

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
N o v e m b e r 6 , 2 0 1 7 M I N U T E S

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

Absent: None

Others Present: Geoffrey Urbanik, Town Manager; Mary Houle; Jeff Forward, Energy Coordinator; Heather Drury and Rebecca Rouiller of Radiate Art space; Marie Thomas; Rick Barrett; Kathryn Wysockey-Johnson; Harland Stockwell; and Erin Wagg 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 talked about an email sent by the Town Manager to some department heads regarding possible storm. The email was from October 25th and the expected storm was predicted to hit on October 29th. Ms. Houle felt that the Selectboard and the Town Manager had neglected to warn the public of dangers mentioned in the email. Mr. Bressor asked a few questions about what the email was supposed to mean for this meeting, and the board acknowledged that they had received similar emails from the Town Manager on this subject. The Town Manager explained that he first heard of the possible storm on Tuesday the 24th of October and a five or six day forecast can change quite a bit, and he did not want to raise a false alarm. The Wednesday forecast predicted possibly eight inches of rain in parts of Vermont, but by Thursday that had dropped to two to four inches, and by Friday had gone down to one and a half to four inches. The Manager said he did not feel that this amount of rain would lead to serious flooding and did not post any thing. He also noted that people should not rely on Front Porch Forum for emergency weather alerts. It should be noted for the record that overnight on October 29th a severe wind storm went through the area, will about one inch of rain. The storm caused widespread power outages in Richmond and other areas, but no flooding occurred and the Highway Department had all roads but Dugway Road open at least one lane by the end of the day on Monday, the 30th.

Marie Thomas provided an update on the Our Community Cares Camp from last Summer. They had 121 campers with 24 interns and 233 food-only participants. They served 6,800 meals. Marie noted that the Camp continued to be a great success.

Ms. Thomas then noted that there was a light out at the parking lot and now that it is darker, the Friday Food Affair needed better lighting at the intersection.

Harland Stockwell brought up the issue of using Browns Court as the site for the Police Station. He objected to this as this was the only recreation area the town had that was out of the floodplain, and that people were still using the field for ball games.

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

2
3 Radiate Art Space

4
5 Heather Drury and Rebecca Rouiller from Radiate Art Space provided a presentation on their
6 organization, which has taken over the teen center space from the former Richmond Area Teen Center
7 group, although some of those same people are still involved in the new venture. Their presentation
8 focused on their renovations of the space and the programming they provide. They also discussed
9 some deficiencies with the space, such as the sticking emergency exit and their goal of replacing some
10 of the boarded up windows in the space with new windows to provide natural light and ventilation.
11 They had some fundraising with the duck race, but would need additional funds from the town to do
12 this.

13
14 The Manager explained that he supported using some of the rental income from the building towards
15 this project. The Selectboard discussed the issue and said that a full assessment of the building would
16 happen shortly and these windows would be included and the emergency exit would be repaired. The
17 Selectboard recognized all of the effort that the Radiate folks had put into their space and
18 programming and thanked them for their presentation.

19
20 Police Building Siting Discussion

21
22 Rick Barrett was present for this discussion, but the focus of the discussion was on the site drawings
23 completed since the last meeting, and the site request for proposals. The Manager explained that
24 several drawings completed by Guy Roberts and Bard Hill were available for the Selectboard to view
25 – including Browns Court, the old Water Tank site and near the Fire Department.

26
27 Mr. Hill said he was focused on the mechanics of the site, but mentioned that he did not like the
28 Browns Court site because he valued it for recreation, both in his past and the current use of it. He
29 didn't support the use of this site for the building.

30
31 Mr. Bressor agreed, saying he did not want to take any recreation land away. Mr. Hill said he had
32 spoken to some of that baseball/softball group, and that the field is still used every year for organized
33 games.

34
35 Katherine Wysockey-Johnson said this was also used as a park in the area, and the residents valued
36 that – it would be a loss to the neighborhood to take it away. Harland Stockwell said that it was
37 donated for recreational use and could only be used for that. The Manager noted that this was
38 commonly believed but was not in the deed for the property, although it could have been specified this
39 way in some other document.

40
41 There was discussion on the size of the building, and if we eliminated the community room we would
42 also eliminate the need for fifty parking spaces, saving development and site costs. There was
43 discussion of the former water tank site and how large it was, and if the town would be exempt from
44 the 40% lot coverage restriction. This was also the case for additional land next to the fire station.

45
46 The board turned to the draft site request written by the Manager. Some adjustments were suggested,
47 particularly to the minimum developable area size. Mr. Hill offered a motion to issue the Police
48 Station Site Request for Proposals, and was seconded by Mr. Sander and the motion carried 5-0.

49
50

3. Other Business

FY2019 Budget –Second Draft

The Manager noted that the budget was \$220,000 over the current year, or about 5 cents on the tax rate. Most of the driving force was in health benefits – which had increased in cost by 9% as well as having three employees opt-into the health insurance plan, and salaries which represented the police contract as well as placing remaining employees on the salary grid.

The board discussed some of the budget, and decided they would like to call a special meeting on November 27th to discuss with department heads yet again. Mr. Sander offered a motion to call a special budget session on November 27th at 7:00 pm in Town Center and was seconded by Mr. May. The motion carried 5-0. The Selectboard agreed that each department needed to find between 3% and 4% to cut by that time, or explain why not.

Facilities Assessment Contract with Breadloaf Architects

Mr. Bressor explained that the rfp for a facilities assessment for both the Town Center and Library had yielded only one respondent, which was Breadloaf Architects. The board had requested an additional quote to do the same for the Fire Station. This was to identify health and safety issues, as well as improvements and other repairs.

Jeff Forward, the Town's Energy Coordinator and also working for Chittenden East as their facilities manager, recommended Breadloaf and felt that they would do an outstanding job.

The board discussed a variety of issues with the Town Center building. Mary Houle said that replacement windows would end up being much cheaper than rebuilding the existing ones.

Mr. Sander offered a motion to award the contract for a facilities assessment for the Town Center and Library at a cost not to exceed \$19,878 and the Fire Station at a cost not to exceed \$9,755. Mr. May seconded the motion and the motion carried 5-0.

Reports from Selectboard and Town Manager

The Manager noted the police report and reported that the Town Plan was on a critical timeline. It had to get approved and over to the Regional Planning Commission this week or else it would be off its timeline for approval at Town Meeting.

The Manager also reported that Cumberland Farms would be replacing its underground tanks, and would need the Town's Right of Way to stage a crane. There was a meeting this week with them to go over details, and the State would also be involved because of Route 2 issues, but the work would not take place until the 17th. The Manager explained also that Buttermilk would be completing the electrical crossing on Bridge Street this week.

Mary Houle brought up her opinion that Andrews Forest needed to be kept in a primitive condition so as to limit the town's liability for falling trees or such. She believe that if the town improved the land too much then maintenance responsibilities would increase.

1 Approval of Minutes

2
3 Mr. Sander offered a motion to approve the minutes of October 16, 2017 and was seconded by Mr.
4 May. The motion carried 5-0.

5
6 Bank Note Paperwork for Water Tank Gap Loan

7
8 Mr. Hill offered a motion to approve the resolution and certificate for the Bank Note from Community
9 Bank in the amount of \$181,000 for the remaining bondable balance on the Water Storage Tank. Mr.
10 May seconded the motion, and the motion carried 5-0.

11
12 Approval of Access Permits

13
14 Mr. Sander offered a motion to approve access permit #17-115 for 793 Kenyon Road (owned by
15 Livak, improving an existing access) and was seconded by Mr. May, and the motion carried 5-0.

16
17 Mr. Sander offered a motion to approve access permit #17-118 for 51 Tilden Avenue (owned by
18 Powers, for a reconfiguration of development). Mr. May seconded the motion and the motion carried
19 5-0.

20
21 The Manager mentioned new hire Jessica Draper as Town Planner, and that she had spent quite a bit of
22 time revising the Town Plan with the Planning Commission to get it ready. He said he was certainly
23 glad she was aboard, and she had familiarity with the town.

24
25 Approval of Warrants

26
27 Warrants were reviewed and approved.

28
29 **4. Adjourn**

30 Motion by Mr. May to adjourn the meeting at 8:50 p.m. Seconded by Mr. Hill. So voted.