

**RICHMOND SELECTBOARD
REGULAR MEETING
June 19, 2017 MINUTES**

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

Absent: None

Others Present: Geoffrey Urbanik, Town Manager; Mary Houle; Maureen Kangley; Brian Carpenter; Bob Stafford; Dave and Fran Thomas; Derek Miodownik; Jon Kart; Jean Bressor; Alan Buck, Police Chief; Dennis Gile, Fire Chief; Jerry Levesque, Assistant Fire Chief; Mark Klonick, Firefighter; Mike Parent, Firefighter; Lucaiah S Miodownik; Scott Lowe; and Ruth Miller was present to videotape the meeting for MMCTV Channel 15.

Lincoln Bressor called the meeting to order at 7:00 PM.

1. Welcome and Public Comment

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

Mary Houle brought a copy of a recent Burlington Free Press article which had a picture of the Richmond sign at Town Center, which was in need of a fresh coat of paint. She urged the Selectboard to have maintenance performed on the sign. She also mentioned a dead tree on Round Church Road should be removed.

There were no further public comments.

2. Items for Discussion with those Present

Public Safety Building Committee

Robert Stafford, Brian Carpenter, Police Chief Buck, Fire Chief Gile and Assistant Chief Levesque presented the final design and cost estimate for the proposed Public Safety Building to house a new Police and Fire station and community room. One member of the committee, Rick Barrett, could not be in attendance. Mr. Stafford explained that the committee had met for the past 18 months and developed this proposal as the best alternative to the town's needs today and in the next 20 years. The preferred option also included extending public utilities from the village (behind the schools) to the property known as the Willis farm, now owned by the Reaps. The cost estimate for the preferred option was \$6,994,000.

Mr. Bressor asked about how the paving was included in the town budget. The Manager suggested that this could be an outlay cost carried in the town's normal paving plan, by shifting roads further back. He noted that the town was ahead of the 12-year schedule on paving. Mr. Bressor also asked why it was compelling to bring in public water and sewer. The committee discussed the need for public water and sewer and the value it would bring to the Gateway area.

1 Mr. May asked if any analysis had been done on possible rental income of the police space in Town
2 Center if they moved out and Mr. Stafford said they had not been tasked with that analysis. Mr. May
3 also suggested that a right of way for a path towards the park and ride should be included in this plan.
4

5 Mr. Hill commented on the \$550,000 for public utilities and noted that this was from the Green
6 Mountain Engineering report from 2015. The Manager said these numbers were updated for the
7 USDA application last year. It was discussed that on-site water and septic option had those numbers
8 included in the overall estimate and weren't lined separately.
9

10 Mr. Hill asked about population estimates for the next 30 years. From the Regional Planning
11 Commission's estimates, population growth in town was only a few hundred residents.
12

13 This lead to a larger discussion on the roles and duties of both fire and police and how they might
14 evolve over time. Mr. Stafford explained that the size of the building met the needs to today and was
15 capable of being expanded to accommodate more room later.
16

17 Mr. Bressor noted that on a 30 year bond, this would cost at least \$375,000 and require close to a 10%
18 tax increase, and noted that few people in town could afford that. Mr. Stafford explained the
19 deficiencies in the current police department and said that inadequate facilities could cost more than
20 the bond cost if something negative were to happen because of them.
21

22 Mr. Bressor opened the floor to public comment.
23

24 Jon Kart said that if municipal water and sewer went along Route 2 everyone would be compelled to
25 connect and he didn't feel that everyone wanted to. He also asked about the size of the building, and
26 Mr. Stafford explained a little more about what was included in the building.
27

28 Fran Thomas was concerned with the cost and what that would do to the tax rate. She delivers meals
29 on wheels and there are a lot of people in town who couldn't pay this. She agrees that something was
30 needed but something we could afford.
31

32 Mark Klonick felt the fire department could get another 30 years out of the current fire department
33 building. He felt it was capable of being modified for the future as well, and Chief of Police Buck
34 mentioned that the I-89 and Route 2 right of ways cut into the lot significantly, limiting the ability to
35 construct a new structure.
36

37 After some additional discussion, the Selectboard agreed to take this up again at the next meeting.
38

39 Mount Mansfield Modified Union School District – Board Vacancy 40

41 The Manager explained that John Milazo, a former long-time Richmond School District board
42 member and having also served on the new Mount Mansfield Modified Union School District, has
43 resigned, leaving a vacancy. The Chair of MMMUSD, Andrew Pond, reports that the Richmond
44 Directors plan to ask interested persons to submit a letter of interest addressed to the Superintendent
45 stating their reason(s) for interest in serving as well as any relevant qualifications. They have had four
46 people inquire, and have moved two finalists forward: Derek Miodownik and Scott Lowe. Both are in
47 attendance to be interviewed.
48

49 Scott Lowe
50

1 Mr. Lowe explained his interest and experience on the former Richmond Elementary school board.
2 He was active in the Civil Air Patrol and young people. Now that his children are older he has more
3 time to commit to the school board.
4

5 Mr. Bressor asked if he intended to run for election to the position on March and he said yes. Several
6 other questions were asked, and answered.
7

8 Derek Miodownik
9

10 Mr. Miodownik explained his experience and desire to serve on the board. He has four children in the
11 district (in 3 schools) and is invested in their outcomes. He works on community restorative justice
12 boards and wants to see people succeed.
13

14 Mr. Bressor asked about any specific policies he's worked on. Mr. Miodownik spoke of his work on
15 policy and governance by developing a model that is defined by what it is supposed to accomplish. He
16 felt governance should be based on values and should be measured for quality.
17

18 After additional discussion with Mr. Miodownik, Mr. Bressor said the board had two highly qualified
19 candidates to choose from. Mr. May explained he knew both candidates personally and was impressed
20 by each, making it a tough decision. Mr. Sander said both were good caliber and that this was not a
21 fun, glamorous job. Mr. Ackerman asked if this appointment was just to the next Town Meeting,
22 which it was.
23

24 Mr. Bressor said he was inclined to have a newer candidate selected. There was some discussion, and
25 Mr. Ackerman offered a motion to appoint Derek Miodownik to fill the unexpired term on the
26 MMMUSD board. Mr. Hill seconded the motion.
27

28 Mr. Lowe thanked the Selectboard and said the choice for Mr. Miodownik was a good one, but he
29 would still remain involved and offered Mr. Miodownik his full support.
30

31 The motion carried 5-0.
32

33 Winooski River Bank Stabilization 34

35 Mr. Bressor recapped the stabilization issue at Volunteers Green. Jon Kart had prepared some
36 additional explanation and reasoning, as an interested resident (living on Old Brooklyn Court across
37 the river from the area in question). The problem was illustrated in how the river flows once it is in a
38 flood or high water condition, directly hitting the bank next to the band stand. Mr. Bressor said that
39 previous armoring projects of the river from the 1930s had been shown to limit erosion, and this
40 section needed it now more than ever.
41

42 Mr. Ackerman asked if we reinforce this area what other effects would it have? Was there any
43 monitor for those effects? There was some discussion on this but no definitive answer on how to
44 monitor for additional erosion. It was noted that downstream erosion was happening now anyway.
45

46 The Manager asked how the board would like to move forward. Mr. Hill offered a motion to authorize
47 the Manager to take steps to get the project permitted and was seconded by Mr. Sander.
48

49 Mr. May said the town had been talking about this for three years, and the Conservation Commission
50 was against the idea and the Recreation Committee had not been consulted. He felt one problem was

1 being addressed that would create other problems. The motion carried 4-1 with Mr. May voting
2 against.

3
4 Mary Houle suggested adding steps for people to get out of the river there, and using the Conservation
5 Reserve Fund for the project.

6
7 Jean Bressor passed around some photographs from Waitsfield and Winooski to show examples of
8 armoring with large stone.

9
10 **3. Other Business**

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12 **Personnel and Wage Policy Review**

13
14 The Manager explained that in the information provided, the board would find the original and revised
15 wage scales, as well as the classification chart on our positions. This is the primary basis for how we
16 pay our employees and especially how to pay a new hire. We have gone over this with department
17 heads, and we're in the process of updating position descriptions and other policies, including a total
18 re-write of our personnel policy. This was the first bite. With positive feedback from the Selectboard,
19 staff would move ahead with updating position descriptions and wage range movement policies for
20 approval. Finally staff would seek approval for the new employee policy manual.

21
22 Mr. Hill asked for additional detail on how the classification numbers were derived and how step
23 levels would be determined. He wanted to see a predictable movement across the grid. The Manager
24 noted that this would be a policy shift away from just the Selectboard's cost of living award, and the
25 board understood that change. Future meetings would delve deeper into this methodology.

26
27 **Sign Maintenance**

28
29 The Manager explained that the town had three Richmond signs that needed attention. Mr. May had
30 suggested adding some additional signs on the main routes into Town. There was some discussion on
31 how to achieve these goals – and the Selectboard determined that the first priority would be to
32 maintain existing signs and then plan on how to implement additional signs.

33
34 **Chittenden County Regional Planning Commission and Municipal Roads Pilot Project Grants**

35
36 The Manager explained that with the new state-mandated Municipal Roads General Permit for
37 stormwater control, they were urging best practices to be implemented especially on gravel roads. As
38 an incentive, this grant program was developed. Highway Foreman Peter Gosselin had met this past
39 week with Regional Planning Commission representatives and identified a few areas for improvement
40 with erosion control and he also thought some culvert replacements may help as well. The board was
41 requested to sign a letter requesting the grant of \$12,500 (with a \$2,500 match) for such work.

42
43 Mr. Sander offered a motion to approve signing of the letter requesting grant support from the
44 Municipal Roads Pilot Project, and was seconded by Mr. Ackerman. The motion carried 5-0.

45
46 **Buttermilk LLC Grant Amendment Request**

47
48 The Manager explained that some additional contamination and remediation was identified at the
49 creamery site by Buttermilk personnel. They were requesting an amendment of \$193,530 for
50 additional work and administration costs. Since the VCDP grant was awarded to the Town, the
51 Selectboard would need to concur with submission of the amendment.

1
2 Mr. Sander offered a motion to approve submission of an amendment to the VCDP Grant for the
3 cleanup of the creamery, for \$193,530, and was seconded by Mr. May and the motion carried 5-0.
4

5 Reports from Selectboard and Town Manager:

6
7 The Manager noted the Police Report and the Budget Status report.
8

9 The Manager reported on the Community Forest Program grant that VLT's Bob Heiser applied for on
10 our behalf was awarded by the US Forest Service. Additionally, the VHCB grant was also awarded at
11 \$100,000. The original financial plan was as follows:
12

	Expected	Received
14 VHCB Funds:	\$175,000	\$100,000
16 Town CRF Funds	\$75,000	\$75,000
17 Foundation Funds	\$40,000	Unknown
18 Other Funds	\$31,000	Unknown
19 Bargain Sale Donation	\$90,000	\$90,000
20 <u>Federal CFP Funds</u>	<u>\$200,000</u>	<u>\$256,000</u>
21		
22 Total	\$611,000	\$521,000

23
24 Bob Heiser believes that this will come together by the time he expected during the application periods
25 – either late this year or early 2018. The \$356,000 in grant funding was an outstanding
26 accomplishment for the town and Mr. Heiser. The Selectboard was impressed with the funding so far
27 and offered thanks and appreciation for Mr. Heiser.
28

29 The Manager also reported on the initial results from the solar net-metered contract with Green
30 Lantern Group. Connie Bona had reported the initial results were promising, perhaps generating
31 \$9,000 in savings per year for taxpayers and ratepayers.
32

33 Approval of Minutes

34
35 Mr. May offered a motion to approve the minutes of June 5, 2017 and was seconded by Mr. Hill and
36 the motion carried 5-0.
37

38 Appointment of Alison Anand to Development Review Board

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40 It was noted that Ms. Anand had been appointed to the Planning Commission but had written she also
41 was willing to continue as DRB alternate. Mary Houle suggested checking VLCT to avoid a conflict,
42 and Mr. Hill said that a quick review said that the offices were not incompatible.
43

44 Mr. Hill offered a motion to appoint Alison Anand to a one-year appointment to the Development
45 Review Board as Alternate #1. Mr. Sander seconded the motion, and the motion carried 5-0.
46

47 GMAA Round Church Run and Cochran Road Closure – July 15th

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49 The Manager reported that with the Route 2 closure occurring during the normal weekend of this race,
50 it was near impossible to close Cochran Road for one hour. This was discussed at the June 5th meeting

1 with Green Mountain Athletic Association. Their solution was to reschedule the race to the weekend
2 prior to the beginning of the Route 2 closure – July 15th. The Selectboard was supportive of the move.
3

4 Mr. May offered a motion to approve the GMAA Round Church Run date of July 15th, with the
5 Cochran Road closure from 7:55 AM to 8:55 AM. Mr. Hill seconded the motion and the motion
6 carried 5-0.
7

8 Warrants and Purchase Orders

9

10 The warrant was approved.
11

12 Mr. Hill offered a motion to approve Purchase Order #3381 to Cofile Technologies in the amount of
13 \$9,748 for book binding of 4 land record books that were falling apart. Mr. Sander seconded the
14 motion and the motion carried 5-0.
15

16 There was discussion of the July 3rd meeting. Not all members would be able to attend that date. Mr.
17 Sander offered a motion to meet on July 5th if possible and was seconded by Mr. Hill. The Manager
18 suggested that the Planning Commission had canceled their July 5th meeting so the room should be
19 available. The motion carried 5-0.
20

21 Items for discussion at the next meeting:

22

23 Public Safety Building; Personnel and wage policies; timing of the light at 4 Corners; Cote Tax
24 Appeal; and some items from June 5th that were moved forward.
25

26 **4. Adjourn**

27 Motion by Mr. May to adjourn the meeting at 10:00 p.m. Seconded by Mr. Hill. So voted.