

**RICHMOND SELECTBOARD
REGULAR MEETING
September 15, 2014 MINUTES**

Members Present: Taylor Yeates; Chris Granda; Bard Hill; Ashley Lucht; David Sander
Absent: None
Others Present: Geoffrey Urbanik, Town Manager; Ian Bender; Harold Irish; Mary Houle; Maureen Kangley; and Ruth Miller was present to videotape the meeting for MMCTV Channel 15.

Taylor Yeates called the meeting to order at 7:05 PM.

Mr. Yeates said that a late agenda item was proposed to be added, which was a liquor license application. The Selectboard agreed to add this item to the agenda after the Reports section.

1. Welcome and Public Comment

Mr. Yeates asked if there were any comments from the public but there were none.

2. Other Business

Hazard Mitigation Grant Elevation Program

The Manager explained that the town had submitted about 18 applications for elevating homes located in the Special Flood Hazard Area under a special grant from FEMA, called the Hazard Mitigation Elevation program. Cara LaBounty had solicited interest in this grant, and had prepared all of the applications. The Manager said that since this was quite a workload, extra help would be needed to see any approved projects through to completion. He suggested that the town enter a contract with Cara LaBounty, through her company LaBounty Enterprises, to manage the project. The town would be eligible for a 2% management fee from FEMA through this grant, and that fee could be used to pay for Ms. Labounty’s assistance.

Mr. Hill offered a motion to authorize the Manager to enter a contract with LaBounty Enterprises for the management of approved Hazard Mitigation Elevation grant projects, and was seconded by Mr. Sander.

There was some discussion over the number of applications. Ms. LaBounty said it was 23 applications but may go up as high as 30 if others were interested.

Ms. LaBounty said that the number one goal of this program is to reduce the loss of life and property by elevating structures out of the base flood elevation. There was some additional discussion.

Mary Houle noted that it was a good thing that the new maps were approved so that homes would be elevated to a safer, more accurate elevation.

Mr. Yeates called for a vote. The motion carried 4-0.

Ian Bender asked if the funds came from the Federal or State government. Ms. LaBounty said that 75% of the funds were from the federal government and 25% were private funds from individuals.

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2 Municipal Planning Grant
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4 The Manager explained that the Town Planner, Clare Rock, was requesting permission to submit a
5 Municipal Planning Grant to hire a consultant to help revise the Town Plan. The current Town Plan
6 was simply re-adopted without any changes but since the 2010 census data was released the next plan
7 should be revised. Ms. Rock wanted the consultant to do outreach and special assignments related to
8 these revisions. The Manager said that applications in excess of \$8,000 required a 20% cash match,
9 which could be taken from the current year's Planning Contracts line, as well as next year's budget
10 line if needed. The most that we could be awarded would be \$40,000 requiring an \$8,000 match.
11

12 Mr. Hill offered a motion to approve the resolution for the application for a 2014 Municipal Planning
13 Grant and was seconded by Mr. Sander. The motion carried 4-0.
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15 Cell Tower Update
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17 The Manager provided an update on cell towers by reading a memo written to the Selectboard which
18 explained how the town has lost two recent decisions and the reasons why the Selectboard should
19 abandon efforts to fight these cell towers. There was some discussion.
20

21 Mr. Yeates said that the VTel case was over, and the bylaws adopted by the town clearly do not matter
22 at the state level. Mr. Granda said we should draft a letter to our State Representative, Anne O'Brien,
23 since the only remedy to how the process works now is through the legislature. Mr. Hill agreed.
24

25 Maureen Kangley said she was in favor of fighting the Public Service Board, especially since what
26 was being allowed to happen with Vermont Gas in Addison County.
27

28 It was agreed that a draft letter would be available at the October 6th meeting.
29

30 Reports from Selectboard and Town Manager
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32 The Manager reported that he would attend the Economic Development Committee meeting on Friday
33 the 19th and the West Main utilities extension report would be a key topic of discussion.
34

35 Mr. Yeates asked if anyone had applied for the Selectboard position and the Manager said that no one
36 had applied yet. Mr. Granda said he knew of someone who might be interested, but that person had
37 not agreed to apply.
38

39 Mr. Hill noted that there was a water commission vacancy as well and the Selectboard should decide
40 how to handle this vacancy at the next meeting. There was some question as to whether or not the
41 vacant Water Commission seat had to be a Selectboard member or could be a non-board water
42 customer. The Manager would have this question answered at the next meeting.
43

44 The Manager noted the department reports and reported on construction projects including the
45 demolition, which was completed this week and the town center parking lot reconstruction.
46

47 There was some discussion about the budget. The Selectboard agreed generally that a 2% increase
48 was allowed for operation expenditures and capital projects would be handled separately.
49

1 Mr. Granda reported that the proposed Town Energy Code was being proposed to the Planning
2 Commission. Hinesburg had recently discussed this, but he hasn't had time to speak with their
3 Planner about their progress. Mr. Granda said he and Town Energy Coordinator Jeff Forward were
4 going to attend the VLCT session on model solar contracts on Thursday.

5
6 Approval of Liquor License

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8 The Manager explained that this was a liquor license application for the new owners of On The Rise
9 bakery. There was some discussion. Mr. Yeates said that part of the permit was checked as "Seasonal
10 use" while days were listed as seven days per week, for the normal operating hours. He suggested that
11 this get checked, but should be ok to verify.

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13 Mr. Sander offered a motion to approve the liquor license application for and was seconded by Mr.
14 Hill. The motion carried 4-0.

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16 Approval of Minutes

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18 Mr. Granda offered a motion to approve the minutes of September 2, 2014 as amended and was
19 seconded by Mr. Hill and the motion carried 4-0.

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21 ROW Permits for Vermont Gas

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23 The Manager explained that there were two ROW permit applications for Vermont Gas to connect
24 residences in town. There were no objections from staff. Mr. Hill offered a motion to approve ROW
25 Permits 14-089 and 14-090 for Vermont Gas and was seconded by Mr. Granda, and the motion carried
26 4-0.

27
28 Purchase Orders

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30 The Manager explained there were four purchase orders. One was for plow blades, one was for the
31 Library for consulting and the others were for contracts awarded at last month's meeting.

32
33 Mr. Granda offered a motion to approve Purchase Order 2398 in the amount of \$7,884.96 to HP
34 Fairfield for winter plow blades and was seconded by Mr. Sander and the motion carried 4-0.

35
36 Mr. Hill offered a motion to approve Purchase Order 2919 in the amount not to exceed \$10,000 to
37 Headwaters Consulting for Library Improvements and was seconded by Mr. Granda and the motion
38 carried 4-0.

39
40 Mr. Sander offered a motion to approve Purchase Order 2439 in the amount of \$123,155 to GW Tatro
41 for Town Center Parking Lot Construction and was seconded by Mr. Granda and the motion carried 4-
42 0.

43
44 Mr. Hill offered a motion to approve Purchase Order 2438 in the amount of \$32,500 to GW Tatro for
45 the Hazard Mitigation Demolition project and was seconded by Mr. Granda and the motion carried 4-
46 0.

47
48 Warrants

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1 Mr. Granda asked questions on two items and said that one invoice for Patterson Fuels was \$200 more
2 than the invoice. The Manager said that would be corrected prior to the checks being run. Warrants
3 were approved as amended.

4

5 **3. Adjourn**

6 Motion by Mr. Granda to adjourn the meeting at 8:10 p.m. Seconded by Ms. Hill. So voted.