



**Richmond**  
VERMONT

**TOWN OF RICHMOND VERMONT**

**Application Form for Town Commissions, Boards and Committees**  
<https://www.richmondvt.gov/boards-meetings/all-committee-board-members>

*Please submit your application to: Volunteer Search, P.O. Box 285, Richmond, VT 05477, by email to [dwardwell@richmondvt.gov](mailto:dwardwell@richmondvt.gov) or by placing it in the drop box outside the Town Office by*

- April 10, 2024 for most committees, unless another date is specified below
- Water & Sewer Commission applications are due May 31, 2024.
- Development Review Board (DRB) applications are due by May 15, 2024.
- Andrews Community Forest Applications for Conservation Commission Representative and Trails Committee Recommendation are due by March 8, 2024.
- Delinquent Tax Collector applications are due by February 28, 2024 for Selectboard appointment after Town Meeting Day.

Applications will then be reviewed by the respective committees, with the exception of the DRB which will not review applicants prior to appointment by the Selectboard. The Selectboard will make appointments at their May 20, 2024, meeting for terms to begin in June. Selectboard will consider appointments to vacant positions throughout the year.

**Please supply the following information:**

1) Please introduce yourself to the Selectboard by providing a short cover letter detailing your background, training, and experience with the board/commission/committee you are applying for and/or resume.

Name of Applicant: Padraic Monks Date: 1/30/2024

Phone Number: 802 777-1778 Email Address: padraic.monks@gmail.com

Name of Commission/ Board/ Committee and term:  
DRB, 2024

How many years have you served on this Committee? 6 Years

If you serve on another Commission/Board/ Committee, please indicate which one(s):

2) Review the scheduled meeting day/time of the Commission, Board, or Committee along with the length of the term of the position. Will you be able to serve for the term of the position? Yes (circle one)

Richmond Resident: Yes (circle one)

For hard copies or accessibility accommodations please contact:  
Duncan Wardwell at 802-336-2092 or [dwardwell@richmondvt.gov](mailto:dwardwell@richmondvt.gov)

January 30, 2024

Town of Richmond Selectboard

Via email [dwardwell@richmondvt.gov](mailto:dwardwell@richmondvt.gov)

Re: Application for the Development Review Board

Dear Richmond Selectboard,

I am writing to express my interest in continuing to serve on Richmond's Development Review Board (DRB) on which I have served since 2018.

As background, my family and I have lived in Richmond since 2009 and have had the good fortune of raising our two children in this incredible community. I have enjoyed serving on the DRB and have a great deal of respect for my fellow board members, the excellent Town staff supporting the DRB, and the wide range of applicants and engaged public with whom we work. I would welcome the opportunity to continue to serve the DRB and to continue to strive to bring objective, predictable and timely feedback and decisions on the projects we review.

My professional resume is attached. Thank you for considering my application.

Sincerely,

A handwritten signature in black ink that reads "Padraic Monks". The signature is written in a cursive, slightly slanted style.

Padraic Monks

Att: Resume

# Padraic Monks

290 Robbins Mountain Road  
Richmond, VT 05477  
802.777.1778  
padraic.monks@gmail.com

## Education

University of Michigan  
**M.S. Natural Resources**  
Ann Arbor, MI  
Concentration in Resource Policy and Planning

Northeastern University  
**B.A. Anthropology**  
Boston, MA

## Professional Experience

1997-present Vermont Agency of Natural Resources Montpelier, VT

### **Water Infrastructure Finance Program**

#### **Program Manager (2021-Present)**

Implementation of Clean Water and Drinking Water State Revolving Loan Fund Programs  
Oversight of Project Development Staff and Loan Application Processing  
Develop Annual Intended Use Plans; Oversee all required state and federal reporting

### **Stormwater Program**

#### **Environmental Analyst (2001- 2007; Program Manager 2007-20021)**

Manage all components of the Vermont Stormwater Program  
Provide technical and regulatory guidance to regulated community

### **Wetlands Ecologist, Wetlands Program (1997-2001)**

Reviewed projects under Vermont Wetland Rules and Act 250

1995 - 1997 Heindel and Noyes Burlington, VT

#### **Staff Scientist**

Managed projects including contaminated sites, Act 250, and water resources  
Performed soil characterizations, hydrologic investigations, habitat assessment, sampling, and remote mapping

## Re: Reappointments to Andrews Community Forest Committee

Josh Arneson <jarneson@richmondvt.gov>

Wed 4/17/2024 1:34 PM

To: Ian Stokes <istokes@gmavt.net>

Cc: Daniel Schmidt <schmidt.danielpaul@gmail.com>; Wright Preston <prelco@hotmail.com>; Duncan Wardwell <dwardwell@richmondvt.gov>

Ian,

Thanks for the information. I can get this onto the May 6 SB meeting.

A couple questions:

- Were there any other applications for seats on the ACFC?
- This will still leave the seat recommended by the Trails Committee vacant, and that will be the only vacant seat. Correct?

Josh Arneson (he/him)

Town Manager  
Town of Richmond  
P.O. Box 285  
Richmond, VT 05477  
(802) 434-5170

---

**From:** Ian Stokes <istokes@gmavt.net>

**Sent:** Wednesday, April 17, 2024 11:19 AM

**To:** Josh Arneson <jarneson@richmondvt.gov>

**Cc:** Daniel Schmidt <schmidt.danielpaul@gmail.com>; Wright Preston <prelco@hotmail.com>

**Subject:** Reappointments to Andrews Community Forest Committee

Hi Josh,

Could you add the matter of Reappointments to Andrews Community Forest Committee and of approving Co-Chairs to an upcoming meeting of the Selectboard?

There were three vacancy positions as posted: applications were only received from two ACFC members of 2024 expiring seats (held by Daniel Schmidt and Wright Preston).

According to policies, the applications were forwarded to the Trails Committee (RTC) and the Conservation Commission (RCC) for their consideration.

RTC: email from Alison Aiken, March 20th: "The Trails Committee discussed the two applicants for the ACFC, Daniel Schmidt and Wright Preston, at our meeting last night. We only had 5 of our 11 members present so no official vote was taken but all members present supported both candidates for the ACFC."

RCC: Not addressed in the past two meetings of RCC.

ACFC: from posted draft minutes from April 5th: "A motion was made by Brad Elliott, seconded by Julian Portilla and approved unanimously by the ACFC (with Wright abstaining) to recommend to the Selectboard that it reappoint Daniel Schmidt and Wright Preston to the Committee seats they hold. Another motion was made by Melissa Wolaver, seconded by Cecilia Danks and unanimously approved to recommend to the Selectboard that it appoint Daniel Schmidt and Ian Stokes to another term as ACFC co-chairs."

Many thanks,

Ian Stokes

ACFC Co-Chair

CC: Daniel Schmidt, Wright Preston

## motions from the Conservation Commission

Rosovsky, Judy <Judy.Rosovsky@vermont.gov>

Wed 5/15/2024 8:58 AM

To: Josh Arneson <jarneson@richmondvt.gov>; Duncan Wardwell <dwardwell@richmondvt.gov>

Hi Josh and Duncan,

The Richmond Conservation Commission unanimously approved the two following motions at our May 14 2024 meeting.

Motion to recommend approval of the Richmond Land Trust Conservation Reserve Fund request to the Selectboard: The Richmond Conservation Commission recommends that the Selectboard approve up to \$10,000 in Conservation Reserve Funds (CRF) to cover the cost of a Donahue Brook stream course reconstruction engineering assessment, as described in the Richmond Land Trust proposal dated April 26th, 2024. The request fits a number of CRF criteria, as enumerated in the proposal related to providing access to and preserving recreational opportunities, conserving natural resources and supporting working farms. This includes CRF criteria A2, A4-5, B1, 6 and 7 and C2-3. These funds must be expended within 3 years of the date of final approval by the Selectboard, by April 26th 2027.

Motion to support RCC candidates for ACFC committee: The RCC supports Daniel Schmidt's reappointment to the ACFC as the RCC representative. RCC also supports Wright Preston's reappointment to the ACFC, and Brad Elliott's if our endorsement is required for him.

FYI, I noticed that Alison Anand is listed as a regular member of the RCC on the town website but we had recommended that she be an alternate, not a full time member. She has been serving in the capacity of an alternate. Is it possible for that to be corrected on the website?

Thanks,

Judy Rosovsky  
State Entomologist  
163 Admin Drive  
Randolph Center VT 05061  
802-279-2212  
she/her pronouns

Impacted Vermonters can find resources and referrals by visiting <https://Vermont.Gov/Flood>



**Richmond**  
VERMONT

**TOWN OF RICHMOND VERMONT**

**Application Form for Town Commissions, Boards and Committees**  
<https://www.richmondvt.gov/boards-meetings/all-committee-board-members>

Please submit your application to: **Volunteer Search, P.O. Box 285, Richmond, VT 05477, by email to [dwardwell@richmondvt.gov](mailto:dwardwell@richmondvt.gov) or by placing it in the drop box outside the Town Office by**

- April 10, 2024 for most committees, unless another date is specified below
- Water & Sewer Commission applications are due May 31, 2024.
- Development Review Board (DRB) applications are due by May 15, 2024.
- Andrews Community Forest Applications for Conservation Commission Representative and Trails Committee Recommendation are due by March 8, 2024.
- Delinquent Tax Collector applications are due by February 28, 2024 for Selectboard appointment after Town Meeting Day.

Applications will then be reviewed by the respective committees, with the exception of the DRB which will not review applicants prior to appointment by the Selectboard. The Selectboard will make appointments at their May 20, 2024, meeting for terms to begin in June. Selectboard will consider appointments to vacant positions throughout the year.

**Please supply the following information:**

1) Please introduce yourself to the Selectboard by providing a short cover letter detailing your background, training, and experience with the board/commission/committee you are applying for and/or resume.

Name of Applicant: Wright C. Preston Date: 1-29-24

Phone Number: 802-734-9279 Email Address: Prelco@hotmail.com

Name of Commission/ Board/ Committee and term:  
ANDREWS COMMUNITY FOREST COMMITTEE

How many years have you served on this Committee? 01 Years SERVED Since 12/23 up

If you serve on another Commission/Board/ Committee, please indicate which one(s): 00

2) Review the scheduled meeting day/time of the Commission, Board, or Committee along with the length of the term of the position. Will you be able to serve for the term of the position? Y / N (circle one)

Richmond Resident: (Y) / N (circle one)

For hard copies or accessibility accommodations please contact:  
Duncan Wardwell at 802-336-2092 or [dwardwell@richmondvt.gov](mailto:dwardwell@richmondvt.gov)

## Wright Preston

---

**From:** Wright Preston  
**Sent:** Thursday, November 16, 2023 4:31 PM  
**To:** Rosovsky, Judy; Ian Stokes; Jay Furr; Josh Arneson  
**Cc:** Wright Preston  
**Subject:** RE: rejoin ACFC?

Judy: I'll interested in being considered to serve on the ACF Committee provided I'm not competing for the position with Brad. I have a lot of respect for Brad, his work, and most importantly, his friendship.

My background includes:

- Being involved with the Andrews family, RLT, VLT and the town on the ACF acquisition, conservation, the ACF committee for say 20 years,
- I bring a balanced, sort of bureaucratic, fair systems and policy background and mind to my committee work,
- I'm a forest steward with my work as the owner of Prelco's conserved forestland and with my RLT board involvement.

I'm going to retire from banking at some point this year, so I have time.

Other boards I currently serve on:

- Richmond Land Trust
- Vermont Board of Bar Examiners
- Vermont Historical Society

Past boards I've served on:

- ACF Committee
- Chittenden County Upland Conservation Project
- Richmond Selectboard
- Richmond Conservation Commission
- Green Mountain Audubon
- Vermont Council on Rural Development
- Richmond Police Chief Hiring Committees -3
- Town Health Officer

Thank you for considering this application.

Let me know if you need anything from me.

Wright C: 802-734-9279



Wright C. Preston, Senior Vice President  
Commercial Banking  
210 College Street, 2nd. Floor | Burlington, VT 05401  
(802) 871-4484(o) | (802) 862-4035(f)  
nsbvt.com



1/29/24

November 17, 2023

Trails Committee  
Town Of Richmond VT  
203 Bridge St.  
P.O. Box 285 (mailing)  
Richmond, VT 05477

Dear Hannah and Alison,

I am interested in being considered to serve on the ACF Committee again and would like to request that the Trails Committee review my application as a possible candidate to the ACFC as a representative of Trails. Josh Arneson suggested that I do this as the Richmond Conservation Commission had chosen a candidate prior to my application submission. If you do not wish to select me I will pursue the at-large seat but I believe I can be a good representative for the Trails Committee.

My background includes:

- Being involved with the Andrews family, RLT, VLT and the town on the ACF acquisition, conservation, the ACF committee for say 20 years,
- I bring a balanced, sort of bureaucratic, fair systems and policy background and mind to my committee work,
- I'm a forest steward with my work as the owner of Prelco's conserved forestland and with my RLT board involvement.

I'm going to retire from banking at some point this year, so I have time.

Other boards I currently serve on:

- Richmond Land Trust
- Vermont Board of Bar Examiners
- Vermont Historical Society

Past boards I've served on:

- ACF Committee
- Chittenden County Upland Conservation Project
- Richmond Selectboard
- Richmond Conservation Commission
- Green Mountain Audubon
- Vermont Council on Rural Development
- Richmond Police Chief Hiring Committees -3
- Town Health Officer

As you may know I have done a good deal of mowing and other trail maintenance at town properties including the Andrews Community Forest and the Willis Hill area.

Thank you for considering this application and please let me know if you need anything from me. I can be reached at [Wright.Preston@NSBVT.com](mailto:Wright.Preston@NSBVT.com)

Sincerely,

Wright

Wright C. Preston, Senior Vice President  
Commercial Banking  
210 College Street, 2nd. Floor | Burlington, VT 05401  
(802) 871-4484(o) | (802) 862-4035(f)  
nsbvt.com

[View results](#)

Respondent

5 Anonymous

13:48

Time to complete

1. Please type your preferred EMAIL address \*

schmidt.danielpaul@gmail.com

2. FIRST NAME \*

Daniel

3. LAST NAME \*

Schmidt

4. Phone Number \*

8029223560

5. Name of Commission/Board/Committee \*

Andrews Community Forest Committee

6. How many YEARS have you served on this Committee? \*

3

7. If you serve on another Commission/Board/Committee, please indicate which one(s)

Richmond Conservation Commission

8. Review the scheduled meeting day/time of the Commission, Board, or Committee along with the length of the term of the position (<https://www.richmondvt.gov/boards-meetings/all-committee-board-members>). WILL YOU BE ABLE TO SERVE FOR THE TERM OF THE POSITION? \*

Yes

No

9. Are you a RICHMOND RESIDENT? \*

Yes

No

10. If you are applying for a new Term, then please introduce yourself to the Selectboard by providing a short cover letter detailing your background, training, and experience with the board/commission/committee you are applying for and/or resume.

I am happy to be reapplying to the Andrews Community Forest Committee. In my time serving on this board I've had the opportunity to work on important and sometimes thorny issues related to how our community uses and conserves this forest. Questions of how we balance conservation, recreation, public access and wild spaces is one of our most important and it is essential that we do the hard work to get it right.

I've worked as a conservation professional for more than two decades. In Vermont, I've taught ecology classes at CCV, managed education programs at Audubon, oversaw the conservation and farm program at VYCC, and now manage conservation projects for the city of Burlington. Specifically, I have years of expertise developing and implementing management plans. I fully understand the steps needed to implement a plan (which includes public engagement, feedback, and multiple rounds of revisions) and have seen communities become stronger having gone through a thorough process. I'm also skilled in carrying out many of the land management tasks, including running a chainsaw, removing invasives, and building trails. I'm happy to do this work but am also happy to facilitate getting the community involved in the stewardship of our forest.

Thanks for considering my application!

[View results](#)

Respondent

3 Anonymous

04:05

Time to complete

1. Please type your preferred EMAIL address \*

bobgalvin777@gmail.com

2. FIRST NAME \*

Bob

3. LAST NAME \*

Galvin

4. Phone Number \*

267-337-2834

5. Name of Commission/Board/Committee \*

Conservation Commission

6. How many YEARS have you served on this Committee? \*

1

7. If you serve on another Commission/Board/Committee, please indicate which one(s)

8. Review the scheduled meeting day/time of the Commission, Board, or Committee along with the length of the term of the position (<https://www.richmondvt.gov/boards-meetings/all-committee-board-members>). WILL YOU BE ABLE TO SERVE FOR THE TERM OF THE POSITION? \*

Yes

No

9. Are you a RICHMOND RESIDENT? \*

Yes

No

10. If you are applying for a new Term, then please introduce yourself to the Selectboard by providing a short cover letter detailing your background, training, and experience with the board/commission/committee you are applying for and/or resume.

Hi folks! My name is Bob Galvin, and I am seeking reappointment to the Richmond Conservation Commission. I joined the Commission in 2023 as a relatively new resident of Richmond, and have loved my time on the Commission so far. I have a M.S. in biology with several years of conducting biological research on birds, amphibians, fish, reptiles, and more, and am extremely interested in conservation in my personal life. I have truly enjoyed getting to know my fellow Commission members, and look forward to continuing our increasingly-essential work in the coming years. Please let me know if you have any questions or if you would like me to submit a more lengthy letter detailing additional credentials and relevant experience to the work the Conservation Commission does.

Bob

Respondent  
14 Anonymous

29:04  
Time to complete

1. Please type your preferred EMAIL address \*

sam.pratt.vt@gmail.com

2. FIRST NAME \*

William (I prefer Sam)

3. LAST NAME \*

Pratt

4. Phone Number \*

(802) 598-6365

5. Name of Commission/Board/Committee \*

Richmond Conservation Commission

6. How many YEARS have you served on this Committee? \*

0

7. If you serve on another Commission/Board/Committee, please indicate which one(s)

N/A

8. Review the scheduled meeting day/time of the Commission, Board, or Committee along with the length of the term of the position (<https://www.richmondvt.gov/boards-meetings/all-committee-board-members>). WILL YOU BE ABLE TO SERVE FOR THE TERM OF THE POSITION? \*

Yes

No

9. Are you a RICHMOND RESIDENT? \*

Yes

No

10. If you are applying for a new Term, then please introduce yourself to the Selectboard by providing a short cover letter detailing your background, training, and experience with the board/commission/committee you are applying for and/or resume.

Dear Richmond Selectboard,

I am writing to express my interest in serving on the Richmond Conservation Commission. As a Richmond resident of nearly four years, I have developed a deep appreciation for the town's natural beauty and the importance of protecting its vital natural resources.

My background includes a passion for the outdoors and a commitment to environmental stewardship. I regularly attend meetings of the Richmond Conservation Commission and the Andrews Community Forest Committee, where I have gained valuable insights into the key issues and challenges facing our local ecosystems. Through my involvement with these groups and in my personal life, I have developed knowledge in managing invasive species, promoting biodiversity, and sustainable land use practices. I continue to expand my knowledge in how to be a better steward of the land and serve my neighbors (both human and wildlife). I am passionate about the natural communities in Richmond and committed to preserving the wild spaces that make our region so special.

As a Richmond homeowner and outdoor enthusiast, I have a vested interest in ensuring the long-term health and resilience of our town's natural resources. In the past year, the ongoing development of ACF and the 2023 flooding events have proven to me the importance of the RCC as a guiding body in our community. I believe that serving on the Conservation Commission would allow me to contribute my skills and passion to help solve some of the challenges facing our town. I am eager to collaborate with fellow commissioners, town officials, and community members to develop and implement effective conservation strategies and build resiliency in the mounting pressure of climate change.

Thank you for your consideration of my application.

Sam





# Richmond VERMONT

## TOWN OF RICHMOND VERMONT

### Application Form for Town Commissions, Boards and Committees <https://www.richmondvt.gov/boards-meetings/all-committee-board-members>

Please submit your application to: **Volunteer Search, P.O. Box 285, Richmond, VT 05477, by email to [dwardwell@richmondvt.gov](mailto:dwardwell@richmondvt.gov) or by placing it in the drop box outside the Town Office by**

- April 10, 2024 for most committees, unless another date is specified below
- Water & Sewer Commission applications are due May 31, 2024.
- Development Review Board (DRB) applications are due by May 15, 2024.
- Andrews Community Forest Applications for Conservation Commission Representative and Trails Committee Recommendation are due by March 8, 2024.
- Delinquent Tax Collector applications are due by February 28, 2024 for Selectboard appointment after Town Meeting Day.

Applications will then be reviewed by the respective committees, with the exception of the DRB which will not review applicants prior to appointment by the Selectboard. The Selectboard will make appointments at their May 20, 2024, meeting for terms to begin in June. Selectboard will consider appointments to vacant positions throughout the year.

#### Please supply the following information:

1) Please introduce yourself to the Selectboard by providing a short cover letter detailing your background, training, and experience with the board/commission/committee you are applying for and/or resume.

Name of Applicant: Chuck Gilray Date: 3/8/24

Phone Number: 802.434.2419 Email Address: Chuck.Gilray@gmail.com

Name of Commission/ Board/ Committee and term: PAC.

How many years have you served on this Committee? 2 Years

If you serve on another Commission/Board/ Committee, please indicate which one(s):

N/A

2) Review the scheduled meeting day/time of the Commission, Board, or Committee along with the length of the term of the position. Will you be able to serve for the term of the position?  Y / N (circle one)

Richmond Resident:  Y / N (circle one)

For hard copies or accessibility accommodations please contact:  
Duncan Wardwell at 802-336-2092 or [dwardwell@richmondvt.gov](mailto:dwardwell@richmondvt.gov)

[View results](#)

Respondent

16 Anonymous

1296:31

Time to complete

1. Please type your preferred EMAIL address \*

jrankin32@yahoo.com

2. FIRST NAME \*

John

3. LAST NAME \*

Rankin

4. Phone Number \*

802-734-9140

5. Name of Commission/Board/Committee \*

Parking Advisory Committee

6. How many YEARS have you served on this Committee? \*

3

7. If you serve on another Commission/Board/Committee, please indicate which one(s)

8. Review the scheduled meeting day/time of the Commission, Board, or Committee along with the length of the term of the position (<https://www.richmondvt.gov/boards-meetings/all-committee-board-members>). WILL YOU BE ABLE TO SERVE FOR THE TERM OF THE POSITION? \*

Yes

No

9. Are you a RICHMOND RESIDENT? \*

Yes

No



10. If you are applying for a new Term, then please introduce yourself to the Selectboard by providing a short cover letter detailing your background, training, and experience with the board/commission/committee you are applying for and/or resume.

Dear Richmond Selectboard,

I am applying for another two-year term on the Parking Advisory Committee. I was first appointed on January 4, 2021. I am a 26-year resident of the town. As an avid recreationalist, I joined the committee to advocate for access to town's outdoor recreational resources. The committee has made significant progress in the last 3 years addressing recreational parking needs and conflicts.

Accomplishments include establishing new recreational parking areas at Overrocker Park and the Checkered House Bridge. The Selectboard has modified the traffic ordinance to address neighborhood and safety concerns on Cochran and Dugway Roads.

There are still issues that need attention. The committee is evaluating recreational parking needs near Gillette Pond. Access, safety, and neighborhood concerns continue for the Richmond Land Trust Properties on the Winooski and Huntington Rivers. Serving another term will allow me to advise the Selectboard on recreational parking needs and issues as they evolve.

Regards,

John Rankin  
47 Church Street  
Richmond, Vermont

Respondent  
2 Anonymous

03:34  
Time to complete

1. Please type your preferred EMAIL address \*

Mfausel.pc@gmail.com

2. FIRST NAME \*

Mark

3. LAST NAME \*

Fausel

4. Phone Number \*

8023732715

5. Name of Commission/Board/Committee \*

PLANNING COMMISSION

6. How many YEARS have your served on this Committee? \*

14

7. If you serve on another Commission/Board/Committee, please indicate which one(s)

Recreation Committee

8. Review the scheduled meeting day/time of the Commission, Board, or Committee along with the length of the term of the position (<https://www.richmondvt.gov/boards-meetings/all-committee-board-members>). WILL YOU BE ABLE TO SERVE FOR THE TERM OF THE POSITION? \*

Yes

No

9. Are you a RICHMOND RESIDENT? \*

Yes

No

10. If you are applying for a new Term, then please introduce yourself to the Selectboard by providing a short cover letter detailing your background, training, and experience with the board/commission/committee you are applying for and/or resume.

Respondent  
11 Anonymous

01:38  
Time to complete

1. Please type your preferred EMAIL address \*

hannahharrington9@gmail.com

2. FIRST NAME \*

Hannah

3. LAST NAME \*

Harrington

4. Phone Number \*

8023452664

5. Name of Commission/Board/Committee \*

Trail Committee

6. How many YEARS have you served on this Committee? \*

4

7. If you serve on another Commission/Board/Committee, please indicate which one(s)

8. Review the scheduled meeting day/time of the Commission, Board, or Committee along with the length of the term of the position (<https://www.richmondvt.gov/boards-meetings/all-committee-board-members>). WILL YOU BE ABLE TO SERVE FOR THE TERM OF THE POSITION? \*

Yes

No

9. Are you a RICHMOND RESIDENT? \*

Yes

No

10. If you are applying for a new Term, then please introduce yourself to the Selectboard by providing a short cover letter detailing your background, training, and experience with the board/commission/committee you are applying for and/or resume.



**Richmond**  
VERMONT

**TOWN OF RICHMOND VERMONT**

**Application Form for Town Commissions, Boards and Committees**  
<https://www.richmondvt.gov/boards-meetings/all-committee-board-members>

*Please submit your application to: Volunteer Search, P.O. Box 285, Richmond, VT 05477, by email to [dwardwell@richmondvt.gov](mailto:dwardwell@richmondvt.gov) or by placing it in the drop box outside the Town Office by*

- April 10, 2024 for most committees, unless another date is specified below
- Water & Sewer Commission applications are due May 31, 2024.
- Development Review Board (DRB) applications are due by May 15, 2024.
- Andrews Community Forest Applications for Conservation Commission Representative and Trails Committee Recommendation are due by March 8, 2024.
- Delinquent Tax Collector applications are due by February 28, 2024 for Selectboard appointment after Town Meeting Day.

Applications will then be reviewed by the respective committees, with the exception of the DRB which will not review applicants prior to appointment by the Selectboard. The Selectboard will make appointments at their May 20, 2024, meeting for terms to begin in June. Selectboard will consider appointments to vacant positions throughout the year.

**Please supply the following information:**

1) Please introduce yourself to the Selectboard by providing a short cover letter detailing your background, training, and experience with the board/commission/committee you are applying for and/or resume.

Name of Applicant: Jon Kart Date: 2/5/2024

Phone Number: 802-999-7515 Email Address: jonjkart@hotmail.com

Name of Commission/ Board/ Committee and term: Transportation Committee 2024-2025

How many years have you served on this Committee? 5 Years

If you serve on another Commission/Board/ Committee, please indicate which one(s):

Inspector of Lumber, Shingles & Wood; Assistant Town Treasurer

2) Review the scheduled meeting day/time of the Commission, Board, or Committee along with the length of the term of the position. Will you be able to serve for the term of the position? Y / N (circle one)

Richmond Resident: **Y** / N (circle one)

For hard copies or accessibility accommodations please contact:  
Duncan Wardwell at 802-336-2092 or [dwardwell@richmondvt.gov](mailto:dwardwell@richmondvt.gov)

View results

Respondent  
10 Anonymous

46:02  
Time to complete

1. Please type your preferred EMAIL address \*

jessicaclements@gmail.com

2. FIRST NAME \*

Jessica

3. LAST NAME \*

Clements

4. Phone Number \*

802-923-9358

5. Name of Commission/Board/Committee \*

Gardening Committee

6. How many YEARS have you served on this Committee? \*

0

7. If you serve on another Commission/Board/Committee, please indicate which one(s)

None

8. Review the scheduled meeting day/time of the Commission, Board, or Committee along with the length of the term of the position (<https://www.richmondvt.gov/boards-meetings/all-committee-board-members>). WILL YOU BE ABLE TO SERVE FOR THE TERM OF THE POSITION? \*

Yes

No

9. Are you a RICHMOND RESIDENT? \*

Yes

No

10. If you are applying for a new Term, then please introduce yourself to the Selectboard by providing a short cover letter detailing your background, training, and experience with the board/commission/committee you are applying for and/or resume.

Dear Gardening Committee,

My family relocated to Richmond in 2022 from Monrovia, California. I am an intermediate hobbyist gardener with a lot of volunteer experience. I am interested in volunteering my time to invest in my new community and the Richmond Gardening Committee has many interesting projects!

Some relevant training and experience:

- Los Angeles County Master Gardener, 2022, transferred to the Vermont Extension Master Gardener (EMG) Program
- Vermont EMG Program volunteer experience including Burlington city hall garden clean up, moderator and booth volunteer at the 2023 Flower Show, Helpline volunteer, and volunteer at a seed swap at a school in Vergennes.
- 2022 - 2023 Member of the Vermont Garden Network Events Committee, where I helped to plan a seed swap and auction event
- 2021 - 2022 Member of the Monrovia Community Garden Leadership team where I helped to plant community spaces in the garden, guided plot holders, organized and taught workshops, and volunteered at the community garden booth at town farmers markets.
- 2022 Volunteer at Maryknoll Community Garden in Monrovia, California.
- 2023 Vermont Master Naturalist Program Participant, Cambridge, VT
- Thousands of hours of volunteer service to professional organizations related to my day job as a medical radiation physicist. These include the American College of Radiology, American Association of Physicists in Medicine, American Board of Radiology, Conference of Radiation Control Program Directors, and the Health Physics Society. Select committees include Strategic Planning, Board of Directors, and Government and Regulatory Affairs.

I look forward to hearing from you!



[View results](#)

Respondent

8 Anonymous

09:21

Time to complete

1. Please type your preferred EMAIL address \*

andrew@themalleygroup.com

2. FIRST NAME \*

Andrew

3. LAST NAME \*

Mannix

4. Phone Number \*

802-399-6855

5. Name of Commission/Board/Committee \*

Housing Committee

6. How many YEARS have you served on this Committee? \*

I last served in 2020

7. If you serve on another Commission/Board/Committee, please indicate which one(s)

n/a

8. Review the scheduled meeting day/time of the Commission, Board, or Committee along with the length of the term of the position (<https://www.richmondvt.gov/boards-meetings/all-committee-board-members>). WILL YOU BE ABLE TO SERVE FOR THE TERM OF THE POSITION? \*

Yes

No

9. Are you a RICHMOND RESIDENT? \*

Yes

No

10. If you are applying for a new Term, then please introduce yourself to the Selectboard by providing a short cover letter detailing your background, training, and experience with the board/commission/committee you are applying for and/or resume.

I work as a high producing Realtor in Chittenden County at Keller Williams and serve on the Leadership Council within the brokerage. In addition to real estate sales, I own multiple investment properties throughout Chittenden County, operate as a land developer and have an accounting background having previously worked as a CPA in my prior career. I believe my wealth of knowledge and experience within the housing sector will bring real life experiences and feedback to the committee. Housing is a numbers game - both with regards to units available and cost of development. The crisis we are facing is real and we (Richmond, Vermont, and the USA) will not be able to tax ourselves out of this crisis. Population demographics, prohibitive development costs issues by towns and Vermont, land use regulations and lack of qualified builders all contribute to this growing issue and without swift, decisive and thoughtful action, we could be looking at unreal figures when it comes to housing costs in our town.

Did you know - since 2023, the AVERAGE sold price of a home located in Richmond was an astounding \$718,000. In 2019, the average sale price in Richmond was \$347,000. This over 100% explosion in values is not a bubble. It is basic supply and demand economics at play.

Respondent  
12 Anonymous

01:25  
Time to complete

1. Please type your preferred EMAIL address \*

markphall@gmail.com

2. FIRST NAME \*

Mark

3. LAST NAME \*

Hall

4. Phone Number \*

8029991571

5. Name of Commission/Board/Committee \*

Housing Committee

6. How many YEARS have your served on this Committee? \*

4?

7. If you serve on another Commission/Board/Committee, please indicate which one(s)

8. Review the scheduled meeting day/time of the Commission, Board, or Committee along with the length of the term of the position (<https://www.richmondvt.gov/boards-meetings/all-committee-board-members>). WILL YOU BE ABLE TO SERVE FOR THE TERM OF THE POSITION? \*

Yes

No

9. Are you a RICHMOND RESIDENT? \*

Yes

No

10. If you are applying for a new Term, then please introduce yourself to the Selectboard by providing a short cover letter detailing your background, training, and experience with the board/commission/committee you are applying for and/or resume.



Respondent  
1 Anonymous

05:08  
Time to complete

1. Please type your preferred EMAIL address \*

duncanwardwell@gmail.com

2. FIRST NAME \*

Matthew

3. LAST NAME \*

Parisi

4. Phone Number \*

8029220460

5. Name of Commission/Board/Committee \*

Housing Committee

6. How many YEARS have your served on this Committee? \*

N/A

7. If you serve on another Commission/Board/Committee, please indicate which one(s)

N/A

8. Review the scheduled meeting day/time of the Commission, Board, or Committee along with the length of the term of the position (<https://www.richmondvt.gov/boards-meetings/all-committee-board-members>). WILL YOU BE ABLE TO SERVE FOR THE TERM OF THE POSITION? \*

Yes

No

9. Are you a RICHMOND RESIDENT? \*

Yes

No

10. If you are applying for a new Term, then please introduce yourself to the Selectboard by providing a short cover letter detailing your background, training, and experience with the board/commission/committee you are applying for and/or resume.

[View results](#)

Respondent

15 Anonymous

01:29

Time to complete

1. Please type your preferred EMAIL address \*

me@nblanchet.com

2. FIRST NAME \*

Nick

3. LAST NAME \*

Blanchet

4. Phone Number \*

603 903 3262

5. Name of Commission/Board/Committee \*

Housing Committee

6. How many YEARS have you served on this Committee? \*

0

7. If you serve on another Commission/Board/Committee, please indicate which one(s)

Housing Committee

8. Review the scheduled meeting day/time of the Commission, Board, or Committee along with the length of the term of the position (<https://www.richmondvt.gov/boards-meetings/all-committee-board-members>). WILL YOU BE ABLE TO SERVE FOR THE TERM OF THE POSITION? \*

Yes

No

9. Are you a RICHMOND RESIDENT? \*

Yes

No

10. If you are applying for a new Term, then please introduce yourself to the Selectboard by providing a short cover letter detailing your background, training, and experience with the board/commission/committee you are applying for and/or resume.

A bit about myself, I am a 3-year resident of Richmond and have learned to love the area. I am currently a technology executive at a small company that helps businesses organize digital files and extract data from them. I am also pursuing my master's in Computer Engineering at Dartmouth College (remotely). I have three young kids (4, 2x9-months) and my wife works at UVM Medical. I enjoy the outdoors and during my limited free time you'll find me hiking, skiing, and occasionally playing a sloppy round of golf.

I am interested in joining the housing committee to have a direct impact on addressing housing challenges in our community and advocating for forward-thinking housing policies for all residents.

Respondent  
7 Anonymous

04:45  
Time to complete

1. Please type your preferred EMAIL address \*

juliewahlin@gmail.com

2. FIRST NAME \*

Julie

3. LAST NAME \*

Wahlin

4. Phone Number \*

802-324-1044

5. Name of Commission/Board/Committee \*

Parade and Fireworks

6. How many YEARS have your served on this Committee? \*

<1

7. If you serve on another Commission/Board/Committee, please indicate which one(s)

8. Review the scheduled meeting day/time of the Commission, Board, or Committee along with the length of the term of the position (<https://www.richmondvt.gov/boards-meetings/all-committee-board-members>). WILL YOU BE ABLE TO SERVE FOR THE TERM OF THE POSITION? \*

Yes

No

9. Are you a RICHMOND RESIDENT? \*

Yes

No

10. If you are applying for a new Term, then please introduce yourself to the Selectboard by providing a short cover letter detailing your background, training, and experience with the board/commission/committee you are applying for and/or resume.

I am an 11 year resident of Richmond. My neighbor invited me to come to the meetings last year so I went. I was shocked at how few people made 4th of July happen and I wanted to help. I have a background in sales, marketing, and database administration.

Respondent  
6 Anonymous

03:13  
Time to complete

1. Please type your preferred EMAIL address \*

Rebeca.g.roose@gmail.com

2. FIRST NAME \*

Rebecca

3. LAST NAME \*

Roose

4. Phone Number \*

8025783111

5. Name of Commission/Board/Committee \*

4th of July

6. How many YEARS have your served on this Committee? \*

4

7. If you serve on another Commission/Board/Committee, please indicate which one(s)

8. Review the scheduled meeting day/time of the Commission, Board, or Committee along with the length of the term of the position (<https://www.richmondvt.gov/boards-meetings/all-committee-board-members>). WILL YOU BE ABLE TO SERVE FOR THE TERM OF THE POSITION? \*

Yes

No

9. Are you a RICHMOND RESIDENT? \*

Yes

No

10. If you are applying for a new Term, then please introduce yourself to the Selectboard by providing a short cover letter detailing your background, training, and experience with the board/commission/committee you are applying for and/or resume.

Respondent  
4 Anonymous

02:06  
Time to complete

1. Please type your preferred EMAIL address \*

hartsfield3@gmail.com

2. FIRST NAME \*

Stefani

3. LAST NAME \*

Hartsfield

4. Phone Number \*

8023556608

5. Name of Commission/Board/Committee \*

Fourth of July, Parade and Fireworks

6. How many YEARS have your served on this Committee? \*

6

7. If you serve on another Commission/Board/Committee, please indicate which one(s)

8. Review the scheduled meeting day/time of the Commission, Board, or Committee along with the length of the term of the position (<https://www.richmondvt.gov/boards-meetings/all-committee-board-members>). WILL YOU BE ABLE TO SERVE FOR THE TERM OF THE POSITION? \*

Yes

No

9. Are you a RICHMOND RESIDENT? \*

Yes

No

10. If you are applying for a new Term, then please introduce yourself to the Selectboard by providing a short cover letter detailing your background, training, and experience with the board/commission/committee you are applying for and/or resume.

I LOVE that this is a form now!!!! Yea Duncan!!!

2-19-2024

Application for Richmond Parade and fireworks committee

To whom it may concern this is the list of the Current members of the Richmond Parade and Fireworks Committee that wish to be reappointed as committee members, the list is as follows . Susan Glennon – [Stweety49@aol.com](mailto:Stweety49@aol.com) ,Justin Spence -[Justincasevt324@yahoo.com](mailto:Justincasevt324@yahoo.com) ,Ken Nussbaum - [ken@kunssbaum.com](mailto:ken@kunssbaum.com) , Amanda cobb -[lokicobb@gmail.com](mailto:lokicobb@gmail.com) ,Stefani Hartsfield- [Hartsfield@gmail.com](mailto:Hartsfield@gmail.com) ,Chris Jenkins- [Jenkins\\_vinyls@yahoo.com](mailto:Jenkins_vinyls@yahoo.com) ,Rebecca Roose -[Rebecca.G.Roose@gmail.com](mailto:Rebecca.G.Roose@gmail.com) , Julie Wahlin [JulieWahlin@gmail.com](mailto:JulieWahlin@gmail.com) ,Jay Furr – [jfurr@furrs.org](mailto:jfurr@furrs.org) , Donna Niquette – 802-434-3532 , Harland Stockwell – 802-434-3250 . no listed positions excepting for Susan Glennon whom we would like to remain as Chairperson .

## Re: Term Expiring Reminder

Andy Squires <docmcco@gmavt.net>

Sat 3/23/2024 12:39 AM

To:Duncan Wardwell <dwardwell@richmondvt.gov>

Hi Duncan,

Just in case nobody else has applied...

Name of Applicant: \_\_\_\_\_Andy Squires\_\_\_\_\_ Date: \_3/22/24\_\_\_\_\_ Phone Number: \_\_802-363-7152\_\_\_\_\_ Email

Address: \_\_docmcco@gmavt.net\_\_

Name of Commission/ Board/ Committee and term: \_\_Animal Control, 1 yr\_\_\_\_\_

How many years have you served on this Committee? \_\_\_5, or 6?\_\_\_ Years

On Jan 29, 2024, at 09:58, Duncan Wardwell <dwardwell@richmondvt.gov> wrote:

Hi Andy,

This is a reminder that your term is ending soon and you need to apply for another term for the following Boards, Committees, and Commissions

### Animal Control

I previously sent an email (see \*below) that outlines the process if you want to apply for another term. See the same text below.

Keep me posted if you have any questions, comments, or concerns. Thank you for serving the Town of Richmond.

\*Vacancies on Town Boards, Committees, and Commissions

This is the annual reminder about vacancies on Town Boards, Committees and Commissions. I am sending this email to everyone who is currently serving. Please take a few minutes to read the following information and confirm your intent.

-1- Go to <https://www.richmondvt.gov/boards-meetings/vacancies-committees-commissions> to view the current descriptions and vacancies for each of the Committees, Commissions, Boards etc.

-2- If your TERM END is 2024 then you may apply for another TERM or notify me you do not plan on serving another TERM.

\*See shaded list of TERM END 2024 at:

<https://www.richmondvt.gov/fileadmin/files/General/boards-meetings/vacancies-committees-commissions/2024/01/ShadedTerms2024.pdf>

\*APPLY for another TERM? See application instructions below.

\*DO NOT PLAN to SERVE ANOTHER TERM? Please notify me at [dwardwell@richmondvt.gov](mailto:dwardwell@richmondvt.gov) or 802-336-2092.

-3- If your TERM END is 2025 or later than please confirm how long you have served on each committee:

\*Name of Commission/ Board/ Committee and term: \_\_\_\_\_

\*How many years have you served on this Committee? \_\_\_\_\_ Years

\*Confirm Email, First/Last Name, Phone Number, and if you are a Richmond Resident

\*Please notify me at [dwardwell@richmondvt.gov](mailto:dwardwell@richmondvt.gov), 802-336-2092

-4- If you want to apply for another TERM or another Board, Committee, or Commission then use any option below:

\*Print the application (<https://www.richmondvt.gov/fileadmin/files/General/boards-meetings/vacancies-committees-commissions/2024/01/Appointment-Application-Committees.pdf>), fill out, put in an envelope labeled "Volunteer Search" and mail to PO Box 285, Richmond, VT 05477 or place in drop box outside the Town Office before DEADLINE

\*Submit online form before DEADLINE: <https://forms.office.com/r/2ibFxe84v>

### -5- Deadlines & Appointments

Please submit your application to: Volunteer Search, P.O. Box 285, Richmond, VT 05477, by email to [dwardwell@richmondvt.gov](mailto:dwardwell@richmondvt.gov), by placing it in the drop box outside the Town Office, or by submitting online form:

-April 10, 2024 for most committees, unless another date is specified below

-Water & Sewer Commission applications are due May 31, 2024.

-Development Review Board (DRB) applications are due by May 15, 2024.

-Andrews Community Forest Applications for Conservation Commission Representative and Trails Committee Recommendation are due by March 8, 2024.

-Delinquent Tax Collector applications are due by February 28, 2024 for Selectboard appointment after Town Meeting Day.

Applications will then be reviewed by the respective committees, with the exception of the DRB which will not review applicants prior to appointment by the Selectboard. The Selectboard will make appointments at their May 20, 2024, meeting for terms to begin in June. Selectboard will consider appointments to vacant positions throughout the year.

Please keep me posted if you have any questions, comments, or concerns. Thank you for serving the Town of Richmond

Re: Term Expiring Reminder

Jeff Forward <jeff.forward@richmondvt.org>

Wed 1/31/2024 6:39 AM

To: Duncan Wardwell <dwardwell@richmondvt.gov>

You don't often get email from jeff.forward@richmondvt.org. [Learn why this is important](#)

Duncan,

Thanks for the reminder. I will be applying for Town Energy Coordinator and to server on the Town Center Committee if it goes beyond Town Meeting Day.

Of course I will also want to reup for the most coveted position of Weigher of Coal as well. And for this one I will stand on my record of consistently weighing coal for many years. Funny, every time I do it though it comes out too much.

Jeff

Jeff Forward  
Richmond Select Board Member  
jeff.forward@richmondvt.org  
802-735-3026

---

**From:** Duncan Wardwell <dwardwell@richmondvt.gov>

**Sent:** Tuesday, January 30, 2024 8:18 AM

**To:** Jeff Forward <jeff.forward@richmondvt.org>

**Subject:** Term Expiring Reminder

Hi Jeff,

This is a reminder that your term is ending soon and you need to apply for another term for the following Boards, Committees, and Commissions

Energy Coordinator  
Weigher of Coal

I previously sent an email (see \*below) that outlines the process if you want to apply for another term. See the same text below.

Keep me posted if you have any questions, comments, or concerns. Thank you for serving the Town of Richmond.

\*Vacancies on Town Boards, Committees, and Commissions

This is the annual reminder about vacancies on Town Boards, Committees and Commissions. I am sending this email to everyone who is currently serving. Please take a few minutes to read the following information and confirm your intent.

-1- Go to <https://www.richmondvt.gov/boards-meetings/vacancies-committees-commissions> to view the current descriptions and vacancies for each of the Committees, Commissions, Boards etc.

-2- If your TERM END is 2024 then you may apply for another TERM or notify me you do not plan on serving another TERM.

\*See shaded list of TERM END 2024 at:

<https://www.richmondvt.gov/fileadmin/files/General/boards-meetings/vacancies-committees-commissions/2024/01/ShadedTerms2024.pdf>

\*APPLY for another TERM? See application instructions below.

\*DO NOT PLAN to SERVE ANOTHER TERM? Please notify me at [dwardwell@richmondvt.gov](mailto:dwardwell@richmondvt.gov) or 802-336-2092.

-3- If your TERM END is 2025 or later than please confirm how long you have served on each committee:

\*Name of Commission/ Board/ Committee and term: \_\_\_\_\_

\*How many years have you served on this Committee? \_\_\_\_\_ Years

\*Confirm Email, First/Last Name, Phone Number, and if you are a Richmond Resident

\*Please notify me at [dwardwell@richmondvt.gov](mailto:dwardwell@richmondvt.gov), 802-336-2092

-4- If you want to apply for another TERM or another Board, Committee, or Commission then use any option below:

\*Print the application (<https://www.richmondvt.gov/fileadmin/files/General/boards-meetings/vacancies-committees-commissions/2024/01/Appointment-Application-Committees.pdf>), fill out, put in an envelope labeled "Volunteer Search" and mail to PO Box 285, Richmond, VT 05477 or place in drop box outside the Town Office before DEADLINE

\*Submit online form before DEADLINE: <https://forms.office.com/r/2ibFxe84v>

-5- Deadlines & Appointments

Please submit your application to: Volunteer Search, P.O. Box 285, Richmond, VT 05477, by email to [dwardwell@richmondvt.gov](mailto:dwardwell@richmondvt.gov), by placing it in the drop box outside the Town Office, or by submitting online form:

-April 10, 2024 for most committees, unless another date is specified below

-Water & Sewer Commission applications are due May 31, 2024.

-Development Review Board (DRB) applications are due by May 15, 2024.

-Andrews Community Forest Applications for Conservation Commission Representative and Trails Committee Recommendation are due by March 8, 2024.

-Delinquent Tax Collector applications are due by February 28, 2024 for Selectboard appointment after Town Meeting Day.

Applications will then be reviewed by the respective committees, with the exception of the DRB which will not review applicants prior to appointment by the Selectboard. The Selectboard will make appointments at their May 20, 2024, meeting for terms to begin in June. Selectboard will consider appointments to vacant positions throughout the year.

Please keep me posted if you have any questions, comments, or concerns. Thank you for serving the Town of Richmond

Sincerely,

Duncan

Duncan Wardwell (he/him)  
Assistant to the Town Manager  
802-336-2092  
203 Bridge Street  
Richmond, Vermont 05477



Respondent  
9 Anonymous

13:51  
Time to complete

1. Please type your preferred EMAIL address \*

clittlef@gmail.com

2. FIRST NAME \*

Caitlin

3. LAST NAME \*

Littlefield

4. Phone Number \*

9788071494

5. Name of Commission/Board/Committee \*

Tree Warden

6. How many YEARS have your served on this Committee? \*

1

7. If you serve on another Commission/Board/Committee, please indicate which one(s)

not presently (Conservation Commission and Andrews Community Forest in the past)

8. Review the scheduled meeting day/time of the Commission, Board, or Committee along with the length of the term of the position (<https://www.richmondvt.gov/boards-meetings/all-committee-board-members>). WILL YOU BE ABLE TO SERVE FOR THE TERM OF THE POSITION? \*

Yes

No

9. Are you a RICHMOND RESIDENT? \*

Yes

No

10. If you are applying for a new Term, then please introduce yourself to the Selectboard by providing a short cover letter detailing your background, training, and experience with the board/commission/committee you are applying for and/or resume.

February 22, 2024

Dear members of the Selectboard.

I am seeking reappointment as Richmond's Tree Warden. I feel that my professional expertise as well as my track record in protecting Richmond's trees and forests prepare me well for this position. Specifically, I hold advanced degrees in conservation and forest ecology, have conducted fieldwork across the country, currently work as a Senior Scientist at a conservation research group, and am affiliated with the UVM forestry program. I am thus very well acquainted with the myriad issues facing our trees – in forests as well as in more developed settings – related to climatic changes and invasives, pests, and diseases.

Prior to being appointed Tree Warden, I served on Richmond's Conservation Commission from the fall of 2019 through the spring of 2021. In that capacity, I spearheaded Richmond's response to the arrival of the Emerald Ash Borer, which entailed securing approximately \$40,000 (eg from Vermont's Urban and Community Forestry Program and Richmond's Conservation Reserve Fund), coordinating an inventory of Richmond's ash trees, engaging with a tree service provider to manage our ash trees (via treatment, removals, replanting), and conducting extensive outreach (eg designing and sending EAB postcards to every Richmond household). I have also supported the planting of hundreds of trees (and herding of dozens of middle schoolers armed with shovels) in Volunteer Green and have planted over two dozen trees behind my home to restore riparian habitat. In addition, I served on the Andrews Community Forest Committee from early in 2020 through this past summer and am therefore well acquainted with the challenges and opportunities that accompany management of a public natural resource. Now, in my capacity as Tree Warden, I am supporting tree work around the library (e.g., pruning, removals) to remedy moisture and squirrel challenges in the building, to daylight the north side of the building, and to enable access for building restoration and painting equipment (e.g., lifts). I very much look forward to continuing this work and other efforts to steward Richmond's trees.

I am very familiar with the duties and responsibilities of a municipal tree warden as detailed in Vermont's Tree Warden Statutes and guidance. Thank you for your consideration.

Caitlin Littlefield  
clittlef@gmail.com

From: Matt Leonetti <morningdewlandscapingvt@gmail.com>

Sent: Friday, May 17, 2024 6:28 AM

To: Duncan Wardwell <dwardwell@richmondvt.gov>

Subject: Re: Term Expiring Reminder

Morning,

I'd like to continue as the deputy tree warden.. I think that's about all I can handle right now.

Thanks,

Matt

Matt Leonetti

Morning Dew Landscaping & Stonework

802.760.7577



**Richmond**  
VERMONT

**TOWN OF RICHMOND VERMONT**

**Application Form for Town Commissions, Boards and Committees**  
<https://www.richmondvt.gov/boards-meetings/all-committee-board-members>

*Please submit your application to: Volunteer Search, P.O. Box 285, Richmond, VT 05477, by email to [dwardwell@richmondvt.gov](mailto:dwardwell@richmondvt.gov) or by placing it in the drop box outside the Town Office by*

- April 10, 2024 for most committees, unless another date is specified below
- Water & Sewer Commission applications are due May 31, 2024.
- Development Review Board (DRB) applications are due by May 15, 2024.
- Andrews Community Forest Applications for Conservation Commission Representative and Trails Committee Recommendation are due by March 8, 2024.
- Delinquent Tax Collector applications are due by February 28, 2024 for Selectboard appointment after Town Meeting Day.

Applications will then be reviewed by the respective committees, with the exception of the DRB which will not review applicants prior to appointment by the Selectboard. The Selectboard will make appointments at their May 20, 2024, meeting for terms to begin in June. Selectboard will consider appointments to vacant positions throughout the year.

**Please supply the following information:**

1) Please introduce yourself to the Selectboard by providing a short cover letter detailing your background, training, and experience with the board/commission/committee you are applying for and/or resume.

Name of Applicant: Jon Kart Date: 2/5/2024

Phone Number: 802-999-7515 Email Address: jonkart@hotmail.com

Name of Commission/ Board/ Committee and term: Inspector of Lumber, Shingles & Wood 2024-2025

How many years have you served on this Committee? 8 Years

If you serve on another Commission/Board/ Committee, please indicate which one(s):

Transportation Committee 2024-2025; Assistant Town Treasurer

2) Review the scheduled meeting day/time of the Commission, Board, or Committee along with the length of the term of the position. Will you be able to serve for the term of the position? Y / N (circle one)

Richmond Resident: **Y** / N (circle one)

For hard copies or accessibility accommodations please contact:  
Duncan Wardwell at 802-336-2092 or [dwardwell@richmondvt.gov](mailto:dwardwell@richmondvt.gov)

Respondent  
13 Anonymous

01:09  
Time to complete

1. Please type your preferred EMAIL address \*

jfurr@furrs.org

2. FIRST NAME \*

Jay

3. LAST NAME \*

Furr

4. Phone Number \*

802-324-1536

5. Name of Commission/Board/Committee \*

Weigher of Coal

6. How many YEARS have your served on this Committee? \*

8

7. If you serve on another Commission/Board/Committee, please indicate which one(s)

Selectboard  
Water and Sewer Commission

8. Review the scheduled meeting day/time of the Commission, Board, or Committee along with the length of the term of the position (<https://www.richmondvt.gov/boards-meetings/all-committee-board-members>). WILL YOU BE ABLE TO SERVE FOR THE TERM OF THE POSITION? \*

Yes

No

9. Are you a RICHMOND RESIDENT? \*

Yes

No

10. If you are applying for a new Term, then please introduce yourself to the Selectboard by providing a short cover letter detailing your background, training, and experience with the board/commission/committee you are applying for and/or resume.

I have been Weigher of Coal since around 2016. In this span of time I have weighed no coal, but I am poised in readiness to do so should the situation ever arise.

Re: Term Expiring Reminder

Jeff Forward <jeff.forward@richmondvt.org>

Wed 1/31/2024 6:39 AM

To: Duncan Wardwell <dwardwell@richmondvt.gov>

You don't often get email from jeff.forward@richmondvt.org. [Learn why this is important](#)

Duncan,

Thanks for the reminder. I will be applying for Town Energy Coordinator and to server on the Town Center Committee if it goes beyond Town Meeting Day.

Of course I will also want to reup for the most coveted position of Weigher of Coal as well. And for this one I will stand on my record of consistently weighing coal for many years. Funny, every time I do it though it comes out too much.

Jeff

Jeff Forward  
Richmond Select Board Member  
jeff.forward@richmondvt.org  
802-735-3026

---

**From:** Duncan Wardwell <dwardwell@richmondvt.gov>

**Sent:** Tuesday, January 30, 2024 8:18 AM

**To:** Jeff Forward <jeff.forward@richmondvt.org>

**Subject:** Term Expiring Reminder

Hi Jeff,

This is a reminder that your term is ending soon and you need to apply for another term for the following Boards, Committees, and Commissions

Energy Coordinator  
Weigher of Coal

I previously sent an email (see \*below) that outlines the process if you want to apply for another term. See the same text below.

Keep me posted if you have any questions, comments, or concerns. Thank you for serving the Town of Richmond.

\*Vacancies on Town Boards, Committees, and Commissions

This is the annual reminder about vacancies on Town Boards, Committees and Commissions. I am sending this email to everyone who is currently serving. Please take a few minutes to read the following information and confirm your intent.

-1- Go to <https://www.richmondvt.gov/boards-meetings/vacancies-committees-commissions> to view the current descriptions and vacancies for each of the Committees, Commissions, Boards etc.

-2- If your TERM END is 2024 then you may apply for another TERM or notify me you do not plan on serving another TERM.

\*See shaded list of TERM END 2024 at:

<https://www.richmondvt.gov/fileadmin/files/General/boards-meetings/vacancies-committees-commissions/2024/01/ShadedTerms2024.pdf>

\*APPLY for another TERM? See application instructions below.

\*DO NOT PLAN to SERVE ANOTHER TERM? Please notify me at [dwardwell@richmondvt.gov](mailto:dwardwell@richmondvt.gov) or 802-336-2092.

-3- If your TERM END is 2025 or later than please confirm how long you have served on each committee:

\*Name of Commission/ Board/ Committee and term: \_\_\_\_\_

\*How many years have you served on this Committee? \_\_\_\_\_ Years

\*Confirm Email, First/Last Name, Phone Number, and if you are a Richmond Resident

\*Please notify me at [dwardwell@richmondvt.gov](mailto:dwardwell@richmondvt.gov), 802-336-2092

-4- If you want to apply for another TERM or another Board, Committee, or Commission then use any option below:

\*Print the application (<https://www.richmondvt.gov/fileadmin/files/General/boards-meetings/vacancies-committees-commissions/2024/01/Appointment-Application-Committees.pdf>), fill out, put in an envelope labeled "Volunteer Search" and mail to PO Box 285, Richmond, VT 05477 or place in drop box outside the Town Office before DEADLINE

\*Submit online form before DEADLINE: <https://forms.office.com/r/2ibFxe84v>

-5- Deadlines & Appointments

Please submit your application to: Volunteer Search, P.O. Box 285, Richmond, VT 05477, by email to [dwardwell@richmondvt.gov](mailto:dwardwell@richmondvt.gov), by placing it in the drop box outside the Town Office, or by submitting online form:

-April 10, 2024 for most committees, unless another date is specified below

-Water & Sewer Commission applications are due May 31, 2024.

-Development Review Board (DRB) applications are due by May 15, 2024.

-Andrews Community Forest Applications for Conservation Commission Representative and Trails Committee Recommendation are due by March 8, 2024.

-Delinquent Tax Collector applications are due by February 28, 2024 for Selectboard appointment after Town Meeting Day.

Applications will then be reviewed by the respective committees, with the exception of the DRB which will not review applicants prior to appointment by the Selectboard. The Selectboard will make appointments at their May 20, 2024, meeting for terms to begin in June. Selectboard will consider appointments to vacant positions throughout the year.

Please keep me posted if you have any questions, comments, or concerns. Thank you for serving the Town of Richmond

Sincerely,

Duncan

Duncan Wardwell (he/him)  
Assistant to the Town Manager  
802-336-2092  
203 Bridge Street  
Richmond, Vermont 05477

Amy Wardwell  
2944 Cochran Road  
Richmond, VT 05477

April 7, 2024

Dear Selectboard Members:

I am writing to indicate my interest in continuing to serve as a member of the Richmond Rescue Board of Directors. Over the last two years in this position I have gained a better understanding of the work that goes on behind the scenes at the Richmond Rescue even though I am not a volunteer responding to calls. Instead, I have been able to provide a valuable community perspective to this group as we examine issues that impact the finances, services and staffing of Richmond Rescue. I have been able to pose questions and make observations that help our decision-making process in regards to various issues. I have developed a good understanding of the successes the organization seeks to build on and the challenges they face as the need for emergency response grows in our county.

As someone whose family has directly benefited from the work of the Richmond Rescue, I have a dedicated interest in ensuring that this organization can continue to provide an outstanding level of care and expertise to our community. The knowledge I have gained about how this valuable community resource operates will help me to communicate their needs to our local government and other organizations as the need arises. Their ability to provide emergency medical care across the range of environments from Baker Street to our backcountry is a tremendous asset for our town and must continue to be nurtured.

I am happy to speak to you at any time regarding my qualifications and interests. Please don't hesitate to call me (802) 578-4840 or to email me at [amywardwell74@gmail.com](mailto:amywardwell74@gmail.com) with any questions you might have. Thank you for this continued opportunity!

Sincerely,  
Amy R. Wardwell



**Richmond**  
VERMONT

**TOWN OF RICHMOND VERMONT**

**Application Form for Town Commissions, Boards and Committees**  
<https://www.richmondvt.gov/boards-meetings/all-committee-board-members>

*Please submit your application to: Volunteer Search, P.O. Box 285, Richmond, VT 05477, by email to [dwardwell@richmondvt.gov](mailto:dwardwell@richmondvt.gov) or by placing it in the drop box outside the Town Office by*

- April 10, 2024 for most committees, unless another date is specified below
- Water & Sewer Commission applications are due May 31, 2024.
- Development Review Board (DRB) applications are due by May 15, 2024.
- Andrews Community Forest Applications for Conservation Commission Representative and Trails Committee Recommendation are due by March 8, 2024.
- Delinquent Tax Collector applications are due by February 28, 2024 for Selectboard appointment after Town Meeting Day.

Applications will then be reviewed by the respective committees, with the exception of the DRB which will not review applicants prior to appointment by the Selectboard. The Selectboard will make appointments at their May 20, 2024, meeting for terms to begin in June. Selectboard will consider appointments to vacant positions throughout the year.

**Please supply the following information:**

1) Please introduce yourself to the Selectboard by providing a short cover letter detailing your background, training, and experience with the board/commission/committee you are applying for and/or resume.

Name of Applicant: Bard Hill Date: 1.31.2024

Phone Number: 802.556.1653 Email Address: bardrhill@gmail.com

Name of Commission/ Board/ Committee and term:  
Chittenden County Regional Planning Commission

town rep since 2016; exec committe since 2020  
How many years have you served on this Committee? 7 years Years

If you serve on another Commission/Board/ Committee, please indicate which one(s):  
Water Sewer Commission (2013); Selectboard (2014)

---

2) Review the scheduled meeting day/time of the Commission, Board, or Committee along with the length of the term of the position. Will you be able to serve for the term of the position?  Y / N (circle one)

Richmond Resident  Y / N (circle one)

For hard copies or accessibility accommodations please contact:  
Duncan Wardwell at 802-336-2092 or [dwardwell@richmondvt.gov](mailto:dwardwell@richmondvt.gov)