

**RICHMOND SELECTBOARD
REGULAR MEETING
February 16, 2016 MINUTES**

Members Present: David Sander; Bard Hill; Taylor Yeates; Lincoln Bressor

Absent: Ellen Kane

Others Present: Geoffrey Urbanik, Town Manager; Mary Houle; Ian Bender; and Marie Thomas was present to videotape the meeting for MMCTV Channel 15.

David Sander called the meeting to order at 7:05 PM.

1. Welcome and Public Comment

Mr. Sander asked if there were any comments from the public, but there were none.

2. Discussion of Items with Those Present

Regional Planning Commission Work Program Request

The Manager explained that the Regional Planning Commission's annual work program request required a public hearing, which would be held tonight. The Selectboard has already approved of this application submittal, which can be submitted following the public hearing if there were no objections.

The Manager explained that the project was for technical assistance to undertake scenario modeling to evaluate alternate regulatory schemes and their respective impacts, using CommunityViz and the Common Impacts Wizard. Scenario modeling will serve as the first step in re-writing the zoning and subdivision regulations. The Town anticipates adopting a new town plan by late summer 2016 and shall then proceed with updating the land use regulations to ensure conformance. The scenario modeling will be integral to ensure new regulations reflect the Town's vision and to demonstrate the rationale behind future zoning changes. The overall project was expected to cost \$6,000 with \$4,800 in grant funds and \$1,200 from local cash match.

The Selectboard discussed the matter, and Mr. Sander asked if anyone from the public wished to speak on this item. There were no further comments, and the public hearing was closed.

The Selectboard agreed the application could now be submitted.

3. Other Business

Local Emergency Operations Plan

The Manager explained that every year the town has to update their Local Emergency Operations Plan, which is primarily a contact list and a series of forms to be used in a declared emergency. There was no other plan to follow beyond identifying certain officials and utilization of standard forms. The LEOP had been updated for this year and should be approved and sent in to the Regional Planning Commission, who was handling this on behalf of the State.

Mr. Hill offered a motion to approve the updated Local Emergency Operations Plan and was seconded by Mr. Bressor, and the motion carried 4-0.

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2 Meeting Room Use Policy
3

4 The Manager explained that in 2000 the Selectboard approved a policy to restrict use of the meeting
5 room to town government use, or state or regional organizations use. This policy hasn't been adhered
6 to for many years. We allow a variety of groups to use the room, including the Farmers Market,
7 OCCC, the schools, random people sometimes come in and sit and use the school's guest wifi, and
8 sometimes other groups ask and are allowed to use it. No one is sure who controls the use of the room
9 – typically people go to Linda to ask permission.
10

11 The Manager requested to amend the policy primarily to eliminate the “Use by other groups is not
12 permitted” clause and make some other edits, and if we want the Town Clerk to be responsible, then
13 we should say that.
14

15 Mr. Hill offered a motion to amend the policy as explained by the Manager, and was seconded by Mr.
16 Bressor.
17

18 Mr. Bressor asked what the point of the policy was, if we opened up use for everyone?
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20 Mary Houle said that the primary use should be government related, or else “Richmond” related – not
21 just use for anyone.
22

23 Mr. Hill suggested we amend to say a hierarchical rating to uses, with municipal use at the top, or use
24 by other groups as the room was available.
25

26 After some discussion the Selectboard agreed that further revisions should be made and the policy
27 should be reviewed in March. Mr. Hill withdrew his motion to amend.
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29 Reports from Selectboard and Town Manager
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31 The Manager reported on the Police Report and Budget Status. The discussion turned to Volunteers
32 Green, and the Manager said that Highway Foreman Pete Gosselin was able to reconfigure the access
33 road, but Town Planner Clare Rock was researching how far the town could go in replacing a barrier
34 along the road because of restrictions in the flood plain and floodway.
35

36 There was some other discussion about using signs pointing to Town Center for overflow parking, and
37 flashing crosswalks to make the walks safer in the village. The Manager reported he would continue
38 to resolve the matter in the way that had been agreed to by the board at the February 1st meeting.
39

40 The Manager reported that he had attended a Community Development Block Grant hearing for their
41 proposal at the creamery on February 11th, and hopefully a decision would be heard by March 4th.
42

43 The Manager mentioned the pre-Town Meeting on February 29th and Town Meeting on March 1st.
44

45 Approval of Minutes
46

47 Mr. Yeates offered a motion to approve the minutes of February 1, 2016 and was seconded by Mr.
48 Hill. The minutes were approved by vote of 3-0-1 with Mr. Bressor abstaining.
49
50

1 GMAA Round Church Run and Road Closure Request

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3 The Manager reported that GMAA's 34th annual Women's Run was proposed to be held on July 30th
4 and they requested Cochran Road be closed for one hour.

5
6 Mr. Hill offered a motion to approve the date and road closure request and was seconded by Mr.
7 Bressor. Mr. Yeates said that he wasn't sure that the Richmond Historical Society had approved this
8 date and we shouldn't approve this request until we hear from Fran Thomas. Mr. Hill withdrew his
9 motion.

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11 Approval of Warrants

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13 The warrants were reviewed and approved.

14
15 Executive Session

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17 Mr. Hill offered a motion to enter executive session at 7:50 pm to discuss personnel matters with the
18 Town Manager and was seconded by Mr. Yeates. The motion carried 4-0.

19
20 At 8:20 pm, Mr. Yeates offered a motion to adjourn the executive session and reconvene the regular
21 session and was seconded by Mr. Hill. The motion carried 4-0. No further action was taken.

22
23 **4. Adjourn**

24 Motion by Mr. Hill to adjourn the meeting at 8:20 p.m. Seconded by Mr. Yeates. So voted.