

**RICHMOND SELECTBOARD
REGULAR MEETING
October 15, 2012 MINUTES**

Members Present: Chris Granda, Chair; June Heston; Vice Chair; Neil Boyden; Amy Lord; Ashley Lucht
Absent: none
Others Present: Geoffrey Urbanik, Town Manager; Maureen Kangley; Mary Houle; Cara LaBounty; Peter Gosselin, Highway Foreman; Cathleen Gent, Town Planner; and Ruth Miller was present to videotape the meeting for MMCTV Channel 15.

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

1. Public Comment

Chair Granda asked if there was any comment from the public.

Ms. Lucht asked that a discussion on improvements to the website could be agendized for the next meeting.

Maureen Kangley said she was here again to speak out about speeding on Cochran Road. She felt that the town was protecting speeding drivers by not acting, and this was an endemic problem of epic proportions. Ms. Lord agreed, and suggested more use of the radar speed sign.

Mr. Boyden asked how many hours per week did the Police officers spend on traffic enforcement.

There was some discussion about the use of the town's radar speed sign, and how often it was deployed. Mary Houle noted that this was purchased either on a grant or was a gift of some sort.

2. Items for Discussion with Those Present

Highway Department Budget

Highway Foreman Peter Gosselin was present to review his budget proposal with the Selectboard. Mr. Gosselin proceeded line by line, and spent considerable time on capital items. He proposed replacing one highway truck and the loader in the next fiscal year, with both purchases estimated to be each over \$100,000. Mr. Gosselin explained that these items were on an eight year replacement cycle that was paying for other items at the same time. The highway gravel plan was increasing by \$30,000 since last year there was no increase, and the retreatment, or paving, plan was increasing by \$20,000. Other items of note were overtime increasing by \$5,000 and diesel increasing by \$12,000. For the entire budget, spending was proposed to increase \$318,317 or 10.63%

Ms. Lucht spoke of the highway capital reserve and believed that plans should be made to properly fund future purchases.

Chair Granda said that this was a large increase with a continued poor economy. He indicated that these numbers would have to come down.

Ms. LaBounty thanked the town for moving to a better quality road gravel. On the increased capital reserve, Ms. LaBounty said that the town should invest more in the roads directly and not into savings.

1 Ms. LaBounty also suggested refinancing some debt to lower interest rates, bidding diesel sources, and
2 buying gasoline in bulk to purchase it at a savings.

3
4 Mr. Gosselin and the Manager reviewed the Recreation budget also, since the maintenance of the park
5 was now under the Highway Department. The only significant change were the replacement of
6 roofing for the bandshell and the restrooms, a combined cost of \$23,000. The Manager suggested
7 using prior year surplus funds to offset these costs. This would return that money to the taxpayers by
8 directly funding capital improvements that were expected to last twenty years.

9
10 Chair Granda said he would like to add to a future agenda the need for more organization with youth
11 recreation. He asked how this was handled now. The Manager replied that Harland Stockwell was the
12 recreation director, who was more like a park custodian and watchkeeper. The Manager was doing
13 recreation scheduling, but no one was doing programming and this was left up to the groups
14 themselves.

15 16 Administration and Planning Budgets

17
18 The Manager provided an overview of the Administration budget. He also explained that he had
19 broken out the Planning and Zoning department budget to show how these costs justified their own
20 budget lines. Significant changes included an increase in administration contract services for a
21 professional CPA, and the accurate statement of expenses for heat. This would be offset by a revenue
22 from the town center rental fund.

23
24 Cathleen Gent was present to discuss the Planning and Zoning department budget, and answered
25 questions regarding projects and needs for the coming year. The Selectboard requested that the prior
26 year budgeted and expended be shown in the budget proposal.

27
28 Ms. Gent explained that the legal costs included all land use related expenses, including those for the
29 town, but did not include any by-law expenses.

30
31 Ms. Lucht asked if the contracted funds for the aerial photos were included. Ms. Gent said they were,
32 but the option was to pay for them over two fiscal years at \$1,000 each year, or pay \$2,000 in either
33 year. Ms. Lucht asked if the legal costs under administration was reduced, and the Manager said yes.

34
35 Cara LaBounty asked if there was a line item for mapping and printing, and Ms. Gent said no but the
36 membership dues for the Regional Planning Commission included map work. Ms. LaBounty
37 suggested that the membership dues be shown under the Planning budget.

38
39 Mary Houle agreed that separate legal lines needed to be shown for both administration and planning
40 and zoning, but the spending of the legal under planning and zoning needs to be controlled by
41 administration. Ms. LaBounty also agreed.

42 43 FY2014 Capital Plan

44
45 The Manager provided an overview of where the Capital Plan stood. Some items were relatively
46 mundane but the Highway Department and Library had a long list of items that were as-yet undecided.

47
48 The discussion turned to the Depot Street Parking Lot and how to construct it, and how to pay for it.
49 The Manager suggested that this would be an ideal project for a short term loan, since it could be paid

1 for over five years but had a twenty year or more lifespan. With low interest rates, this would be a
2 great addition.

3
4 Cara LaBounty asked if the HUD money (meaning the loan to Richmond Village Housing) could be
5 used for a parking lot, and the Manager said he would check.

6
7 The discussion turned to the Library. Ms. Lucht felt that the Library could accomplish all of their
8 short term capital goals in a few years within their current capital appropriation and through use of
9 accumulated reserves. There was discussion, and it was decided that the Manager would reach out to
10 the Library to discuss this.

11 12 Healthcare Discussion

13
14 The Manager explained that he had prepared a preliminary budget with a 20% increase to healthcare
15 costs. This would cover calendar year 2013, however, in January of 2014 the town would be required
16 to move to the new Health Exchange under the federal Affordable Care Act and similar state-level
17 enacting legislation. These plans would be offered at four levels, Bronze, Silver, Gold and Platinum,
18 with likely only two providers: Blue Cross/Blue Shield and Mohawk Valley Plan (MVP). The main
19 difference in plans was cost to the consumer and some coverage level, although the plans were
20 standardized under the law. Currently in Vermont, these plans were in development and there was no
21 prediction as to cost or coverage level. This made it difficult to plan for, a year in advance. To
22 complicate matters, VLCT was urging towns to drop coverage and let employees enroll in the
23 exchange on their own to take advantage of tax credits. To complicate matters more, depending on the
24 results of the presidential election, these rules could change completely.

25
26 There was some discussion on this, but no determination could be made other than to plan for the
27 proposed 20% premium cost increase.

28 29 Listers Errors and Omissions and Budget

30
31 Cara LaBounty and Mary Houle presented the Selectboard with several items. First, Ms. LaBounty
32 responded to a prior request from the Manager that certain building values be recalculated for
33 insurance purposes. Ms. LaBounty said that the listers would not do this and recommended the town
34 hire an independent appraiser for this work.

35
36 Next, Ms. LaBounty suggested that a certain parcel of land, SR3555, be sold for a source of revenue,
37 or at least have the timber harvested. She noted that this was a landlocked parcel but it was not
38 serving the town's interests and could be utilized or sold. Next, Ms. LaBounty asked if Mark Sperry
39 was the attorney handling the VYCC issue. The Manager said that Brian Monaghan was, and he
40 would forward that information to the listers.

41
42 Ms. LaBounty also requested that the listers budget be a separate cost center in the budget, to avoid
43 future legal issues with the expenditures. Ms. Heston agreed, but Mr. Granda said that the Selectboard
44 needed to consider those implications, and that wasn't on tonight's agenda.

45
46 Finally, Ms. LaBounty and Ms. Houle presented a list of adjustments to the Grand List, which was
47 called the list of errors and omissions. Ms. LaBounty explained that certain corrections were allowed
48 mid-year, and would require an adjusted tax bill to be created. The corrections were listed by name
49 and address, however, no values were listed on the certificate. Ms. LaBounty noted that the

1 Selectboard was not required to approve this list, however, she wanted the Selectboard to approve the
2 list as submitted to indicate they were aware of the changes.

3
4 Ms. Heston offered a motion to approve the errors and omissions corrections, and were seconded by
5 Ms. Lucht and the motion carried 5-0.

6 7 **3. Other Business**

8 9 Town Manager Discussion

10
11 Mr. Boyden reported that he was working on a job description and an employment agreement. He is
12 in consultation with the Town Attorney and hopes to have an agreement submitted to the Selectboard
13 soon.

14
15 Chair Granda said that the public would still need proper notification of the change, and further
16 development was also needed.

17 18 Financial Reports

19
20 The Manager explained the new, revised format showing quarterly results. Ms. Heston suggested that
21 the listers copying should go under office supplies as the listers suggest.

22
23 Some suggestions were to pull out the delinquent tax reporting, and modify the budget status report.
24 The Selectboard also noted they wanted amounts paid only, not amounts encumbered, on the
25 consolidated report.

26 27 Town Center Heat

28
29 The Manager reported that the two lowest bids could not complete the job in the timeframe needed,
30 which was the end of October/beginning of November, so he recommended that all bids be rejected
31 and rebid in the Spring of next year for an April/May timeframe. There was some discussion, but it
32 was agreed this was the best way to proceed given the complications posed by supplying heat late in
33 the season to tenants.

34
35 Ms. Heston offered a motion to reject all bids for the Town Center heat project and was seconded by
36 Mr. Boyden and the motion carried 5-0.

37 38 Approval of Minutes of October 1, 2012

39
40 Ms. Lucht offered a motion to approve the minutes of October 1, 2012 as amended with minor edits
41 and was seconded by Ms. Lord and the motion carried 5-0.

42 43 Reports from Selectboard and Town Manager

44
45 Ms. Heston reported she met with Rich Dana, the new president of Richmond Rescue, and received
46 several financial reports that the Selectboard was looking for. The discussion was productive, and
47 while Richmond Rescue hasn't made all of the moves that the Selectboard was looking for, things look
48 promising. Also, instead of having a member of the Selectboard serve on the Richmond Rescue board
49 of directors, it was decided that a liaison could be appointed by the Selectboard to report to the
50 Selectboard after regular meetings with Richmond Rescue.

1
2 Ms. Houle asked why they hadn't complied with the Selectboard's requests before now. Ms. Heston
3 said that there was a leadership transition, and this was the first meeting with the new president.
4

5 Mr. Boyden said that he got a call from a resident on Stage Road that No Parking signs were needed at
6 the Long Trail trailhead. This was a longstanding issue that needed to be resolved.
7

8 The Manager brought up the issue to responding to the request from the Fire Chief that sewer charges
9 be waived for the leaky fire truck. Normally, the fire department fills its trucks' tanks from unmetered
10 hydrants, but this truck had a leaky tank and was required to be filled from the fire department's
11 metered account. The chief requested that the sewer charges for this water be waived, but the Water
12 Commissioners declined this with a conscious decision, to support the water and sewer system.
13

14 Ms. Lucht further explained that this was no slight to the fire chief and not any reflection on their
15 ability to manage their budget. This was a decision of the Water Commissioners to support revenue
16 for the system and not grant waivers for instances such as these. She thanked the fire department for
17 being understanding in this situation.
18

19 The Manager reported that with the new lease with Chittenden East Supervisory Union, the town had
20 to replace their carpeting in year one. Therefore, this would be a building-wide project, taking place
21 now instead of the heat project.
22

23 The Manager also reminded everyone of the October 29th Public Information Session for the
24 Australian Ballot Article I, on the revised Richmond Zoning and Subdivision Regulations. The
25 Manager then reported that the baseball shed on Volunteers Green would finally be moved this year,
26 after being approved for relocation by the Development Review Board.
27

28 **4. Consent Agenda**

29
30 The Manager explained the Blueberry Farm Road request from Larry Copp and the new tax policy.
31 Mr. Boyden requested that the Blueberry Farm Road issue be discussed separately.
32

33 The Manager explained the request that Mr. Copp wanted the less substantial rural road standards
34 applied to Blueberry Farm Road rather than the subdivision standard. The Manager could not respond
35 to requests for how the plan differed, or what specifically were the differences sought by Mr. Copp.
36 Therefore, this was tabled until November 5th.
37

38 On the taxation policy, it was determining in writing certain deadlines for a variety of payments, from
39 mail-in payments to online payments. This would establish the policy that until now was only word of
40 mouth and subject to change by the treasurer.
41

42 Mr. Boyden offered a motion to approve the policy, and was seconded by Ms. Lord and the motion
43 carried 5-0.
44

45 **Warrants**

46
47 Both Mr. Boyden and Ms. Lord reviewed the warrants prior to the meeting and reported no difficulties
48 with approval.
49

50 **5. Adjourn**

Motion by Ms. Lucht to adjourn the meeting at 9:55 p.m. Seconded by Mr. Boyden. So voted.