

Preliminary Minutes

Town of Plymouth, Vermont

Select Board - Special Meeting

Wednesday, September 11, 2024 @ 3:45 PM

Municipal Building

Board Members Present: Jay Kullman Rick Kaminski Keith Cappellini

Employees Present: Angela Kissell

Others Present: Fran Kissell Dave Olster Jim Allen

1. Call to Order:
 - a. Jay Kullman called the meeting to order at 3:45 pm.
2. Any Additions, Changes or Removals to the Agenda:
 - a. Jay Kullman noted that he would like to add the following to the agenda.
 - b. Listing of Town owned real estate
 - c. Discussion on the Buss property
3. Review and Approve Documents for Fire Department Grant:
 - a. Dave Olster stated that these documents need to be in place for Federal Funding.
4. Discuss and Approve the Towns Non-Discrimination Policy & Discrimination Complaint Process:
 - a. **Jay Kullman made a motion to approve the Policy and Notice of Non-Discrimination document. Keith Cappellini seconded the motion. The motion carried.**
 - b. **Jay Made a motion to approve the Discrimination / Civil Rights Complaint & Reasonable Accommodation Procedure. Rick Kaminski seconded the motion. The motion carried.**
 - c. **Jay Kullman made a motion to approve the additions to the Personnel Policy that included *Equal Opportunity Employer* as well as the *Discriminatory Harassment* section. Keith Cappellini seconded the motion. The motion carried.**
5. Approve Request to Cater Permit(s)
 - a. **Rick Kaminski made a motion to approve Collaborative Stoke, LLC. – DLL Application #47554 – Request to Cater Permit. Jay Kullman seconded the motion. The motion carried.**
 - b. **Rick Kaminski made a motion to approve Pear Ridge Productions LLC – DLL Application #47321 – Request to Cater Permit. Keith Cappellini seconded the motion. The motion carried.**

6. Town Owned Real Estate:

- a. **Rick Kaminski made a motion to appoint Keith Cappellini as the Project Manager to work with a real estate agent and sell Town owned real estate. Jay Kullman seconded the motion. The motion carried.**
- b. Prior to listing real estate with a realtor, Keith Cappellini will draft a letter that can be sent to the abutters to see if they're interested in the property.

7. Buss Real Estate – FEMA Buyout:

- a. Jay Kullman noted that the property located at 4283 Route 100 needs to be tested for lead as well as asbestos. There will be an allowance in the RFP/Bid for this. There will a pre-bid conference and an Addendum to the RFP.

8. Adjourn:

- a. **Jay Kullman made a motion to adjourn the meeting at 3:58 pm. Rick Kaminski seconded the motion. The motion carried.**

Respectfully submitted.

Angela Kissell
Recording Secretary
Town Clerk

Select Board

Jay Kullman, Chair

Rick Kaminski

Keith Cappellini