

**RICHMOND SELECTBOARD
REGULAR MEETING
December 18, 2017 MINUTES**

Members Present: Lincoln Bressor; Bard Hill; Steve May (arrived 7:35 pm); David Sander

Absent: Stephen Ackerman

Others Present: Geoffrey Urbanik, Town Manager; Connie Bona, Finance Director; Mary Houle; Ian Bender; Peter Gosselin, Highway Foreman; Michael Mashia; Dillon LaForce; Sgt. Matthew Nadeau; Gerald Levesque, Assistant Fire Chief with Fire Captains Mike Carter and Mark Klonicke; Bob Stafford; Constable Andrew Squires; and Ruth Miller was present to videotape the meeting for MMCTV Channel 15.

Lincoln Bressor called the meeting to order at 7:00 PM.

1. Welcome and Public Comment

Mr. Bressor asked if there were any comments from the public.

Mr. Bressor noted that MMCTV could not present their item this evening.

Mr. Bressor also announced that he would be resigning in January, and this would be his last Selectboard meeting.

2. Items for Discussion with Those Present

HeartSafe Community Award

Dan Batsie of the Vermont Emergency Medical System was present to give an award to Richmond Rescue and the Town of Richmond on the HeartSafe designation. This was due in large part to Richmond Rescue’s efforts to obtain multiple automatic emergency defibrillators and provide training in town. Statistics showed that in most cases, those suffering a cardiac emergency only have a 15% chance of survival. Since Richmond became a HeartSafe Community, our survival rate was 50%. The Town Manager accepted the plaque on behalf of the Town and Richmond Rescue. The Manager thanked Richmond Rescue for their efforts and in particular Taylor Yeates, and also noted the use of one of our AED devices on Chief Buck a couple of months ago, which likely saved his life.

Mike Chiarella, Director of Operations for Richmond Rescue, thanked Mr. Batsie for the award and spoke about the program and the training they provide.

Presentation of Fire Truck Bids

Assistant Fire Chief Jerry Levesque was present with Captains Mike Carter and Mark Klonicke to present the bids on the replacement truck for Engine #3.

Mr. Levesque explained that five bids had been received, from \$342,000; \$356,000; \$380,301; \$393,600; and \$407,500. After reviewing the bids, the department recommended an award to Toyne

1 for \$380,301. Mr. Levesque then explained the differences in the products delivered, and believed that
2 Toyne provided the best fit and match to the bid for the price.

3
4 There was a discussion of the condition of Engine #3 and how much it might sell for. Mr. Levesque
5 said the company believed between \$20,000 and \$30,000.

6
7 Mr. Sander offered a motion to accept the bid from Toyne at \$380,301.56. Mr. Hill seconded the
8 motion and the motion carried 3-0.

9 10 Crosswalks at Jolina Court

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12 The Manager explained that he had received a request from the new Richmond Community Kitchen
13 for a crosswalk at their location. The Manager said that due to the Winter season, one could not be
14 painted but the discussion could still follow. The Manager believe that since Buttermilk was doing
15 construction next door the parking behind the Blue Seal Feeds building had temporarily disappeared
16 and that with longer nights, customers were crossing Bridge Street in the dark.

17
18 The Selectboard discussed the issue. In June the town cooperated with Local Motion and
19 experimented with a crosswalk at the southern corner of Jolina and Bridge Street. It was recognized
20 that after the Buttermilk building was built one could be installed there. Mr. Hill advocated for
21 observing where people were crossing at this time and taking that into consideration. The Manager
22 noted that parking on that side of the street would be available once the new building was complete.

23
24 Mary Houle suggested marking the side of the road, where people cross, with cones to possibly give
25 motorists an idea that someone might be there.

26
27 The Manager noted that they had also asked for parking signs since part of their parking at the front of
28 the building was in the right-of-way. Mr. Hill said that the Selectboard would be hesitant to agree to
29 providing these signs and Highway Foreman Peter Gosselin agreed. Mr. Bressor said that the town
30 wasn't in the business of providing signs for the businesses.

31 32 **3. Other Business**

33 34 FY2019 Budget Discussions

35
36 Mr. Bressor provided an overview of the budget. The Manager had written a memo on some changes
37 and suggested spending reductions, which he reviewed. The top of the list contained operational
38 adjustments that the Department Heads had agreed to, and totaled \$12,500. The remaining \$87,965
39 were reductions in personnel, benefits and capital plans.

40
41 The Manager noted that one item, reducing the hours for the Town Planner to 35, had been discussed
42 with the planner who was willing to agree to the change. This would reduce spending by \$6,058. The
43 board reviewed spending and asked questions of the Department Heads present. Mr. Gosselin spoke
44 about reserves and road maintenance. Sgt. Nadeau spoke about scheduling and replacement of
45 officers that may leave or reduce their schedule. The board initially agreed to all of the \$12,500
46 operational changes at the top of the memo.

47
48 The board agreed to reduce the reappraisal reserve by \$1,000. Mr. Hill noted that the school
49 spending was estimated to go up by 10.5 cents on the tax rate and we must be cognizant of that.

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1 Mr. Sander said he did not want to cut town services due to things beyond the Selectboard's control.

2
3 The board discussed the changes agreed to so far. The spending was \$3,741,628 – a \$201,744 increase
4 over the current year. Taxation was \$79,033 over the current year, or 2.5% - representing a 1.69 cent
5 increase on the tax rate.

6
7 Mr. Bressor said that gets us to the target set after the previous meeting without cutting benefits,
8 salaries or capital plans and important services.

9
10 Mr. Hill agreed and said the board had taken a responsible approach to the budget. Mr. May asked a
11 question about administrative contracts, which was answered by the Town Manager.

12
13 The Town Manager requested that the public hearing on the budget be on January 15th, in time for
14 publication in the annual report. Mr. Hill offered a motion to set the budget hearing for January 15,
15 2018, at 7:30 pm in Town Center and was seconded by Mr. May. The motion carried 4-0.

16
17 Shortly thereafter, The Manager realized that this meeting was on Martin Luther King Day and
18 requested the hearing be moved to the Tuesday following. Mr. May offered a motion to change the
19 hearing date to January 16, 2018 and was seconded by Mr. Hill and the motion carried 4-0.

20 21 Police Building Question for Town Meeting

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23 The Manager explained that following the special December 11th meeting on the site proposals for the
24 police building, the Selectboard questioned whether or not there was support from the public on
25 continuing the current path. The board had requested that the Town Manager develop a question that
26 would gauge the public's interest in continuing, to be voted on at Town Meeting.

27
28 The Manager had developed the following question: **Do the voters of Richmond support continued
29 efforts by the Selectboard to finalize a plan for new building to house the Richmond Police
30 Department, provided that the voters have the opportunity to approve or deny funding before
31 any construction is awarded?**

32
33 The Selectboard discussed the issue, and Mr. Bressor said that he felt that a number needed to be
34 attached to this question – and Mr. Hill agreed, asking what was the value of a benign question.

35
36 Mr. May said that the question needed to be free of bias. Mr. Bressor suggested adding in \$3 million,
37 but Mr. May asked why not make it binding with a bond vote? The board agreed that the community
38 room option was not being considered for the new building. There was additional discussion on
39 whether or not to ask to bond for the project, but ultimately the board felt that there was no project to
40 complete at this time.

41
42 Mr. Bressor suggested amending the stated question in this way:

43
44 **Do the voters of Richmond support continued efforts by the Selectboard to finalize a plan for
45 new building to house the Richmond Police Department at a cost not to exceed Three Million
46 Dollars (\$3,000,000), provided that the voters have the opportunity to approve or deny funding
47 before any construction is awarded?**
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1 The Selectboard agreed that this question should be on the ballot and preferred that it be voted by
2 Australian ballot. The Manager suggested a special meeting to consider that on January 22, 2018 at
3 7:00 pm in the Town Center Meeting Room.

4
5 Mr. May offered a motion to add the following question to the ballot at Town Meeting:

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7 **Do the voters of Richmond support continued efforts by the Selectboard to finalize a plan for**
8 **new building to house the Richmond Police Department at a cost not to exceed Three Million**
9 **Dollars (\$3,000,000), provided that the voters have the opportunity to approve or deny funding**
10 **before any construction is awarded?**

11
12 and call a special meeting of the voters to consider the issue as an Australian Ballot item on January
13 22, 2018 at 7:00 pm in the Town Center Meeting Room. Mr. Sander seconded the motion, and the
14 motion carried 4-0.

15 16 Richmond Rescue Closed Point of Distribution Discussion

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18 Constable Andy Squires, also a member of Richmond Rescue, was present to explain the Closed Point
19 of Distribution and ask if the Selectboard wanted to join the program. Mr. Squires explained that
20 Richmond Rescue was applying to become what's called a Closed Point of Distribution, which during
21 an emergency where distribution of medical treatment was necessary on a large scale, would dispense
22 medical treatment to first responders separate from the general population. Richmond employees
23 could also participate if the town wanted them to.

24
25 The board discussed the issue, and agreed that for town employees, first responders and essential staff
26 as well as the Board of Civil Authority could participate in the program. Mr. May offered a motion to
27 approve participation in the Closed Point of Distribution with Richmond Rescue and was seconded by
28 Mr. Hill and the motion carried 4-0.

29 30 Reports from Selectboard and Town Manager

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32 The Manager noted the police report and spoke about outstanding construction at Cumberland Farms
33 and Jolina Court. With Winter here most other work had stopped.

34
35 The Manager also explained that on the 14th the Planning Commission had held their public hearing on
36 the new Town Plan. During the hearing, members of the Climate Action Committee and the
37 Conservation Commission were disappointed in the energy section and natural and working lands
38 section. They insisted on substantial changes, and the audience did not support moving the plan
39 forward as written. Therefore, the Planning Commission agreed that the plan needed more work, and
40 did not move it forward, but decided to ask for more input on how to revise those two sections. They
41 were looking to possibly the November 2018 elections for an adoption vote.

42 43 Approval of Minutes

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45 Mr. Sander offered a motion to approve the minutes of December 4, 2017 and was seconded by Mr.
46 May. The motion carried 4-0.

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1 Appointment of Jessica Draper as Acting Zoning Administrative Officer

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3 The Manager explained that in the past the Town Planner has served as the Acting Zoning
4 Administrative Officer in the absence of the ZAO. This was a Selectboard appointment, not a Town
5 Manager appointment.

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7 Ms. Hill offered a motion to appoint Jessica Draper as Acting Zoning Administrative Officer in the
8 absence of the Zoning Administrative Officer, and was seconded by Mr. Sander. The motion carried
9 4-0.

10
11 Approval of Warrants

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13 Warrants were reviewed and approved.

14
15 Board members took time to thank Mr. Bressor for his service to the town and wish him well in his
16 future.

17
18 **4. Adjourn**

19 Motion by Sander to adjourn the meeting at 8:30 p.m. Seconded by Mr. May. So voted.