

Richmond Selectboard Minutes

9-3-19

Town Center Meeting Room

Called to order: 7:06pm

Present: David Sander, Bard Hill, Roger Brown, Christy Witters, Katie Mather, Mary Houle, Kendall Chamberlin, Chris Cole, Pete Gosselin, Connie Bona, Greg Elias, Alan Huizenga, Steve Palmer, Larry Muldoon, Cathleen Gent, Gabe Firman, Lars Whitman, Brendan O'Reilly, Josi Kytte, Marie Thomas, Virginia Clarke.

Public comment: None

Additions or Deletions to Agenda

Christy added a request for Tilden, Baker, Millet block party as item G

Bard added signature on the VLCT delegate form as item H

Bard added a need to find a CCRPC replacement as item I

Update from Police Chief Muldoon

David noted he attended the Meet the Chief session last week and encouraged more people to come to these meet ups and thanked Chief for creating the meet up opportunity.

Larry provided an update which included:

- Hiring of Kyle Kapitanski as a sergeant.
- Richmond has utilized community outreach more than any other community involved in the program so far. This is a credit to our officers identifying times to use the program.
- Both bike races and the running event this summer went well. But they are meeting with the Floatapalooza organizers to ensure it is controlled better in the future with regards to alcohol, behavior and transportation.
 - Mary noted that Cara and Bruce LaBounty were not involved this year and it ran more smoothly when they were involved.
- The detail rate is being raised to \$75 per hour. Allows us to pay officers a flat \$45 per hour rate to incentivize coverage. This covers all costs and puts some money back into the general fund.
- Wants to be clear that just because an event is approved by the Selectboard does not mean the Richmond PD can cover it. The event organizers may need to hire other police services.
 - Bard suggested creating a form to get sign off from all departments on events prior to coming to the Selectboard for approval.
- Both the Bolton contract and School Resource Officer contracts have expired and we are working on negotiations which will need to be approved by the Selectboard at a future meeting.
- Waiting on the State bid for new cruisers and will have an update when numbers are final.
- Will need radio replacements for car radios and it will be about \$6,000 per radio or \$72,000 total. Will include in the budget and the radios usually last about 10 years. Radios would allow

for clear communication with dispatch, fire, rescue, and highway without having to change channels.

- Bard asked about officer moral. Larry indicated the culture change is moving toward empowering officers to find problems and fix them, rather than being told what the problems are and how to fix them. Harley and Kyle come from this background and are pretty comfortable. Other officers are still adjusting but are confident they will adjust.
- Mary indicated she is happy to hear the positive updates and is pleased with the way Larry is interacting with the community.
- David thanked Larry and encouraged the Board to go on a ride along and communicate with the police in general.
- Roger asked about speed enforcement. Larry outlined they are working on problem areas and also deploying a speed sign.
- Larry followed up on the Dugway Rd. parking issues. His method was to flood the area with officers and try to manage the situation. They wrote over 300 parking tickets and towed 20 cars this summer. He feels there needs to be a long term fix to the systemic problem. One solution is to not allow any parking, but there may be a middle ground for a solution.

Discussion and update on upper Bridge St. storm water project

Steve gave an overview of the project.

This is a combined water and storm water system on upper Bridge St. from stop light to just below railroad tracks for water, and just above the railroad tracks for storm water. Discussion started with looking at the storm water piece of the project. Current storm water system is failing. Then turned to looking at water which is proposed to run parallel to the storm water line. Steve noted that it makes sense to combine the projects to save on the construction costs which would be more if done separately. Noted that the railroad permit is active and simplifies the project since the waterline has to go under the railroad. Overall this is a pretty straightforward project, aside from a few complicating factors with existing utilities.

Gabe asked about how much of the road would be disturbed. Alan responded that the entire northbound lane would be disturbed.

Alan said total project cost is about \$600,000 roughly 50/50 split between water and storm water.

Bard reminded everyone that this is a combined project between water and highway but the savings are in the construction. Also noted that the Selectboard has the authority to bond for the money that the water and sewer users would pay back the loan.

Discussion about the funding and the 50% loan forgiveness related to the water project if it is completed by the end of September, 2020. Pete indicated he will pay in cash from the highway budget because there is not loan forgiveness for storm water.

Cathleen asked about the streetscape projects related to sidewalks in this area.

Pete responded that looking at a larger sidewalk plan would hold this project up too much and this project will not preclude future side walk.

Discussion on viability of burying power at this time. Determination is that this would be on the other side of the road and take very long to plan so it is not viable at this time.

Brendan clarified that we will be upgrading storm water from 18 inches to 24 inches. Also asked about what downstream water flow will look like when the water gets to the pipe that carries it under the railroad tracks. Bard noted that the railroad owns the culvert where this flows into, so it is their responsibility. Chris asked to check on who has responsibility for the railroad culvert if we are putting more water into their culvert. Alan noted we still need a permit from the railroad for the storm water.

Bard moved to proceed with the project of finalizing details and creating the bond for a vote at a future meeting. Christy seconded. All in favor, so moved.

Discussion on the split of the shared costs between water and highway. Alan noted that this is looked at very closely by the State and is already factored into the proposed split.

Update from Town Center and Library Buildings Committee

Christy noted the committee has been focused on the library HVAC system and an RFP has been put out to manage the replacement of the system. Also looking at the library steeple. Next is to move on to future uses for the Town Center and renovations needed in that building. Will be looking into financing options for library repairs.

Discuss Budget items: 1) Scheduling one meeting per month in Oct. Nov. Dec. to focus on FY21 budget 2) Consider allocating insurance costs by department 3) Consider moving some items from department budgets to charitable appropriations

Connie stated she wants to get the budget completed by end of December and proposed scheduling a separate meeting each month in October, November and December. Discussion on ideas of how to make the budget process more efficient. Consensus is to look at adding the second Monday of each month as a budget meeting.

Conversation on appropriations and when to have the presentations from the non-profits. Connie advocated to move the presentations to October. Discussion on if doing this later, even at Town Meeting, makes more sense. Discussion moved to where should appropriations should be placed in the budget. Consensus is to discuss location of budget lines at a later date. Consensus is to move forward with soliciting requests with a Sept. 30 deadline and presentations at the second meeting in October.

Connie proposed splitting up insurance and audit costs to go to specific departments to better reflect true costs of each department. Roger noted he still wants to see historical spending so year over year is accurate, but overall supportive of moving line items. Connie noted our insurance cost will likely increase 14.4%. Roger wants us to look into different structures on health insurance. Bard noted health insurance costs can swing an individual department budget by a relatively large amount so putting it into admin smooths that out a bit. Josh and Chris will look into a health insurance consultant.

Update on status of VTrans Bicycle & Pedestrian Program

We did not receive the grant. Cathleen suggested forming a committee to look at sidewalk projects so we can be better prepared for grants with a plan. Discussion on expenses to build and maintain sidewalks.

Chris asked if there is a committee looking at transportation issues in general and would like to volunteer for the committee. Direction from Selectboard is to have Chris and Cathleen discuss what a committee would look like and come back to the Selectboard with ideas.

Vote on closing the Andrews Farm Fund

Bard moved to Transfer \$862 from the Andrews Farm Fund to the Town Forest Fund to reimburse for legal fees that should have been paid from the Andrews Farm Fund. And to transfer \$57,138 from the Andrews Farm Fund to the Conservation Fund, effectively closing the Andrews Farm Fund. Roger seconded. All in favor, so moved.

Discussion and vote on adoption of Village Downtown District zoning amendment

Josh gave an overview that the Board has a document with changes made by Virginia and Jess.

Christy noted that a review by Jess and Virginia before voting on the final draft would be prudent.

Bard asked about the definition of retirement community. Virginia is in favor of leaving it out because it does not really fit in this district. Roger would like to keep it in because striking it takes a use away from building owners. Discussion on looking at definitions in general in Richmond Zoning Regulations (RZR). Virginia would like to change the definitions in the RZR that don't make sense anymore. Definitions can be fixed later but need to be fixed soon. Chris stated once definitions are addressed the individual districts can be amended based on those new definitions.

Virginia noted that she broke out residential density from lot area to give it its own section and call attention to it. Also broke out municipal water and sewer into its own section. Suggested adding egress windows since that is also in Jolina Court amendment.

Discussion on the compatibility section.

Roger made the motion to adopt the Village Downtown District as amended and including the Richmond Zoning Regulation definitions as included in the document. Katie seconded. All were in favor, so moved.

Discussion of Jolina Ct. zoning amendment

Discussion of allowable and conditional uses and if the Board wants to move all uses to conditional. Site plan approval would still be needed for this district. Virginia stated that the Planning Commission recommended more oversight on uses due to the high number of residential units in the district.

Josi feels there should be some allowable uses so she does not have to go through a laborious process to attract a commercial tenant.

Bard stated that uses should match the Village Downtown district. Roger noted that the lists are different. Bard then amended to say the four allowable uses that are currently in the JC district and also allowable in the VD district stay as allowable. All other uses go to conditional.

Brendan argued that there should be more allowable uses to encourage more commercial businesses.

Consensus is for Planning Commission to work on uses and come back with a suggestion.

Discussion on lot coverage. Brendan said lot coverage in floodplain counting toward overall lot coverage would be limiting. Discussion on if lot coverage in regards to undevelopable portions of a lot is covered elsewhere in RZR. Bard suggested the coverage percentage could be lowered from 80%. Josi asked if there had been concern about lot coverage on the developable land? There could be if a developer decided to cover all developable acreage and it is not in the zoning to say they can't. Consensus is to ask Jess for clarification as to why this clause is there.

Tilden Block Party

The request is to close Baker street from 2:30 – 8pm. Saturday September 14 with rain date of Sept. 15.

Roger moved to close Baker St. contingent upon approval by Larry and Pete. Bard seconded. All were in favor, so moved.

VLCT

David signed the document designating Josh as the voting delegate for the VLCT Annual Meeting.

CCRPC Representative

Roger moved to appoint Bard as the primary representative to Chittenden County Regional Planning Commission with David as the alternate. Katie seconded. All were in favor, so moved.

Approval of Minutes, Warrants and Purchase Orders

Roger moved to approve the minutes of August 19. Seconded by Bard. All were in favor, so moved.

Roger moved to approve the minutes of August 27. Seconded by Katie. All were in favor, so moved.

Kristy moved to approve PO# 3833 for \$28,500 to Sullivan and Powers for the FY19 audit. Bard seconded. All were in favor, so moved.

Bard moved to adjourn. Christy seconded. All were in favor, so moved. Meeting adjourned at 10:30pm.