

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
A u g u s t 7 , 2 0 1 7 M I N U T E S

Members Present: Lincoln Bressor; Bard Hill; Steve May; David Sander

Absent: Steve Ackerman

Others Present: Geoffrey Urbanik, Town Manager; Mary Houle; Clare Rock, Town Planner; Charlotte Phillips; Andy Squires, Constable; Bob Heiser, Vermont Land Trust; Bruce and Cara LaBounty; Harold & Paulita Irish; Labor Counsel John Klesch; Judy Rosovsky, Conservation Commission; and Ruth Miller was present to videotape the meeting for MMCTV Channel 15.

Lincoln Bressor called the meeting to order at 7:05 PM.

1. Welcome and Public Comment

Mr. Bressor asked if there were any comments from the public.

Mary Houle mentioned that Shelburne had an ethics policy and committee, and we need to remind our Selectboard that decisions have to be made in public. Public officials need to disclose conflicts, and this was directed at a member who has past affiliations with the AFL-CIO. Regarding prevailing wage, we go with lowest bidders, not if they have a union contract.

Cara LaBounty mentioned that the recent Float-a-Palooza organized by Mike Trimboli was a success again, raising over \$11,000 for the Chill Foundation and they expect another event next year.

2. Executive Session

Mr. Bressor explained that there was a need to discuss a personnel matter and contract negotiations regarding the NEPBA contract in executive session.

Mr. Sander offered a motion to find that premature public knowledge about Personnel Matters and the NEPBA contract negotiations would cause the town or person to suffer a substantial disadvantage. Mr. May seconded the motion and the motion carried 4-0.

At 7:10 PM Mr. Sander offered a motion to enter an executive session to discuss personnel matters and the contract negotiations, under section 1 VSA 313 (a)(2) & (7) & a with the Manager, Harold & Paulita Irish and John Klesch present, and Mr. May seconded the motion. The motion carried 4-0.

At 8:20 PM Mr. Sander offered a motion to adjourn the executive session and reconvene the regular session. Mr. Hill seconded the motion and the motion carried 4-0.

Mr. Sander was required to leave the meeting early.

Mr. Bressor explained that no further action on the Executive Session items was necessary this evening.

1
2 **3. Items for Discussion with those Present**

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4 Cemetery Road Speed Complaints

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6 Mr. Bressor noted that the complainants were not in attendance and that this item could be
7 rescheduled.

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9 Mr. Hill asked the police if they could monitor this road more in this time.

10
11 Constable Duties

12
13 Town Constable Andrew Squires was present to discuss his statutory duties and how he would carry
14 them out in Richmond. Mr. Squires explained that he was a level 2 certified law enforcement officer
15 following his training and capable of making arrests and carrying out law enforcement duties.
16 However, he was not certified in Radar and didn't plan to be, and he was unable to have a blue light on
17 his vehicle along with the red light for Rescue, with which he is still active, so he would either need a
18 town vehicle – typically from the police department, or not use his vehicle for pursuits or traffic stops.
19 Mr. Squires explained more about his duties and how he would carry them out.

20
21 Mr. Bressor asked if he had a set schedule. Mr. Squires said he would set his own schedule, and work
22 with the Police Department on that.

23
24 Mr. Hill asked how things had worked out so far, and Mr. Squires said pretty good.

25
26 Mr. Bressor asked if he required anything more at this time, and Mr. Squires said not at this time.
27 There was some discussion about his position, and that he was a certified law enforcement officer,
28 could communicate with other law enforcement by radio, and he did have powers of arrest within the
29 limits of the town, although if an action began in Richmond he could pursue outside of Richmond to
30 make an arrest. The Selectboard thanked Mr. Squires for his time and information and suggested an
31 article in the Times Ink for communicating with the public.

32
33 Amending Zoning Fees

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35 Town Planner Clare Rock presented a plan to amend the zoning fees. Highlights were:

- 36
- 37 • Adding the “AS built” permit fee – to basically penalize those people who don't obtain a
38 zoning permit before they start construction.
 - 39 • Adding the Appeal Fee – this has been in place but needs to be reflected on the fee schedule.
 - 40 • Adding the DRB Decision recording fee in the upfront DRB application fee (so people don't
41 have to come back and pay ANOTHER fee). Recording is required, and in most cases time
42 sensitive and staff has been accommodating folks but the fee is an issue for us. We propose
43 that staff take over recording duties and the recording fee paid up front.
 - 44 • Adding the Final Subdivision Review Fee – subdivisions are sometimes taken in two phases,
45 sometimes a year apart. Staff therefore reviews twice, but charges only once – this would
46 change to reflect a charge for a second review.
 - 47 • Adding a new option “Prelim and Final Review – concurrent review” Fee – because this is
48 what most people are doing.
- 49

1 Following a brief discussion, the board agreed to introduce these changes, and hold a public hearing in
2 September prior to consideration for adoption.

3
4 Mr. May offered a motion to introduce the amendments to the zoning fees, with a public hearing for
5 September 18, 2017 at 7:30 PM in the Town Center Meeting Room. Mr. Hill seconded the motion and
6 the motion carried 3-0.

7 8 **4. Public Hearings**

9 10 Ordinance 2017-02 – Amending the Traffic Ordinance for No Parking within Intersections

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12 Mr. May offered a motion to open the public hearing for Ordinance 2017-02 and was seconded by Mr.
13 Hill, and the motion carried 3-0.

14
15 Mr. Bressor explained that this would change parking within intersections prohibited from 15 feet to
16 25 feet. There was a question about whether existing parking spaces on West Main would be affected
17 and the Manager did not believe that would be the case.

18
19 Mr. May offered a motion to close the public hearing and was seconded by Mr. Hill, and the motion
20 carried 3-0.

21
22 Mr. May offered a motion to adopt Ordinance 2017-02 and was seconded by Mr. Hill, and the motion
23 carried 3-0.

24 25 First Reading - Ordinance 2017-03, Amending the Traffic Ordinance for No Parking during overnight 26 hours at Round Church Road

27
28 The Manager explained that this amended the Traffic Ordinance to prohibit parking on Round Church
29 Road from 8pm to 8am April 1 through September 30, and from 6pm to 6am October 1 through March
30 31. He noted that the Richmond Historical society had expressed some concern about Round Church
31 events. Mr. Bressor added to recap the conversation from the last meeting.

32
33 Mr. May offered a motion to introduce Ordinance 2017-03 and schedule a public hearing for
34 September 5, 2017 at 7:30 in the Town Center Meeting Room and was seconded by Mr. Hill. The
35 motion carried 3-0.

36
37 Judy Rosovsky said that this was preferable to try before taking away parking spaces.

38 39 **5. Other Business**

40 41 Memorandum of Understanding with Vermont Land Trust

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43 Bob Heiser of Vermont Land Trust was present to explain his proposal for a Memorandum of
44 Understanding regarding the purchase and management of the Andrews Forest. The primary need was
45 for a management plan, and since VLT would be an easement holder the town would need to develop
46 this independently, with a grant the town has received for that purpose. There was some other
47 discussion on the details of the memorandum, and the need for an oversight committee for the
48 property.

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1 Mr. May offered a motion to approve the memorandum and authorize the Town Manager to sign and
2 was seconded by Mr. Hill, and the motion carried 3-0.

3 4 Reports from Selectboard and Town Manager

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6 The Manager noted the police report. The Manager provided a construction update, including East
7 Main sidewalks, the Route 2 bridge replacement (which was ahead of schedule) and utility work on
8 Bridge Street for the Jolina Court buildings. The Manager added that the Chittenden Solid Waste
9 District facility on Rogers Lane was becoming more busy, with some Saturdays seeing traffic backed
10 up on Route 117. This would be a monitored issue. The Richmond Rescue board liaison for the
11 Selectboard was still open, and the board suggested advertising on Front Porch Forum for interest.

12 13 Approval Items

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15 The Manager suggested taking these items as a whole, and approving them as a consent agenda.

- 16
17 a. Minutes of July 17, 2017
18 b. Buttermilk Reimbursement Requisition approval (with warrant)
19 c. Liquor License application: Sweet Simone's
20 d. Approval of CUSI contract
21 e. Turn the Towns Teal request
22 f. Turkey Trot Race Request
23 g. Approval of Access Permit #17-087 115 East Hill Road
24 h. Highway Purchase Orders: East Main sidewalk paving; Calcium Chloride
25

26 Mr. May offered a motion to approve the consent agenda and was seconded by Mr. Hill, and the
27 motion carried 3-0.

28 29 Approval of Warrants

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31 Warrants were reviewed and approved.

32 33 Approval of Purchase Orders

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35 Mr. Hill offered a motion to approve the purchase order to Chittenden Unit for Special Investigations
36 in the amount of \$7,583 and was seconded by Mr. May. The Manager explained CUSI's role in the
37 county and crimes involving children as well as other crimes. The motion carried 3-0.

38
39 Mr. Hill spoke a little about use of Route 2 for bicyclists, and noted a few years ago when the Bike
40 Path study came out, the preferred alternative at that time was to restripe Route 2 to allow for 4 foot
41 shoulders to accommodate bicyclists. Apparently this has not yet happened, and the board should
42 discuss this at the next meeting.

43 44 **6. Adjourn**

45 Motion by Mr. Hill to adjourn the meeting at 9:25 p.m. Seconded by Mr. May. So voted.