

**Town of Plainfield Select Board Special Meeting**  
**May 9, 2024**  
**149 Main St. 2<sup>nd</sup> floor and Via Zoom**  
**Minutes - Approved**

**Agenda:**

- Changes to Agenda
- Announcements
- Public Comment
- Authorize use of the Plainfield Revolving Loan Fund for a \$4,000 deposit for the generator from Brook Field Service for the Emergency Operations Center at the Town Hall Opera House with the expectation the deposit will be repaid when the grant from the VT Community Foundation comes through
- Approve hiring Paul Costello to facilitate the May 16, 2024 Select Board Special Meeting to be paid for by Vermont Community Foundation
- Discuss FY25 Town Budget
- Executive Session pursuant 1 V.S.A. § 313(a)(3) to discuss the appointment or employment or evaluation of a public officer or employee
- Return from Executive Session/Decisions (if any) in Public Session
- Adjourn

**Present:** Select Board members Jim Volz (Chair), Tim Davis, and Patti Jamele. Also present were Town Clerk/Treasurer Bram Towbin, Town Administrative Assistant Kristin Brosky, resident Charlie Cogbill, Town Grant Administrator Alice Merrill, Town Auditor Dan Fingas, and Eric Blaisdell of the Times Argus.

**Chair Volz called the meeting to order at 5:01 pm, noting that Select Board member Davis had not yet joined the meeting but that there was a quorum with two members in attendance.**

**Changes to Agenda:**

There were no changes to the agenda.

**Announcements:**

Volz announced that on May 16, 2024 at 5:30 PM at the Town Hall Opera House the Select Board will hold an information meeting about the articles that are on the ballot for the May 22, 2024 Town Meeting. He stated the information meeting will be moderated by Paul Costello formerly of the Vermont Council on Rural Development. Alice Merrill stated that there will be a

buffet sponsored by Plainfield Area Community Trust (PACT) at the May 16<sup>th</sup> information meeting. Volz shared that Town Meeting will be held May 22, 2024 at 5:30. Town Clerk Towbin shared that the Town Report was mailed the previous day and should arrive before the meeting on May 16<sup>th</sup>. He further explained that a mistake at the printer caused the report to be printed in reverse order, a mistake that would be corrected at the printer's expense. He stated the Town Report is also available on the Town website and at the Town Clerk's Office.

Public Comment:

Volz opened the floor to public comment. There was no public comment.

Authorize use of the Plainfield Revolving Loan Fund for a \$4,000 deposit for the generator from Brook Field Service for the Emergency Operations Center at the Town Hall Opera House with the expectation the deposit will be repaid when the grant from the VT Community Foundation comes through:

Volz recognized Alice Merrill who stated that she has worked with The Vermont Community Foundation for a grant to fund the generator project at the Town Hall Opera House which will be used to repay the amount borrowed from the Revolving Loan Fund. She stated the funds should be available by the beginning of June 2024. She explained that a deposit must be made to Brook Field service by May 10, 2024. **Volz moved to authorize the Plainfield Revolving Loan Fund to pay a \$4,000 deposit for the generator which will be reimbursed from the Vermont Community Foundation shortly thereafter. The motion carried with Volz and Jamele voting in favor.**

Approve hiring Paul Costello to facilitate the May 16, 2024 Select Board Special Meeting to be paid for by Vermont Community Foundation:

**Volz moved to approve the hiring of Paul Costello to facilitate the May 16<sup>th</sup> Select Board Special Meeting and to be paid by the Vermont Community Foundation. The motion carried with Volz and Jamele voting in favor.**

Discuss FY25 Town Budget:

Towbin stated that former Select Board member Riley Carlson had circulated an email pointing out needed corrections to the proposed FY25 budget. Towbin suggested that the budget be reviewed line by line at Town Meeting. Volz explained that the problem that's arisen is that the line items approved by the Select Board were not reflected in the version of the budget Towbin had been working from and what was printed in the Town Report. Towbin stated that when he took office on March 6, 2024 there was no finalized budget available on the Town Clerk/Treasurer's computer. Volz suggested that a new budget reflecting the correct numbers be produced at an upcoming Select Board meeting which could then be circulated and discussed at the May 16, 2024 information meeting and gone over at the May 22, 2024 Annual Town

Meeting. Towbin stated that the warned number is higher than the corrected number will be. Towbin stated he welcomes feedback and is giving his best effort to address needed corrections.

Volz recognized Merrill asked if the Select Board had signed the contract for Brook Field Service. Volz shared that the contract is for service from Brook Field Service and includes a five-year parts and service warranty and includes the \$4,000 deposit. **Volz moved that the Select Board authorize him to sign the contract. The motion carried with Volz and Jamele voting in favor.**

Executive Session pursuant 1 V.S.A. § 313(a)(3) to discuss the appointment or employment or evaluation of a public officer or employee:

Volz explained that the Select Board would enter executive session to discuss a personnel matter. **Volz moved to enter executive session to discuss a personnel matter. The motion carried with Volz and Jamele voting in favor.** The Select Board entered executive session at 5:17 PM.

Return from Executive Session/Decisions (if any) in Public Session:

The Select Board returned from executive session at 5:48 PM. Select Board member Davis and Town Auditor Dan Fingas had joined the meeting during the executive session. Volz stated that there had been discussion regarding a cash flow problem and the Town's income with Town Clerk/Treasurer Towbin proposing that money from the Plainfield Revolving Loan Fund be transferred to the General Fund to cover expenses in the short-term to be repaid in the future. **Volz moved to authorize money from the Revolving Loan Fund to go into the General Fund to be repaid with receipts coming in in the future.** Towbin added that the Revolving Loan Fund Committee is supportive of the measure, asking that the funds be repaid by winter when the fund is usually needed to help residents with winter problems. **The motion carried unanimously.**

Towbin reiterated that residents will be receiving a flawed copy of the Town Report in the mail shortly with a corrected version to follow.

Adjourn:

**Volz moved to adjourn at 5:51 pm. The motion carried unanimously.**

Minutes respectfully submitted by Kristin Brosky, Plainfield Town Administrative Assistant.