

**R I C H M O N D   S E L E C T B O A R D**  
**R E G U L A R   M E E T I N G**  
**F e b r u a r y   1 8 ,   2 0 1 4   M I N U T E S**

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Members Present: June Heston, Chair; Amy Lord, Vice Chair; Chris Granda; Ashley Lucht  
Absent: Taylor Yeates  
Others Present: Geoffrey Urbanik, Town Manager; Maureen Kangley; Mary Houle;  
Gary Bressor; Jack Linn; and Ruth Miller was present to videotape the  
meeting for MMCTV Channel 15.

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June Heston called the meeting to order at 7:25 PM.

**1. Welcome and Public Comment**

Maureen Kangley urged voters to please do not vote away any power they have to vote for Listers, and please vote no on the Town Meeting article.

Mr. Granda said that at this year's Town Meeting the principal of Camels Hump Middle School, Mark Carbone, had wanted to have the Richmond Elementary School Board and the Selectboard seated on the floor instead of the usual stage arrangement. This was because there was supposed to be a school play soon after Town Meeting and the stage would be crowded with sets. Mr. Granda asked Mr. Carbone to reconsider, however, he had not yet heard back from Mr. Carbone. Mr. Granda said he assumed that meant that the boards will be seated on the floor.

Ruth Miller of MMCTV said that if the seats were on the floor, it would be next to impossible to videotape the meeting.

Ms. Heston noted that Fran Thomas had sent the Selectboard an email explaining her objection to the continued deferral of the Richmond Village Housing Limited Partnership loan for an additional 15 years. She had asked that her letter be read at this meeting. The Manager read the letter, which explained that Ms. Thomas had supported the project but always promised the town that this money, which was a grant from Vermont Community Development, would return to the town for other eligible projects. She felt that the Champlain Housing Trust hadn't shown how this would hurt their operations and she questioned whether or not they would be able to repay the loan at the end of the second 15-year period.

Ms. Heston said she had seen the financial information provided by Champlain Housing Trust and she didn't believe it showed all that it needed to, to be able to determine that there would be a negative impact to the residents.

Mary Houle remarked that it was ok to reconsider a motion at the next meeting following one which an action was taken, but not at two meetings afterward. The Manager asked if that was according to Roberts Rules, and Ms. Houle said she did not know. The Manager said that the town wasn't going to get into trouble with a reconsideration anyway, since no contracts had been signed and the State had not formally approved the arrangement, which was a requirement.

Ms. Heston wanted to reopen the discussion, and she said that the information did not definitely show that they would have to raise rents to cover this loan.

1 Mary Houle said that they needed more public discussion on this.

2  
3 Ms. Lucht said the town had no plans for this money at the moment.

4  
5 Ms. Lord said that this was similar to the Cathedral Square funding, and having good quality  
6 affordable housing in town was the goal.

7  
8 Mr. Granda said he also supported reopening this.

9  
10 Ms. Heston wanted to know more about the operations side of the organization. Maybe the deferral  
11 needed to be no more than five years, but we needed really transparent information.

12  
13 Gary Bressor agreed with what Fran Thomas wrote, and this was a hotly contested issue at the time  
14 and it kept coming back that this money was coming back to the town for other economic development  
15 projects.

16  
17 Ms. Lord said that this had to be for HUD eligible projects, not just any economic development  
18 project.

19  
20 Mr. Granda offered a motion to reconsider the motion from the February 3rd meeting which  
21 authorized an additional fifteen year loan deferral for Richmond Village Housing Limited Partnership,  
22 and reduced the interest rate on that loan to 0%. Ms. Lucht seconded the motion. The motion carried  
23 3-0-1 with Ms. Lord abstaining.

24  
25 The Selectboard agreed to agendaize this for the March 17th meeting.

## 26 27 28 **2. Other Business**

### 29 30 **Cell Tower Update**

31  
32 The Manager explained that there were no updates on AT&T, but with VTel, the state had hired an  
33 aesthetics consultant who reported that some assertions to the visible impacts provided by the  
34 applicant were unsubstantiated. The applicant's attorney, Springer Law, had responded by saying that  
35 the aesthetics report was flawed. Our attorney, Gerald Tarrant, wanted to respond two a couple of  
36 items in the Springer response, which was authorized. At this point, the Public Service Board had not  
37 ruled on whether or not the application was complete, nor if a significant issue had been raised to  
38 trigger a public hearing. The Manager continued, and said he had concerns again that the town's  
39 position was not strong and we were relying on the State to make a case for aesthetics and  
40 environmental problems. There was no clear threshold at which an application would fail under a  
41 challenge, and the town's primary objection remained that the local zoning regulations were being  
42 ignored in a process that was designed to marginalize them.

43  
44 There was some discussion amongst the Selectboard. There was agreement that the town should  
45 continue to maintain a presence in the VTel case. There was some discussion about the locations of  
46 the Williams Hill tower and the new location for the Cochran Road tower, however, we would wait for  
47 the hearing with AT&T to determine how to proceed.

### 48 49 **Interim Zoning Discussions**

50

1 The Manager explained the issue which was summarized in his memo to the Selectboard. The issue  
2 had been bounced around for some time, and at the last Selectboard meeting, we had asked the  
3 Planning Commission to explore interim zoning, and the Planning Commission has now recommended  
4 the Selectboard appoint an ad-hoc committee to study the issue. The Manager said that interim zoning  
5 was a big step, not to be taken lightly, however, the momentum in the community indicated that it was  
6 the right way to go at this time.

7  
8 Ms. Lord agreed that we needed to move quickly on this, and hone in on a vision for the property.

9  
10 Mr. Granda asked if our town's counsel has weighed in and the Manager said that Mr. Sperry was  
11 aware of the preliminary discussions and had not been asked to research the issue yet.

12  
13 Ms. Lord said we should expedite the project, get public input on a broad range of uses and determine  
14 which mixes of uses would go well together.

15  
16 Mr. Granda said that Hinesburg's planner, Alex Weinhausen, had some good suggestions. He said we  
17 shouldn't have a Development Review Board member on the committee as they had to remain  
18 independent.

19  
20 Ms. Heston asked if there was a sense of what we wanted for a number of committee members.

21  
22 Mr. Granda suggested a two-tier membership, to solicit and digest proposals.

23  
24 Lauck Parke said that the Planning Commission had two proposals in their recommendation. That  
25 would be two Planning Commission, two Economic Development, two Selectboard and three at-large  
26 members. They functioned for eleven months and turned the final regulations over to the Planning  
27 Commission with a developer.

28  
29 Ms. Lord said that the Senior Citizen Center needed to remain involved, because they held an option  
30 on the property.

31  
32 Mr. Granda asked if Mr. Bressor had any thoughts, since he had spoken against it before.

33  
34 Gary Bressor said he always liked more public involvement and he is ok with the process now and was  
35 willing to be involved.

36  
37 Mr. Granda offered a motion for the Selectboard to appoint an ad-hoc committee to examine interim  
38 zoning for the former creamery parcel to consist of five regular voting members plus nonvoting  
39 members as shall be determined from existing town committees, except the DRB.

40  
41 Ms. Heston suggested this be revised to the Economic Development Committee, Selectboard, Planning  
42 Commission and three at-large members, encouraging public participation.

43  
44 Mary Houle said that on the last Governance Committee, the Selectboard member did not vote.

45  
46 Ms. Heston felt all committee members should be voting members.

47  
48 Ms. Lucht suggested to add the Senior Citizen Center member.

49  
50 There was more discussion on what membership should be.

1  
2 Finally, Mr. Granda amended his motion as far as membership goes, to a non-voting member of the  
3 Selectboard, and voting members would be one each from the Planning Commission, Economic  
4 Development Committee, Senior Center and four at-large committee members. Ms. Lord seconded  
5 the motion and the motion carried 4-0.

6  
7 Mr. Granda offered to be the Selectboard member, and the other Selectboard members agreed.

8  
9 The Manager was directed to advertise the committee, and formal appointments would be made at the  
10 next meeting.

#### 11 12 Town Website Update and Website Privacy Policy

13  
14 The Manager explained that the website timeline had it going live at the end of March. The town was  
15 going to apply for a .gov web address, and hosting was still a consideration. The site development was  
16 ongoing and Tess Gauthier of the Snelling Center was working hard to develop the site as we speak.

17  
18 The Manager also reported that Ms. Gauthier recommended a Website Privacy Policy that outlined  
19 how data was gathered and used on the site, as well as what was public and what wasn't. The Manager  
20 recommended approval of this policy for use of the new site.

21  
22 Ms. Lucht offered a motion to adopt the Website Privacy Policy and was seconded by Ms. Lord, and  
23 the motion carried 4-0.

#### 24 25 Reappointment of Laurie Brisbin as Delinquent Tax Collector

26  
27 The Manager said that this was Ms. Brisbin's first year as the appointed collector. Previously she was  
28 elected to the position. Ms. Brisbin had been successful in collecting outstanding taxes, and had  
29 developed a good rapport with residents. She was also handling delinquent water and sewer  
30 collections under a separate agreement with the Town Manager. The Manager said he had heard no  
31 complaints and recommended Ms. Brisbin's reappointment.

32  
33 Ms. Lord offered a motion to approve a resolution reappointing Laurie Brisbin to the Delinquent Tax  
34 Collector position for a one-year term beginning on March 4, 2014 and ending on March 3, 2015. Mr.  
35 Granda seconded the motion and the motion carried 4-0.

#### 36 37 Highway Access Permits

##### 38 39 Access Permit 14-007 for Bressor; 298 Cochran Road

40  
41 The Manager explained that this was for access for a new parking area across from the home to be  
42 built by Mr. Bressor on Cochran Road. The Manager said that the Highway Foreman reported  
43 adequate site distances, however, the Manager felt that the dimensions were tight and asked if any  
44 interference with Winter maintenance would occur.

45  
46 Gary Bressor explained that this was additional parking for his new home across the street. He said  
47 that the dimensions began off of the official right of way, which was about six feet off the edge of the  
48 pavement. So, there was plenty of room and there would be no interference with Winter snow  
49 removal.

50

1 Ms. Lucht asked if that lot had other parking. Mr. Bressor said that the DRB approval showed shared  
2 parking with the Browns, but he felt more was needed and this offered a good solution.

3  
4 Ms. Lucht offered a motion to approve Highway Access Permit #14-007 for 298 Cochran Road and  
5 was seconded by Mr. Granda and the motion carried 4-0.

6  
7 Highway Access Permit 14-008 for Leuger; 1183 Williams Hill Road

8  
9 The Manager explained that this was an existing driveway at the top of Williams Hill Road, and the  
10 owner was exploring whether or not an additional lot could be developed. This driveway served two  
11 homes currently, and adding a third would trigger the Rural Road standard which meant that the  
12 driveway would have to be widened and the owner did not wish to do this. The Highway Foreman  
13 noted that sight distances were inadequate as well, for a rural road.

14  
15 Ms. Heston said that we should not approve this if the road standard could not be met. Ms. Lucht  
16 agreed that we should not give waivers for roadway width, and this permit should be denied.

17  
18 The Selectboard declined to act on this permit.

19  
20 Reports from Selectboard and Town Manager

21  
22 Economic Development

23  
24 Ms. Lord reported that their next meeting would be on February 21st, and they would be considering  
25 the Interim Zoning and other issues.

26  
27 The Manager noted the Department Reports and the Works in Progress list. Ms. Lucht suggested that  
28 the Works In Progress be prioritized under the headings, or sorted some way.

29  
30 The Manager noted that FEMA had released the Letter of Final Determination on the new Digital  
31 flood maps, known as DFIRMs. The effective date would be August 4th of this year. This would  
32 conclude the long saga of revisions and appeals.

33  
34 The Manager reported that the Voluntary Transaction Documents were in from the State for the  
35 Hazard Mitigation Buyout. Once Mr. Sperry had a chance to review them, the Manager was prepared  
36 to sign and move the project forward. This was not a closing, but a required step preliminary to the  
37 closing.

38  
39 Mary Houle suggested that we should have new staff members show to Town Meeting to introduce  
40 themselves. She said it was good public relations to introduce those new to their offices. Ms. Heston  
41 agreed, and requested that new staff be in attendance at Town Meeting for a quick introduction.

42  
43 Approval of Minutes of February 3, 2014

44  
45 Mr. Granda offered a motion to approve the minutes of February 3, 2014 with minor edits and was  
46 seconded by Ms. Lord. The motion carried 3-0-1 with Ms. Heston abstaining.

47  
48 The Manager provided a brief overview of the town meeting articles and noted that the Information  
49 Session for the Australian Ballot articles would be on Monday evening, March 3rd, at 6pm in the gym

1 at Camels Hump Middle School. Also, the town reports were in, and people could request a copy by  
2 contacting the Town Clerk, Linda Parent.

3  
4 Ms. Lucht noted that there was one purchase order for the town's auditor, Mudgett Jennett, and Krogh-  
5 Wisner. The Manager said that this was for the FY2013 audit, and was a housekeeping item. Ms.  
6 Lucht offered a motion to approve Purchase Order #2374 in the amount not to exceed \$22,000 to  
7 Mudgett, Jennett, and Krogh-Wisner for audit services and was seconded by Mr. Granda and the  
8 motion carried 4-0.

9  
10 Warrants

11  
12 The warrants were approved and signed.

13  
14 **3. Adjourn**

15 Motion by Ms. Lucht to adjourn the meeting at 8:50 p.m. Seconded by Ms. Lord. So voted.