

**RICHMOND SELECTBOARD  
REGULAR MEETING  
September 16, 2013 MINUTES**

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Members Present: June Heston, Chair; Amy Lord, Vice Chair; Chris Granda; Taylor Yeates  
 Absent: Ashley Lucht  
 Others Present: Geoffrey Urbanik, Town Manager; Mary Houle, Lister; Bob and Chris Fischer; Cathleen Gent, Town Planner 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**

Ms. Heston asked if there were any comments from the public.

Mary Houle said that in light of the tragedy (the DC Naval Yard shootings of September 16, 2013) she was disgusted with President Obama’s attendance at a fund raiser this evening.

**2. Items for Discussion with Those Present**

Property Assessed Clean Energy (PACE) – Jeff Forward

Jeff Forward, Richmond’s Energy Coordinator, wanted to update the Selectboard on Richmond’s PACE participation, what’s next for Richmond, and ask for action on two items which were an enabling resolution and an agreement to move forward.

Mr. Forward explained that after three years, PACE was rolled out on September 1<sup>st</sup>. Efficiency Vermont is the Program Administrator but was working out procedures. For Richmond, we’re happy to have approved the program but we are not implementing it right now. We need to make it a smooth process with the Town Clerk and the Energy Committee.

Mr. Forward asked the Selectboard to adopt a resolution approving the participation in the program and authorize the Town Manager to sign an agreement with Efficiency Vermont as program administrator. Then, Richmond will qualify to participate in the next funding round.

Mr. Granda asked where is the option for Richmond to change criteria or requirements under the agreement? Mr. Forward said that the program administration agreement, and he wanted to walk through that a bit first. He said that while Efficiency Vermont might not require an Energy Audit as a requirement of the program, Richmond might want to.

Mr. Forward further explained that with PACE interest rates at around 7.25%, some might find a better deal elsewhere, but it would be a good option for some. Mr. Forward explained that seven towns are already participating and it would be good to understand how they implement the program and what problems they find.

Mr. Granda said he had heard that there wasn’t an overwhelming public demand yet, but the plan was a good one.

1 Mr. Granda offered a motion to approve the draft resolution for the PACE Program and was seconded  
2 by Ms. Lord and the motion carried 4-0.

3  
4 Mr. Forward said he would work with the Town Energy Committee to develop an outreach plan.

5  
6 Ms. Heston announced that Brad Worthen had shown interest in the open Development Review Board  
7 slot, but unfortunately could not attend tonight's meeting for an interview, as scheduled, but would  
8 attend the next meeting. She noted she would not, however, be at that meeting. She said that if  
9 anyone else was interested, we would also interview them at that time.

### 10 11 Public Hearing on Proposed Zoning Regulations

12  
13 The Manager explained that in August the Planning Commission provided the Selectboard with some  
14 proposed changes to the zoning regulations, which primarily addressed issues in the business areas of  
15 the village. The Selectboard was required hold a public hearing, and then may adopt, change, or not  
16 adopt. If a change was made, the Planning Commission would then review the changes and a second  
17 public hearing would need to be held.

18  
19 Mr. Granda offered a motion to open a public hearing on the proposed zoning regulation amendments,  
20 and was seconded by Ms. Lord. The motion carried 4-0.

21  
22 Cathleen Gent, Town Planner, explained the changes. The first change modified section 3.5.5 of the  
23 village commercial parking regulation, and listed specific parcels being affected. This change  
24 removed the parking requirement for new businesses in these parcels. The second change was to  
25 section 5.7, signs, and allowed two directory signs in the village, one at Railroad Street and Bridge  
26 Street and one at Jolina Court and Bridge Street. The third change modified section 7.2, definitions, to  
27 add the definition of "Driveway" and "Directory Sign." She noted that if the Selectboard wanted to  
28 adopt, it could be following the public hearing.

29  
30 Mr. Granda said he would like some background on the parking issue. Ms. Gent explained that with  
31 many parcels in the village there was virtually no onsite parking. This caused a reliance on public lots  
32 with the calculations, that sometimes could not be met. With this change, the requirements for having  
33 a set number of spaces per use was eliminated for the identified parcels.

34  
35 Bruce LaBounty, a Planning Commission member, said that at the Planning Commission's meetings  
36 there was virtually no discussion from the public on these changes.

37  
38 There being no further comments, Ms. Lord offered a motion to close the public hearing and was  
39 seconded by Mr. Granda. The motion carried 4-0.

40  
41 Ms. Lord offered a motion to approve the revised zoning regulations as outlined in the memorandum  
42 from Cathleen Gent and explained at this meeting and was seconded by Mr. Yeates. The motion  
43 carried 4-0.

### 44 45 **3. Other Business**

#### 46 47 Offer of Public Trail from Peet Subdivision

48

1 The Manager explained that with the new Peet subdivision on Jericho Road (Saadler Meadow) there  
2 was an offer of a public trail to connect this development with Joan Avenue. This was a voluntary  
3 dedication offer by the owner, or former owner, Danny Peet.

4  
5 Ms. Lord asked if the neighbors were aware of this trail.

6  
7 Jeff Godbout, new owner of this subdivision, said that he notified abutting owners about this trail. He  
8 said that this was an offer by the former owner and wasn't something that needed to happen. He  
9 expressed concerns that the terrain of the proposed trail wasn't flat, and might have drainage and  
10 erosion issues. It was just a simple foot path.

11  
12 Ms. Heston asked if this would allow kids to walk through to Southview? Mr. Godbout said yes.

13  
14 Cara LaBounty asked if this was part of their DRB decision. Cathleen Gent said that this was not a  
15 requirement by the DRB, but it was a condition that it be accepted in order to be made official. She  
16 noted that there was an existing right of way at the end of Joan Avenue that this trail would connect to.

17  
18 Mr. Godbout said he felt it might have been part of a planning effort, but he didn't see it as feasible.

19  
20 Cara LaBounty said that if the town didn't accept ownership of the trail, then the town should end  
21 ownership of the right of way on Joan Avenue also.

22  
23 Bruce LaBounty said that just by accepting an easement doesn't bind you to complete the trail.

24  
25 Cathleen Gent said that the path was envisioned to connect the two neighborhoods.

26  
27 Mr. Yeates asked if there was any time crunch on this, and then moved to table the issue until October  
28 7<sup>th</sup>. Mr. Granda seconded the motion and the motion carried 4-0.

29  
30 Mary Houle said that Mr. Peet accepted public forestry money for his property and is required to have  
31 public access.

### 32 33 Discussion of CCTA Trip Allowances

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35 The Manager explained that he had been alerted by CCTA that during July and August, a large  
36 number of trips had been utilized, and a large part of the budget was expended. Some emergency  
37 medical trips had been allowed, and with the normal non medical trips, the budget was in jeopardy.  
38 CCTA had recommended restricting the trips to one round trip medical per week for any individual.

39  
40 Ms. Heston said that we had to understand what trips were being taken. If we ran out of money, the  
41 service would be denied to everyone, not just non-medical trips.

42  
43 Ms. Lord suggested we prioritize medical trips. Mr. Granda asked if vocation trip recipients would  
44 lose their jobs. The Manager responded that he did not know, however, those people would need to  
45 make alternate arrangements. It did not appear that those taking vocational trips were supporting their  
46 families.

47  
48 There was additional discussion. Some suggested raising money for additional funds. The Manager  
49 said that there was a finite distribution of funds, and that we could raise money, however, there was no  
50 guarantee that CCTA would be able to match. Therefore, raising money may only pay for a few trips.

1  
2 Mr. Yeates offered a motion to restrict CCTA trips to one round trip per week for critical care and  
3 non-medicaid medical, as outlined in the CCTA suggestion. Ms. Lord seconded the motion, and the  
4 motion carried 4-0.

5  
6 Approval of Subgrantee Agreement for Summer Flooding DR 4140

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8 The Manager explained that this was the standard agreement with the State to participate in the federal  
9 relief for the summer flooding disaster.

10  
11 Mr. Granda offered a motion to authorize the signing of the Subgrantee Agreement for DR 4140 and  
12 was seconded by Mr. Yeates. The motion carried 4-0.

13  
14 Mr. Granda asked how much exposure we had so far, and the Manager said it was now over \$100,000.

15  
16 Reports from Selectboard and Town Manager

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18 Economic Development

19  
20 Ms. Lord reported that they had met with Hinesburg officials, CCRPC and other Richmond officials to  
21 discuss redevelopment of the creamery parcel. She said that Hinesburg had a former Saputo plan site  
22 and had successfully redeveloped it. The Hinesburg site appeared to be an easier site to work with  
23 than what we had currently.

24  
25 Depot Street – The Manager explained that the project was on schedule and should start the first week  
26 of October. The big holdup now was waiting for the Railroad license to be issued. The Manager said  
27 that he received paperwork today and the Railroad was requesting payment of \$2,850 to have a right  
28 of entry issued and license to utilize part of the Railroad property. A special meeting would have to be  
29 held to address this.

30  
31 The Selectboard reviewed Department Reports and Financial Reports.

32  
33 The Manager reported that a cell tower was proposed on Johnny Brook Road, and a balloon test was  
34 scheduled so that people could see the approximate location and height of the tower. A special  
35 hearing on the 26<sup>th</sup> was also scheduled for people that had questions. Notices of this meeting were  
36 being mailed and posted.

37  
38 Jonesville Speed Limits

39  
40 The Manager explained that there was a request to contact the state's Traffic Committee to lower the  
41 speed limit on Route 2 in Jonesville. Cara LaBounty said that the speed limit in Richmond village was  
42 30 miles per hour, and her request was to lower in Jonesville village only. She said she never saw  
43 police in that area, and feels that people pass on a double yellow all the time.

44  
45 Bruce LaBounty asked if the density of the development there had any merit?

46  
47 The Selectboard requested a count of how many tickets had been issued in this area. The Selectboard  
48 discussed a letter to VTrans on this, and agreed to allow the Town Manager to write a letter requesting  
49 a speed reduction here.

50

### Update on HMPG Buyout

The Manager said that the approval for the buyout of 2614 Cochran Road under the Hazard Mitigation Buyout Program had finally been approved. Cara LaBounty said that subgrantee agreements were being prepared and the town would need to act on them. The Two Rivers RPC would handle agreements for the cash match. She urged the Selectboard to authorize the Town Manager to execute the agreements.

Mr. Granda said he would be in favor of having the Town Manager execute the agreements, in consultation with counsel.

Mr. Yeates offered a motion to authorize the Manager to sign the pending subgrantee agreements and was seconded by Mr. Granda. The motion carried 4-0.

### Digital Flood Insurance Rate Maps (DFIRM)

The Manager explained that FEMA had released the maps under a 30-day review period. Following this, a Letter of Final Determination would be made and the maps would become effective sometime in the Spring of 2014. He felt that a meeting of people in the floodplain would be necessary.

Cara LaBounty said that she has reviewed the maps and summaries of changes and felt that the maps are accurate.

### Approval of Minutes of September 3, 2013

Mr. Yeates offered a motion to approve the minutes of September 3, 2013, with minor amendments, and was seconded by Mr. Granda. The motion carried 4-0.

### Consent Agenda

Cara LaBounty asked for discussion on the access permit for 266 Bridge Street.

The Manager explained that this was being requested in concert with the recent DRB approval of a change of use to a commercial use. There were two accesses, and neither met the width requirements for commercial access.

There was discussion on this. Mr. Yeates requested this come back with comments from our Town Planner. Mr. Yeates offered a motion to table the access permit application 13-070 for 266 Bridge Street until October 7<sup>th</sup> and was seconded by Ms. Lord. The motion carried 4-0.

The remaining two items on the consent agenda of the Acceptance of the Resignation of Brian Werneke from the DRB and the VT Gas Right of Way permit 13-104 for Baker Street were approved. Mr. Yeates offered a motion to approve the consent agenda and was seconded by Ms. Lord and the motion carried 4-0. The Selectboard thanked Mr. Werneke for his service.

### Executive Session

Mr. Granda offered a motion to enter executive session at 9:05 pm to discuss the Town Manager's cost of living increase and was seconded by Ms. Lord. The motion carried 4-0.

1 The Selectboard adjourned the Executive Session at 9:20 PM.

2

3 Ms. Lord explained that the decision of the Selectboard was to provide a 2% cost of living increase to  
4 the Town Manager for FY2014, effective July 1, 2013.

5

6 **4. Adjourn**

7 Motion by Mr. Yeates to adjourn the meeting at 9:25 p.m. Seconded by Ms. Lord. So voted.