

**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  
J u n e   1 ,   2 0 1 5   M I N U T E S**

---

Members Present: David Sander; Bard Hill; Lincoln Bressor  
 Absent: Ellen Kane; Taylor Yeates  
 Others Present: Geoffrey Urbanik, Town Manager; Ian Bender; Linda Parent, Town Clerk; Mary Houle; Kirk Shields, GMP; Robert Dostis, GMP; Rod Viens, GroSolar; Lincoln Lande, GroSolar; Chris Granda; and Ruth Miller was present to videotape the meeting for MMCTV Channel 15.

---

David Sander called the meeting to order at 7:08 PM.

**1. Welcome and Public Comment**

Mr. Sander asked if there was any comment from the public for items not on the agenda, but there were none.

Mr. Sander asked the board to consider adding an item from the Cemetery Commissioners requesting they appoint George Gifford to replace Troy Liberty, who has resigned. Mr. Hill offered a motion to place this item on the agenda as item IIg and was seconded by Mr. Bressor and the motion carried 3-0.

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

Green Mountain Power Solar Project

Kirk Shields and Robert Dostis of Green Mountain Power introduced their project proposal to create a solar generating facility of up to 3 megawatts on property they own (formerly known as the Marcelino property) just off of Governor Peck Road, next to Interstate 89. Mr. Shields explained that GMP felt this was a very good spot and out of the viewshed, and had both VELCO and GMP facilities to tie into.

Rod Viens of GroSolar, the company installing the solar panels, provided an overview of his company and similar projects they have completed in Vermont and elsewhere. He provided photos of the site and renderings of the installation. He felt that the power generated would equal about 600 homes worth.

Mr. Sander asked about the lifespan of the panels and Mr. Viens said that they were expected to have 80% of their production at year 25 and this would be seen as a 35-year project for GMP. He further explained that the standard array had 18 panels and was 60 feet long. There would be approximately 12,000 panels on this project.

Mr. Sander asked about the visibility of this project. Mr. Viens said they would “select cut” some of the site to change the profile but expected no direct view into the site.

Kirk Shields explained that this would produce revenue for both the State education fund and the local tax. He felt that this would produce about \$10,000 for each.

1  
2 Mary Houle thought that these would only be taxed as real estate and not inventory unless there was  
3 something else the State allowed.  
4

5 Chris Granda said he was commenting on behalf of Energy Coordinator Jeff Forward, who could not  
6 make it to this meeting. He said this was as close as they could get to an ideal site for solar because of  
7 the visibility and close to electronic switching. The benefits of the 2.5 megawatts of carbon-free  
8 power production is an important addition to the town.  
9

10 There was additional discussion about the site and some details. Mary Houle asked how large the site  
11 was and Mr. Viens said the array was ten acres but the entire site was about 25 acres.  
12

13 The Manager asked about the application to the Public Service Board. Lincoln Lande replied that they  
14 have already issued their 45-day notice for their application. They would go to the Public Service  
15 Board for permitting and file for their Certificate of Public Good after the 45-day period. They felt it  
16 would be a six to nine month process to obtain their Certificate of Public Good.  
17

18 The Selectboard thanked them for their presentation.  
19

### 20 **3. Other Business**

#### 21 Social Media Policy

22  
23

24 The Manager explained the revisions made to the policy that made it apply to social media use by  
25 town officials and employees beyond the town planning process. There was discussion surrounding  
26 possible use of social media by the town in the future, and the town's capacity to manage social media  
27 now. The copyright statement was agreed to be the Town Manager. It was agreed that this should  
28 come back for final approval on the next agenda.  
29

#### 30 Selectboard Rules of Procedure

31

32 The Manager explained that this policy had been updated primarily with housekeeping items such as  
33 changing official titles and making reference to the existing Open Public Meetings Policy. Some other  
34 changes had to do with public speaking and agendas.  
35

36 Mr. Hill asked where these procedures might be posted for the public to be aware? The Manager said  
37 he could post them online and also post here in the room. The chair of the meeting needs to keep these  
38 in mind when running meetings.  
39

40 Mr. Hill offered a motion to approve the amendments to the Selectboard Rules of Procedure and was  
41 seconded by Mr. Bressor and the motion carried 3-0.  
42

#### 43 Bank Note for Police Video Cameras

44

45 The Manager presented the resolution and certificate for the bank note to purchase the police video  
46 cameras. The note was for \$25,055 payable over four years, at 2.35% interest.  
47

48 Mr. Sander explained that during the budget process the Selectboard had allocated \$6,500 to purchase  
49 one camera per year on a five year basis. This note would allow the town to purchase all five at once,  
50 plus body cameras, payable over four years for less money overall.

1  
2 Mr. Hill offered a motion to approve bank note 1160115896 from Merchants Bank for \$25,055  
3 payable over four years at 2.35% interest. Mr. Bressor seconded the motion and the motion carried 3-  
4 0.

5  
6 East Main Street Utility Bond  
7

8 The Manager explained the project by recapping from the last meeting. Earlier this year the town was  
9 unofficially notified of its ranking on the State's DWSRF priority list for funding for the East Main  
10 water project. Formal notification followed on April 29<sup>th</sup>. The sub-surface work for East Main  
11 includes full replacement and upgrade for all the water lines and a short section of sewer line. The  
12 East Main water line replacement is right now a very high priority for the Water Commission not only  
13 for our position on the state's priority list (which is guaranteed to give us at least a -.7% interest rate  
14 on the bond) but for the fact that the State is planning a major project for Route 2 which motivates the  
15 town to get its' improvements in ahead of their work.  
16

17 The DWSRF program notifications are somewhat out of sync with Town Meeting schedules for  
18 placing indebtedness questions on the ballot. In order to take advantage of the current standing on the  
19 list, the town needs a bond vote by the middle of July to continue to hold its place, or get bumped by  
20 other towns which have projects ready to be funded. The next time the town gets approved for  
21 funding could be more than one year away, which causes problems with coordination of the State's  
22 work.  
23

24 With that in mind, the should consider placing a question on a special election to be held around the  
25 July 15, 2015 timeframe. The latest the Selectboard could agree to do this would be at their regular  
26 June 1<sup>st</sup> meeting, or at a special meeting no later than June 10<sup>th</sup>. The sample question would be:  
27

28 *Question: East Main Water Lines*  
29

30 *Shall the voters of the Town of Richmond authorize the construction of water line improvements for*  
31 *East Main Street with the amount financed through indebtedness not to exceed \$1,200,000 to be*  
32 *financed over a period not to exceed thirty years (30 years), to be paid from Water Resources*  
33 *Department revenue? (To be voted by Australian Ballot)*  
34  
35

36 The \$1,200,000 estimate comes from the construction estimates that include the balance of \$200,000  
37 planning loan WPL-170 that was incurred during the preliminary and final design of this project in  
38 2010. The original intent of this planning loan was to be paid back a little at a time as we progressed  
39 through the various projects contained therein, however, the State now wants the full amount paid  
40 back. Originally, they wanted to pin the full \$232,000 on top of the Water Tank costs, but I explained  
41 that was unfair and would kill the project. The way we've worked this out will be to place some  
42 monies onto the tank and CCT, with the remainder here on East Main. If the town doesn't get East  
43 Main to bond, then we'll be in a new 5-year payback on the \$200,000 which will begin in 2018.  
44

45 Additionally, there is a streetscape project of curbs and sidewalks for East Main – also designed by  
46 GME. That project will be discussed in more detail during the Capital Plan part of the FY2017  
47 budget. If the Selectboard decides to move forward with that part of East Main it will be a separate  
48 bond authorization likely at Town Meeting. There were no updated figures for the streetscape but it  
49 will probably be in the neighborhood of \$400,000.  
50

1 Mr. Hill added that the East Main lines are the leakiest and the town spends up to \$10,000 on each  
2 repair. Putting that money into new lines is a better investment. The Manager noted that a special  
3 election was needed for this bond vote, to be held on July 14<sup>th</sup> at Town Center.

4  
5 Mr. Hill offered a motion to approve the bond question as read and hold a special election on July 14<sup>th</sup>  
6 at Town Center. Mr. Bressor seconded the motion and the motion carried 3-0.

7  
8 The Manager noted the information session should be on July 7<sup>th</sup> at 7pm in the Richmond Free  
9 Library.

#### 10 11 Town Plan Update

12  
13 The Manager updated the Selectboard on the progress of the Town Plan revision, and pointed out  
14 Town Planner Clare Rock's report. The steering committee was meeting, and many events were  
15 planned to gain public input. A survey was being put out and postcards being mailed to encourage  
16 people to take the survey online. Community Workshop, LLC was retained to assist with events and  
17 planning the public participation process.

#### 18 19 VEC permission to bury power lines in Wes White Hill right of way

20  
21 The Manager explained that in May the town had agreed to allow VEC to move their power lines at  
22 the end of Wes White Hill into the right of way of the road and bury them. The town's attorney noted  
23 the town could not give easements for the right of way but could issue a work permit. This was being  
24 done by way of a special permit, provided by the attorney, that embodied the goals of both the town  
25 and VEC.

26  
27 Mr. Hill offered a motion to approve the permit for VEC to bury power lines in the Wes White Hill  
28 right of way and was seconded by Mr. Bressor. The motion carried 3-0.

#### 29 30 Reports from Selectboard and Town Manager

31  
32 The Manager reported that the work on Bridge Street at the Bender buildings was progressing and he  
33 was told that the scaffolding should be removed this week. This had been up for quite a long time and  
34 everyone was looking forward to the work being completed.

35  
36 The Manager noted the bridge reports. Some discussion was made over the need for epoxy repairs to  
37 the deck of the Bridge Street Bridge. The Manager was told that this should be addressed.

38  
39 There was some additional discussion on the scaffolding on Bridge Street. There was consideration of  
40 a permit which specified a duration for work, after which a fee would be charged.

41  
42 The Manager updated the Selectboard on the Southview Oak Tree. A hearing was held by the Tree  
43 Warden, Matt Leonetti, on May 27<sup>th</sup>. About 11 people came, and most spoke in favor of keeping the  
44 tree. After some deliberation, Mr. Leonetti said that he believed the tree could remain as long as it  
45 were not a hazard. Right now it was not easy to tell, but since some limbs needed to be removed, a  
46 closer inspection would be done at that time and a more detailed assessment made.

47  
48 The Manager also noted that Bruce Hoar had provided some information about participation of  
49 Richmond residents at Lake Iroquois. Richmond was about 12% of the visitors from the last year.  
50 There was again discussion about maintaining the access. The Manager didn't feel this was a burden

1 to grade the access a few times one year out of four. Mr. Hill wanted the work to be equitable and  
2 maybe the town should do the maintenance once every ten years. Mr. Sander asked how the other  
3 towns were handling the request, and the Manager said he did not know but would ask.

4  
5 The Manager reviewed the financial budget status.

#### 6 Cemetery Commission

7  
8  
9 Mr. Sander noted that Troy Liberty had resigned as Cemetery Commissioner. The other  
10 commissioners requested that George Gifford be appointed to replace him, until the next election.

11  
12 Mr. Bressor offered a motion to appoint George Gifford to the Cemetery Commission to fill an  
13 unexpired term and was seconded by Mr. Hill and the motion carried 3-0.

#### 14 Approval of Minutes of April 18, 2015

15  
16  
17 Mr. Hill noted a correction. The manager explained there would not be three votes to approve at this  
18 meeting, due to Mr. Bressor's absence on the 18<sup>th</sup>. These minutes were tabled to June 15<sup>th</sup>.

#### 19 Approval of Purchase Orders

20  
21  
22 The Manager explained that the Highway Department had two purchase orders related to the  
23 Huntington Road culvert project. The first was to purchase a signal package and the second was for  
24 the culvert itself. For the sign package, it was covered partially by a VLCT grant, and 80% of the  
25 remainder was from the State structures grant. The signals would probably only cost the town \$2,000.

26  
27 Mr. Hill offered a motion to approve Purchase Order 2469 to Work Safe Industries in the amount of  
28 \$10,950 and was seconded by Mr. Bressor. The motion carried 3-0.

29  
30 Mr. Hill offered a motion to approve Purchase Order 2470 to Lane Enterprises in the amount of  
31 \$12,637.70 for the purchase of a culvert and was seconded by Mr. Bressor. The motion carried 3-0.

#### 32 Warrants

33  
34  
35 The Warrants were approved and signed.

36  
37 For the next agenda, it was agreed that a new report on the East Main bond would be given, and an  
38 update on the Water Storage Tank.

#### 39 **4. Adjourn**

40  
41 Motion by Mr. Bressor to adjourn the meeting at 8:40 p.m. Seconded by Mr. Hill. So voted.