

Selectboard Minutes  
2/01/2020

Members Present by Zoom: Christine Werneke, David Sander, Roger Brown, Bard Hill, Katie Mather

Absent:

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Others Present by Zoom: Josh Arneson, Town Manager; Kathy Daub-Stearns, Admin.; Kyle Kapitansky, acting Police Chief; Linda Parent, Town Clerk; Kendall Chamberlin, Water & Sewer; the meeting was recorded for MMCTV Channel 15, also present Wafic Faour, Ashley Hanlon, Tyler, Denise Noble, Derek Miodownik, Gretchen Paulsen, Tara Arneson, John Lyon, iPhone, Brad Steler, Cindy Preston, Martha Nye, Greg Elias, Allen Knowles, Jill Merkle, Martha Marciel, June Heston, Mary Houle, Rauri Hutchison, Cody Quattrocci, Karen & Doug Yaggy, Q Keating, Suzanne Parent, Store iPhone, Times Ink, Breck Knauff, Madeleine Granda, Chip Noonan, Bruce F, Scott Silverstein, Ann Naumann, Greg Elias, Florya, Justin (Rise VT), Rod West, Tom Leavitt (Northfield Savings Bank), Wright Preston, Scott Silverstein

**Called to Order:** 7:00PM

**Welcome by** David

**Comments from the public:** Mary Houle said ballots are available and asked people to get it taken care of beforehand.

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

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

### **a) Consideration of approval of contractor for Dugway Rd. repair**

Josh reported:

- that bids were due last week & Tyler was attending the meeting

Tyler reported:

- that there were twelve (12) bids with a cluster of three (3) with the lowest bids. SD Ireland was the low bidder and Tyler requested the board approve them with construction not starting until late spring / summer.

Discussion included:

- that Roger said FEMA may not approve concrete finishing that is cosmetic, Tyler said that is true but was necessary for the land trust easement.
- that Mary Houle said she was curious if there is a cost override for fuel and since everything is going up. David asked if consumables were fixed price. Tyler said this is a "locked in" price for the 2021 year. If we do not accept the bid within the next two (2) weeks SD Ireland would have the right to increase the bid.
- that Roger asked if Dugway would have a better roadbed because it is wider, Tyler said that the road is the equivalent of the road that is there
- that Roger asked about a completion date, Tyler said it was a construction period with a completion date of Oct. 15 adding that once started the contractor is required to stay on the job
- that the construction will be 60-75 days

- that there is no environmental concern for any dye added to the concrete
- that there will be no concrete discharge into the river
- that best management practices for erosion are written into the contract

Bard moved to approve the contract to SD Ireland in the amount of \$305,350; seconded by Bard to a total of \$323,950; Roger seconded.

After a brief discussion the motion was amended to:

Bard moved to approve the contract to SD Ireland in the amount of \$305,350 with options 1 & 2 seconded by Bard to a total of \$323,950; Roger seconded.

Discussion continued and the motion was amended to:

Bard moved to approve the contract to SD Ireland, as presented with the two alternates, with Josh having authority to sign the contract; Roger seconded. Roll call vote: Bard, Katie, Roger, Christine, and David voted affirmatively. Motion passed.

Discussion continued:

- that the source of funds will be FEMA with the balance coming from highway funds

#### **b) Discussion of Vermont Senate redistricting**

Cindy Preston reported:

- that every 10 years the state looks at the population and redistributes the representatives
- that we are a five (5) town district, Huntington is in Addison, the rest of the schools are in Chittenden
- that the Huntington Selectboard has requested that they be added to our senate district
- that she was asking the Richmond Selectboard to support the change

Chip Noonan reported:

- that it would be more efficient to have all the schools in the same district and that there would not be competing towns representation adding that the having all the towns in a single district would allow them to speak as one mind

Tara Arneson reported:

- that each of the town's representatives are going to their respective Selectboards to request support for having one (1) senate district
- that Christine asked if there has been any conflict in the past and asked if there were any examples. Tara Arneson replied that there were times when the school district had requests but the representative from Addison would not agree so the request was denied, she did not have any specific examples
- that Katie asked if there were reasons beyond the school district that would be reasons to have the district include Huntington. Chip Noonan said that with six (6) senators there have not been representatives from the eastern part of the county, he felt this could prevent future issues adding that the representative would be from the towns in the district which has not happened in the past so there would be more representation

- that Bard said it was about communities and it makes sense for Huntington to become part of our district.
- that Christine asked if the Selectboard & Civil Board of Authority are to send a letter was there was a sample letter that outlines the request. Tara Arneson said there is not a template and would see if one could be drafted. Christine said that Board of Civil Authority includes the Selectboard, Town Clerk and Justices. Josh said he would give them the head up this was coming
- that this is early in the process so there is time to draft the letter and will be brought back at the next meeting

**c) Presentation of completed work for the Data Across Sectors for Health Program**

Ashley Hanlon reported:

- that she has been doing the DASH grant work Ravi and Stefani Hartsfield
- that she reported on the work she has been doing, the process and the vision statement

Discussion included:

- that David thanked Ashley for her work
- that Christine asked if we were applying for additional grants to expand the work already done, Ravi responded that the additional funding was looked at and the criteria we wanted to pursue did not meet the grant criteria. In the future if there is a better grant alignment, we will pursue it.
- that Christine asked if this presentation is the end of the DASH grant. Ashley responded yes. Christine said this could go in many different directions, she asked if the grant were continuing where she would want to go. Ashley responded that there is wonderful support for our senior population but there are resources younger families could use some support by updating the website with recreational opportunities adding that social wellbeing and mental health were areas noted that need improvement. Christine thanked her for all her work.

**d) Update from Acting Police Chief Kyle Kapitanski regarding adoption of updated Fair and Impartial Policing Policy**

Kyle reported:

- that the proposed version of the FIPP has been sent to the VT Attorney General's Office for review, once it is certified as in compliance it will be implemented.
- that he drafted a letter to the SB that was included in the SB documents tonight

Discussion included:

- that Wafic Faour requested that the letter from Kyle be read. Josh brought the letter up on the screen, David read the letter. The letter is available in the meeting documents on the town website.

**e) Update regarding American Civil Liberties Union of Vermont and National Lawyers Guild follow up with Vermont League of Cities and Towns regarding the Fair and Impartial Policing Policy**

Josh reported:

- that this is a follow up from a previous meeting
- that he was contacted by some residents about the ACLU follow up with VLCT

- that he contacted VLCT about having contact with ACLU and they said they would listen to the ACLU but would not discuss the topic with them
- that at this time VLCT has not heard from the ACLU

#### Discussion

- that Wafic Faour said if VLCT will not discuss this with ACLU what is the reason for them to call. Katie said VLCT was willing to listen to the ACLU's interpretation but that there was never an expectation of negotiation
- that the full text of VLCT's response is in the packet for this meeting on the website

#### **f) Update on closure of the Richmond branch of TD Bank**

Josh reported:

- that TD bank will be closing the branch in town in April
- that he and Connie discussed this with a bank representative
- that he has had emails and conversations with upset residents
- that TD Bank declined to come to the meeting and the letter received is on the website
- that the property is not under contract
- that the town will put an RFP for banking options

#### Discussion included:

- that Roger said we want to find out if TD Bank is going to prevent another bank from purchasing the property
- that Roger thought having the RFP was important
- that Bard said maybe there could be a smaller meeting with TD Bank to discuss the interests of the town
- that we cannot make them do anything, we could voice our displeasure by taking our \$4,000,000 out of their bank
- that there is a letter in the documents from Northfield Savings Bank
- that Mary Houle said she received a letter from TD Bank saying they were moving in with their neighbor, then she found out the employees there are out of jobs and she felt they were chickens for not showing up at this meeting. Mary wanted to know if there has been any conversation about TD gifting the town the property. She said the idea that the bank is leaving us high and dry after all the years she has done banking there was selfish. She wanted to know whether the town officials had any information about this before the residents did. She felt that the residents have given them their money for years and the bank should not prohibit there being another bank at the location. She wrote to them and have not received any response.
- that Christine thought we should focus on the Northfield Savings bank letter and wondered who was going to respond to him. Wright Preston introduced Tom Leavitt, Northfield Savings Bank president who sent the letter offering the banks services. Tom Leavitt said Northfield Savings Bank has been waiting to establish a branch and has committed to come to Richmond and establish a presence here. Roger thanked him and pledged to open an account. David said he has only had good experiences with Northfield Savings Bank and would assist in any way he could. Bard said it would be in the best interest to have the conversation with TD and he was optimistic that there was a place for Northfield here.

- that Chip Noonan asked if Northfield was looking to be at the TD location or looking for something else. Tom Leavitt said the TD location is the ideal location but would consider another location.
- that Christine thanked Wright and Tom for coming and presenting the information
- that one of the appealing parts of the TD location is it is turnkey
- that Northfield is welcome to Richmond
- that Mary Houle said she would talk to anyone at TD she was asked to. She said Dan Noyes was considering building more and that may be a consideration.
- that Bard said there should be members of the board identified to have a discussion with TD. Bard, Roger, and Josh will meet with TD.
- that Mary Houle said there is a commercial real estate developer named Brad Worthen who may be helpful with discussions. Christine said she can make the introduction to Brad.
- that Scott Silverstein said that TD Bank is closing their Waitsfield location as well.
- that Tom Leavitt thanked the board for allowing him time tonight.

**g) Consideration of approval of access permit**

David reported:

- that this is an amendment of an already approved access permit
- that town staff has reviewed the application and has no issues
- that Josh said that this is the next step

Katie moved to approve the access permit off Palmer Lane, Roger seconded. Roll call vote: Christine, Katie, Roger, Bard, and David voted affirmatively. Motion Passed.

**h) Consideration of approval of applying for the Vermont Natural Resources Small Grants for Smart Growth**

Josh reported:

- that this was presented at the last meeting and will reduce the necessary match from \$8,000 to \$5000.
- that Ravi said the grant has been applied for

Bard moved to approve pursuing a \$3000 application to the Vt Natural Resources Council Small Grants for Smart Growth Grant to support the ongoing Bridge Street Complete Streets Corridor Study project, and to appoint Town Planner Ravi Venkataraman as the Grant Manager; Katie seconded. Roll call vote: Katie, Bard, Christine, Roger, and David voted affirmatively. Motion passed.

**i) Update on the Request for Qualifications for Engineers**

Josh reported:

- that the RFQ went out in December
- that this was done so we could have a list and not need an RFP every time we needed an engineer
- that seven (7) responses were received
- that to qualify for FEMA we had to reach out to minority and women owned businesses so a second round of requests were made, the list will be updated
- that the list needs to be updated every few years
- that previous submitters were contacted to let them know they do not need to resubmit

- that an engineer was selected to do some work for Water & Sewer from the existing list

**j) Consideration of approval of updates to the Municipal Purchasing Policy**

Josh reported:

- that this is necessary for the RFQ to be used
- that guidelines were gotten from our auditors to include RFQ's
- that the federal guidelines were included in the policy update

Discussion included:

- that Christine asked if the amount thresholds are up to date. Josh replied that there has not been any research of what other towns are doing. There are also other changes the auditors have suggested that need to be made and he would be back for additional changes adding that this change is needed now.

Bard moved to update the Municipal Purchasing Policy as presented; Roger seconded. Roll call vote: Bard, Roger, Christine, Katie, and David voted affirmatively. Motion passed.

**k) Update on Green Mountain Power (GMP) ash tree removal due to emerald ash borer**

Josh reported:

- that GMP is removing ash trees from around their power lines
- that they are working with Ms. Littlefield on which trees the town is looking to save
- that the trees are being removed at GMP's cost saving the town a lot of money
- that GMP notifies the landowner directly
- that landowners have the first right of refusal for the wood
- that if the landowner does not want the tree GMP notifies the town where the trees are available
- that we posted for the wood lottery on Front Porch Forum three (3) times and received nearly sixty (60) submissions

**l) Reminder of informational meetings on February 8 and March 1**

- that everything will be by Australian Ballot this year
- that there will be two (2) informational meetings February 8 and March 1
- that Josh will post the meetings on Front Porch Forum

Discussion:

- that Josh updated the ZOOM access to allow for Town Meeting

**III. Approval of Minutes, Warrants and Purchase Orders**

**a) Minutes of 1/19/21**

Roger moved to approve the Minutes of 1/19/2021; Bard seconded. Roll call vote: Christine, Bard, Katie, and David voted affirmatively. Motion passed.

**Warrants:**

Josh reported:

- that there was an update to the warrant adding a McGee invoice

Katie moved to approve the warrants and invoices as presented; Roger seconded. Roll call vote: Christine, Bard, Katie, and David voted affirmatively. Motion passed.

Josh will send the warrant out for signatures using DocuSign.

#### **Purchase Orders:**

Bard moved to approve PO 3995 to Brookfield Service for a generator for the town highway garage, in the amount of \$13,692.00; Katie seconded. Roll Call Vote: Roger, Christine, Katie, Bard, and David voted affirmatively. Motion passed.

Discussion included:

- that this was budgeted for
- that the generator has the option of being diesel or natural gas

#### **IV. Discuss Items for Next Regular Agenda**

the next regular meeting will be Tuesday, 3/16

the next meeting is an informational meeting for Town Meeting issues

#### **V. Executive Session – Personnel Issue**

Bard moved find that premature general public knowledge about a personnel issue would clearly place the Town at a substantial disadvantage; Katie seconded. Roll call vote: Bard, Christine, Katie, Roger, and David voted affirmatively. Motion passed.

Bard moved to enter into executive session to discuss a personnel issue under the provisions of 1 VSA 313(a)(3) of the Vermont State Statutes and to invite the Town Manager, Josh Arneson, into the executive session; Katie seconded. Roll call vote: Bard, Christine, Katie, Roger, and David voted affirmatively. Motion passed.

Executive session began at 9:06 pm

Bard moved to exit executive session; Christine seconded. Roll call vote: Bard, Christine, Katie, and David voted affirmatively. Motion passed.

Executive session ended at 9:44 pm

#### **VI. Adjourn**

Bard moved to adjourn; Christine seconded. Roll call vote: Bard, Christine, Katie, and David voted affirmatively. Motion passed.

The meeting adjourned at 9:45 pm.

