

## Selectboard Minutes 2/18/2020

Members Present: Bard Hill, Christy Witters, Katie Mather, Roger Brown

Absent: David Sander

---

Others Present: Josh Arneson, Town Manager; Kathy Daub-Stearns, Admin. Assist.; Larry Muldoon, Police; Ravi Venkataraman, Planner; Pete Gosselin, Highway; and Ruth Miller was present to videotape the meeting for MMCTV Channel 15, also attending – Chris Cole, Planning Commission; Gretchen Paulsen, Tim Monty, Kyle Hartsfield, Stefani Hartsfield, Marshall Paulsen, Alison Anand, Planning Commission; Christine Werneke, Brenden O'Reilly, Buttermilk; Justin Graham, RiseVT, David Savoie

Called to Order: 7:05 PM

**1. Welcome** by Bard. No comments.

## **2. Items for Presentation or Discussion with those present**

### **I. Additions or Deletions to Agenda**

None.

### **II. Items for Presentation or Discussion with those present**

#### **a) Update on Recreation Committee**

Justin Graham, RiseVT, discussed the "Town Plan" goals contained in the 2018 Town Plan. He also reported that the Rec Commission has not met in some time due to the inability to have a quorum. The RiseVT recommendation is that memberships on the Committee be staggered with 3yr terms being the goal. It was also recommended that people from Hinesburg & Bolton be included on the Rec Commission to bring the outlying communities that utilize Richmond's recreation resources into the conversation. The Rec Committee does not appropriate funds therefore having outside members should not be a problem. It was also recommended that letters of interest received by interested parties could be reviewed by other town recreation leaders with recommendations being made to the Selectboard. During the discussion it was suggested that rebranding the name to something like "The Greater Richmond Recreation Committee" would be more representative of the group and that there is the possibility for a fall grant application that could fund a paid recreation position.

The Selectboard agreed to proceed with the recommendations.

#### **b) Update on Vermont Youth Project**

Stefani Hartfield and Tim Monty provided an update on the VT Youth Project. Since August when the surveys went out there has been an 86% valid response from the community. Stefani asked the Selectboard to have Tim Monty approved as the Vermont Youth Project representative for Richmond. Roger moved to approve Tim Monty be the Richmond, VT Youth Project representative, Katie, seconded. All agreed.

#### **c) Update on Data Across Sectors for Health grant**

The discussion continued with Stefani requesting that the Selectboard approve the spending of \$2000 of the \$5000 grant to stipend a position that would be overseen by Ravi. This person would do the work of the "mentorship program" and report to Ravi. Ravi would be

liaison between the person receiving the stipend and the Town. If approved by the Selectboard Josh would work out the details. This position is not direct recreation work, it is data analyst training for someone who can be available in the future for organizing a volunteer database. The position is open to anyone interested. Ongoing upkeep of the data could be managed by the Town once a system is created.

Christy moved to appropriate \$2000 of the \$5000 available to fund the stipend for a non-town employee, Katie seconded. All approved.

**d) Highway updates with Pete Gosselin, including East Main St. outfall project, Dugway Rd., closing Dugway to through traffic, Bridge St. infrastructure project.**

**The East Main St. project** – stormwater project. Pete reported that this project would require an easement over the Savoie property, negotiations have been going well. In addition to the usual requirement to return the property to its original condition Mr. Savoie would like to have a Dugway Road easement removed from property he owns there. The Town will also need an easement from Mr. Savoie to do the Dugway Road repairs.

Discussion included why the original easement on Dugway Rd was established, information that the easement was never used and is about 19 years old, that there are no other easements or trails in the area, that the property is so steep that it probably cannot be developed, and what would happen if any property owner refuses to give an easement for the project to be completed.

Some on the Board would like to keep the easements on each road as separate issues even though easements from the same property owner are needed on each road. The consensus was that the Board would like to move forward with the Pleasant Street project and agree to look at Dugway Road in good faith once there is more information from the Trails Committee. This will be on the next meeting agenda.

**The discussion moved to Dugway Rd.** with information provided that FEMA does not usually provide funding for repairs out of the “right of way” and that the proposed retaining wall to be built to repair the road is outside of right of way. To rebuild Dugway Rd. staying inside the right of way is significantly more expensive. The Land trust may provide a permanent easement and have submitted a letter in support of a permanent easement. Now we wait for FEMA. Recognizing that 60% of the cost of repairs is outside of right-of-way we may have no choice but to shift the road, close it or come up with an alternate plan. The Board will be updated at the next meeting.

**Moving on to truck traffic on Dugway Rd.** Pete reported that “overweight permits” now exclude Dugway Road since it’s closed. It was discussed that it may be necessary to Warn the issue at March meeting and change the permits permanently, that West White Hill and Huntington Rd have increased truck traffic and it is not certain what impact that has on residents or the road with a West White Hill resident reporting increased traffic in general, and that a “NO Thru trucks” sign would keep any trucks not delivering to residents off the Dugway road once opened. It was decided that more public input from residents is needed.

**Bridge St. infrastructure** was next. It was discussed that four (4) bids had been received with J Hutchins, a local contractor, having the lowest bid at \$735,529., Green Mountain Engineering is looking over the bid and comparing it to the plans to make sure everything

necessary has been included. A recommendation for the Selectboard will be available at the next meeting.

A member of the public asked if Bridge St. will be torn up through the 4<sup>th</sup> of July. It will. Once a contractor is selected a meeting will be scheduled with business owners, residents & the July 4<sup>th</sup> Committee to find solutions.

Parking was discussed with information provided that: two lanes of traffic will be open on upper Bridge St. therefore there will be no "on street" parking, parking lots would be utilized with the 24 hour spaces in the Depot Lot moved to the Town Center temporarily, "Municipal Parking" signs will be changed to the blue P signs that are more recognizable, at Volunteers Green parking is haphazard so temporary barriers will be moved in to define parking better, the Depot Lot will have two 15 min parking spaces to help with pick ups and deliveries, the Depot Lot could have 3-4 more spaces by adding more gravel, Browns CT is being looked at for employee parking to make the Bridge St. area lots more accessible, lots in the downtown will have 2 hour parking limits. It was agreed that there will be a need for parking enforcement in town and a focused conversation on expectations and enforcement communicated to business owners and the general public necessary.

**e) Police staffing and other police matters update from Chief Muldoon**

Chief Muldoon reported: that the sign on and retention bonuses were received by officers this week and the officers are very appreciative, that an officer has been hired with 20 yrs. experience including having been resource officer, that he interviewed another 10 candidates that would have to go to academy, that the cruiser updates have been done, that portable breath test equipment is coming, that department radios are now programmed, that gun maintenance has been done, and that Police Dept. door locks are being changed to electronic locks. He also reported that the State is looking at fair and impartial policies, pursuits, and use of force policies trying to get them standardized between departments across Vermont.

**f) Review changes to Jolina Ct. Zoning Amendment and consideration of setting a hearing date**

Chris Cole of the Planning Commission and Ravi Venkataraman reported on the changes proposed to Jolina Court Zoning. Discussion followed including: a definitions updates, structure heights, permits from the VT Department of Fire & Safety, having the Fire Dept. weigh in on the proposed regulation changes, that the density approved in interim zoning has been incorporated with a maximum footprint of 10,000 sq. ft., the DRB permit issued to Buttermilk is for 8000 sq. ft., the developer has plans for a 9000+ sq. ft. building already drawn, setbacks are from interim zoning, traffic impact, accessory structures, principle structures, that fences are considered accessory structures, that parking regulation needs adjustments to allow for parking along the railroad track and that a secondary access point may be advised. The Board felt having a document that tracked changes would be helpful or having a side by side comparison of the Nov. and current proposed Ordinances. The Board then decided to go to public hearing and invite the Fire Dept and Planning Commission to answer questions.

Christy moved to accept the Ordinance draft for review, Roger seconded. All agreed.

Roger moved to schedule a public hearing for the proposed Ordinance with a date of Mar. 9, 2020 at 7PM, Katie seconded. All agreed. A hearing date of Mar. 9, 2020 at 7PM was set.

### **III. Hearing on amendment to the RZR Section 3.10.3(a) adding a rounding rule to clarify the density calculation**

Christy made a motion to enter into the RZR Sec. 3.10.3 density calculation hearing, Roger seconded. All agreed.

Josh read a summary of the proposed amendment.

Christy moved to close the hearing, Katie seconded. All agreed.

Katie moved to adopt the amendment to the RZR Section 3.10.3(a), Roger seconded. All agreed.

### **IV. Other Business**

#### **a) Review of updated parking permit application and vehicle registration forms**

The board endorsed the parking permit application and vehicle registration forms.

#### **b) Consideration of accepting a bid on a line of credit or bond anticipation note to cover expenses for the Bridge St. infrastructure project**

Roger moved to accept the Union Bank bond anticipation note, Katie seconded. All agreed.

#### **c) Signature on clean copy of previously approved amended traffic ordinance**

The Traffic Ordinance was signed.

#### **d) Signature on US Census Bureau's Boundary Validation Program**

The document will be signed by David at a later date.

### **V. Approval of Minutes, Warrants and Purchase Orders**

Minutes of 2-3-20

Roger moved to approve the minutes of the 2-3-20 meeting, Christy seconded. All were in favor.

Warrants were approved.

Roger moved PO# 3868, to East Engineering PLC for engineering services related to the Dugway Road Washout/Repair in an amount not to exceed \$49,500., Bard seconded. All agreed.

Roger moved PO# 3870, to Mount Mansfield Unified Union School District for 3<sup>rd</sup> Quarter Education Taxes in the amount of \$1,624,716.08., Bard seconded. All agreed.

### **VI. Discuss Items for Next Agenda**

Dugway Road

Sign for the Stone's Throw- zoning change to allow secondary signage? Town planner present.

## **VII. Executive Session: Discussion of labor relations agreement**

Roger moved to find that premature general public knowledge of the Selectboard's discussion of a labor relations agreement with employees of the Richmond Police Department would clearly place the Town at a substantial disadvantage. Katie, seconded all agreed

Roger moved to enter into executive session to discuss a legal matter under the provisions of 1 VSA 313(a)(1) of the Vermont State Statutes and to invite the Town Manager, Josh Arneson, and Administrative Assistant, Kathy Daub-Stearns into the executive session. Cristy. All agreed. Entered executive session at 10:25pm

Roger moved to exit executive session, Katie seconded. All agreed. Exited executive session at 10:53pm

## **VIII. Adjourn**

Roger moved to adjourn the meeting, Christy seconded. All agreed.

The meeting adjourned at 10:55 PM

### **FOOTNOTE:**

During the discussion portion of 2(f) the developer represented DRB amended approval of the 2<sup>nd</sup> building from 8,000 sq. ft. to just under 9,000 sq. ft. A review of the DRB minutes showed the approval granted as 8,000 sq. ft. and no further application or approval has been granted by the DRB to date. The developer's representative came to the Town Center Office after reviewing the Selectboard Meeting video and stated there was a misrepresentation made by the developer.