

TOWN OF PEACHAM
MINUTES OF THE SELECTBOARD MEETING
Wednesday, April 21, 2021
APPROVED

Selectboard Members (via phone/video conference): Beatrice Ring, Peter Craig, Richard Browne
Public (via phone/video conference): Town Clerk Thomas Galinat, Road Foreman Jeremy Withers,
Selectboard Clerk Rebecca Washington, John Reiss, Ron Craig, Tim Mckay, David Edwards, Rose Dedam,
Allen Freund, Bruce Westcott, Jock Gill, John Marshall, Jake Thomas

1. The meeting was called to order by Chair of the Selectboard Beatrice Ring at 6:31pm.
2. Additions to the agenda
 - a. Sign for the Snow Roller Museum
 - i. The Selectboard agreed to proceed with the sign as designed by Craig Harrison.
 - b. NEK CUD Representatives
 - i. The Selectboard will sign the form from the CUD stating that Jock Gill was appointed as the CUD Representative and Jim Barlow was appointed as the alternate CUD Representative.
 - c. Dead cars at Ewell's Mill parking lot
 - i. Not discussed.
 - d. Request to purchase the old porta potty at the Transfer Station
 - i. See agenda item 16.
 - e. 2021 Selectboard appointment
 - i. Keeper of the Pound
 - a) See agenda item 19.
3. Church septic system
 - a. The Selectboard reviewed the modified draft of the proposed septic system maintenance agreement prepared by John Marshall.
 - b. Ring summarized the changes that were made as a result of meeting with John Marshall and Thomas Galinat.
 - i. The terms Church/Town were changed to Licensee/Licensor.
 - ii. For capital costs of reconstruction of the shared facilities during the first three years of the agreement, the town will cover 100% of the cost during the first year, 66% during the second year, and 33% during the third year. After the third year, the cost will be split proportionally based on usage.
 - iii. The use of the Meeting House for Town and School District meetings was defined.
 - iv. The Licensor will be responsible for removing, relocating, or covering any objects that are religious in nature during events that the Licensor sponsors in its government capacity.
 - v. Mediation procedures in the event of a dispute were defined.
 - a) Discussion ensued on who to name as the mediator in the event of a dispute.
 - b) The Chair of the Board of Civil Authority was named as the Licensor's mediator.
 - c. Galinat summarized an additional change that was made to the agreement.
 - i. Neither party may increase its total usage in excess of 370 GPD without amendment to the agreement. Each party has to consult with the other party before it increases its usage by more than 80 GPD, and cooperate with each other if necessary to amend the state wastewater permit.
 - d. Mckay stated that the church is ready to approve the presented agreement, as long as there are no substantive changes.
 - e. The Selectboard agreed that its concerns were addressed in the revisions.
 - f. **Browne moved to approve the document as it's marked up at this point. P. Craig seconded. All in favor. So moved.**
 - g. Mckay explained that both buildings already have water meters and can be monitored electronically.
4. Highway Department update
 - a. Withers would like to start trucking winter sand, which is budgeted for \$18,000.
 - i. Discussion followed on the purchasing policy and its requirement for a bid process on purchases over \$15,000.
 - ii. Withers will start getting bids for winter sand and chloride.
 - iii. See further discussion during agenda item 8b.
 - b. Withers asked about the process for relocating the intersection at Maple Tree Lane and County Road, which is a planned project for this summer.
 - i. The intersection is being moved for safety reasons, to make the intersection come to a T, and to help prevent tractor-trailers trucks from going up Gov. Mattock's Road.
 - ii. Discussion followed on the potential need for a survey, deeds, or an agreement with the landowner, as well as who to contact for guidance on the process.
 - a) Galinat will email VLCT and Jim Barlow for guidance on the process.
 - c. The drainage issue in front of Laurie Kozar's house is a work in progress.
 - i. Withers is waiting to hear back from the engineer from the water line replacement project and is planning on doing a little berm removal from Steve Engle's driveway up the hill to see if the water will shed off.

- d. Edwards and Withers are meeting with Tyler Brown, from the state, about the beavers in Willow Brook. Edwards will report to the Selectboard on what Brown recommends.
5. Sale of used chipper: bid opening
 - a. The town received three bids for the purchase of the used chipper.
 - i. Joe Layn=\$3,150.00; P&R Property Maintenance and Lawncare, LLC=\$2,100.00; Ron Craig=\$2,650.00.
 - b. **Browne moved to accept Joe Layn's bid for the chipper. Ring seconded. P. Craig recused himself. Majority in favor. So moved.**
 - c. Withers will coordinate with Layn.
6. Purchasing plan for equipment
 - a. Galinat explained that, in order to stabilize the tax rate and avoid spikes when purchasing equipment such as the backhoe, loader, or grader, the Selectboard has been budgeting contributions to the Road Capital Equipment Fund and following scheduled replacement of equipment. The contribution amount is based on the anticipated lifespan of the equipment, trade-in value, and purchase price.
 - b. The next piece of equipment that is scheduled to be replaced after the backhoe is the grader.
 - c. The town trucks are on a lease program and are not purchased out of the Road Capital Equipment Fund.
7. Backhoe purchase
 - a. **P. Craig moved to purchase the Caterpillar backhoe with the broom attachment. Ring seconded. All in favor. So moved.**
 - b. **Browne moved to approve of Jeremy Withers signing the purchase and sales agreement for the backhoe. P. Craig seconded. All in favor. So moved.**
8. Town Clerk update
 - a. Dog licenses are being processed in the Town Office, which is a labor-intensive process.
 - i. Galinat explained his idea for a state-wide rabies licensing system that would be updated by veterinarians and accessible by those who needed the information.
 - b. In reference to Withers getting bids for sand and chloride, Galinat encouraged a review and update of the Purchasing Policy and pointed out that the policy includes exemptions from the bid process for recurring purchases.
 - i. The Selectboard will ask the Town Auditors to come to a Selectboard meeting for an update on their work on the Purchasing Policy.
9. Town Hall construction: RFP opening
 - a. No proposals were submitted.
 - b. The RFP due date was extended to May 5, 2021.
 - i. Information about the RFP will be put in the Caledonian-Record for a week and will be posted on Front Porch Forum.
10. Food truck on soccer field-Andrea Kane
 - a. The Selectboard reviewed a request from Kane to have food delivered by food truck to the town soccer field on days she holds classes there.
 - b. P. Craig pointed out that the food truck shouldn't go past where everyone's been parking and shouldn't drive over the soccer field, which is also a leach field.
 - c. The Selectboard agreed to give Kane permission for the food truck to be at the soccer field.
 - d. Reiss pointed out that the food truck should have proper liability insurance and state licensing.
11. Yard sale on town green-PTF
 - a. The Selectboard reviewed a request from Peacham PTF to have a yard sale on the town green across from the Fire Station on May 15th from 8:00am-4:00pm.
 - b. The Selectboard agreed to give the PTF permission to use the town green for the yard sale.
12. Peacham Afternoon Learning in 2021-2022
 - a. The Selectboard plans to have a discussion with the School Board at a Selectboard meeting during the summer about whether the afternoon program should remain in the town budget, move back to the school budget, or be taken over by the Peacham Children's Center.
13. Fire District
 - a. Browne explained that the Fire District is a completely-independent municipality chartered by the legislature.
 - b. R. Craig encouraged the Selectboard to meet with the Fire District to discuss getting help paying to shim and overlay the road through the village where the water line was replaced.
 - i. The Selectboard will invite representatives from the Fire District to the next Selectboard meeting to discuss.
14. Usage of the Covid-19 Relief Fund
 - a. Edwards requested to change the name of the fund from the "Covid-19 Relief Fund" to the "Peacham Emergency Relief Fund". There has been over \$17,000 raised by donation, six applications for relief, and four grant disbursements totaling roughly \$2,600. The fund would be used to help Peacham residents in need as a result of catastrophic events, which would still include those in need as a result of Covid-19. The application process and guidelines would remain the same and the fund would continue to be funded by donation only.
 - b. Discussion ensued.

- c. **P. Craig moved to approve Dave Edwards' request to change the name from the "Covid-19 Relief Fund" to the "Peacham Emergency Relief Fund". Browne seconded. All in favor. So moved.**
- 15. State of Vermont wastewater initiative
 - a. Ring read an email from Jennifer Auster regarding a state wastewater initiative for un-sewered communities.
 - b. The Selectboard will discuss the initiative at the next Selectboard meeting and Jake Thomas will provide relevant information to the Selectboard beforehand.
- 16. Request to purchase the old porta potty at the Transfer Station
 - a. The Selectboard reviewed a letter from Pat Blake of Chandler Hill farm asking about purchasing the old porta potty at the Transfer Station that is no longer being used.
 - b. The porta potty was purchased by the town for \$500. When the company that the town hired to clean the porta potty was no longer in business, the town couldn't find anyone to hire to clean it and had to go back to renting one.
 - c. Galinat pointed out that, in the past, the town has been approached by people wanting to purchase other used items from the town, such as culverts, and the town usually sells them for five cents on the dollar.
 - d. The Selectboard will discuss it further at the next Selectboard meeting.
- 17. 4th of July update
 - a. No update.
- 18. Personnel Policy draft discussion
 - a. No discussion.
- 19. 2021 Selectboard appointment
 - a. Keeper of the Pound
 - i. **P. Craig moved to appoint Gary Shedd as Peacham's Keeper of the Pound. Browne seconded. All in favor. So moved.**
- 20. Approve minutes
 - a. **Browne moved to approve the minutes from April 7, 2021. P. Craig seconded. All in favor. So moved.**
- 21. Review and approve bills
 - a. **Browne moved to approve the three warrants as presented. P. Craig seconded. All in favor. So moved.**
 - i. Browne will sign the warrants in the Town Clerk's Office.
- 22. Review correspondence
 - a. No correspondence present.
- 23. Adjourn
 - a. **Browne moved to adjourn. P. Craig seconded. All in favor. Meeting adjourned at 8:10pm.**

These minutes were approved as written by the Peacham Selectboard at its regular meeting on 5/5/21.

Rebecca Washington, Selectboard Clerk


