

## **Town of Richmond Selectboard Meeting Minutes of January 18, 2022**

**Members Present:** Christine Werneke, David Sander, Bard Hill, June Heston, Jay Furr

**Members Absent:** None

**Staff Present:** Josh Arneson, Town Manager; Linda Parent, Town Clerk; Ravi Venkataraman, Town Planner, Kyle Kapitanski, Police Chief; Kendall Chamberlin

**Others Present:** Meeting was recorded by MMCTV, Jeff Mullen, Lauck Parke, Patty Brushett, Judy Rosovsky, Virginia Clarke, Bob Reap, Laurie Dana, Jeff Forward, Connie Van Eeghen, Denise, Ian Bender, Gretchen Paulsen, Bonny Steuer, Eveline Killian, Lynne Knowles, Cathleen Gent, Katie Mather, Cristalee McSweeney, Bob Stafford, Denise Noble, Daniel, Lynne Knowles, Brenna Deavitt, Ann Naumann, Daniel Schmidt, John Rankin, Hunter Wasser, Chris Wasser.

**Called to Order:** 7:00pm

**Welcome by:** Werneke

**Public Comment:** None

### **Consideration of approval of warning for 2022 Town Meeting**

Werneke: This warning provided information on the informational sessions which will be held virtually. There are three articles on the warning.

*Furr moved to approve the Warning for the 2022 Town Meeting as presented. Seconded by Heston. Vote is after discussion.*

Parent: We are going to have tabulator cards printed so they have Town and School information. They will be processed at the same time which will be a savings. Each Town can count their own school votes and do not have to gather to one location. In State law the Selectboard can vote to send a ballot to all registered voters. This would cost close to \$6,000. There are a lot of people on the list and you can tell that some of them never vote in Town meeting. We would use up all the envelopes we have on hand and would then have to buy more envelopes for the primaries which would be about \$700. I already have 593 requests for ballots. It will cost about \$2 to mail each ballot so it would be a savings to only mail to those who request a ballot.

Werneke: To summarize you are recommending that we mail ballots only if requested and we still encourage contactless voting?

Parent: Yes, anyone can request them for the household.

Heston: Will we be posting reminder to request ballots often on Front Porch Forum?

Parent: Yes. Also, we still don't have petitions back from everyone yet for all seats that have terms ending, but we do have two people running for the school board.

*Roll Call Vote, Sander, Hill, Heston, Furr, Werneke in favor. Motion passed.*

## **Consideration of applying for a Vermont Natural Resource Council Grant**

Werneke: This is in regard to creating visual models of the Gateway District. The grant deadline was on Monday, January 17 so the grant has been submitted since the deadline was before this meeting and the Selectboard can now vote to continue with the process or if the Selectboard does not want to apply for the grant the application could be withdrawn. Typically grants come to the Selectboard for approval prior to being submitted but sometimes opportunities arise and applications need to be submitted before the next scheduled Selectboard meeting.

Venkataraman: This grant came up in the past couple of weeks and this small grant will assist with planning out the Gateway district. The \$5,000 grant should cover the full cost of the visualizations.

*Furr moved to approve pursuing a \$5,000 VNRC Small Grants for Smart Growth to support creating buildout visualizations for the Gateway Zoning District, and appoint Town Planner Ravi Venkataraman as the grant manager. Hill seconded. Roll Call Vote: Sander, Hill, Heston, Furr, Werneke in favor. Motion passed.*

## **Consideration of appointing a Zoning Administrative Officer and E911 Coordinator**

Werneke: We are losing Zoning Administrative Officer Keith Osborne. We wish him success in his new endeavor. The job has been posted to find a full-time replacement. In the interim we have hired a person to cover the duties of the position in the interim. Ravi, can you clarify the rules around the Zoning Administrative Officer?

Venkataraman: The Selectboard cannot appoint an interim Zoning Administrator because there is only authority to appoint a Zoning Administrator and an Acting Zoning Administrator. The vacancy created is in the full time Zoning Administrator. The position will become vacant if, and when, she leaves.

*Hill moved to appoint Kayla Vaccaro to serve as the Zoning Administrative Officer for a three-year term for the Town of Richmond effective as of February 2, 2022. Seconded by Heston. Vote is after discussion.*

Venkataraman: She also needs to be appointed as the E911 Coordinator.

*Roll Call Vote: Sander, Hill, Heston, Furr, Werneke in favor. Motion passed.*

*Hill moved to appoint Kayla Vaccaro to serve as the E911 Coordinator for a three-year term for the Town of Richmond effective as of February 2, 2022. Seconded by Furr. Roll Call Vote: Sander, Hill, Heston, Furr, Werneke in favor. Motion passed.*

## **Consideration of approval of hiring a contractor for removal of ash trees due to the emerald ash borer**

Werneke: We have grant money remaining to continue with the proactive work to remove ash trees. This is consideration of using that money for removal of trees on Dugway Rd. and Cochran Rd. Dugway was one of the major roads that volunteers inventoried. Roads were selected based on heavy use and recreational use. Also, Dugway had less trees removed by electric utilities and the trees here are larger than our road crew can handle.

Forward: What will happen to the wood?

Arneson: It will be going to Wood for Good.

Forward: They are a great organization.

*Heston moved to approve PO# 4304 in the amount of \$19,750.00 to Limbwalker Tree Service for ash tree removal on Dugway Rd. Furr seconded. Roll Call Vote: Sander, Hill, Heston, Furr, Werneke in favor. Motion passed.*

Werneke: I see Caitlin has joined the meeting. Caitlin we just approved the contract.

Rosovsky: We should not send the wood to Underhill because they don't have the emerald ash borer.

Littlefield: We have already addressed that in the contract and the wood will stay in Richmond. We can do a Town lottery system instead. I also have a letter prepared to send out to residents along Dugway so people are aware of the project.

### **Consideration of accepting State Historic Preservation Grant**

Werneke: I want to thank Laurie Dana for pursuing this grant. we were granted \$14,801. These funds will go toward repairing slate, flashing, and wood trim on the steeples in order to prevent moisture infiltration into the frame of the building. There is a 50% match that will come from the Town Center Reserve Fund. The total estimated cost of the project is between \$45K - \$54K. That work is currently being scoped by the owners rep. There are some stipulations that come with receiving the grant and we will have to ensure we are following those obligations. This means no work can proceed until the granting agency approves this work. It is important that we are identifying the historic integrity of the work so the look and feel of the library cannot change.

Dana: I did have owners representative Jay Labare look at the dates and he feels they are reasonable to accomplish, and we can also ask for dates to be pushed out if we run into construction delays.

*Heston moved to approve acceptance of the State Historic Preservation Grant totaling \$14,801 to be used for repairs to the steeples at the Library and to approve use of the Town Center Reserve for the matching funds, and to name Town Manager Josh Arneson as the authorized representative. Seconded by Furr. Vote follows discussion.*

Werneke: This motion is just for the grant and the match. The full scope of the project will return to the Board for approval.

*Roll Call Vote: Sander, Hill, Heston, Furr, Werneke in favor. Motion passed.*

### **Consideration of approving an agreement to repair the heating in the Planning and Zoning office**

Werneke: This is the old Selectboard meeting room. This building is old and it has been divided up in unusual ways. The heating with the office is shared with the police department and the heating is not working correctly. It has been quite cold. Owner's Representative Jay Labare reached out to 12 contractors for quotes on this work. He

received interest from four contractors, two of those ended up not responding and we received two bids and we are recommending moving forward with the lower of the two bids. There has also been an update that we may be able to get the baseboard equipment for a lower price, so we can move forward with a not to exceed given this change.

Arneson: This option may also be installed sooner than the original option.

*Hill moved to approve funds to be used from the Town Center Reserve fund for PO # 4305 in an amount of \$11,340.00 with Maheux Heating and Refrigeration for installation of baseboard heating in the Planning and Zoning office. Heston seconded. Roll Call Vote: Sander, Hill, Heston, Furr, Werneke in favor. Motion passed.*

*Heston moved to approve use of Town Center Reserve funds in an amount not to exceed \$1,000 for electrical services necessary for the installation of the baseboard heating. Furr seconded. Roll Call Vote: Sander, Hill, Heston, Furr, Werneke in favor. Motion passed.*

### **Consideration of approving funding for light construction work related to the inspection of the Town Center portico**

Werneke: This is related to addressing drainage issues at the Town Center portico. There is a better way to manage the drainage system. We need to hire a carpenter to remove some panels and trim and use Town Center funds to pay for this.

*Furr moved to approve the use of Town Center Reserve funds in an amount not to exceed \$1,000.00 for work necessary to complete the inspection of the Town Center portico. Heston seconded. Roll Call Vote: Sander, Hill, Heston, Furr, Werneke in favor. Motion passed.*

### **Public Hearing to consider adoption of a rule requiring the wearing of face coverings indoors in public spaces**

*Furr moved to open the public hearing to consider adoption of a rule requiring the wearing of face coverings indoors in public spaces. Seconded by Hill. Roll Call Vote: Sander, Hill, Heston, Furr, Werneke in favor. Motion passed.*

Werneke: According to Statute the Rule must be read aloud or just the title can be read if the Selectboard votes to do so.

*Heston moved to forgo reading the entire rule aloud and read only the title. Seconded by Hill. Roll Call Vote: Sander, Hill, Heston, Furr, Werneke in favor. Motion passed.*

Werneke: I want to note that this Rule is silent on enforcement. We are requesting this be followed through the good will of the community and to consider making kind requests of other regarding the action we are asking people to take. On December 20, 2021 the Selectboard adopted a Rule Requiring The Wearing of Face Coverings in Public Spaces. This rule was put in place for a period of 45 days. The last day this Rule will be in effect is Thursday, February 3, 2022. If adopted tonight, this Rule will be in effect for 30 days starting on Friday, February 4 through Saturday, March 5, 2022. The Selectboard may hold another hearing prior to March 5, 2022 to consider extending the Rule for another 30 days. The Rule can continue to be extended for 30 days at a time until April 30, 2022, at which date the Rule would no longer be in effect per Act 1, which allows for the Rule to be in effect. Act 1 also waives the permissive referendum for this Rule which means that if adopted the Rule would be in effect immediately. The 60 day waiting period for the

Rule to become effective and the rights of voters to petition are both waived by the Act. We are now open for public comment

There was no public comment.

*Furr moved to close the public hearing to consider adoption of a rule requiring the wearing of face coverings indoors in public spaces. Seconded by Heston. Roll Call Vote: Sander, Hill, Heston, Furr, Werneke in favor. Motion passed.*

The hearing was closed.

*Hill moved to adopt the Rule Requiring Wearing Face Coverings Indoors In Public Spaces and to have the Rule in effect for 30 days from February 3, 2022 being the last day this Rule will be in effect. Seconded by Heston. Roll Call Vote: Sander, Hill, Heston, Furr, Werneke in favor. Motion passed.*

### **Consideration of approval of Certificate of Highway Mileage**

Werneke: This is an annual approval of the highway mileage for the Town of Richmond. The State bases State Aid for Town Highways on the mileage of roads in each municipality. The Town has not had any changes to highway mileage since last year.

*Sander moved to approve the Certificate of Highway Mileage for 2022. Seconded by Furr. Roll Call Vote: Sander, Hill, Heston, Furr, Werneke in favor. Motion passed.*

### **Consideration of approval of letter requesting access to Richmond's Dot Gov account for website development company**

Werneke: This is associated with the redevelopment of the website. The Dot Gov organization needs a letter from the highest elected official granting this access so they can perform work associated with the new website development.

Hill: Just a question about the duration is this open ended or limited?

Werneke: I had the same question because sometimes these arrangements get forgotten about. We wanted to put in place a mechanism.

Arneson: I checked with Dot Gov about seeing if access could be granted for a limited time so we would have to proactively opt back in to allowing access. They said this is not possible, but it is pretty easy to check to see who has access to the Dot Gov account, so we can see if we need to remove anyone who does not currently work for the Town. Also, there are only three roles can, and have to, be filled for the Dot Gov account. Those are Administrative, Billing, and Technical. Mr. Hansen would fill the Technical role for the Dot Gov account.

*Hill moved to approve the letter requesting access to Richmond Dot Gov account for the website developer. Seconded by Furr. Roll Call Vote: Sander, Hill, Heston, Furr, Werneke in favor. Motion passed.*

### **Consideration of making appointments to the Andrews Community Forest Committee**

Rosovsky: I know Andrews Forest Committee voted unanimously to approve Daniel to be appointed to the Committee.

Werneke: The Andrews Committee has a structure that needs to be adhered to. We have a recommendation that Daniel be the representative from the Conservation Commission and that Caitlin be moved from representative to recommendation for the Conservation Commission.

*Heston moved to appoint Daniel Schmidt to serve as the representative from the Richmond Conservation Commission on the Andrews Community Forest Committee for a term which will expire in 2024, and to appoint Caitlin Littlefield to serve as the recommendation from the Richmond Conservation Commission on the Andrews Community Forest Committee for a term which will expire in 2023. Seconded by Furr. Roll Call Vote: Sander, Hill, Heston, Furr, Werneke in favor. Motion passed.*

### **Update on progress of new Town website**

Werneke: Katie Mather is here to update us on the process of developing the Town Website.

Mather: Maria from Hey June donated a design for the Round Church for use on the website. It is pretty straightforward for design with links up top and an attempt to make the site more navigable. The photo in the middle will be changeable by season. We have quick links to things that are the most used section on the website. There is a calendar section, this is just focused on main municipal events on the calendar, because we do not have a full time communications person to keep this updated and we don't want to be responsible for non-municipal events. There is a bar for important things happening in town. We also included the Declaration of Inclusion on the home page. Below that is a news section that will not have photos. We did not intend to have a fully separate design for the library but EcoPixel has worked with the library to have a similar layout to the Town site but will be different enough with colors and photos so people know they are on the library site.

Heston: Thank you, this is beautiful. I am disappointed there won't be pictures for news stories but I get it, because it is time consuming.

Mather: Photos can be used on internal pages.

Heston: Will it be a template that each page will follow?

Mather: Sort of. There will be some variations based on needs, but they will have similarities.

Heston: We will have analytics?

Mather: Yes.

Heston: Is there going to be an option to pay taxes electronically?

Mather: That is the hope and we look to bring that online over time.

Hill: It looks great. Thanks for noting the complexity of the management down the road. Is the convention that the heaviest hit items in a menu of icons are on the left and if so then the icons may need to be re-ordered?

Furr: This looks very nice. It would be great to be able to pay online.

Mather: To speak to site security, it is being hosted through EcoPixel, and they host a lot of municipality websites. As far as paying goes we currently do and will continue to use third party providers for those services.

Heston: To follow up on Bard's question the top right corner is typically where people's eyes go first.

Mather: To answer the question about access in the chat, yes, everything will be limited for users so they can only update certain pages. Only a few users will have all site access.

Werneke: What happens when you click on a calendar event?

Mather: I think you just go to a larger calendar. What we are trying to do is to make organization across things like Selectboard meetings a little bit easier, and all items will be gathered in one place. We are also trying to categorize across topic so items could be tagged and people could get all of the information associated with that topic more easily. This would apply to new items added to the website, historical items would not be set up in this way.

Werneke: Usually the searches on newer sites are pretty good.

Mather: Moving forward all items posted should be searchable.

Brushett: There are buttons for contacts and for community. If people want to find out about organizations in the community, will they be able to find it here?

Mather: Yes, the goal is for all of those things to be findable. Much of the onus of keeping the locations up to date will fall on the groups that want to be on the site.

Werneke: What are the next steps?

Mather: We will be back later with another update on the progress. The goal is to launch by the spring.

### **Discussion of services provided by the Community Justice Center**

McSweeney: Thank you for the opportunity to share more about the Community Justice Center and to work with Richmond. The CJC currently provides services to the Town of Richmond that have historically been underutilized. I am here to share suggestions on how to use the services more. The CJC provides restorative justice for the community. Currently there are four Richmond residents as volunteers on the CJC Board. CJC offers mediation, budgeting and personal financing, courses and engagement on other topics. There is statutory language which highlights the use of CJC's for referrals as well as a list of infractions that are well suited for referrals and lists that outline what the State's Attorney will not prosecute, which are good fits for the CJC. The first ask that I have is that all members of the Richmond PD be trained in restorative justice. It is a two hour training. Each member of the PD should also observe a panel to see how the process works. The process requires a lot of the offenders. Doing an observation may require 3-4 meetings as the process happens in stages. I would also like to have Chief Kapitanski have a quarterly meeting to check in on referrals and the outcomes of those referrals. The second ask is that the Town Manager and Selectboard members become familiar with all the CJC services. This can be done via a two hour training as well. This would allow Town leaders to know more and answer questions. In addition to that I would like to

know what would be helpful to all of you. For example, do you need more reports or attendance at Selectboard meetings or something else? The last ask is a Town sponsored “get to know you” CJC event for the community.

Werneke: Thank you Cristalee. I was able to attend an event within the last year regarding the CJC. It was very informative.

Hill: My first exposure to court diversion is in the 1980s. I am wrestling with the primary role of the Selectboard as the core group, though we should know it. I think we should start with where people engage with the court system and that would be with the police department. In terms of what the Selectboard should hear perhaps some frequency of a presentation from the CJC to the Selectboard.

McSweeney: I think it is important that everyone who we can educate in the community becomes educated.

Furr: I also attended a presentation from the CJC. I would support the police getting trained and I would like to go through the training. I should have good knowledge of the CJC as a Selectboard member. I will support what you have asked for and will help to see it through.

Heston: I am also excited to go through the training. I had a chance to speak with a number of offenders in the past and I know some would rather go back to prison, so it is not the easy way out, but it is a second chance. The meeting with our Chief and training for the Police Department would be important.

Hill: I think we as society really wrestle with the idea of punishment, and it has shown that punishment does not work to restore. Restoration is probably better for the health of the community. There is evidence from psychology that punishment is not very effective, and reward is more effective to change behaviors. If we intent to make evidenced based decisions this is another lens we should look through.

Werneke: It is helpful that you came with very clear action items for us to act on. Are the trainings for police and selectboard the same?

McSweeney: The training for police is specific for the police so they learn more about direct referral. The training for non-police is broader. There is no cost for the trainings.

Kapitanski: I am an avid supporter of the CJC and fully agree with the training and to meet quarterly. Richmond PD has made referrals to the CJC recently and we have acted to be more engaged with the CJC. We had 12 cases referred from Richmond in 2021 after having three combined cases referred in 2019 and 2020. We need to do a better job communication the work we are doing with the CJC. I also fully support the training because even though I support the work, I still have a lot to learn. In response to a question in the chat, I don't know how many referrals we have made from the PD and we are working on tracking that better, but I believe we have made about six referrals.

Werneke: It is also helpful to understand how many cases the Richmond PD has to better understand the six referrals in relation to total number of cases.

Kapitanski: I agree, we need more numbers to understand the context. We don't have the same volume of arrests as Williston.

Steuer: There is a really long list of things the State's Attorney will not prosecute. Do we have that list? I was surprised in a positive way that these can be referred to restorative justice.

McSweeney: I do have that list and have provided it to the Chief.

Hill: It is worth looking at what is covered by statute as well as what will no longer be prosecuted so we can refer all these types of cases to the CJC.

McSweeney: The police department training will also help to educate the police on what can be referred directly. If we end up being not successful with a case, which does not happen often, then we send it back along with information on what we tried and it can then go to the State's Attorney.

Noble: I am fully supportive of this. Thank you everyone for being involved.

Hunter Wasser: I am also in support of this. Restorative justice feels like the right next step.

Chris Wasser: I am also in support. Getting our Town in synch with the way the state is moving is great.

Killian: This list shows the harm that is done by these crimes are to a community. This process helps the perpetrator understand that the crime has an impact on more than just the one victim. This is important for the perpetrator, the victim and the community.

Werneke: I am looking for June and David and Josh to have Cristalee come back in three months to check in on the progress of training and updates on data.

### **Discussion of crosswalk at corner of Bridge St. and Railroad St.**

Werneke: There has been discussion and good work from expert planners and people who have studied traffic. We are talking about where the Market comes up to Bridge St. It is almost a four way intersection with the road for Jolina Ct. it is unsafe to be walking in that area. There are a number of different things that have been evaluated. Josh, Pete, and Ravi have done some site visits to see what can be done. We have looked into the flashing crosswalks and experts have told us that this is not a proper location for that type of device. I want to listen to that guidance but also seek to solve the problem.

Arneson: For a "right now" approach Pete has placed cones along the Richmond Market side of Bridge St. to delineate the pedestrian walkway from Bridge St. This is currently only delineated by white cross marks on the side of the road. The goal is that the cones catch the eye of motorists and alert them to the fact that there is a pedestrian lane on the side of the road. Pete will remove and replace the cones as needed for plowing. For a mid-term solution we discussed illumination of the crosswalk with Green Mountain Power in a site visit. Currently there is not a power pole close enough to the crosswalk to mount a light on. We are looking into the possibility of placing a utility pole with two lights, one shining on the crosswalk, the other shining on Bridge St., at the corner on the Richmond Market side of Railroad St. This would require an easement from Dan Noyes, owner of the Richmond Market property, as the Town does not have a large enough Right of Way to accommodate the placement of the pole. Pete has begun a conversation with Dan about this possibility. The cost for installation of one pole with two lights is about \$1600 and the cost for power is roughly \$0.40 - \$1.00 per day for each light, depending on the type of lights that are selected. This would come out to somewhere \$300 - \$730

per year to operate two lights on one pole. Installation could potentially happen within about two months. A longer-term solution is to reconstruct the corner by the market and create a sidewalk along Bridge St. between Railroad St. and the railroad tracks. We already have engineering plans for this work. However, the Town Right of Way does not extend far enough for this project to be completed within the Right of Way, so an easement from Dan would be needed. Pete has begun a conversation with Dan about this project. This project could potentially be completed this summer.

Werneke: Can the power pole be put in in the winter?

Arneson: Yes.

Heston: I had heard from Ben Kinnaman of GreenSea that they have about 20 staff in the Creamery building and 20 in their building at the top of Bridge St. that park near the Creamery building and walk up to their office. There is concern that it is dangerous to cross Bridge St. near the Creamery building. Is the sidewalk on the east side of Bridge St. still in the plan?

Gent: It is longer term but it continues to be looked at.

Heston: Is the light that would be put in place near the crosswalk from the Creamery?

Werneke: No. It is on the other side of the intersection. We could add another light pole on the other side to light both directions.

Furr: The thing that will make the biggest difference is a sidewalk.

Hill: We've been talking about this for a while. It is pretty clear that the way people drive and walk is affected by visual cues. A sidewalk helps with that. If we look at the cross walk across Bridge St., what is there for light on the Creamery side? Kudos to Pete for being able to be more nimble with staff so we can fit this in easier without having to go to bid. Another thing we'll have to address is the development near this intersection that will be bringing more vehicles and pedestrians to this intersection. The railroad tracks make it difficult to put a traffic light on this section.

Werneke: We could look at lights on either end of the crosswalk at Railroad St. The cones are a temporary fix to provide visual separation. The long-term solution of a raised sidewalk will bring us the best solution.

Hill: Would there be a benefit to adding a light by the Creamery building?

Werneke: It is pretty tight there, but we could look at it.

Rankin: I heard you say there is no plan to put in flashing pedestrian lights. I just want everyone to be aware the flashing lights by the library are not very reliable despite efforts of the Highway Department.

Naumann: I do understand this is a complicated issue to address. In terms of going forward I understand there are longer term solutions, but I wanted to offer some more short-term solutions. Can we have a cone in the crosswalk with a sign that says "Yield to Pedestrians"? Could we post on Front Porch Forum to increase awareness of pedestrians? Right now there is an existing light at the Market and could we use that to light the crosswalk? There is a pole at the corner of Depot St. and Bridge St. that may be able to

be used to illuminate the crosswalk/sidewalk area. Could we put cement planters in place instead of the cones? A sidewalk on the other side of the street would be great.

Forward: I would love if we could get to a point where we put pedestrians and bicycles first in terms of modality. We have many streets that are dangerous for biking and walking. Thanks to everyone who has worked on this for so long.

Gent: The sidewalk will have to work around the railroad tracks, but it would be very helpful to have a sidewalk with curbs. We have completed some scoping and we will continue to work on scoping.

Werneke: I would like to take action on the lighting soon. Do we have general support for that?

Consensus was yes.

Sander: I have been almost hit as a pedestrian and I have also had pedestrians jump in front of me while driving. A sidewalk would help and so would the lighting.

### **Discussion of next steps regarding equity and inclusion**

Werneke: We said we wanted to keep this top of mind so one of the items is to consider if there is a Selectboard appointed committee. When the Racial Equity Committee was formed it was developed by community members outside of appointment by the Selectboard. Now it is very common to have an officer of diversity, equity and inclusion at many organizations. So, what does this look like in Richmond? If we want to do this then we can look at the scope of what that committee would look like.

Heston: We want to make sure we are doing this right and in order to do this we need access to some of the training we have been talking about so when we do it we start it the right way.

Werneke: Are you saying we are not ready for the Committee? That we need a clear sense of purpose?

Heston: Yes. We don't even know what we are looking for from this committee. You start with the leadership. We need to know what we need to know. There are people who do know how to do this.

Furr: We did talk to Milton and they said the first thing they did was to get training for Selectboard, Police, and Department heads. I would also want to know if any training we get could be made available to the community. We have also talked about a Police Advisory Committee. There had been one in the past and we still need to look into that.

Werneke: We are still looking into it. There was nothing immediately available.

Hill: I have been involved in this in the past and one of the pitfalls I have seen is that people do training and then they do not accomplish anything for a substantive change. We need to be clear about what outcome or impact we are looking for. There are times that people assume we need to eliminate everyone's bias, but that is fruitless, but we can hope to become more aware of bias. Another question is scope. We need to be clear about what we are trying to achieve and understand how to measure it.

Heston: I used the wrong word when I said training. I mean we need education to help us build that path. I think the scope is big and we should not limit ourselves. We can get small group training that will help us build up to training that other community members can join.

Furr: Education is the start, it is not the whole journey. Being aware of your own biases is very important. This is about inclusion and everyone has to play a part and feel welcome. Milton has really kept things focused on the concept of belonging. We should focus on everybody, and to do that you need to be aware of your own biases, and realize it is not up to you to save people but to work with people.

Brushett: I am hearing that June is recommending a particular consultant group that could focus on education. I believe education is transformative. I think we have a lot of committees with their own special focus, and are they all thinking of inclusion in their decisions. Can someone from each committee receive education as a starting point for this priority?

Werneke: I think you are right. I like June's thoughts of training. I can think of many people who would benefit from these types of trainings. I have that as a follow up. We do still need to pursue the police advisory committee but that should not slow us down for where we are today. The history of slavery started 402 years ago and we are foolish if we think a few actions that we take today will unwind that history, this needs to be a legacy project to be carried on in generations after ours.

### **Discussion of process for making appointments to Town committees**

Arneson: We are nearing the time for public outreach for applications to Town committees. For the past few years we have structured the deadlines to allow for committees to review applicants and make suggestions to the Selectboard. The suggestions are not binding but the Selectboard has seemed to appreciate getting some input from the committee members about who they think would fit well on each committee. However, Town Planner Ravi Venkataraman has expressed to me that this process is not ideal for the Development Review Board. The DRB is a quasi-judicial committee and as such, current members should not have a say in the appointment of future members. This should be left up to the Selectboard alone to make appointments in the best interest of the Town. Extending out to other committees, and argument could be made that there is a danger of the current members of a committee only recommending members that fit in with the viewpoints of current members. I am looking for some direction from the Selectboard on what process they would like to follow for appointments this year. If the Board would like to retain review of applicants by all committees, except the DRB, this would be possible. Whatever the decision, I will include it in the information provided to potential applicants.

Heston: I believe the DRB should be looked at differently. Often it is the committee members who reach out to people that they know to fill seats. But we may need to be more proactive regarding the DRB.

Werneke: I felt like I would like to hear from the Committees on their view of the applicants. It would be difficult for the Selectboard to understand what the committee needs in terms of skill set. I think this is helpful to know. But I do feel the DRB is different and significant in the terms of the decision making capacity.

Hill: Recruitment is a core area of diversity. How could we have a more effective or inclusive process of recruitment.

Werneke: Josh needs some guidance on his next steps to follow.

Hill: Perhaps bump this to an earlier item on the next agenda.

Arneson: That would work.

Werneke: I understand that Bard may want to discuss recruitment on a bit broader scale.

### **Staffing update**

Werneke: Josh provided a report to the Board. Are there any questions on this report?

Furr: I have a question about the Water and Sewer position. Are we eligible for the apprenticeship program?

Arneson: Yes.

Furr: That is good because we really need to recruit another person as soon as we can.

Werneke: We are recruiting for Assistant to the Town Manager, we need a heavy equipment operator Highway, we need a new zoning administrator, we need a part time staff member at the Library. Welcome back Police Officer Kevin Wilson who has returned from deployment with the military. There are still openings in the Police Department and Water and Sewer. Congratulations to Lead Mechanical Operator Aaron Krymkowski on achieving Level Four certification.

### **Review of FY22 second quarter financial reports**

Heston: I would like to propose that we postpone this. I have a page and a half of questions. I would like view only access to financials.

Arneson: We can get you the access. Let's review your questions prior to the next meeting.

Werneke: We need to defer this to the Feb. 7 meeting.

### **Discussion of S.222 a bill regarding temporary Open Meeting Law procedures.**

Werneke: If signed by the Governor, this bill will allow for public bodies to hold meetings virtually without designating a physical meeting location. If this passes would we like to move to 100% virtual.

Furr: I would support that.

Heston: COVID cases are rising quickly.

Werneke: I would also support that. If this bill is signed the next meeting will be warned as 100% virtual.

### **Approval of Minutes Warrants and Purchase Orders:**

*Heston moved to approve the minutes of January 3. Furr seconded. Roll Call Vote: Sander, Hill, Heston, Furr, Werneke in favor. Motion passed.*

*Furr moved to approve the minutes of January 10. Seconded by Sander. Roll Call Vote: Sander, Hill, Heston, Furr, Werneke in favor. Motion passed.*

*Furr moved to approve the warrants. Seconded by Hill. Roll Call Vote: Sander, Hill, Heston, Furr, Werneke in favor. Motion passed.*

*Furr moved to adjourn. Seconded by Hill. Roll Call Vote: Sander, Hill, Heston, Furr, Werneke in favor. Motion passed.*

Meting adjourned at 10:35pm.

### **Chat file from Zoom:**

19:26:42 From Judy Rosovsky - VT : I am sorry to say that Underhill does not currently have any EAB infestations so it would be best if the wood stayed within the infested area.

19:27:14 From Judy Rosovsky - VT : In Caitlin's original proposal a wood lottery was proposed for Richmond residents.

19:27:56 From Jay Furr : 👍

19:30:40 From Patty Brushett : Laurie, Thank you for writing and securing this grant for our library! Bravo!

19:32:32 From Jeff Forward : Good point Judy. Perhaps we can start a Wood for Good in Richmond.

19:41:55 From Judy Rosovsky - VT : Historic note re Town Center Portico - in 2010 over \$35,000 in Conservation Reserve Funds were used towards work on the Portico.

19:44:19 From Denise Noble (she/her) : This house fully supports mask mandate. Way to go!

19:48:55 From Jeff Forward : Yay! Thank you for trying your best to keep us all safe.

20:04:03 From MMCTV Erin : Fabulous!

20:05:35 From Jeff Forward : This looks so much better

20:06:27 From Patty Brushett : Terrific job Katie!

20:06:56 From gretchen paulsen : This is great! Thanks for all your work.

20:07:15 From Bonny Steuer (she/her) : Lookin'good!

20:12:15 From Bonny Steuer (she/her) : Wondering about security of site? Will access for posting be limited?

20:21:00 From Bonny Steuer (she/her) : Hopefully easy links to Zoom meeting for whatever group? Probably not shedding this soon.

20:22:43 From MMCTV Erin : Links to previous MMCTV meeting recordings?

20:42:46 From Patty Brushett : well stated Bard!

20:43:05 From Denise Noble (she/her) : Well stated Bard. Totally agree and our house (me, Chris, Hunter) all support moving forward with this.

20:47:49 From Patty Brushett : How many direct referrals have our police made?

20:50:39 From Bob.Stafford : Motor vehicle infractions, including speed violations, can be referred to the CJC.

20:59:04 From Denise Noble (she/her) : thank you Eveline for that perfectly captured summary!!

21:00:18 From Jay Furr : Yes. That was very well said.

21:00:35 From Patty Brushett : great Plan Christine!

21:00:43 From Bonny Steuer (she/her) : Excellent plan. Love the check in on follow thru!

21:01:14 From Connie van Eeghen, she/her : Thank you, Select Board, for following up on this important issue

21:01:25 From eveline killian : thank you everyone!

21:01:26 From Denise Noble (she/her) : Agreed! Keeping things on the front burner is a great plan! we'll miss you so much Christine!!!

21:01:27 From Patty Brushett : Thank you! Cristalee !

21:01:32 From Bonny Steuer (she/her) : Thank you Kyle!!

21:01:54 From Patty Brushett : Thank you Kyle

21:02:01 From Denise Noble (she/her) : Thanks everyone for all your thoughtful insights and input! Go Richmond!!

21:27:08 From Bonny Steuer (she/her) : Cement planters! excellent idea!

21:29:36 From Connie van Eeghen, she/her : Jeff's orientation to the long term vision of our community and how we travel in it and through it is a great strategy for developing solutions

21:30:41 From Denise Noble (she/her) : thanks Ann and Jeff!

21:34:35 From Ann Naumann : Can we also consider the suggestion to use one of the "yield to pedestrians" cones in the cross walk? This would cost very little and may help.

21:36:20 From Ann Naumann : Thank you to Josh, Pete, Cathleen, to help with this issue

21:40:49 From Ann Naumann : and perhaps to include some key community members in the training?

21:47:43 From Bonny Steuer (she/her) : The education is the beginning of the path not the end game!!

21:48:43 From June Heston : Yes!

21:49:19 From Bonny Steuer (she/her) : Need to figure out how to hear marginalized voices.

21:50:00 From Denise Noble (she/her) : Yes, Jay!!!! Everyone should read this.

21:50:09 From Bonny Steuer (she/her) : That's all groups one might think of, including the guy who threw the BLM sign in the river.

21:50:44 From Ian Bender : Might have been a girl.

21:53:41 From Denise Noble (she/her) : Thanks patty! Great ideas!! The more folks are educated the better!!

21:54:45 From Connie van Eeghen, she/her : I like and support the idea that DE&I is not the job of a single committee but of a whole community. How do we integrate these important concepts in every aspect of what we work on together?

21:55:42 From Bonny Steuer (she/her) : Very well said Christine. Thank you.

21:56:13 From Denise Noble (she/her) : Yesssss! so well stated. We must be in it for the long-haul and leave a legacy!!

21:57:39 From Connie van Eeghen, she/her : Have to leave but thank you, Select Board members, for all you do to help our community

21:58:52 From eveline killian : Thank you Selectboard, this has been such a well run, respectful and meaningful meeting! Very important topics handled with great care, thank you!

21:59:49 From Patty Brushett : I agree. Such important work. so thoughtfully done.

22:02:50 From Jay Furr : thank you as well

22:03:01 From Jay Furr : your contributions and comments are much appreciated as well

22:04:01 From Denise Noble (she/her) : Yes. Thank you all! So grateful for the wonderful team we've got in Richmond!!

22:16:20 From Denise Noble (she/her) : fully support virtual option!!

22:35:35 From Denise Noble (she/her) : Thanks y'all for all your hard work!

