

**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   6 ,   2 0 1 2   M I N U T E S**

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Members Present: Jon Kart; Erik Filkorn; June Heston  
Absent: Neil Boyden; Chris Granda  
Others Present: Geoffrey Urbanik, Town Administrator; Mary Houle; Cathleen Gent, Town Planner; Gary Bressor, Planning Commission Chair; Harold Irish and Ruth Miller was present to videotape the meeting for MMCTV Channel 15.

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Chair Kart called the meeting to order at 7:00 p.m.

**1. Public Comment**

Chair Kart asked if there was any comment from the public but there was none.

**2. Items for Discussion**

Discussion of Timeline for Zoning Regulations - Cathleen Gent and Gary Bressor

Ms. Gent explained that the Planning Commission had held a public hearing on the proposed zoning and subdivision regulations and received a lot of input from residents. The Planning Commission did not feel that they could timely revise the regulations before Town Meeting, and therefore was proposing a different timeline for revision and adoption. Mr. Bressor added that there was a call from some of those attending to have a petition to place this on a ballot for the town to vote on. Mr. Bressor also said that the Selectboard could vote to move this to a town vote on their own, without the petition.

There was some discussion about the timeline, which was outlined by Ms. Gent in her memo on the subject. The regulations would continue to undergo revisions through the Springtime, and public sessions would be held over the summer, culminating in the Selectboard's vote to adopt or reject in August. September 17<sup>th</sup> would be the final date to warn the item for placement on the November general election ballot.

The Administrator asked the Selectboard if they were comfortable with this schedule, and if they intended to move the final regulations to a public vote in the absence of a petition. Chair Kart said that the Selectboard was comfortable moving forward in this fashion.

Ecosystem Restoration Grant

Ms. Gent explained that the Town had received the Ecosystem Restoration grant from the State Department of Environmental Conservation that would pay \$35,000 for the installation of a raingarden at the front of Town Center and a detention pond at the rear of the parking lot to filter stormwater prior to releasing it. The town's match could be \$4,250. This work would be for a 2013 project. The contracts had been signed and pre-project design could begin.

J. Hutchins Release of Retainage

The Administrator explained that at the last meeting, the Selectboard had requested a report from Green Mountain Engineering on the town's concerns with the paved road and sidewalk grading. From this, the town received a report from Green Mountain Engineering on January 26<sup>th</sup> where they report that some areas of the road need to be restaked by J. Hutchins to determine accuracy, and part of the

1 sidewalk is pitched incorrectly. The Administrator agreed with the Engineer's assessment and said  
2 that they had said that the cost of the sidewalk was estimated to be \$15,000 and the paving was not yet  
3 complete. Release of the \$59,203.92 in retainage would still retain enough to ensure the sidewalk was  
4 rectified and proper pavement grading was complete prior to full retainage release.

5  
6 Harold Irish said that he believed there were more flaws in the paving and he could point them out.

7  
8 Ms. Heston asked if the town would still hold enough to cover the \$15,000 in sidewalk repairs and the  
9 Administrator said that the current retainage was \$118,407.84 and half would be the \$59,203.92. Ms.  
10 Heston asked what it would take to repair the rest of the road and the Administrator said there was no  
11 estimate at this time.

12  
13 Mr. Irish also complained that J. Hutchins had placed four couplings on his water service line, which  
14 were four places that the line could fail prematurely.

15  
16 The Selectboard requested a report from the engineer and J. Hutchins as to why this was.

17  
18 The Administrator explained that he was comfortable releasing the retainage at this time as sufficient  
19 dollars would still be held by the town. The return of the monies was not an acceptance of the work,  
20 and the town would include a letter to J. Hutchins indicating this and the actions they are expected to  
21 take.

22  
23 Mr. Filkorn offered a motion to reduce the held retainage from 10% to 5%, which would release  
24 \$59,203.92 to J. Hutchins Inc. and was seconded by Ms. Heston and the motion carried 3-0.

### 25 26 27 **3. Other Business**

#### 28 29 Access Permit – Zitta

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31 The Administrator explained that the Zittas had received Development Review Board approval for a  
32 second driveway access at WW1958, and this was a request for the permit from the Selectboard. It  
33 had been reviewed by Highway Foreman Peter Gosselin and no negative comments were noted.

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35 Mr. Filkorn offered a motion to approve Access Application 12-007 for WW1958 and was seconded  
36 by Ms. Heston and the motion carried 3-0.

#### 37 38 Approval of Minutes for January 17, 2012

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40 Mr. Filkorn offered a motion to approve the minutes of January 17, 2012 and was seconded by Ms.  
41 Heston and the motion carried 3-0.

#### 42 43 Approval of Minutes for January 24, 2012

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45 Ms. Heston offered a motion to approve the minutes of January 24, 2012 and was seconded by Mr.  
46 Filkorn and the motion carried 3-0.

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## Hazard Mitigation Grant Program Applications

The Administrator explained that the town was going to submit two applications, one for a buyout of property associated with CO2614 which would be the home and one acre, and for the relocation of the utility lines under the Bridge Street Bridge. These applications were still being finalized, however, they were intended to be the only projects the town was submitting.

The Administrator said that the utility lines project was probably a total of about \$200,000 and the home buyout was probably around \$175,000 but could be more in the final application. This program was a federal grant, paying 75% of the project costs. The remaining 25% would come from the local government. There was some discussion on where the buyout money would come from and whether or not it could be conservation reserve funding. The Administrator said that could be a possibility. The only restrictions from the federal government were that existing structures be demolished and no future structures be built on the retained land. It was intended to be used for passive or active recreation or it could have some agricultural purpose.

After some additional discussion on the possibilities, the Administrator said that the town should be prepared to commit to the grant, but was not obligated to take the grant if the terms did not suit the town.

Mr. Filkorn offered a motion to approve the two grant applications and authorize the Administrator to sign each. Ms. Heston seconded the motion and the motion carried 3-0.

## **4. Administrator's Reports**

The Administrator reported on upcoming meetings, including the February 27<sup>th</sup> special session on the town plan. The Administrator explained that an additional flood meeting would be necessary prior to the expiration of the 90 day DFIRM appeal period, ending on April 15<sup>th</sup>. He proposed this meeting to be on March 26<sup>th</sup>. Chair Kart suggested this be held at the Library, and childcare offered. The March 5<sup>th</sup> Selectboard meeting would be held at Camels Hump Middle School, prior to Town Meeting and focus on town meeting items and the budget.

## **5. Adjourn**

Motion by Ms. Heston to adjourn the meeting at 7:45 p.m. Seconded by Mr. Filkorn. So voted.