

**R I C H M O N D S E L E C T B O A R D
R E G U L A R M E E T I N G
M a r c h 2 0 , 2 0 1 7 M I N U T E S**

Members Present: Steve Ackerman; Lincoln Bressor; Bard Hill; Steve May; David Sander

Absent: None

Others Present: Geoffrey Urbanik, Town Manager; Mary Houle; Cathleen Gent; Maureen Kangley; Kendall Chamberlin, Water Resources; Jerry Levesque, Assistant Fire Chief; and Ruth Miller was present to videotape the meeting for MMCTV Channel 15.

Bard Hill called the meeting to order at 7:00 PM.

1. Welcome and Public Comment

Mr. Hill asked if there were any comments from the public.

Mr. Hill asked if the board would add a State Grant GR1101 for special work related to the expected US Route 2 closure, and the Selectboard agreed to add as IId.

Mr. Hill welcomed newly elected board member Stephen Ackerman.

2. Reorganization

Mr. Hill asked for nominations for Chair of the Selectboard. Mr. Sander nominated Lincoln Bressor, and was seconded by Mr. Hill. The nomination carried 5-0.

Mr. Bressor thanked the board for their support, and asked for nominations for Vice Chair. Mr. May nominated Mr. Hill, and was seconded by Mr. Sander. The nomination carried 5-0.

Mr. Bressor then moved to the list of liaisons. After discussion, the board agreed on the following assignments:

Mr. Bressor = Town Clerk; Delinquent Tax Collector; Highway; Conservation Commission; Trails Committee; Recreation Committee

Mr. Hill = Assessor; Water Resources; State Legislature; Regional Planning Commission

Mr. Ackerman = Economic Development; Western Slopes Business Association; Planning Commission; DRB

Mr. May = Library; Energy Committee; Parade & Fireworks

Mr. Sander = Administration; Finance; Police; Fire

Mr. Sander offered a motion to approve these liaison assignments, and was seconded by Mr. Hill and the motion carried 5-0.

1 Mr. Hill offered a motion to appoint the Manager, Geoffrey Urbanik, as Board Secretary, and was
2 seconded by Mr. Sander. The motion carried 5-0.

3
4 Mr. Sander offered a motion to have the Burlington Free Press and the Times Ink serve as the official
5 newspapers of the town and was seconded by Mr. Hill. The motion carried 5-0.

6 7 **3. Items for Discussion with those Present**

8 9 Update from Fire Chief – Engine #3; Update on ISO ratings

10
11 Assistant Chief Jerry Levesque was present to discuss a frame rust issue with the Fire Engine #3,
12 which was purchased in August of 2001. It was manufactured by Emergency One, based on an
13 International chassis. Severe frame rust had led to investigations by several inspectors called by the
14 town. In all cases, the rust was indicated to be severe and would shorten the life of the truck but no
15 one could say how long. Asst. Chief Levesque said that it was recommended to him that the truck be
16 replaced as soon as possible, however, some frame reinforcement was going to be done to try and
17 make it another year. This truck carried 1,500 gallons of water and was now on a reserve status.

18
19 Asst. Chief Levesque said that it would take 270 days to a year to build a replacement and he wasn't
20 sure that the apparatus would last that long. The cost would be between \$275,000 and \$350,000 for
21 the type of vehicle to replace it.

22
23 There was discussion about the condition of the apparatus, how often it was washed, and the overall
24 need for this apparatus and what a replacement should be. Mr. Bressor and Mr. Hill said the board
25 needed to make a decision on replacement sooner rather than later. The board asked Asst. Chief
26 Levesque to return at a later meeting after the Fire Department made decisions on how it wished to
27 move forward, especially with a bond vote, and when.

28 29 ISO Discussion

30
31 Asst. Chief Levesque was joined by Water Resources Superintendent Kendall Chamberlin to talk
32 about ISO fire ratings and how they affect fire insurance costs in town. Recently, the Underhill
33 Jericho Fire Department had underwent a documentation effort of their ability to deliver sustained
34 water to fires in a rural town with few hydrants. With Richmond's recent water improvements, it is
35 logical that Richmond's ratings should go down, and perhaps Richmond can document their ability to
36 deliver water to a fire also.

37
38 There was discussion on how to approach this project, and the possible benefits. Since much of the
39 issue was unknown, the Selectboard asked Asst. Chief Levesque and Mr. Chamberlin to coordinate
40 and come back with their findings and plan of action.

41 42 Public Hearing on Ordinance 2017-01

43
44 The Manager explained the issue. Last year we changed the traffic pattern at Esplanade Street and
45 inside the park to move recreation traffic into a new, improved access road. While this was largely
46 successful in getting traffic off of Esplanade Street, there are a few stalwart members of the public
47 who prefer to access the park from the rear. When there is snow or the new gate is shut, they park at
48 the street – blocking the way for septage trucks going to and from the treatment plant. Septage is an
49 extremely important function of the plant, and generates revenue for the system. Blocking that traffic
50 damages the town's interests and we should explore ways to move these patrons to new locations.

1
2 Part of the solution is to keep the parking lot open through the Winter – which we have done, although
3 during Mud Season the lots will remain off-limits due to potential damage from vehicles.
4

5 The second part of the proposed solution is an amendment to the traffic ordinance to formally establish
6 a No Parking zone in this location. This agenda item is the 2nd reading and public hearing, following
7 which the Selectboard may choose to adopt, amend, or decline the changes.
8

9 Mr. Hill offered a motion to open the public hearing on this ordinance, and was seconded by Mr. May
10 and the motion carried 5-0.
11

12 Mr. Chamberlin urged adoption of this ordinance. Mr. May asked if there was anything else not
13 obvious to the board that they should know about. Mr. Chamberlin said that when the park was not
14 accessible, such as in snow or mud season, people park at the end of Esplanade. There was some
15 discussion on this issue. Mr. May offered a motion to close the public hearing and was seconded by
16 Mr. Hill, and the motion carried 5-0.
17

18 Mr. May offered a motion to adopt Ordinance 2017-01 and was seconded by Mr. Hill and the motion
19 carried 5-0.
20

21 State Grant GR1101

22

23 The Manager explained this was \$13,192 to the town for additional traffic enforcement and highway
24 maintenance costs related to the pending closure of Route 2, requiring a bypass route along local roads
25 – mainly Cochran Road and Bridge Street, all due to the replacement of a bridge on Route 2 at Snipe
26 Island Brook.
27

28 Mr. Hill indicated that the town needed to see an enforcement plan, and Mr. May said we needed
29 additional messaging and signing. Mr. Hill offered a motion to approve Grant GR1101 from the State
30 of Vermont in the amount of \$13,192 and was seconded by Mr. Sander. The motion carried 5-0.
31

32 **4. Other Business**

33

34 Town Meeting Follow Up

35

36 Mr. Bressor reviewed a list of items identified at Town Meeting as needing follow-up action.
37

38 Cathleen Gent spoke about the pay raise for the Town Clerk, and indicated that there were pay policies
39 in place for employees. Mr. Bressor agreed and had some constructive criticism regarding the
40 Selectboard's need to adhere to the pay scales. The Manager indicated that these were in need of
41 updating and that he's already initiated this with his assistant, Carol.
42

43 Mary Houle said that the board needed to be sure there was a maximum on salaries.
44

45 Reappointment of Laurie Brisbin to Delinquent Tax Collector

46

47 The Manager explained that the current Delinquent Tax Collector, Laurie Brisbin, was due for
48 reappointment and had written a letter requesting such. The Manager indicated that Ms. Brisbin was
49 elected in 2012 for one year, and had been appointed to a one-year term each year following the 2012
50 charter amendment.

1
2 Mary Houle asked if Ms. Brisbin had provided a report of delinquencies. Mr. Hill said she did include
3 some facts in her letter. Mr. Bressor noted that only 22 properties were delinquent at this time.
4

5 Mr. Hill offered a motion to reappoint Laurie Brisbin as Delinquent Tax Collector for a one-year term,
6 expiring at the next Town Meeting, and was seconded by Mr. Sander and the motion carried 5-0.
7

8 FY2018 State Highway and Structures Grants

9

10 The Manager explained that these grants were the normal, annual highway maintenance and structures
11 grants from VTrans. This year we were applying for the maximum \$175,000 for each, for Cochran
12 Road maintenance and replacement of a large culvert on Collins Mountain Road.
13

14 Mr. Sander offered a motion to approve application for both the Highway and Structures Grants, for
15 Cochran Road and the Collins Mountain Road culvert, for FY2018. Mr. May seconded the motion
16 and the motion carried 5-0.
17

18 Reports from Selectboard and Town Manager

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20 The Manager noted the Police Report and Budget Status.
21

22 The Manager also explained that the Creamery was coming in for a site plan amendment under Interim
23 Zoning. They would apply again to the Selectboard, sometime in April. The Manager also explained
24 that the Town Plan adopted in 2012 was expiring in April, and the Interim Zoning at Jolina Court was
25 expiring at the end of May. Following that expiration, the zoning would revert back to commercial,
26 with no residential component. This was likely moot for the current building proposal, but would be
27 important when considering the larger parcel in the back. Also, without an active Town Plan, no
28 zoning amendments could be enacted – the interim zoning could not be made permanent. There was
29 significant discussion on this.
30

31 Mr. May requested the board add a Real Estate issue to the Executive Session agenda. There was
32 some discussion on this but the board agreed.
33

34 Mr. May also commended the Highway Department for their snow removal efforts during the recent
35 storm, which was echoed by others.
36

37 Approval of Minutes

38

39 Mr. Sander offered a motion to approve the minutes of March 6, 2017 and was seconded by Mr. May
40 and the motion carried 4-0-1 with Mr. Ackerman abstaining.
41

42 Richard Tom Ride

43

44 The Manager explained that this was the second year that this organization wanted to hold a bicycle
45 ride in Richmond, staging at Cochran's Ski Area. They requested that Cochran Road be closed for
46 about 1.5 hours during the day for a children's ride, as had also been done last year.
47

48 Mr. May said that they had put up poor signage, and needed to pay closer attention to that. Mary
49 Houle objected that these riders altered their route and ran stop signs.
50

1 Mr. Bressor said that the Selectboard needed a plan on how the road would be closed, and routes. The
2 board withheld approval until these were received.

3
4 Liquor License Renewals

5
6 The Manager explained that the town's liquor licenses, except Sonoma Station, were in for renewal
7 with no objections from the local police. After some discussion, Mr. Sander offered a motion to
8 approve the liquor license renewals as presented and was seconded by Mr. May. The motion carried
9 5-0.

10
11 Approval of Warrants

12
13 Warrants were reviewed and approved.

14
15 Mr. Hill offered a motion to approve a payment to People's Bank under Purchase Order 3338 for debt
16 service, in the amount \$21,138.80 and was seconded by Mr. Sander. The motion carried 5-0.

17
18 Executive Session

19
20 Mr. Bressor explained that there was a need to discuss contract negotiations regarding the NEPBA
21 contract in executive session.

22
23 Mr. Sander offered a motion to find that premature public knowledge about the NEPBA contract
24 negotiations and Real Estate Discussions would cause the town or person to suffer a substantial
25 disadvantage. Mr. May seconded the motion and the motion carried 5-0.

26
27 At 8:50 PM Mr. May offered a motion to enter an executive session to discuss the contract
28 negotiations & Real Estate, under section 1 VSA 313 (a)(1) and a(2), with the Manager present, and
29 Mr. Sander seconded the motion. The motion carried 5-0.

30
31 At 9:35 PM Mr. Hill offered a motion to adjourn the executive session and reconvene the regular
32 session. Mr. Ackerman seconded the motion and the motion carried 5-0.

33
34 No further action was taken.

35
36 **5. Adjourn**

37 Motion by Mr. Sander to adjourn the meeting at 9:40 p.m. Seconded by Mr. Ackerman. So voted.