

*Preliminary Minutes*

**Town of Plymouth, Vermont**

**Select Board - Regular Meeting**

**Monday, June 3, 2024 @ 6:00 PM**

**Municipal Building Meeting Room**

<b><u>Board Members Present:</u></b>	Jay Kullman	Rick Kaminski	Keith Cappellini
<b><u>Staff Members Present:</u></b>	Angela Kissell	Elaine Pauley	Natasha Bochkov
<b><u>Others Present:</u></b>	Bruce Pauley Dave Olster	Karen Evans Rebekah (OVTV)	Margo Marrone
<b><u>Zoom Attendees:</u></b>	Kyle Katz	Jessica Louisos	

1. Call to Order and Introduction of Those Present:
  - a. Jay Kullman called the meeting to order at 6:04 pm.
2. Consideration of Any Changes, Additions or Removals to Agenda:
  - a. Jay Kullman said that we were going to add Frank Vetere to #13 to speak about the enforcement of the STR.
3. Approve Meeting Minutes:
  - a. **Jay Kullman made a motion to approve the May 20, 2024 Regular Meeting Minutes. Rick Kaminski seconded the motion. The motion carried.**
  - b. **Jay Kullman made a motion to approve the May 21, 2024 Town Meeting #2 Minutes. Rick Kaminski seconded the motion. The motion carried.**
4. Citizen Comments:
  - a. Bruce Pauley spoke about the wild chervil that is growing on the road sides and wanted to know if the Town was going to get aggressive on mowing it to help keep it from spreading. Jay Kullman explained what chervil is and that Rick was going to be talking with Highway Foreman, Larry Lynds about when it could be mowed.
5. Review and Sign Windsor County Sheriff's Department Law Enforcement Service Contract:
  - a. **Jay made a motion to approve the Windsor County Sheriff's Department Contract which included one change. The annual cost went from \$60,000 to \$68,000. Rick Kaminski seconded the motion. The motion carried.**

6. Resilience Initiative for Vermont Empowerment and Recovery (RIVER) Project:
  - a. Kyle Katz from Two Rivers Ottauquechee and Jessica Louisos from SLR Consulting attended via Zoom. Jessica is a Water Resource Engineer who specializes in river work, flood recovery projects and benefit cost analysis. Both spoke about the program that stemmed from flooding that took place in July of 2023. They're working with Plymouth, Bridgewater and Woodstock to develop a set of projects. Two Rivers Ottauquechee is doing the outreach and SLR will see what projects fall under the criteria. Projects could be a buy-out, elevation of property or flood restoration. A dam bridge replacement might be possible, to make the bridge bigger. You can go to [www.riverprojectsvt.org](http://www.riverprojectsvt.org) to see project ideas along with public meetings we as well as brainstorming. More meeting information to follow in the upcoming months. Submission date is October of 2024; however, looking to extend that to January 2025.
7. Review and Approve M&T Bank Fraud Protection Services:
  - a. Treasurer, Elaine Pauley recommends that we get enhanced fraud protection services on the Town of Plymouths deposit account(s). Payee Positive Pay as well as ACH Monitor Fraud review are the two services. The charge is approximately \$60.00 a month. She explained what the services covered and that we can always make changes to reduce those services in the future, if needed.
8. Select Board to Review/Approve Revised Bidding Policy for Purchasing Good & Services:
  - a. There was a lengthy discussion on the current bidding policy and it was determined that there should be several changes made to the policy. The discussion was tabled until the next meeting when suggestions/changes will be brought to the Board.
9. Act 82 Abatement of Education Property Taxes:
  - a. There was a discussion on the Act 82 Abatement of Education Property Taxes. Board of Abatement Chair, Karen Evans is going to do more research to find out what properties are eligible and get more clarification on the Act.
10. Discussion on Possible Formation of a Volunteer Recreation Department:
  - a. Rick Kaminski said that he was approached by a resident about creating a possible recreation department. Rick Kaminski and Town Clerk, Angela Kissell will work on drafting a job description for a Volunteer Recreation Coordinator. There is no money in the budget at this time so the position will need to be volunteer.
11. Fire Warden Appointment(s):
  - a. Jay Kullman announced that long time Fire Warden, Joseph Rebideau has decided to step down as the Fire Warden. The Select Board thanked Joe for all of his years of service to the community.
  - b. **Jay Kullman made a motion to appoint Jim Allen as the new Fire Warden. Rick Kaminski seconded the motion. The motion carried.**
  - c. **Jay Kullman made a motion to re-appoint Mike Lynds as the Deputy Fire Warden. Rick Kaminski seconded the motion. The motion carried.**

12. Vermont Community Foundation Grants Received:

- a. Jay Kullman listed the following grants that the Town has received from the Vermont Flood Response & Recovery Fund of the Vermont Community Foundation:
  - \$3,000.00 to help towards the Strawberry Festival for Town residents and to promote and recognize emergency services.
  - \$11,985.00 for portable radio equipment and a storage container for improved emergency response.
  - \$21,544.00 to purchase an ATV for improved and expedited access to remove locations during disaster.
- b. It's nice to share when grants are received and not just expenses that we pay.

13. Short Term Rental Enforcement - Update:

- a. Jay Kullman said that there are a number of property owners who have not registered their rental properties after several attempts to reach them. The STR Ordinance has been in effect for three (3) years and the Town has been lenient, but that is over. We will begin assessing penalties at \$100.00 a day and tickets will be issued.
- b. Jay Kullman made a motion to appoint Town Clerk, Angela Kissell as the custodian. Rick Kaminski seconded the motion. The motion carried.
- c. Jay added that Angela will be the main contact with the court system and point person on the phone. Frank Vetere will still be the STR Administrator and Michelle Pingree will be the STR Assistant.
- d. Jay did add that there will be another discussion coming on the possibility for raising the STR fees for non-residents.

14. Other Business:

15. Sign Warrants and Review Mail:

16. Next Select Board Meeting Date:

- a. June 17, 2024 Regular Meeting

17. Possible Executive Session:

- a. Went into Executive Session at 7:40 pm.
- b. Came out of Executive Session on 8:22 pm.

18. Adjourn:

- a. **Motion to adjourn at 8:23 pm.**

Respectfully submitted.

Angela Kissell  
Recording Secretary  
Town Clerk

**Select Board**

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Jay Kullman, Chair

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Rick Kaminski

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Keith Cappellini