williams stated the highway crew put there years ago, and rehabilitate the same.

**Executive Session:**

At 8:16PM, Alan-Glen Burnell made the following motions: “Pursuant to 1 VSA Section 313(a)(1), I make a motion that this board finds that premature general public knowledge would clearly place this board or a person involved at a substantial disadvantage if certain matters related to contracts and personnel matters were discussed outside of Executive Session. Valerie Broughton seconded the motion. Motion passed with all in favor. Alan-Glen Burnell further made the following motion: “Pursuant to 1 VSA Section 313(a)(1)(A), I make a motion to enter into Executive Session to discuss contract matters and personnel matters. Valerie Broughton seconded the motion. Motion passed with all in favor. The board entered Executive Session with Mary Jo Teetor. At 8:54PM, Mark Teetor made a motion to leave Executive Session. Alan-Glen Burnell seconded the motion. Motion passed with all in favor. Mark Teetor made a motion to engage NEMRC for a town-wide reappraisal contract in the amount of $197,400.00. Alan-Glen Burnell seconded the motion. Motion passed with all in favor.

**Board Orders:** Alan-Glen Burnell made a motion to approve the board orders. Mark Teetor seconded the motion. Motion passed with all in favor.

**Adjournment:** Valerie Broughton made a motion to adjourn the meeting. Alan-Glen Burnell seconded the motion. Motion carried with all in favor.

s/Paul A. Donaldson