

**RICHMOND SELECTBOARD  
REGULAR MEETING  
January 3, 2012 MINUTES**

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Members Present: Jon Kart; Neil Boyden; Erik Filkorn; Chris Granda; June Heston  
Absent: None  
Others Present: Geoffrey Urbanik, Town Administrator; Tyler Gingras, Green Mountain Engineering; Jeff Hutchins, J. Hutchins, Inc.; John Christian, J. Hutchins, Inc.; Ron Mack, Richmond Rescue and Ruth Miller was present to videotape the meeting for MMCTV Channel 15.

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Chair Kart called the meeting to order at 7:00 p.m.

**1. Public Comment**

Chair Kart asked if there was any comment from the public but there was none.

**2. Other Business**

Change Orders for Jericho Road: J. Hutchins, Inc.

Tyler Gingras, of Green Mountain Engineering, and Jeff Hutchins and John Christian of J. Hutchins, Inc. were present to discuss a number of change orders for the Jericho Road project.

Mr. Gingras presented Change Orders #6 through #17, totaling \$66,207.42. These were for a variety of extra work, including supplementary temporary paving and additional sidewalk work, which generated discussion. Change Order #17 was for three hydrant extensions, totaling \$2,483.16, to which the Administrator complained that not enough foresight was provided by the contractor to prevent delays in installing the extensions. The Administrator agreed that the extensions were required due to unforeseen conditions in the depth of the pipe beneath the hydrants.

John Christian argued that these were necessary installations and that the extensions were not stockpiled by J. Hutchins and were special order items that could not have been same-day installations. There was some discussion on this. The Administrator said that while this was a small item in the overall project, he expected better management of the construction than what was shown here.

Ms. Heston asked about Change Orders #9 and #12. Mr. Gingras explained that #9 was a sidewalk outside of the ski shop which was depressed, and the plan did not call for a depressed curb. Therefore, the alterations were made in the field which caused a delay and added cost. Ms. Heston asked who was responsible for the plan, or the error in the plan, and Mr. Gingras said that Green Mountain Engineering did not show the correct condition in their plan.

Mr. Gingras moved to Change Order #12. The Administrator said that he requested this section of sidewalk be removed and reformed due to the extreme transition between the road and the sidewalk. This was in front of the residence at 147 Jericho Road. The resident had complained that their car was scraping when they got in an out of their driveway, and a close analysis revealed that the sidewalk was slightly higher than the plan called for. Again, Ms. Heston asked who was responsible and Mr. Gingras said that Green Mountain Engineering had not properly shown the transition in this location.

Chair Kart asked about Change Order #11, the temporary sidewalk, and asked why it was so much higher than discussed previously. The Administrator explained that Mr. Christian estimated the entire length, excluding School Street, would be about \$15,000. The discussion at that time turned generally

1 on the thought that half of the sidewalk would be installed by Winter shut-down, and therefore \$7,500  
2 was expected to be paid - although Mr. Christian never said that this would be the cost. Since the  
3 addition of School Street, the change order came in higher. Due to the lateness in the season, J.  
4 Hutchins also changed asphalt suppliers since their regular supplier had shut down and the remaining  
5 supplier sold at a higher price.

6  
7 Chair Kart asked if this had been planned better and the temporary sidewalk installed earlier would  
8 this have reduced the cost of the change order. There was some discussion that perhaps it could have  
9 but the timing was difficult to predict.

10  
11 Mr. Filkorn asked how many days left to completion and Mr. Gingras said that the contractor had until  
12 June 17th to complete, and was expected to start up Spring work on April 16th.

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14 Mr. Filkorn offered a motion to accept Change Orders #6-#17 in the aggregate amount of \$66,207.42  
15 and was seconded by Mr. Granda and the motion carried 5-0.

### 16 17 Richmond Rescue Budget

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19 Ron Mack, President of Richmond Rescue was present to request additional funding for Richmond  
20 Rescue in the Town's budget. The reason for the additional funding was to address capital needs for  
21 the organization, and the request was for an additional \$15,838 over the current appropriation of  
22 \$48,100. Mr. Mack explained his capital needs and how the plan was developed.

23  
24 Ms. Heston asked why revenue requests from member towns were increased except for Jericho. Mr.  
25 Mack explained that Jericho was phasing out Richmond Rescue service in favor of Essex rescue  
26 services and he expected Jericho to eventually eliminate Richmond Rescue completely, including town  
27 revenue and patient revenue.

28  
29 Ms. Heston mentioned that the budget scenario provided by Mr. Mack was off-balance by \$43,000 and  
30 Mr. Mack said that she was probably looking at an older version of the budget documents that had not  
31 been corrected. There was additional discussion on funding and organizational needs.

32  
33 Mr. Filkorn asked if the capital funds were protected or restricted from operations, and Mr. Mack said  
34 there was no guarantee, but if he had no other means to handle keeping his operation in service he may  
35 have to utilize capital funds for that purpose.

36  
37 Mr. Granda asked if there was any room for the town to provide its financial expertise. There was  
38 some discussion about partnering on this. The Administrator said that the town's financial  
39 organization was not able to open Richmond Rescue's books cold and produce financial statements,  
40 but it was willing to help improve reporting if possible.

41  
42 Ms. Heston wanted to see year-end financial statements. Mr. Mack said that his current statements  
43 only reflected operations, not the needs of the organization. He stressed that his operation was  
44 underfunded and the fact was that without additional funding Richmond Rescue would continue to  
45 neglect capital needs.

### 46 47 FY2013 Budget

48  
49 The Administrator explained that this was the 2% cost scenario that the Selectboard requested, which  
50 resulted in a tax increase of 1.91 cents per \$100 of assessment. The Selectboard discussed the changes

1 and were generally in agreement that this budget was what they had requested. The Selectboard  
2 delayed a decision on a funding increase for Richmond Rescue until they were able to obtain  
3 additional information, and therefore the budget was not yet approved.

#### 4 5 FEMA Flooding Issues

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7 The Administrator again presented KAS Consulting's proposal to provide additional study on the flood  
8 modeling of the Winooski River. The Administrator recommended this be approved, since any denial  
9 was likely to be seen as the end of the issue. However, the option to do a Letter of Map Revision was  
10 still possible even after the new DFIRMs were made effective. This same work would be involved at  
11 that time, so it was a necessary step if the town chose to do a Letter of Map Revision. Additionally,  
12 the study had to show a basis for change, of which there was no guarantee that it would.

13  
14 The Selectboard discussed the costs and benefits of the study. Some of the questions asked were: how  
15 much developable land was lost with the higher Base Flood Elevation; value of structures in the new  
16 flood plain; and the difference in the number of affected homes from 1982 to 2010. The Administrator  
17 was directed to answer these questions prior to any consideration of additional work by an engineer.

#### 18 19 Turkey Trot Race

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21 The Administrator explained that Jarod's Run had disbanded and one of the organizers of that race was  
22 requesting a reservation of Thanksgiving, 2012 for a similar race for a similar charity.

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24 Ms. Heston offered a motion to approve the Turkey Trot race as proposed and was seconded by Mr.  
25 Boyden and the motion carried 5-0.

#### 26 27 Approval of Minutes

##### 28 29 December 19, 2011

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31 It was noted that the minutes left out a motion, and these were deferred for corrections.

##### 32 33 December 20, 2011

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35 Mr. Boyden offered a motion to approve the minutes of December 20, 2011 and was seconded by Mr.  
36 Granda and the motion carried 5-0.

##### 37 38 December 23, 2011

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40 Mr. Filkorn offered a motion to approve the minutes of December 23, 2011 with minor amendments  
41 and was seconded by Mr. Boyden and the motion carried 4-0-1 with Mr. Granda abstaining.

#### 42 43 Temporary Speed Limits

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45 The Administrator explained that the Selectboard had requested a resolution to return certain  
46 temporary speed limits back to their approved speed limits during the Winter, and on April 1 return  
47 them to the temporary speed limit of 25 mph. The roads were East Hill Road, Kenyon Road, Dugway  
48 Road and Wes White Hill.

49

1 Mr. Filkorn offered a motion to approve the speed limit resolution and was seconded by Mr. Granda  
2 and the motion carried 5-0.

3

4 Green Mountain Engineering contract amendment

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6 The Administrator explained that Green Mountain Engineering was requesting an additional six  
7 months to complete the designs of the village infrastructure projects, specifically, East Main Street.  
8 The contract would now be extended until June 30, 2012.

9

10 Mr. Filkorn offered a motion to approve amendment 4 of the engineering agreement with Green  
11 Mountain Engineering and was seconded by Ms. Heston and the motion carried 5-0.

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13 **3. Administrator's Reports**

14

15 The Administrator reported on several upcoming meetings, specifically the Charter Amendment  
16 meeting on January 10th and the PACE meeting on January 12th. There were several proposed special  
17 meetings for the receipt and consideration of the Town Plan and proposed draft Subdivision and  
18 Zoning regulations.

19

20 The Administrator reminded the Selectboard of the Chittenden County Municipal Survey, and asked  
21 that they complete the survey. The Administrator added that he had received word that Richmond had  
22 lost on the CCMPO sidewalk grant for School Street.

23

24 Mr. Filkorn added that the CCRPC Work Plan hearing was on January 18th.

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26 **4. Adjourn**

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Motion by Ms. Heston to adjourn the meeting at 9:53 p.m. Seconded by Mr. Granda. So voted.