

**TOWN OF PEACHAM**  
**MINUTES OF THE SELECTBOARD MEETING**  
Wednesday, September 15, 2021  
UNAPPROVED DRAFT

Selectboard Members: Beatrice Ring, Peter Craig, Richard Browne  
Public: Town Clerk/Treasurer Thomas Galinat, Road Foreman Jeremy Withers, Selectboard Clerk Rebecca Washington, Janie Carle, Dave Stauffer, John Reiss

1. The meeting was called to order by Chair of the Selectboard Beatrice Ring at 6:59pm.
2. Additions to the agenda
  - a. Fall Fondo request
    - i. The Selectboard reviewed a request from Gretchen Boswell for the Kingdom Kreperie food truck to be allowed to park on the tennis court the night before the Fall Fondo.
    - ii. **Browne moved to let Kingdom Kreperie set up the food truck on the tennis court a day early. Craig seconded. All in favor. So moved.**
3. Highway Department update
  - a. The Highway Department's new hire filled out all of his paperwork and started work on Monday.
  - b. The new truck is at Clark's Truck Center. The road crew is getting the old truck ready to trade in.
  - c. The road crew started the grant project on Thaddeus Stevens Road.
4. Peacham Pond plowing and sanding
  - a. The Selectboard reviewed and signed the proposal from Blakely Jenkins to plow and sand Peacham Pond Road and Onion Point Road for the 2021-2022 winter for \$13,000.
5. Schedule the second hearing for the relocation of the intersection of Maple Tree Lane and County Road
  - a. The Selectboard scheduled the on-site hearing for 5:30pm on October 20, 2021. The regular Selectboard meeting will follow at 6:00pm in the Peacham Library.
  - b. Because of the need for a 30-day notice period before the hearing and because of how late in the year it's getting, the project may not be completed this year. Withers will speak with Matt Kempton about the timing.
6. Veterans monument update
  - a. Stauffer explained that Allen Thresher, Peter Craig, and Ron Craig expanded and leveled off the grassy area to the left of the current monument to make room for the new monument being installed in the spring. Thresher did the ground work and P. Craig and R. Craig did the tree work, all for free. Stauffer complimented them on their work.
  - b. The new monument was fully funded by donation, with donations going to Allen Thresher Sr.
  - c. The new monument will cover everything after the Vietnam War and anyone from Peacham who has served can be included on the monument.
7. Budget and status of accounts
  - a. Galinat and the Selectboard reviewed the balance sheet.
    - i. The main checking account is at \$266,070.
    - ii. Discussion ensued on the Cemetery Endowment. The endowment has been growing and the Selectboard may look into using the gains for perpetual care work in the cemetery.
    - iii. Discussion ensued on the Retirement Fund. The Selectboard would like a good idea from VTrans of the current cost of paving.
    - iv. Discussion ensued on the Capital Equipment Fund. The budgeted contributions to the fund have allowed replacement of equipment to be scheduled and the tax rate to remain steady.
  - b. Galinat and the Selectboard reviewed the budget status report.
    - i. The town is three-quarters of the way through the year and is at 52% spending. However, there are still some larger expenditures yet to come in the year, including town insurance, workers comp, and one more truck payment.
    - ii. \$300,000 has been collected in taxes, of the \$2,900,000 needed to be collected. The town avoided borrowing money this year.
    - iii. The town has not yet received its current use payback of \$110,000 from the state.
    - iv. The Selectboard previously approved and budgeted for the purchase of a new roller shelf for the vault in the Town Clerk's Office. Galinat will bring the quote for the new roller shelf to the next Selectboard meeting for approval.
    - v. Transfer Station fees are on point.
    - vi. The town will be under budget on health insurance.
    - vii. Elections were over budget by \$2,149, but the town received \$1,920 from a grant, which helped cover the cost of mailing ballots for the annual meetings.
    - viii. The money budgeted for the Town Hall entrance project hasn't been spent. The Selectboard discussed putting the RFP out soon to get someone scheduled for the spring and discussed including the work that's needed on the ramp in with the entrance project.
    - ix. Galinat recommended that the Selectboard start a conversation with the director of the Peacham Afternoon Learning program to find out where their budget is going to end up at the end of 2021, as well as their expectations for the 2022 budget.

- x. Highway payroll will be under budget due to the time period the town was short a Road Crew member.
  - xi. Equipment: repairs and supplies is over budget by \$9,000. Roughly \$5,000 was spent repairing the four-year old truck that's being traded in and roughly \$5,000 was spent repairing the backhoe. Going forward, the town will only be leasing trucks for three years and the town is currently waiting on the new backhoe to be available.
  - c. One of the Town Auditors is resigning and the longest-serving Auditor is not seeking reelection in March. Galinat would like to make sure procedures are solidly in place before March and discussion ensued on the possibility of hiring outside auditors if there is a lack of residents willing to serve as Town Auditors.
  - d. Discussion ensued on planning for unexpended funds at the end of the year. Galinat will forward to the Selectboard an email he received from Jim Barlow regarding unexpended funds.
  - e. Galinat provided a list of acceptable uses of ARPA money.
    - i. The town has received half of its ARPA money, totaling \$107,016. The other half will be dispersed to the town in 2022. The Selectboard has until the end of 2024 to decide how to spend it and the end of 2026 to spend it. There will be ongoing reporting to the Department of the Treasury.
    - ii. The Selectboard has currently received one request for funds from the Peacham Fire District.
    - iii. Discussion ensued on the possible uses of the funds.
8. Ramp access to the gym
- a. There are some loose boards on the ramp going up to the gym that need to be addressed.
  - b. The Selectboard may add the work on the ramp to the RFP for the Town Hall entrance project.
  - c. The Selectboard agreed that Galinat could contact the person who usually does small projects at Town Hall to repair the boards enough to get through the winter.
9. Upcoming Committee/Commission presentations
- a. Ring explained that it can be frustrating to get active volunteers for all of the town's committees and commissions and that the town may not need them all.
  - b. The Selectboard will ask all of the committees and commissions to come to upcoming Selectboard meetings to make presentations and provide hard and soft copies of annual accomplishments to be posted on the town website.
  - c. Discussion ensued on scheduling the presentations.
10. Personnel Policy update
- a. The Selectboard reviewed the current draft of the Personnel Policy.
  - b. The Code of Conduct was separated out from the Personnel Policy. Town employees will sign both the Code of Conduct and the Personnel Policy and members of town boards will be asked to sign the Code of Conduct.
  - c. The Selectboard will review the current draft further for discussion at the next Selectboard meeting.
  - d. The final copy will be sent to an attorney for review.
11. Approve minutes
- a. **Craig moved to approve the minutes of the September 1, 2021 meeting as presented. Browne seconded. All in favor. So moved.**
12. Review and approve bills
- a. **Browne moved to approve and pay the bills as presented. Craig seconded. All in favor. So moved.**
13. Review correspondence
- a. The Selectboard discussed the possibility of resuming zoom meetings. Vermont is no longer under a state of emergency and Open Meeting Law does not allow for remote-only meetings. Starting with the October 6, 2021 meeting, the Selectboard will start holding hybrid meetings with both physical and remote options.
    - i. Washington will ask the Library Director about any technology the library has for remote meetings.
14. Adjourn
- a. **Browne moved to adjourn. Craig seconded. All in favor. Meeting adjourned at 8:46pm.**