

**TOWN OF TUNBRIDGE  
SELECTBOARD MEETING**

**Tuesday, May 12th, 2020, 6:00PM  
via Zoom**

**Present: Gary Mullen, Mike McPhetres, John O'Brien, Brenda Field, Jillian Conner, Eli Childs,  
Laura Ginsberg, Rudi Ruddell, Helen O'Donnell, Jola Brock, Anissa Morrison**

**Meeting called to order at 6:04pm**

**Road Update**

Mullen relayed the update from Rodney Hoyt, Road Foreman. The road crew has begun working 10 hour days, 4 days a week. J.L. Smith Excavating will be beginning work on the ditching project on Monarch Hill Rd. It should only take a couple days, weather permitting.

Hoyt asked for two bids from Hook Construction and J.L. Smith to do some stone work on Dickerman Hill. The total cost for J.L. Smith to do the job plus the town's purchase and trucking of stone would be \$25,498. The total cost for Hook to do the job plus the town's purchase and trucking of stone would be \$17,960.

McPhetres made a motion to accept Hook's bid for the job. O'Brien seconded. So moved.

Hoyt asked that the Board vote on which of three graders to purchase. McPhetres made a motion for the Town to purchase a John Deere 672G with a 60 month/4000 hour warranty from Nortrax at a cost of \$272,340.00. O'Brien seconded. So moved.

**ECFiber Representative Appointments**

Conner told the Board that Henry Swayze, representative of Tunbridge to the ECFiber Governing Board, that ECFiber would like to have this year's representatives appointed.

McPhetres made a motion to appoint Henry Swayze, Richard Dybvig and Amy Frost to be representatives to the ECFiber Governing Board. O'Brien seconded. So moved.

**Opening of Mowing Bids**

The Town advertised a request for bids to mow town properties in The Herald for three weeks and on Front Porch Forum. The Board received three bids to open, from Green Mountain Mowing, McKinstry Property Service and Eli's Odd Jobs.

Green Mountain Mowing bid a total of \$100/week, McKinstry Property Service bid a total of \$100/week, Eli's Odd Jobs bid a total of \$82.50/week.

McPhetres made a motion to accept Eli's Odd Jobs bid for the Town's seasonal mowing. O'Brien seconded. So moved.

### **Hazard Mitigation Plan - Laura Ginsberg**

Laura Ginsberg, chair of the Planning Commission (PC), joined the meeting to present the final draft of the Town's renewed Hazard Mitigation Plan that will cover 2020-2025, and explain their procedure and invite questions. The Commission worked with the Two Rivers Ottauquechee Regional Commission. Ginsberg walked the Board through the new plan and asked for questions. The Plan describes the Town's planned response to disasters, prioritizes different types of hazards, mitigation actions, and a number of other things. The Board asked a couple questions, no changes were requested.

The next steps are to fill in dates, send it to the State for review, and then will get returned for the Selectboard's formal approval. It should be ready for formal approval in about 45 days.

### **Town Office Plans**

Conner and Brenda Field, EMD, discussed the town officials plans to retrofit the office and procedures. They plan to hire someone to remove the doors on the immediate left and right of the entrance to the town office from their frames, and build a counter and window in the frame. Windows will be made of either tempered glass or scratch resistant plexi-glass. Further, for the time being, the employees agreed that only two people should be allowed to be in the hallway of the office and masks will need to be worn. The bathroom will remain accessible to the public, the Clerk will continue taking appointments for research in the vault to regulate the number of people in there, and if the Listers absolutely need to meet with someone in person, they will ensure everyone present is wearing a mask, and that everyone maintains a distance of six feet.

The Board was supportive of the plan and asked Conner to contact Mike Howe to ask if he could do the job.

O'Brien made a motion to give the Town Office Employees permission to spend no more than \$1,000 to get these safety procedures and structural changes in place to reopen the Offices as soon as they desire. McPhetres seconded. So moved.

### **Lister Update**

Rudi Ruddell, Helen O'Donnell and Jola Brock, all Listers, joined the meeting to update the Board on their business. Ruddell told the Board that there has been a letter issued from PVR to extend the deadline to lodge the Grand List until August 15th, but the Tunbridge Listers are still aiming to complete by the

original deadline, which is June 4th. They plan to join the meeting on 5/26 to update the Board on whether or not they need to utilize the extension or not.

Ruddell also noted that the grievance process, which will likely be able to begin around July 4th, will look much different this year because of the COVID-19 situation. He also noted that Brock will be leaving her position after June 4th, after which they will begin searching for a replacement.

**Other Business**

Anissa Morrison joined the meeting to offer to install a gate on the town garage side of the river to prevent another landowner from pulling gravel from the river in a manner that is damaging Morrison's land. The Board asked Conner to confirm that the Town does indeed own the piece of land she is referring to.

McPhetres made a motion to accept the orders and warrants. O'Brien seconded.

O'Brien made a motion to approve the minutes, pending a few changes to be made by Conner. McPhetres seconded.

McPhetres motioned to adjourn at 7:32pm. O'Brien seconded. All in favor.

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Gary Mullen

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Michael McPhetres

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John O'Brien