1	Town of Richmond
2	Selectboard Meeting
3	Minutes of April 1, 2024
4	Windles of April 1, 2024
5	Members Present: Adam Wood, Bard Hill, David Sander, Jay Furr, Lisa Miller
7 8	Absent: None
9	Staff Present: Josh Arneson, Town Manager; Duncan Wardwell, Assistant to the Town Manager;
10 11	Connie Bona, Finance Director; Keith Oborne, Town Planner; Peter Gosselin, Highway Foreman
12	Others Present: Meeting was recorded by MMCTV, Amy Wardwell, Andrew Bessette, Becky, Breck
13	Knauft, Cathleen Gent, Christopher Cole, Connie van Eeghen, Denise Barnard, Erin Wagg, Ian Bender,
14 15	John Linn, Jon, Jon Kart, June Heston, Kendra Ziskie, Lisa Kory, Marcy Harding, Mary Houle, Michael Storrs, Sarah Reeves, Sheri Lynn, Tess Storrs, Velma, Virginia Clarke
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17 18	MMCTV Video: https://youtu.be/6LErl4BJP0E?si=ALub7EbHh6BKPNe5
19	Call to Order: 7:00 pm
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21	Welcome by: Sander
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23	Public Comment:
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25	Houle stated that she talked with Pete Gosselin about electric trucks and each truck would
26	require two batteries each 8000 pounds and our roads cannot sustain this kind of weight.
27	Houle reviewed that solar panels in Texas were damaged by hail. Houle stated that
28	VYCC hasn't paid the town of Richmond a dime in 7-8 years. Houle stated that since the
29	bond issue did not pass, building maintenance needs to be reexamined. Houle stated that
30	a new Town Center should be designed by the people that are going to use the structure.
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32	Additions or Deletions to Agenda:
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34	Hill mentioned that the Selectboard received a note about the Fire Department event on
35	April 27 th . Hill suggested discussing the stacks of creosote railroad ties that are seen in
36	various places and some States, Town, and municipalities have compelled railroads to
37	take them away and dispose of them properly. Sander stated that a few years ago, they
38	did do a lot of right of way improvements and right before Hurricane Irene 2011, they
39	went to welded rail as part of the recovery. Cole suggested sustained pressure from a
40	municipality and having articles written in the press.
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42	Items for Presentation or Discussion with those present
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44	Consideration of approval of the Chittenden Solid Waste District FY25 Budget
45	Timestamp: 0:08
46	https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/03/3a1_Richmo
47	nd_FY_25.pdf
48	https://www.niahmandut.gov/filosdaria/filos/Galasthaand/A/tim/2004/02/2-2 CCVVD
49	https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/03/3a2_CSWD_
50	- FY 25_Proposed_Budget.pdf

People who participated in discussion: Sander, Reeves, Miller, Wood

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Reeves stated that she is the Executive Director for CSWD and will present our FY25 budgets for consideration of approval. Reeves summarized that none of the revenue that they receive comes from any income tax, sales tax, or local property taxes nor do we assess a municipal per capita fee. Reeves summarized the material generated within Chittenden County that is considered solid waste, recycling, food scraps, construction, demolition debris, general rubbish, and special materials like batteries and things that increased by 4,500 tons. Reeves stated the amount diverted from landfill disposal also increased by about 4000 tons. Reeves stated that we want to help folks learn ways to not generate as much waste.

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Reeves reviewed the income stream just under a total \$16 million. Reeves reviewed the bulk of expenses go to the materials management or the fees we pay haulers to move material. Reeves summarized the bottom-line deficit of just under \$300,000 so they will need to draw down slightly from our Reserves.

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Reeves stated that the big change this year is to the Solid Waste Management fee that is charged to haulers when they bring in generated trash for disposal. Reeves reviewed that the board just adopted an ordinance change to increase to \$30 a ton. Reeves stated that the impact per household is under 30 cents a month. Reeves summarized the need for this increase is to help fund the closed landfill reserve. Reeves summarized that they will be increasing Tip Fees or the user fee to \$90 per ton. Reeves stated that there is no Tip Fee increase for organics recycling facility. Reeves stated that there are no increases to bag prices at Drop Off Centers. Reeves summarized the Capital Projects and Fund Equity.

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Reeves summarized that a lot of the contaminants are things like milk cartons and other cafeteria loads. Reeves reviewed the haulers might remind their customer about not putting garbage in with your food scraps.

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Wood moved to approve the Chittenden Solid Waste District FY25 Budget. Miller seconded.

85 86 Roll Call Vote: Furr, Hill, Miller, Sander, Wood in favor. Motion approved.

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Presentation of Thompson Rd., Huntington Rd., Bridge St., and Cochran Rd. intersection preferred alternatives and consideration of approval of a preferred design

Timestamp: 0:22

91 https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/03/3b1 RTC T 92

HBC Intersection Alternatives Presentation 4-2024.pdf

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94 https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/03/3b2_THBC_I 95 ntersection Pros Cons Revised 3-26-2024.pdf

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97 People who participated in discussion: Sander, Cole, Kart, Furr, Miller, Barnard, 98 Gosselin, Hill

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Cole presented the Richmond Transportation Committee project of the intersection to

improve it for pedestrians, bicyclists, and motorists. Cole summarized they have selected two of their designs to bring forward to the Selectboard. Cole stated that a Roundabout is the preferred option but too costly. Cole presented a Four-Way Stop which includes a sidewalk from Thompson Rd to the Round Church complex. Cole presented a Mountable Island with four sidewalks segments.

Cole presented the Cost Estimates of a Four-Way Stop at \$100,000 and a Mountable Island at \$72,700 Base Costs and additional items.

Cole stated that Transportation Committee is recommending that the Selectboard should consider a public meeting before selecting a preferred alternative. Cole reviewed they can have discussions about appropriate grant programs. Kart reviewed that the engineers thought that the no change alternative was too dangerous. Cole summarized that this is a VTrans high crash location and how it is difficult for drivers who are not locals.

Cole confirmed that a Mountable Island allows the back end of the trailer to go over the island so it's a safe way for these large vehicles to go through intersections that are constrained to slow down traffic. Cole summarized two things to slow down traffic is to have a speed table with warning signs or to have raised sidewalk so the drivers can see them better. Barnard suggested antique-looking lights to stay with the aesthetics of the Round Church. Kart confirmed that the two large trees on the border of Cochran Rd would not have to change. Gosselin confirmed that depending on the height of the mountable curb, they can fly plow right over it. Gosselin suggested putting in illuminated pedestrian crossings and ADA plates to get us in compliance. Gosselin stated

illuminated pedestrian crossings and ADA plates to get us in compliance. Gosselin stated his concern with a Four-Way Stop congestion with school traffic on a regular day and the

Highway trucks will wait to get enough clearance turning left off Thompson Rd.

- Furr moved to schedule a Selectboard agenda item for two meetings from tonight to solicit public input and to decide whether to vote on the intersection alternatives. Hill seconded.
- 130 seconded.131 Roll Call Vote follows discussion.

Cole reviewed the two options were the recommendations from the consultants on the cost sheet with the base costs along with all the items added to the project like the additional sidewalk for the island option and the lighted pedestrian flashing beacons for the crosswalks. Kart suggested that someone from CCRPC could speak to the number of lighted crosswalks on a stretch of road within State law.

139 Roll Call Vote: Furr, Hill, Miller, Sander, Wood in favor. Motion approved.

141 Public hearing on FY25 Capital Plan

142 Timestamp: 0:54

143 https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/03/3c_FY25_C
 144 APITAL PLAN FINAL 03-27-24.pdf

146 People who participated in discussion: Sander, Furr, Miller, Arneson, Bona

- 148 Furr moved to open the public hearing to consider adoption of the FY25 Capital Plan.
- 149 Miller seconded.
- 150 Roll Call Vote: Furr, Hill, Miller, Sander, Wood in favor. Motion approved.

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- Arneson reviewed that the Capital Plan is constructed as a tool to help plan for purchases
- of capital equipment, buildings, and infrastructure. Arneson stated that starting in FY23
- and to FY 25 budget unassigned funds, restricted funds, reserve funds and money raised
- from taxes are planned to pay for capital equipment without taking loans. Bona reviewed
- the spreadsheet shows how much is needed to raise in taxes trying to keep it at a steady
- 157 number.

- 159 Miller moved to close the public hearing to consider adoption of the FY25 Capital Plan.
- 160 Wood seconded.
- 161 Roll Call Vote: Furr, Hill, Miller, Sander, Wood in favor. Motion approved.

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- 163 Furr moved to adopt the FY25 Capital Plan. Miller seconded.
- 164 Roll Call Vote: Furr, Hill, Miller, Sander, Wood in favor. Motion approved.

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Consideration of writing a letter of support for Vermont Youth Conservation

- 167 Corps' Congressionally Directed Spending request
- 168 Timestamp: 0:59
- https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/03/3d_Email_fr
- om_VYCC_on_letter_of_support_request.pdf

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172 People who participated in discussion: Sander, Knauft, Hill, Furr, Barnard

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- 174 Knauft presented as the Executive Director of Vermont Youth Conservation Corps in
- 175 Richmond for an application preparing for Senator Welch's Congressionally directed
- spending request to increase housing on the campus. Knauft summarized that a letter of
- support is not the same as the Selectboard giving VYCC permission to start construction.
- Knauft stated that housing really emerged as a need for staff, leaders, members. Knauft
- 179 reviewed the campus reimagination projects and participants. Knauft confirmed that they
- 180 would build a new septic system and type of permit for the wells. Knauft stated that he
- did not see any radical increases in traffic but would have to get some projections.
- Hill observed this would be supporting a concept versus a plan.

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- 184 Furr moved to approve a letter of support from the Selectboard for the Vermont Youth
- 185 Conservation Corps' Congressionally Directed Spending request, and to appoint
- 186 Selectboard Member Jay Furr to work with the Town Manager on the final draft of the
- 187 *letter. Hill seconded.*
- 188 Roll Call Vote: Furr, Hill, Miller, Sander, Wood in favor. Motion approved.

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Review of the Highway Department's summer work plan

- 191 Timestamp: 1:12
- https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/03/3e PROPO
- 193 <u>HIGHWAY_DEPARTMENT_SUMMER_2024_WORK_PLAN.pdf</u>

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195 People who participated in discussion: Sander, Gosselin, Hill, Barnard, Wood

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- 197 Gosselin provided an overview of the toughest summer work plans he has every put
- 198 together. Gosselin reviewed how they lost four months working on flood related
- damages and secured an additional stormwater project on Tilden Ave.

Gosselin stated the they are trying to fit in this year's work a grant for the upper portion of Snipe Island Rd deadline of September 30.

Gosselin reviewed the <u>Proposed Highway Department Summer 2024 Work Plan.</u>
Gosselin stated that's the best the Highway Department has to try to utilize the FY24 funds.

Gosselin summarized that a bid or contract for Tilden Ave would be ready in April. Gosselin summarized there's a water service crossing, a sewer service crossing and a natural gas crossing, that intersect this storm water pipe. Gosselin stated that t's like a five-day project, most local contractors can absorb these kind of projects.

Gosselin reviewed that the guardrail expenses are submitted to the insurance company after they do the repair which are on the horizon to be done on Jonesville Estates and Southview.

Gosselin confirmed that if they contract out the entire East Main project, the numbers were ~\$300,000.

Discussion of next steps for the Town Center and Library Buildings Committee

221 Timestamp: 1:27

https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/03/3f_Town_Ce nter Next Steps - Laurie.pdf

People who participated in discussion: Sander, Arneson, Hill, Miller, Furr, StorrsM, Wood, Bessette

Sander suggested the next step is exploring grant possibilities and ferreting out various costs. Hill stated they should call the question to confirm if it's this building. Hill asked how you stretch it out over time, but it is clear it makes the most sense to do it all at once but we need to get a lot of money. Hill suggested that the Committee would contemplate staging different parts and sequence it while also pursuing funding. Hill stated that typical funding is more targeted for communities that can't afford that tax base and Richmond slowly climbed up over the years. Miller suggested that they spread the money out with some things that can't be done if they're seasonal or with documents in the building.

Sander reviewed that they have put a new roof on the main building, a new HVAC system in the Post Office, replaced the boilers with natural gas, repaved the parking lot, upgraded the wiring and the lighting. Miller stated that the water into the basement could be fixed, the Post Office roof needs work.

Furr stated that a lot of people don't make much money so that helps to understand why the vote went down. Furr stated that he does not know where they would put a new building and if so, what would be done with the old building.

Storrs stated that they could do a much better job of communicating as he had no idea until there was going to be a vote on it. Storrs stated that if those questions had been foreseen and answered he might have voted a different way.

- 251 Hill reviewed how to find Laurie Dana's Memo of March 20 on the website. Wood
- agreed that it was a comprehensive synopsis of everything and addressed every issue with
- 253 the building, the process, and points moving forward. Hill stated that they could consider
- 254 the proposal that Laurie rather cogently described in her memo or something else.
- 255 Bessette stated that everybody misunderstood \$2 million was added to compensate for
- inflation and it costs you more rebuild the building after you tear it all apart.

Sander suggested bringing this back in two weeks to take some direction.

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Review of commitments for American Rescue Plan Act (ARPA) funds

260 **Review of commi** 261 Timestamp: 1:45

- 262 https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/03/3g_ARPA_C
- 263 ommittments as of 3-25-24.pdf

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265 People who participated in discussion: Sander, Arneson, Hill

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- Arneson reviewed the spreadsheet with Selectboard commitments and the total amount Under Contract or Spent. Arneson stated that talking with VLCT there might be a way to
- transfer into the General Fund because there's no procurement policy on payroll if
- claimed as lost revenue. Arneson stated that he could not speak in-depth tonight about it
- as needed to do more research.

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- Consideration of setting a date for a recreation summit
- 274 Timestamp: 1:52

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276 People who participated in discussion: Sander, Arneson, Barnard

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- Arneson reviewed the request to get a number of key players in the recreation community
- together to have a conversation and May 13th looked like a date that people would attend.
- Barnard stated they need to be a little more creative and asked if it is possible to build-up on where the Bandshell is now. Barnard suggested having a FEMA Rep in the room to
- 282 on where the Bandshell is now. Barnard suggested having a FEMA Rep in the room to answer if they can do certain things. Arneson confirmed that he would send out another
- 283 email if May 13th from 6-9 pm worked.

284 285

- Follow up on process for preserving Browns Ct. for recreation
- 286 Timestamp: 1:56

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288 People who participated in discussion: Sander, Arneson, Hill, Barnard, Furr, Wood

- 290 Arneson reviewed that he reached out to the Vermont Land Trust and it is a little too
- small outside of their general scope and the Richmond Land Trust will bring it back to
- the full board. Arneson stated that the easement could be just for the commercial
- residential development rights, the Town could retain recreational development rights.
- 294 Hill stated that 30-years ago wit would be hard to predict pickleball. Hill reviewed that
- 295 the issue isn't if it is baseball or softball but focus on what we don't want which is
- commercial and residential development. Hill contemplated a clause where it is an
- easement, but it could be re-voted on by the Town at some point. Furr reviewed the suggested easement of 20 years is too short where 50 or 100 would be better. Hill
- suggested that someone volunteers to meet with Josh and attorney to come up with

draft easement language. Hill stated that he does not think they need to go beyond the
Richmond Baseball Association. Barnard suggested presenting the survey that Haggerty
did. Wood stated that legally having a surveyor or attorney do it is required. Hill stated
that he was willing to meet with Josh and the attorney.

Consideration of placing a port-a-potty at Browns Ct
Timestamp: 2:06

People who participated in discussion: Sander, Arneson, Barnard, Wood, Furr, Gosselin

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Arneson stated that he is the Little League president and Town Manager and Little

League spends money on a port-a-potty at Browns Ct. Arneson reviewed that seniors are playing softball and there's other people utilizing the park so that is partially a Town

playing softball and there's other people utilizing the park so that is partially a Town expense, but it is not in the budget. Arneson reviewed that it would be about \$1,470 a

year from P&P septic. Barnard summarized the need for a handicap accessible toilet at

315 Browns Ct and Volunteers Green especially with seniors, kids, and Farmers Markets.

Furr reviewed that several port-a-potties dropped off before the July 4th event because

people involved with the Farmers Market cut the locks off and absolutely wrecked them.

Furr stated that they're going to have to be checked every single day if they are to be

319 usable. Arneson stated that he could ask Karen to clean it daily. Arneson confirmed that

320 Little League had put a non-ADA accessible one at Browns Court from April through

October. Sander suggested that it would make sense to explore putting in permanent

facility. Gosselin suggested purchasing a mobile trailer with full running water, sink,

bathroom. Hill suggested putting the port-a-potty between third base and the entrance.

324 Gosselin also suggested one on Volunteers Green down near the playground.

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Consideration of approval of a contractor for grounds maintenance

Timestamp: 2:18

 $\underline{\text{https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/03/3k1_Mowing}}$

329 <u>RFPSummary2024.pdf</u>

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People who participated in discussion: Sander, Arneson, Hill, Wood, Miller, Furr,

332 Gosselin

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334 Arneson reviewed the mowing bids and public feedback. Arneson stated that the

Cemetery Commission's recommendation is to go back to Mow N Maintain. Sander

stated that this is like a three-legged stool: you've got the low bid comparison, you've got

feedback, and you've got a good working relationship.

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Furr moved to hire Mow N Maintain for grounds maintenance at an amount not to exceed \$36,000. Hill seconded.

341 Roll Call Vote follows discussion.

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Gosselin stated that he knows Linda was extremely happy with the work around the

Town Center and Mary Houle gave multiple compliments. Sander appreciated Mow N

345 Maintain's efforts during last year's difficult summer.

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Roll Call Vote: Furr, Hill, Miller, Sander, Wood in favor. Motion approved.

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Consideration of closing Esplanade St. for the eclipse on April 8, 2024 to prevent

350 351	overflow park traffic from accessing the residential street Update on preparations for eclipse on Monday, April 8, 2024
352 353	Timestamp: 2:25
354 355	People who participated in discussion: Sander, Arneson, Furr, Wood, Hill, Gosselin
356 357 358 359	Sander reviewed the concerns about people parking on Esplanade and providing emergency and water/sewer services. Sander confirmed that Police will be checking in on the streets throughout the day to ensure the closure and the street remains passable.
360 361 362 363 364 365	Furr moved to close Esplanade St. on Monday, April 8, 2024 from 8am – 4pm to prevent vehicles from using the street attempting to access Volunteers' Green during the eclipse. This closure will not pertain to Water and Wastewater Staff, septage haulers needing access to the Wastewater Treatment Facility, or first responders. Wood seconded. Roll Call Vote follows discussion.
366 367 368	Gosselin stated that in addition to that road closure they can tell people to park at the Town Center.
369 370	Roll Call Vote: Furr, Hill, Miller, Sander, Wood in favor. Motion approved.
371 372 373	Update on preparations for eclipse on Monday, April 8, 2024 Timestamp: 2:31
374 375	People who participated in discussion: Sander, Arneson, Furr
376 377 378 379 380	Arneson reviewed that they are putting up some grade stakes up on the right-hand side of Volunteers Green access road to encourage people to not park on the side of the road with a QR code to the parking map. Arneson stated that the website has information, and they have glasses available at the Town Clerk's office.
381 382	Discussion of Selectboard member representation on the Police Governance Committee
383 384	Timestamp: 2:34
385 386	People who participated in discussion: Sander, Arneson, Furr, Hill, Wood, Miller
387 388 389 390 391	Arneson reviewed meeting again to discuss next steps with Hinesburg. Arneson confirmed that as of yesterday, they have no employees as Officer Kevin Wilson has resigned. Hill summarized the collective bargaining, the involvement, recruitment, and interviewing. Sander stated that he has done it the last two times so he can sit this one out.
392 393	Consideration of approving the 2024 Local Emergency Operations Plan
394 395 396 397	Timestamp: 2:38 https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/03/301_LEMP_Richmond_2024_DRAFT_3-25-24_with_annex.pdf
398 399	https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/03/3o2_Richmond_LEMP_Municipal_Adoption_Form.pdf

People who participated in discussion: Sander, Hill
Hill moved to adopt the Town of Richmond Local Emergency Management Plan for
2024. Miller seconded.
Roll Call Vote: Furr, Hill, Miller, Sander, Wood in favor. Motion approved.
How Can voic. I arr, Ital, Maier, Sanaer, wood in javor. Monon approved.
Approval of Minutes, Purchase Orders, Warrants
Timestamp: 2:39
Minuteer
Minutes:
Wood moved to approve the Minutes of 3/18/24 as presented. Hill seconded.
Roll Call Vote: Furr, Hill, Miller, Sander, Wood in favor. Motion approved.
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Purchase Orders:
Will be DOWAGE HER DAY I DE LES TELLES
Miller moved to approve PO# 4866 to U.S. Bank for Jericho Rd and Fire Truck loan for
not to exceed \$7,798.16. Hill seconded. Roll Call Vote: Furr, Hill, Miller, Sander, Wood in favor. Motion approved.
Koti Cati vote. Part, 11tti, Mitter, Sanaer, wood in Javor. Motton approved.
Wood moved to approve PO# 4867 to M&T Bank/Wilmington Trust for Millet St Loan for
not to exceed \$7,045.80. Hill seconded.
Roll Call Vote: Furr, Hill, Miller, Sander, Wood in favor. Motion approved.
Hill moved to approve PO# 4869 to MMUSD for 3 rd Quarter Education Taxes not to
exceed \$1,893,626.22. Wood seconded.
Roll Call Vote: Furr, Hill, Miller, Sander, Wood in favor. Motion approved.
Warrants:
Amazon mayiayyad tha ahangaa ta tha yyamant
Arneson reviewed the changes to the warrant.
Miller moved to approve the general warrants on 4/1/24 as presented. Hill seconded.
Roll Call Vote: Furr, Hill, Miller, Sander, Wood in favor. Motion approved.
The contract and the second of
Next Meeting Agenda
*ARPA Funds
*Town Center Committee
*Eclipse follow-up
*Updates on Browns Ct
*Intersection feedback for May 6 th
*Recreation summit on May 13 th
Agreement with Police Union
Hill moved to the approval of the memorandum of agreement between the New England
Police Benevolent Association Incorporated Local 415 and Town of Richmond regarding
starting a rate for newly hired police officers that was approved by the Selectboard on
March 18 2024 and replace it with the version of the memorandum of agreement between

450 the New England Police Benevolent Association incorporated Local 415 and the Town of 451 Richmond as presented on April 1 2024. Wood seconded. 452 Roll Call Vote: Furr, Hill, Miller, Sander, Wood in favor. Motion approved. 453 454 Adjourn 455 456 Furr moved to adjourn. Hill seconded. 457 Roll Call Vote: Furr, Hill, Miller, Sander, Wood in favor. Motion approved. 458 459 **Meeting adjourned at:** 9:58 pm 460 **Chat file from Zoom:** 461 462 Connie van Eeghen, she/her: Not to sound like a math teacher, but the list 01:38:27 463 of VT towns by MEDIAN income (not mean) presents a much lower profile for 464 Richmond VT. Check out: http://www.usa.com/rank/vermont-state--median-household-465 income--city-rank.htm 466 02:53:03 MMCTV Erin: Were you going to add another agenda item to talk about a fire station event? 467 468