

**RICHMOND SELECTBOARD
REGULAR MEETING
January 4, 2016 MINUTES**

Members Present: David Sander; Ellen Kane; Bard Hill; Lincoln Bressor

Absent: Taylor Yeates

Others Present: Geoffrey Urbanik, Town Manager; Kendall Chamberlin, Water Resources; Ian Bender; Mary Houle; Cathleen Gent; Alan Huizenga and Brad Washburn of Green Mountain Engineering; and Ruth Miller was present to videotape the meeting for MMCTV Channel 15.

David Sander called the meeting to order at 7:10 PM.

1. Welcome and Public Comment

Mr. Sander asked if there were any comments from the public, but there was none.

2. Discussion of Items with Those Present

East Main Street Streetscape

Alan Huizenga and Brad Washburn of Green Mountain Engineering presented details and cost estimates for the East Main streetscape project, to be considered for a bond question for Town Meeting.

Mr. Washburn walked the Selectboard through the details of the project for curbs and sidewalks, and some storm water improvements. There would be granite curbing and five-foot sidewalks with a green strip in between. Some utility pole relocations would be dropped from the project, but some improvements to stormwater would be required such as road crossings and new basins.

The Manager said that the Selectboard had questions about treatment of the storm water. Mr. Huizenga said there was no treatment considered in the current design, but “vortex” catch basins could be used to collect sediment. There was a discussion about where the current basins discharge. It was likely that all pipes at some point discharged to the railway, and then found their way to the river. Mr. Huizenga noted that the design only addressed items within the Route 2 right of way, and Mr. Washburn added that the work being done did not mandate treatment.

There were several questions about the vortex basins, how large they were and where they would fit. There was also a retaining wall near the Victorian Inn to allow the sidewalk to be closer to street level in that area. Mary Houle asked if the sidewalk had to be ADA compliant, and Mr. Huizenga said if federal monies were used for reconstruction, then yes.

There was additional discussion on the possibility of a bond. Mr. Kane wanted to know what the duplication costs were between the surface restoration of the water line project and the new sidewalk for the streetscape.

1 Finally, there was discussion on how much funding was required. Mr. Washburn had presented
 2 proposed costs of \$1,199,057 for the water line replacement and \$637,488 for the curbs and sidewalks.
 3 The Selectboard agreed that \$650,000 should be the amount of the bond question.

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 5 Mr. Bressor offered a motion to develop an indebtedness question for Town Meeting for storm sewer
 6 and streetscape improvements for East Main Street in the amount of \$650,000 and was seconded by
 7 Mr. Hill.

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 9 Cathleen Gent asked if the Selectboard was committed to the project – water, storm sewer and
 10 streetscape? The board agreed that they were.

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 12 The motion carried 4-0.

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 14 Mr. Chamberlin said he hoped the town would approve this to be able to coordinate the two projects.

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 16 **3. Other Business**

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 18 FY2017 Budget

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 20 The Manager explained the revised sixth budget draft. Following our personnel discussions on the
 21 29th, some slight revisions were made to the Police wages, reflecting a slightly lower increase than
 22 proposed last week.

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 24 With some other adjustments (noted in the budget) the budget is at 1.8 cents increase. The Manager’s
 25 current recommendation is to keep the highway tractor replacement in, and defer the diesel fuel system
 26 one more year (some capital expense is dropping off next year in highway). This should settle the
 27 major issues with the budget, barring any reconsiderations – which is entirely in the board’s discretion.

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 29 Budget highlights:

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	Dollars (\$)	Percent %	Est. Tax Impact
Administration Operations	\$ 14,779	2.71%	0.0033
Lister Operations	\$ (1,400)	-5.01%	(0.0003)
Planning/Zoning Operations	\$ (14,340)	-12.39%	(0.0032)
Police Operations	\$ 56,836	13.00%	0.0127
Library Operations	\$ 11,239	6.41%	0.0025
Fire Operations	\$ 13,650	24.50%	0.0030
Appropriations	\$ 600	0.63%	0.0001
Highway Operations	\$ 17,836	1.63%	0.0040
Recreation Operations	\$ (200)	-0.26%	(0.0000)
	Dollars (\$)	Percent %	Est. Tax Impact
Administration Capital & Debt	\$ -	0.00%	0.0000
Police Capital & Debt	\$ (1,959)	0.00%	(0.0004)
Fire Capital & Debt	\$ 6,087	5.87%	0.0014
Recreation Capital & Debt	\$ -	0.00%	0.0000
Library Capital & Debt	\$ -	0.00%	0.0000
Highway Capital & Debt	\$ 11,062	4.31%	0.0025
Non-tax Revenues	\$ 37,480	9.62%	(0.0084)
Grand List adjustment	\$		(0.0017)

	7,418		
		Cents=	0.0154

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General Fund Spending = \$1,856,458; up \$85,291 or 4.82%
Highway Fund Spending = \$1,602,633; up \$28,898 or 1.84%

Taxation = \$3,011,092; up \$76,079 or 2.44%

There was additional discussion on personnel, Library books and reserves, fire department maintenance and other items.

Ian Bender said that the schools were trying to level-fund their budgets.

After some discussion the board agreed to put this forward for a public hearing on the 19th.

Delinquent Tax Policy

The Manager explained that this had been modified from earlier discussions and included a check list of items to review with tax payers including various options and aid services.

Ms. Kane offered a motion to approve the Delinquent Tax Policy and was seconded by Mr. Bressor, and the motion carried 4-0.

Sharps Policy

The Manager explained that following the discussions in the mobile home park earlier in the year, he realized that town employees would likely at some point come into contact with discarded needles in public areas. This policy put into place who would be authorized to handle these items, how to handle them, training required, and where to dispose of them.

The board reviewed and offered some revision suggestions and requested that this come back following revisions.

Reports from Selectboard and Town Manager

The Manager reported on the police report and construction of Greystone Drive and the water storage tank, both of which were proceeding well.

Approval of Warrants

Mr. Bressor noted that the police department purchased chicken wings from the market, probably for the holiday party and questioned why. The warrants were approved.

Mary Houle said she noticed Pete Gosselin taking the town truck to the supermarket on the day of the holiday party and felt this was an abuse of town property. The Manager disagreed and said it was for a particular circumstance but Mr. Gosselin had an agreement since his hire for personal use of the truck.

1 Approval of Minutes

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3 Mr. Bressor offered a motion to approve the minutes of December 21, 2015 and was seconded by Ms.
4 Kane, and the motion carried 4-0.

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6 Approval of Contract for Oversight with KAS Engineering

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8 The Manager explained that this contract was for easement surveying (\$1,170), oversight (\$2,820) and
9 project closeout (\$950). Mr. Bressor offered a motion to approve the contract with KAS Engineering
10 and was seconded by Ms. Kane and the motion carried 4-0.

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12 **4. Adjourn**

13 Motion by Mr. Bressor to adjourn the meeting at 8:40 p.m. Seconded by Ms. Kane. So voted.