**Meeting Minutes**

**Poultney Selectboard**

**Monday, April 14, 2025 – 6:30 PM**

**Poultney Town Hall**

**Zoom Recording located here:**

[**https://us02web.zoom.us/rec/share/BJayRx5qkWeQr9URIC2lEpsH623jhy0KyVge25CDpacKnAKUnA1tLYgDwGsR3RcY.nMtZa3s-oCk4cjND**](https://us02web.zoom.us/rec/share/BJayRx5qkWeQr9URIC2lEpsH623jhy0KyVge25CDpacKnAKUnA1tLYgDwGsR3RcY.nMtZa3s-oCk4cjND)

Jeff King called the meeting to order and led those present in reciting the Pledge of Allegiance. Selectmen present included: Jeff King, Sheryl Porrier, Alan-Glen Burnell, Mark Teetor and Valerie Broughton. Others present included Paul A. Donaldson, Joel Roberts, Sarah Pelkey, Carol Bunce, Patty Davenport, Mary Sue Reed, Jonathan Andrews, Peter Kelley, Aaron Kerber, Angelo Nitolli, RC Dayton and Nancy Liberatore. Appearing via Zoom: Janice B. Edwards and Jesse Rose.

**Adoption of the Agenda:** Alan-Glen Burnell made a motion to adopt the Agenda. Sheryl Porrier seconded the motion. Motion passed with all in favor.

**Approval of Minutes:** Valeri Broughton made a motion to approve the minutes of 03-24-25 and 4-2-25 Special Meeting. Mark Teetor seconded the motion. Motion passed with all in favor.

**Road Report:** Joel Roberts reported the following:

-The used Boom Mower Tractor has been delivered.

-The crew had to repair a failed retainment wall on West Lake Road.

-We found a failed culvert on Pond Hill Ranch Road, and upon further inspection we found a total of 5-6 culverts in that section that need to be replaced. Replacing these culverts will delay the planned work on Lewis Road.

-We have some MRGP work to do this construction season.

-Truck 6 had an electrical fire in the wire harness today. It has caused the dump to not work. It is yet to be fully diagnosed.

-Discussion about a hole in Ferncliff Road.

-Discussion about the several culverts that need to be replaced on Route 140, as well as repairs to the shoulder of the road. We hope to do this work in May and will need to close the road for up to 2 weeks. Discussion on whether we will need to provide rubbish service to folks impacted like we did when we did the Finel Brook bridge.

**Community Development:** Sarah Pelkey reported the following:

-May 3 is Green Up Day. She has been assisted from the LSCA and the Rotary in planning. She plans to set up a tent/table on the green in front of the Town Office, and provide hotdogs to the public to as public engagement.

-We asked Senator Welch’s office for $1.5M in Congressionally Directed Spending to assist with the town garage.

-This Thursday our consultant will be starting the assessment of 177 Main Street, and doing modeling for town office space.

-She is working with the Town Clerk’s Office to implement a Communications Policy and Plan in regard to document retention. This is why we have not been using Facebook because there is no retention of the information.

**Town Managers Report:**

-Fire Chief Aaron Kerber provided Activity Reports for January, February and March. They had to cancel their Annual Banquet, and the new date will be May 24 at the American Legion. He invited the board to attend the banquet. On May 9, the department will participate in the Poultney High School’s Spring Fling and will be doing fire extinguisher training to students. They will be doing training on May 6 as part of Community Risk Reduction. This will allow them to demonstrate to the public how to properly install smoke detectors. This week Insurance Adjuster will assess the Fire House and the Village WWTF. These inspections will yield the Insurance Ratings that will be offered to Poultney. Sheryl Porrier thanked the fire department with its assistance with the ice rink this winter at the American Legion.

Discussion about the lead inspections/assessments the Town has been advised about as part of the South Street bridge project. The consensus of the board is to get the soils tested to see what, if anything, has to be mitigated, or disposed of offsite. In the meantime we will try to get estimates of how much money per unit to move offsite.

-The new ZA has started assisting on permits and alleged zoning violations. We still need to get his computer set up and he still needs to be sworn in.

-Paul Donaldson presented liquor licenses for Poultney Pub, Toad’s Burgers, and the new beer store (as well as two tobacco licenses) that will be located at the old Fat Tom’s garage. Mark Teetor made a motion to approve those licenses. Valerie Broughton seconded the motion. Motion passed with all in favor.

-Discussion re: feral cat problems in the Village which will be discussed further at the next board meeting.

-Discussion about the BRIC project with the trestle bridge study. Currently, the project will continue to be funded although federal funding has been pulled for those projects that have not been yet awarded or started.

-The Local Hazard Mitigation Plan has been approved by the State. We should put it on the website.

**Transact any Other Lawful Selectboard Business:** Our rep. on the D&H Rail Trail Counsel has asked to be put on next meeting’s agenda. Also, we need to discuss the East Poultney Cemetery at the next meeting.

**Health Officer:** None.

**Rutland Regional Planning Commission:** Sarah Pelkey reported the following:

-At the last meeting the BUS was discussed. The next meeting is tomorrow.

**Public Comments on matters (limit of 10 minutes total):**

-Patty Davenport inquired about what other sites are being considered for locating the town garage. Paul Donaldson stated that besides the current site, there are two other sites we are assessing. It is early to say what sites they are since we have no formal agreement with those property owners. She also cautioned the board about potentially storing potentially contaminated soils behind the fire house.

-Jonathan Andrews urged the board to consider pushing back on the State with the newer more stringent lead levels as part of the South Street bridge project. Paul Donaldson stated he got the impression the State Engineer had already done this, but will confirm the same.

-Peter Kelley asked what option the board has chosen for the trestle bridge project. Paul Donaldson stated that the consensus had been the new bridge option, which the State had indicated would be their preference, although the State worries about funding. We also need to complete a Cost Benefit Analysis. Paul Donaldson got the impression from a recent conference call that the State may not want to make any changes.

-Mary Sue Reed asked about how the tractor was paid for. Paul Donaldson state we used insurance proceeds from the damage to the old tractor, which exceeded the cost of the new tractor. We also had to pay $2,500.00 to have it delivered. We plan to set the remainder of the insurance proceeds aside for further repairs of the tractor. She asked about the Special Meeting on April 2. Paul Donaldson stated that the meeting was to expand the designated downtown to encompass the entire GMC redevelopment (the old boundary stop just short of the whole developed campus for unknown reasons). Regenerative Land Holdings requested this as they believe it will assist them with the Act 250 process. She asked if we could populate the town’s website with more information. She reminded those present that VLCT is having a webinar soon on open meeting law training which she plans to attend.

-Nancy Liberatore made comments on the feral cat issue.

-Carol Bunce asked if we had clarified HRA questions with the auditor. Paul Donaldson stated the auditor has indicated to us that during tax season she would not be addressing other matters. Carol Bunce reminded those present that on May 3, at 3:30PM the Little League Parade will take place.

**Executive Session:**

At 7:47PM, Alan-Glen Burnell made the following motion: “Pursuant to ONE V.S.A. section 313(a)(1), I make a motion that this board finds that premature general public knowledge would clearly place this board or a person involved at a substantial disadvantage if certain matters related to contracts were discussed outside of an executive session. Sheryl Porrier seconded the motion. Motion passed with all in favor.

Alan-Glen Burnell further made the following motion: “Pursuant to ONE V.S.A. section 313(a)(1)(A), I make a motion to enter into Executive Session to discuss contract matters. Sheryl Porrier seconded the motion. Motion passed with all in favor.

At 8:07PM, Sheryl Porrier made a motion to leave Executive Session. Alan-Glen Burnell seconded the motion. Motion passed with all in favor. No action taken.

**Board Orders:** Mark Teetor made a motion to approve the board orders. Alan-Glen Burnell seconded the motion. Motion passed with all in favor.

**Adjournment:** Alan-Glen Burnell made a motion to adjourn the meeting. Valerie Broughton seconded the motion. Motion carried with all in favor.

s/Paul A. Donaldson