

**Poultney Selectboard
Special Meeting Minutes
Tuesday, July 29, 2025 – 7:00 pm
Poultney Town Hall**

Zoom Recording located here:

https://us02web.zoom.us/rec/share/dBprfb7QC66XX1WOQWdHyhv81je2LAbmoWw4dSZgCBT8VchtLxea7XZP-Z_d7Cb.FuUEj39q6lsWuhTX

Call Meeting to Order / Pledge of Allegiance: Shery Porrier called the meeting to order and led those present in reciting the Pledge of Allegiance. Sheryl Porrier welcomed new board member Jay Morgan. Selectmen present included: Sheryl Porrier, Alan-Glen Burnell, Mark Teetor, Valerie Broughton and Jay Morgan. Others present included Paul A. Donaldson, Sarah Pelkey, Joel Roberts, Carol Bunce, Patty Davenport, Mary Sue Reed, Peter Kelley, Aaron Kerber, RC Dayton and Carol Stierle. Parties appearing via Zoom included Janice B. Edwards, Jesse Rose, K&I Atwood, Keith Williams, NB and Sophia Buckley-Clement.

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

Approval of Minutes: Valerie Broughton made a motion to approve the minutes of 07-14-25. Mark Teetor seconded the motion. Motion passed with all in favor.

Road Report: Joel Roberts reported the following:

- We have an estimate of about \$30,000.00 to pave the areas on Route 140 which had recent road work done. Our own crew will pave the area where the steel plates had been.
- He addressed public concerns about delays in grading and roadside mowing. He stated that the entire crew had been working all day, weekends included to get the roadwork on Route 140 completed. We are now trying to catch up with grading and roadside mowing.

Community Development: Sarah Pelkey reported the following:

- She thanked the board and the Town Manager's Office in supporting her during her recent unexpected family leave.
- The Merger Committee was recently provided with a DRAFT final report from the consultants. It is requested that the committee members submit comments by August 18, 2025, and the final presentation will be on September 8, 2025.
- She is in the process of submitting billing for the MERP projects. She has been working on putting together RFPs, and is trying to figure out the use of the funds allocated to the town garage, and whether we can use it towards other projects or a new structure. Discussion about uses for the site of the current town garage, and funding sources.
- The Society For Outdoor Recreation Professionals will be in Poultney holding meetings and work shops at the Poultney High School on August 18-20. VOREC and VT Adaptive Sports have supported this effort.

Town Managers Report:

-Aaron Kerber handed out the last three months of FD Reports. Poultney FD spent a total of 160 man hours assisting with the forest fire in Fair Haven. He also discussed recent inspections of the FD and the water systems which inspections informs commercial insurance rates for commercial enterprises in the Village. He has requested permission to \$4,851.00 from the equipment replacement fund (currently there is \$379,590.28 in that fund) to purchase a 16 feet long Big Tex trailer to haul the UTV we purchased. This trailer is the same one that the Conine Family Foundation purchased for the FD. Discussion followed. Alan-Glen Burnell made a motion to approve the purchase. Valerie Broughton seconded the motion. Motion carried with all in favor.

-Paul Donaldson provided a copy of the VLCT Selectboard handbook to Jay Morgan as well as other board members. He stated that from time to time VLCT does Selectboard trainings and urged Jay Morgan and the other board members to attend some of these training sessions.

-Paul Donaldson stated that the board needs to adopt an Ethics and Conflicts of Interest Policy. He also stated the board needs to designate who accepts Ethics Complaints, and are also required to participate in training by September 30, 2025. He will send materials to the board members.

-Continuation of feral cat policies. He stated that he has been communicating with Dr. Johnson from the Poultney Vet Office and she has offered to attend a meeting to give her input and experience and ideas as to feral cats.

-Discussion of the ATV Ordinance consideration. Paul Donaldson will contact legal counsel to inquire about whether it is advisable to have an ordinance on a trail basis and how difficult it would be to repeal an ordinance if the board believes it's not a good idea to have such ordinance. Mark Teetor stated if anything it should be limited to gravel roads. There was also much discussion about how to measure the success or failure of such an ordinance.

-The PC has a Food Truck Ordinance ready that it wants to present to the board. Paul Donaldson has requested that Jaime Lee, Chair of the PC, come to a meeting and present it to the board.

-Discussion on whether we should explore enacting a Blighted Property Ordinance, and what are the measures of blighted property. We will take a look at other communities have for their policy on this matter.

-The board at a Special Meeting on August 5, 2025, at 5:00PM to discuss and set the tax rate for this fiscal year. We plan to have NEMRC assist with generating the tax bills on August 8, 2025.

Transact any Other Lawful Selectboard Business: None.

Health Officer: None.

Rutland Regional Planning Commission: The board has been meeting during the summer and continue to work on the Regional Plan update.

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

-Mary Sue Reed asked if a link to State Rules for open burning can be placed on the website. She stated there is a link on the website to the Planning Commission website where one can find the proposed Food Truck Ordinance. She discussed some of the things in the proposal. She pointed out that the amended Dog Ordinance has not yet been placed on the website. She requested we update the website to reflect the current LEMP. She inquired again about long-term yard sales, and what the rules are. She asked the status of Delinquent Tax Collection. Paul Donaldson stated once we get through end of fiscal year matters, we will be moving onto sending that info. To our attorney.

-Carol Bunce pointed out a typo in the last minutes where it was written that Will Construction received the contract for the South Street bridge. Paul Donaldson stated it should be Winn Construction. She also asked if VTRANS will hold a Community Meeting to let the public know how the project is projected to go, timeframes, kinds of temp. bridge, length of project, etc. Paul Donaldson will inquire about this.

Executive Session:

At 8:09PM, 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 and personnel matters were discussed outside of an executive session. Valerie Broughton 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 and personnel matters. Mark Teetor seconded the motion. Motion passed with all in favor. The board entered into Executive Session with Paul Donaldson, and Sarah Pelkey.

At 9:11PM, Alan-Glen Burnell made a motion to leave Executive Session. Mark Teetor seconded the motion. Motion passed with all in favor. No action taken.

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

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

s/Paul A. Donaldson