

TOWN OF PEACHAM
MINUTES OF THE SELECTBOARD MEETING
Wednesday, September 4, 2019
APPROVED

Selectboard Members Present: Mike Heath, Beatrice Ring, Peter Craig
Public: Town Clerk Thomas Galinat, Road Foreman Jeremy Withers, Selectboard Clerk Rebecca Washington,
Mary Daly, Paul Evans, Ron Craig, Jock Gill, Cheryl Stevenson, Ken Danielson, Richard Amore,
Alison Low, Nicolas Anzalone

1. The meeting was called to order by Beatrice Ring at 6:40pm.
2. Additions to the agenda
 - a. Executive session for personnel-Cheryl Stevenson
 - i. Moved to after Town Clerk update.
 - b. Executive session for personnel-Jeremy Withers
 - i. Moved to after Town Clerk update.
 - c. NEK broadband-Nicolas Anzalone
 - i. Moved to after Village Center Designation process.
3. Village Center Designation process-Richard Amore
 - a. Richard Amore, from the Vermont Department of Housing and Community Development, presented the benefits of Peacham obtaining a Village Center Designation and explained the application process.
 - i. There are currently 177 Village Center Designations throughout the state.
 - ii. The Village Center Designation supports the revitalization efforts of small and medium-sized historic centers.
 - iii. The designated area is limited to the commercial and civic core of a town's original settlement.
 - iv. The benefits of Village Center Designation include:
 - a) Technical assistance
 - b) State grant priorities
 - c) Municipal planning grant programs
 - d) Funding directory
 - e) State building priority
 - f) Downtown and village center tax credits
 - 1) Municipalities are not eligible for the tax credits, but non-profits are.
 - g) State historic preservation grants
 - v. Applications can be submitted by the first Monday of any month.
4. NEK broadband-Nicolas Anzalone
 - a. Anzalone explained that the NEK Broadband Working Group is trying to get towns to put measures on their ballots in March to join with other towns to create community-based broadband.
 - i. The group is trying to form two Communications Union Districts (CUD) in the Northeast Kingdom. A CUD is a municipal entity made up of two or more towns who form a board and work together to finance and operate an internet service. There is no financial risk to the taxpayers or the municipality. If the municipality decided to leave the CUD, it would not get to keep any of the infrastructure that was already put into place.
 - b. Gill has already volunteered to be the contact person for Peacham.
 - c. Heath asked where funding would come from.
 - i. The feasibility study has already been funded and there would be a fundraising effort to put together a business plan.
 - ii. There would be no financial commitment, just an agreement to join the CUD structure.
 - d. Gill recommended tabling the decision until after he speaks with NEK Broadband Working Group member Evan Carlson.
 - i. The Selectboard agreed.
5. Old business
 - a. Letter of intent for town solar
 - i. Heath signed the letter of intent for town solar and sent it to Dori Wolfe.
 - ii. Galinat asked if Wolfe's role was necessary if the town decided to purchase the solar array outright.
 - a) Heath said that Wolfe is exploring all of the options including buying outright as well as the investor model.
 - b) Discussion ensued on the benefits of both the investor model and buying outright.
 - iii. Wolfe will come to a future Selectboard meeting to present all the options.
 - b. Worcester Road-Ken Danielson

- i. Danielson was present to answer any questions the Selectboard had before a decision was made.
 - ii. Danielson would like the town road to be established where it has historically always been and for the town to stop maintaining the right-of-way to the Dedam house due to the encroachment on private property.
 - iii. Heath said that if there was any damage to the road, it would have to be repaired to the new state standards which would result in ditching.
 - iv. Withers pointed out that the turnaround space would be limited and Ring pointed out that cars couldn't be in the way.
 - a) Heath said that town trucks are larger than they used to be.
 - b) Danielson said that he met with Withers and that they can work out the details.
 - v. Ring pointed out that the ditches would be stone-lined.
 - a) Danielson understood that, if the grade is greater than 7% grade, the state requirements would have to be met. Withers said that the grade is greater than 7%.
 - vi. Withers will check the mileage on the VTrans highway map and go out to Worcester Road to measure where it ends.
 - a) The town will need to figure out whether the mileage on the highway map was changed in 2012 based on the Selectboard's decision or if the mileage still reflects the mileage of the historical road up to Danielson's house.
 - vii. **P. Craig moved to restore Worcester Road to its historical location. Ring seconded. All in favor. So moved.**
- c. Town Hall ADA improvements
- i. Daly measured the ramp at the rear exit of the gym. The ramp inside the building needs to be extended by a foot to meet ADA standards and the exterior ramp is adequate. The interior ramp would also need an additional handrail put in.
 - ii. Galinat said that it would be affordable to make the planned changes to have the back ramp go out to the tennis court area and that Shane Stevenson quoted \$5,000 to put the new driveway in. Shane Stevenson's quote for the driveway is separate from his quote for resurfacing the tennis court. Fall Fondo money is only being used to remove the tennis court asphalt and replace it with staymat.
 - iii. Ring asked how it would tie in to Peacham Community Housing's plans for an ADA walkway from senior housing down to Town Hall.
 - a) Galinat said that it's tough because the driveway and the ramp will only provide ADA access to the gym and not the post office.
 - b) Cheryl Stevenson suggested that PCH reach out to the USPS to see if mail can be delivered to the senior housing apartments.
 - iv. Shane Stevenson quoted an additional \$2,200 to address drainage issues while he's putting in the driveway.
 - v. Discussion ensued on whether to budget the project for next year or to go ahead and have it done.
 - a) The Selectboard could start adding larger projects or purchases as separate articles at town meeting.
 - b) The Selectboard could go ahead with the project and use money out of either the working capital fund or the Town Hall renovation budget.
 - vi. Washington will ask Rusty Barber to go over the plans for the Town Hall renovation at the next meeting the entire Selectboard is able to attend.
 - vii. Daly will look into grant money for ADA improvements.
- d. Soccer field
- i. Heath would like to have a price for finishing the soccer field to put into next year's budget.
- e. Post Office lease
- i. The Selectboard agreed to sign the Post Office lease but not sign the commission agreement.
- f. Ewell Mill Park sign
- i. Discussion ensued on the washed-out state of the parking lot and how often the park gets used.
 - ii. \$500 was donated for a sign at Ewell Mill Park and the sign hasn't been purchased.
 - a) Evans pointed out that a historic sign would cost more than \$500.
 - b) Galinat said that the money is sitting in a restricted fund.
- g. Tennis court
- i. P. Craig said that Shane Stevenson recommended putting fabric under the staymat to prevent grass from growing up.
 - a) Galinat pointed out that Shane Stevenson's estimate without the fabric was \$4,900 and that the Fall Fondo fund is at \$4,700. The town will

have to cover the difference as well as the additional expense of the fabric.

- b) Heath said that it should be done right and that fabric is the way to go.
- c) The Selectboard agreed to have Shane Stevenson put fabric under the staymat.
 - ii. Shane Stevenson is scheduled to do the work on September 11th.
- h. Town-wide trash
 - i. Heath said that there should be a trash can in town and discussion ensued.
 - ii. P. Craig suggested having the Transfer Station attendant collect the trash on her way to the Transfer Station on Saturdays. The Selectboard agreed and Heath said that he would contact her.
- 6. Cemetery
 - a. Heath did research on the way Peacham governs its cemeteries. Peacham does not have a cemetery commission, so the Selectboard is in charge by default. The Selectboard doesn't have any input or knowledge of what's going on with the cemeteries, but the Selectboard members are personally liable for any infractions that occur. The difference between Peacham's Cemetery Preservation Committee and a commission is that the commission or commissioners would be responsible for the cemeteries instead of the Selectboard. Currently, the Selectboard has abdicated its jurisdiction to the Cemetery Committee, but not its statutory responsibilities.
 - b. Cheryl Stevenson explained that the Cemetery Committee was set up to discuss goals and work on bylaws. The committee makes recommendations to the Selectboard and final decisions are made by the Selectboard.
 - c. Ring has started looking at all the cemeteries in the Northeast Kingdom and would like to be in line with them.
 - d. Cheryl Stevenson said that Patrick Healy, from the VT Cemetery Association, would be a good contact and Heath will see if Healy can come to the next Selectboard meeting.
 - e. Ring asked how many people get buried in Peacham on average and R. Craig said 15-20 per year.
- 7. Town green reservation request
 - a. Washington read a letter from Anna Rubin which requested the use of the town green across from the fire station for a group yard sale on September 22 from 8:00am-3:00pm.
 - b. Discussion ensued on whether or not a town resident needs permission to use the town's public spaces.
 - i. Galinat pointed out that there isn't a process in place for how to reserve the green and that there's liability involved when people use it. He said that the need for a process is important.
 - ii. Ring would like to include the rules for the green in the information packet that the Outdoor Club is putting together.
 - iii. Heath was hesitant to make a motion which would set a precedent for residents having to ask permission to use town property.
 - iv. Daly pointed out that there may be scheduling conflicts if there's not a reservation process in place.
 - c. The Selectboard agreed not to make a motion because there currently isn't a process in place for reserving the green and that, at this time, residents are free to use town property without asking permission.
- 8. Grand List adjustment
 - a. The Selectboard signed the Grand List adjustment submitted by the listers which was needed due to a tax mapping error.
- 9. Tree responsibilities
 - a. Withers met with a tree guy regarding the two large poplar trees on Ewell Mill Road. Withers' contact thought that one of them wouldn't fall towards the road at all and that the other one probably wouldn't reach Grey's house if it did fall.
 - b. Galinat is waiting on a response from VLCT about the town's liability for trees in the right-of-way.
 - c. Ring asked if there was a precedent of the town taking care of trees in the right-of-way and Withers answered yes.
 - i. Heath said that there were some circumstances when it would be necessary.
 - d. Evans pointed out that poplar trees usually snap off at the top.
- 10. East Peacham Road complaints
 - a. Withers has had a resident repeatedly stop at the town garage to complain about the state of East Peacham Road.
 - b. Withers has invited the individual to Selectboard meetings and has told her to contact Heath.
 - c. Ring said it may be worth it to serve the individual a letter to keep her away from the town garage.
 - i. Heath would like to try and contact her first.
- 11. Highway Department update
 - a. Withers is trying to catch up on hauling sand.

- b. The paving on Peacham-Danville Road went well.
 - c. Jacob Davis has been driving a lot to train for his CDL and is doing really well.
 - d. No updates on finding the water line to the town garage.
 - e. Withers is working on scheduling the furnace replacement.
 - f. Withers spoke with Ken Danielson as he was leaving the meeting and learned that Danielson would like Shane Stevenson to grade Worcester Road instead of the road crew.
 - i. Ring would like Danielson to receive a copy of the road standards.
 - ii. Withers will meet with Danielson again before he does any grading.
12. Town Clerk update
- a. Jeff Berwick will pick up the new fire tanker on September 6th. Change orders throughout the build process caused an additional \$6,094 to be due to Toyne, the company that built the tanker.
 - b. BCA hearings start on September 5th.
 - c. Taxes have started rolling in and Galinat is planning to pay off the tax anticipation note closer to November.
 - d. The Selectboard signed the corrected Tax Rate Calculation. The tax bills that already went out reflect the correct tax rate.
 - e. Greg Schoolcraft is going to get started soon on the budgeted project to extend the roof over the gym door by 6-8 feet.
 - f. The vent for all the bathrooms in Town Hall was torn off in 2017. It is still venting but needs to be fixed.
 - i. The Selectboard agreed that it should be fixed before winter.
13. Executive session for personnel-Cheryl Stevenson
- a. **P. Craig moved to enter executive session for personnel at 9:02pm. Heath seconded. All in favor. So moved.**
 - b. **The Selectboard came out of executive session at 9:19pm.**
 - c. No action taken.
14. Executive session for personnel-Jeremy Withers
- a. **Ring moved to enter executive session for personnel at 9:22pm. Heath seconded. All in favor. So moved.**
 - b. **The Selectboard came out of executive session at 9:41.**
 - c. No action taken.
15. Approve minutes
- a. The Selectboard approved the August 21, 2019 minutes with minor changes.
16. Review and approve bills
- a. The Selectboard reviewed and approved bills.
17. Review correspondence
- a. The Selectboard reviewed correspondence.
 - b. The Selectboard signed the Post Office lease.
18. Adjourn
- a. **P. Craig moved to adjourn. Heath seconded. All in favor. Meeting adjourned at 10:14pm.**

Peacham Selectboard:

The image shows three horizontal lines representing signature lines. The top line has a large, sweeping handwritten signature. The middle line has a smaller, more compact handwritten signature. The bottom line is empty.