

**RICHMOND SELECTBOARD  
REGULAR MEETING  
October 17, 2016 MINUTES**

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Members Present: Ellen Kane; Bard Hill; Steve May; David Sander

Absent: Lincoln Bressor

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Others Present: Geoffrey Urbanik, Town Manager; Connie Bona, Finance Assistant; Mary Houle; Marie Thomas; Judith Rosovsky; Alex Brosam; and Ruth Miller was present to videotape the meeting for MMCTV Channel 15.

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Ellen Kane called the meeting to order at 7:00 PM.

**1. Welcome and Public Comment**

Ms. Kane recognized and thanked Richmond’s first responders at the fatal accident in Williston recently. Ms. Kane asked if there were any comments from the public.

Mary Houle echoed Ms. Kane’s sentiments towards Richmond’s first responders. She said that the person driving the wrong way was impaired, and spoke against marijuana legalization.

Judy Rosovsky, the chair of the Conservation Commission, spoke about renewable energy siting in Richmond. The Regional Planning Commission is developing a renewable energy plan and has identified two sites in Richmond as being prime spots for wind energy. The Richmond Conservation Commission has concerns about the environmental sensitivity of those sites and opposes wind energy in those locations – in the area above Richmond Pond and the “Bryant Hill” area near Cochran’s Ski Area. There is a November 1<sup>st</sup> deadline to participate in public comment on this issue and Ms. Rosovsky said that the Planning Commission would not have time to formulate a response and asked if the Conservation Commission could respond directly to the Regional Planning Commission instead of making recommendations locally.

The Manager suggested that the Conservation Commission could write a letter directly to the Regional Planning Commission stating their concerns and what they intend to recommend to the Planning Commission. There was some discussion on this. The Selectboard agreed that it would be appropriate for the Conservation Commission to write such a letter, and if there were other times for public comment on this issue the Planning Commission should be ready.

Marie Thomas mentioned the recent gravel road work on Hillview Road and that has made a nice improvement to the road and stone lined ditches.

**2. Other Business**

VCDP Grants and Subgrants

The Manager explained that the main grant with the State was ready to approve, for \$500,000, but the subgrants with Buttermilk were still under attorney preparation. The Selectboard reviewed the main VCDP grant IG2015 Richmond 00016 and Mr. Sander offered a motion to approve signing of said grant. Mr. May seconded the motion and the motion carried 4-0.

1  
2 FY2018 Budget Review  
3

4 The Manager recapped the discussions from the October 6<sup>th</sup> special session, and noted that no  
5 significant changes to this draft had been made. The Fire Protection and Richmond Rescue lines were  
6 now shown under the Administration budget. The Manager explained that each time the Selectboard  
7 wants to see changes like this, they move existing budget lines in the public budget, but did not  
8 recreate the chart of accounts, for reporting purposes. It was all in how it is presented in this  
9 document, not how it is tracked in the financial system. The Selectboard asked for additional  
10 information on the library budget, healthcare costs and fire equipment needs. Mr. May suggested “buy  
11 local” guidance for office staff.  
12

13 There was some discussion about a request from the Recreation Committee to consider a part-time  
14 recreation director. Maureen Kangley said this had been brought up in the past and hadn’t done well.  
15 Mr. Hill suggested another ballot item.  
16

17 Public Safety Building  
18

19 The Manager explained that the committee had visited Hinesburg Police Department and will be  
20 visiting the Cambridge Fire Department – both departments had newer buildings that were much less  
21 in scope and cost than what had been proposed in the recent report. The thought was how to get an  
22 acceptable building at an acceptable price that was attractive and functional. Some of the initial goals  
23 may have to be revised.  
24

25 Municipal Planning Grant  
26

27 Town Planner Clare Rock would like to apply for a grant to assist with writing regulations next year  
28 following the (possible) adoption of the Town Plan. Her estimates on a consultant run over \$30,000,  
29 but through the Municipal Planning Grant program municipalities with a local planning process that  
30 has been confirmed by October 31, 2016, are eligible to apply for grants of up to \$20,000. To be  
31 confirmed, an adopted plan must be approved by a regional planning commission and the municipality  
32 must maintain efforts to provide local funds for municipal and regional planning purposes as required  
33 by 24 V.S.A. §4350. Ours is still in effect.

34 Municipalities may apply for any dollar amount between \$2,500 and \$8,000 without a local match  
35 requirement. (Minimum grant award is \$2,500.) Any grant amount above \$8,000 will require a local  
36 cash match: 33% of total project cost over \$8,000 (or 50% of MPG funds over \$8,000), as shown in  
37 the table below. The maximum amount of grant funds provided is \$20,000. Clare would like approval  
38 to submit a grant application for up to \$20,000 and utilize the Planning Commission budget for  
39 contract services to provide the required match.

40 Mr. Sander offered a motion to approve the application for a Municipal Planning Grant and was  
41 seconded by Mr. May, and the motion carried 4-0.  
42

43 Reports from Selectboard and Town Manager  
44

45 The Manager noted the Police Report and budget status. He explained there was a chance to work  
46 with Hinesburg on recruiting a zoning officer jointly, since their position was 20 hours per week at the  
47 same wage range. There was some discussion on this, and the Selectboard agreed that there was an  
48 opportunity there but did not agree to provide a contribution to a benefits package, which Hinesburg  
49 may provide, out of concerns about our current policy. The Selectboard requested additional legal  
50 advice on this.

1  
2 The Manager mentioned that the Andrews Farm and Gillets Pond Dam were two significant items  
3 coming up that would make requests for Conservation Reserve Fund monies. The board discussed  
4 these items but the groups organizing the fund raising would need to make application to the  
5 Conservation Commission for funding, to be considered for approval by the Selectboard.

#### 6 7 Approval of Minutes

8  
9 It was noted that the minutes of October 3<sup>rd</sup> did not have three votes to pass, and they were tabled until  
10 the next meeting.

11  
12 Mr. Sander offered a motion to approve the minutes of October 6, 2016 and was seconded by Mr.  
13 May, and the motion carried 4-0.

#### 14 15 Resolution Amending Schedule A of Road Names

16  
17 The Manager explained that this was an E911 item, since Blueberry Farm Road forked, and the two  
18 forks each had enough lots to be considered a private road, a new road must be named for one of the  
19 forks, and the suggestion was Blueberry Farm Extension.

20  
21 Mr. May offered a motion to approve the amended Schedule A of the Road Naming Ordinance to add  
22 Blueberry Farm Extension as a private road and was seconded by Mr. Hill, and the motion carried 4-0.

#### 23 24 Turkey Trot

25  
26 The Manager explained that the Never Give Up, Ever organization wanted to hold their annual Turkey  
27 Trot road race on Cochran Road on Thanksgiving. They had organized this for several years with no  
28 problems. Mr. Hill offered a motion to approve the Road Race request for the Turkey Trot on  
29 Thanksgiving and was seconded by Mr. Sander, and the motion carried 4-0.

#### 30 31 Tax Sale

32  
33 The Manager explained that the Delinquent Tax Collected wanted to hold the Tax Sale on November  
34 22<sup>nd</sup> for nine properties, listed on a separate sheet. Mr. Hill offered a motion to approve of the tax sale  
35 and was seconded by Mr. Sander, and the motion carried 4-0.

#### 36 37 Work within the Right of Way Permit

38  
39 The Manager explained that this permit was for a Vermont Gas permit on Jericho Road 16-090. Mr.  
40 Sander offered a motion to approve ROW Permit 16-090 and was seconded by Mr. May, and the  
41 motion carried 4-0.

#### 42 43 Baker Street Block Party

44  
45 Mr. Hill explained that this was a renewed request from the cancelled party earlier, for October 29<sup>th</sup>  
46 with a rain date of November 5<sup>th</sup>. Mr. Sander offered a motion to approve the request for a road  
47 closure for Baker Street on October 29<sup>th</sup> or November 5<sup>th</sup> and was seconded by Mr. May, and the  
48 motion carried 4-0.

49

1 It was noted that Pleasant Street was normally closed for Halloween, and Mr. May offered a motion to  
2 approve this closure as well, and was seconded by Mr. Sander and the motion carried 4-0.

3  
4 Approval of Warrants

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6 Warrants were approved and signed. Mr. Sander had a question on a bill for a replacement door lock  
7 on one of the cruisers which was less than three years old and why it wasn't covered under warranty.  
8 The Manager said this bill would be withheld until that question was answered. There was also a  
9 question on the mirror replacements on the Highway truck, which the Manager would report back on  
10 for the next meeting.

11  
12 Executive Session

13  
14 Ms. Kane explained that there was a need to discuss the performance evaluation for the Town  
15 Manager, and read the following resolution.

16  
17 Mr. Sander offered a motion to find that premature public knowledge about the Town Manager  
18 performance evaluation would cause the town or person to suffer a substantial disadvantage. Mr. Hill  
19 seconded the motion and the motion carried 4-0.

20  
21 At 8:18 PM Mr. Sander offered a motion to enter an executive session to discuss the Town Manager  
22 performance evaluation, under section 1 VSA 313 (a)(3), and Mr. May seconded the motion. The  
23 motion carried 4-0.

24  
25 At 9:05 PM Mr. Sander offered a motion to adjourn the Executive Session and reconvene the regular  
26 session and was seconded by Mr. Hill and the motion carried 4-0.

27  
28 **3. Adjourn**

29 Motion by Mr. Sander to adjourn the meeting at 9:05 p.m. Seconded by Mr. Hill. So voted.