

# **Town of Richmond Selectboard Meeting Minutes of April 4, 2022**

**Members Present:** Bard Hill, David Sander, Jay Furr, Jeff Forward, June Heston

**Members Absent:** None

**Staff Present:** Josh Arneson, Town Manager; Duncan Wardwell, Assistant to the Town Manager; Connie Bona, Finance Director; Ravi Venkataraman, Town Planner; Linda Parent, Town Clerk; Kyle Kapitanski, Police Chief.

**Others Present:** Meeting was recorded by MMCTV, Aaron Krymkowski, Bob Cochran, Bradley Holt, Erin Wagg, Gabrielle, Glenn Murray, Jim Feinson, Karin Ward, Lauck Parke, Martha Nye, Mary Houle, Rachel Skaggs, Raymond Wilson, Rebecca Starks, Rod West, Sacha Mailloux, Tyler Billingsley

**Call to Order: 7:00pm**

**Welcome by:** Heston

**Public Comment:**

Houle: I was concerned this weekend about a parent teaching a kid how to skateboard on Cochran Rd. The Parking Lot by the Post Office on a Sunday is a better place for this type of activity. Bicyclists and walkers also need to be careful by staying in single file. I will bring up some points about road closures later in this meeting.

**Additions or Deletions to the Agenda:** None

**Items for Presentation or Discussion with those present**

**Recognition of article in Treatment Plant Operator magazine regarding Richmond Water Resources Department**

Heston: Congratulations Kendall and the entire team.

Furr: The fact that we are doing so well is due to his financial wizardry.

**Presentation and discussion of Compensation Study**

Heston: GovHR USA has completed a Classification and Compensation Study for the Town of Richmond. The results were initially reviewed by Department Heads in February. The feedback suggested we include more Towns from Chittenden County. Rachel Skaggs is here to present the report.

Skaggs: Thanks to Josh and all the Department Heads for their help and feedback. This report is organized as: Scope of Work, Job Evaluation, Proposed Classification Plan, Compensation & Benefits Survey, Proposed Compensation Plan, Implementation, Future Administration, Questions.

-23 positions were reviewed using 9 job factors to establish Internal Equity.

-Table 1 is the Classification Plan which provides 10 Grades or positions grouped together based on job evaluation.

-Compensation & Benefits Survey follows 8 criteria and is listed in Appendix B.

-Comparable Communities of 75+ Points and Chittenden County are shown with asterisks signifying the responded to the survey.

- Proposed Compensation Plan is shown in Table 2 with compensation rates calculated at the 50<sup>th</sup> percentile of the salaries surveyed.
- Pay Ranges and Plans are shown in Table 3 with ten compensation grades/ranges established across four bands.
- Each Grade has a Step increment. All Grades have a 35% spread from minimum to maximum salary
- Longevity Compensation is a one-time increase based on years of service
- Heavy Equipment Operators are still under review
- The Benefits Survey is illustrated in Appendix D and overall Richmond is on par with benefits offered in other communities.
- Richmond is above average in overall paid time off (holiday, personal, sick, vacation)
- Future Administration Classification and Compensation - Classification should be reviewed every year with options and tools we provide.
- Salary Compensation should be adjusted based on Community Surveys

Hill: Could you double check the library components? I understand that the State Willis Rating System might be arcane and outdated. One of their factors is scope and size. In other words, the responsibilities come with a bigger budget or bigger staff.

Skaggs: There is a supervision component that adjusts for number for employees. We look at direct and indirect supervision.

Hill: How does length of service and longevity apply?

Skaggs: It varies client to client on how they want to include longevity. We included a longevity recommendation.

Hill: The annual review of classification seems to be a lot and I doubt there is a business able to sustain this.

Skaggs: If a position has changed then an annual review is recommended.

Arneson: We might do an annual comparable grid to look across local municipalities for cost-of-living basis.

Heston: I applaud that longevity doesn't play into the job description.

Furr: Are we able to look at a 60<sup>th</sup> percentile compensation?

Skaggs: We can provide the 60<sup>th</sup> percentile. We see an approximate \$2,000 increase for every 5% percentile increase.

Furr: How do we retain lower grade employees if they are looking at other opportunities? I think we should increase the lower grades a bit more. A 50<sup>th</sup> percentile compensation would not attract and keep enough people.

Forward: It is impressive that we have now have accurate job descriptions. You included a number of Towns from Chittenden County. Some of those are not similar to Richmond. Hinesburg is probably the closest similarity in that group.

Skaggs: Most Department Heads said our competitors in the marketplace are from those towns in Chittenden County. That is why we added them into the comparable list.

Forward: I do not think we can compete with Burlington or other Towns but can become a training ground. This is referenced in the article in Treatment Plant Operator magazine. There is only so far we can go.

Furr: Our plant is comparable to other communities as mentioned in the chat by Aaron.

Hill: We do not have the financial infrastructure of Burlington, as we will not generate that type of tax revenue. The jobs are not the same. The complexity of scale is part of that equation.

Heston: Is it possible to look at Compensation numbers before and after we included the other Towns from Chittenden County?

Skaggs: We already have both those reports.

Arneson: We will finalize the report and come back where people would rank at 50th percentile. Then we can adjust, if need be, for different percentiles.

### **Consideration of approving a contractor for the Thompson Rd. Culvert Replacement Project**

Arneson: This goes back to the storm on October 31, 2019, when significant flooding occurred. A culvert washed out on Thompson Rd. by the daycare center and Highway did a great job replacing it. FEMA reviewed and wanted a larger culvert. There are some underground utilities. Bids were due last week, and Tyler Billingsley has some recommendations. Our goal is to get the project completed by the end of the summer.

Billingsley: Bids have typically come in higher than average. This was a nice surprise as Courtland Construction bid \$150,000 where I considered it to be around \$170,000-\$180,000 last fall. They do a lot of water/sewer and Town work. I reviewed the bid documents, and everything checked out, so I wrote a recommendation to award the contract to Courtland Construction. I sent it over to Josh today along with the other bids from J. Hutchins (~\$214,000) and John Scott Excavating (~\$285,000).

Arneson: S.D Ireland did not put in a bid.

Billingsley: The actual bid amount is \$154,210 and similar to other projects it is a unit price-based project. The amount is based on estimates on quantities which might go up or down until the site is dug up.

Arneson: Should we put in a 5% contingency for the motion?

Billingsley: Yes, 5-10% should be reasonable. Sometimes these costs balance each other out. Since it is a FEMA project, the Town will pay about 8-9%.

Furr: So, 5% increase would be about \$162,000.

Billingsley: Yes, that is reasonable and if an unforeseen quantity arises, I will go to Pete or Josh to make sure we get it done right.

*Furr moved to hire Courtland Construction to construct the Thompson Rd. Culvert Replacement Project in an amount not to exceed \$162,000 and to appoint Town Manager Josh Arneson as our appointed representative. Hill seconded.  
Roll Call Vote: Forward, Furr, Heston, Hill, Sander in favor. Motion approved*

## **Consideration of making an appointment to the American Rescue Plan Act Committee**

Heston: Jeff has been serving on ARPA on a seat designated for a Richmond Resident. He is now serving as a Selectboard member, and I have resigned. We now need to fill the seat with a resident. Sacha Mailloux has applied for the open seat and his application and resume are in the packet. This term will end in May and then he can be reappointed for another year.

Furr: As ARPA Chair, I think Sacha would be asset to the committee.

Forward: What is your interest? Why this committee?

Mailloux: My wife and I moved here a couple of years ago. We love the community, want to get closer to the community and give back to the community we live in. I also spent almost 15 years in the military, so service is in my blood, and I want to build a better Richmond for everyone.

Heston: Thank you for your service.

*Furr moved to appoint Sacha Mailloux to fill the vacant seat on the ARPA Committee which has a term that expires at the end of May 2022. Forward seconded.  
Roll Call Vote: Forward, Furr, Heston, Hill, Sander in favor. Motion approved*

Mailloux: I look forward to the work ahead.

## **Consideration of setting a hearing for Zoning Regulation Amendments related to, wetlands, vehicle fueling stations, and non-conforming uses and structures**

Heston: There is a lot of information in the packet. Let's turn this over to Ravi.

Venkataraman: The Commission received this request from the Mobil Station back in November of 2020 to amend the regulations to redevelop the site. The Commission looked at this at a broader lens to see if this might be a benefit to other Richmond residents. We took in community input and found out that our regulations there are many unique circumstances. In order to access a developable portion of a property one has to create a crossing over a wetland which is not currently doable. This is similar for putting in a septic system. Currently property owners are not able to perform certain features allowed by State regulations compared to our local regulations. The Commission spent the last year and a half drafting/reviewing the regulations, aligning them with State wetland rules, the Town Plan and ensuring it is legally feasible. The Town Attorney reviewed it as well and provided a number of comments. We held a public hearing and collected comments on February 2. We finalized the regulations on March 16. The changes are pretty extensive. The old school 1950s definition of a gas station considers it also a vehicle repair site which is rare these days. We wanted to provide some flex to serve as a gas station or a vehicle repair site. We clarified the non-conforming uses and structure regulations. We also changed the wetland regulations. You can find all these changes on the mark up of the proposed document

Heston: I appreciate all the work. It was a lot of information especially about the fueling stations and what we might need in the future. This is relevant to the Gateway, pedestrian and bike use.

*Furr moved to receive the proposal to amend Richmond Zoning Regulations Sections 2.4.2, 3.3.2, 3.4.2, 3.5.2, 3.6.2, 3.7.2, 4.7, 4.8, 4.9, 4.10, 4.11, 4.12, 4.13, 5.7.7, 5.10, 6.8.15, 6.9, 7, and Appendix A1; and to hold a public hearing on the proposed zoning amendments on April 25, 2022. Sander seconded.  
Roll Call Vote occurs after the following discussion.*

Heston: It would be a good idea to run through some specifics of what might be discussed at the public hearing.

Venkataraman: We are changing that wherever there were machinery repair or automobile service station that it is replaced with power vehicle and machinery service. We are adding in the new gas station and vehicle fueling station use. We clarified the modifications of non-conforming structures. The same goes for non-conforming uses. We established Performance Standards for Vehicle Fueling Stations. We also included that all vehicle fueling stations shall have one or more DC Fast Charger electric vehicle charging stations. We also included retail sales of vehicle accessories like food and beverages. We modified the Wetlands regulations for development to obtain a State Wetland permit and document buffers before the Town approves a permit.

Forward: It would be great to have a Level 3 charging station at the Mobil Station. Any fueling station that wants to increase in size needs to put in charging station.

Venkataraman: Yes.

Forward: If the Lucky Spot wanted to redevelopment, then a Level 3 charging station would cost about \$40,000 – \$100,000. Plus, it is a considerable stress on the electrical grid. Although it makes sense to have charging stations off the interstate, it would be unwise to have several Level 3 charging stations in Richmond. It would be costly and a significant strain on the power grid. We have to make a regulation that applies to everybody. If Lucky Spot or Cumberland Farms what to improve then it might be an issue. A Level 3 charger can apply to a lot of different things from 60-250 kilowatts. We currently have a Level 2 charger in the Town Office Parking lot which isn't near the stress but takes several hours to fully charge a car. A level 3 charger does it fast but there is an impact on the grid. This is more of a GMP or VELCO issue. The State really wants Level 3 charging stations all along the interstate.

Houle: The Planning Commission should consider if GMP limits our ability to expand in those places.

Hill: This topic has come up several times at the Regional Planning Commission. There is a disconnect between wanting electrical vehicles and the distribution systems we need to support for the infrastructures of the charging stations. There are parts of the State that are already close to maximum capacity for distribution. The Town itself cannot solve the dilemma of the electrical distribution systems and infrastructures. Are we requiring something you have to do but cannot do?

Forward: The Mobil Station will not have a problem and GMP will tell us if there is. However, having multiple charging stations could be a problem.

Hill: You cannot put enough distribution systems to support the desired number of electrical cars. We cannot put 5 Level 3 charging stations at every exit.

Heston: It sounds like a lively conversation at the Public Hearing.

Furr: Reminder that this public hearing is three weeks from tonight and not in two weeks.

*Roll Call Vote: Forward, Furr, Heston, Hill, Sander in favor. Motion approved*

### **Consideration of appointing a Zoning Administrative Officer**

Venkataraman: The Planning Commission has already nominated Tyler Machia. He will resume his position on April 14<sup>th</sup>. He is currently training with us.

Heston: He looks like a great candidate.

Holt: Thanks to Kayla Vaccaro for her work. I also appreciate Keith Osborne's work. Welcome to Tyler Machia. Many of us in the Hillview area have been trying to understand the scope of the proposed Hillview Heights development. The developer has a pattern of piece-meal development, has not disclosed the entirety of the plans, and tried to circumvent reviews by Town and State officials. There are other large properties in the area could be subject to future development. Without proper oversight we might alter Richmond's character and opportunities. Our Zoning Administrator plays an important part in ensuring land development is properly regulated.

*Forward moved to appoint Tyler Machia to serve as the Zoning Administrative Officer for a three-year term for the Town of Richmond, and the town's E911 Coordinator, effective as of April 14, 2022. Sander seconded.*

*Roll Call Vote: Forward, Furr, Heston, Hill, Sander in favor. Motion approved*

### **Public hearing for the FY23 Capital Plan**

*Forward moved to open the public hearing to consider adoption of the FY23 Capital Plan. Sander seconded.*

*Roll Call Vote: Forward, Furr, Heston, Hill, Sander in favor. Motion approved*

Arneson: The Capital Plan is constructed to help plan for purchases of capital equipment, buildings, and infrastructure. This is planning based on unassigned funds, restricted funds, reserve funds, money raised by taxes to pay for capital equipment without taking loans. The plan also strives to keep taxes consistent from year to year to avoid fluctuations. There still might a need for loans or bonds for larger renovations. Thanks to Connie Bona and all the Department Heads for planning this out.

Furr: Thanks to Connie and the Town Staff for mostly eliminating loans and keeping the money consistent year to year.

*Sander moved to close the public hearing to consider adoption of the FY23 Capital Plan. Hill seconded.*

*Roll Call Vote: Forward, Furr, Heston, Hill, Sander in favor. Motion approved*

*Forward moved to adopt the FY23 Capital Plan. Sander seconded.*

*Roll Call Vote: Forward, Furr, Heston, Hill, Sander in favor. Motion approved*

### **Consideration of approving a vendor for auditing services**

Heston: Last meeting, we viewed three proposals. Jay & I reviewed this with Connie Bona, Jim Feinson, and Josh Arneson. We recommend using RHR Smith & Company.

We were concerned about how low the proposal was, but Connie did a lot of reference checks. Josh and Jim followed up with them regarding other questions.

Arneson: We were concerned about timing as we heard some feedback about them being late on some projects. We confirmed our audit deadlines: audit completed the second week of September, adjusting entries about a week after that, October 31 deadline for draft audit, and final presentation of audit by January 31. RHR Smith said they could meet those deadlines assuming we were organized and ready. We talked about potential penalty payments for any delays. We really know much about the auditors until we get into the process. We wanted an out clause if things are not working out. They typically do 3-year installments, but they would try to adjust and find out what went wrong to obtain business. They would let us out of the contract if we were not satisfied. They also provide guidance and advice free of charge for quick questions. They will perform and extensive pre-audit. They will also provide the financial statements as part of the audit.

Feinson: Our performance clause would be around a \$50-\$100/day fee for missing deadlines so we might consider a higher amount to ensure accountability. Josh did an excellent job and alleviated all our concerns.

*Furr moved to enter into a 3-year agreement with RHR Smith & Company for auditing services at an amount not to exceed \$14,500 per year and to name Town Manager Josh Arneson as the authorized representative. Hill seconded.  
Roll Call Vote occurs after the following discussion.*

Hill: I suggest we have a clear opt-out clause or cancelation clause as it is a common thing in State contracts.

Heston: That makes sense.

Arneson: I think we can make that happen.

*Roll Call Vote: Forward, Furr, Heston, Hill, Sander in favor. Motion approved*

### **Consideration of approval of liquor licenses**

Heston: Any comments or questions on these licenses? Our police department reports no issues.

*Forward moved to approve first class liquor licenses, third class liquor licenses, and outdoor consumption permits for The Richmond Yacht Club, LLC, DBA The Big Spruce and Hatchet Enterprises, LLC, DBA Hatchet Tap & Table. Sander seconded.  
Roll Call Vote: Forward, Furr, Heston, Hill, Sander in favor. Motion approved*

### **Consideration of approval of a new road name for Town Highway 25**

Arneson: This is a sub-division based on the Cochran Property. E-911 reviewed this and said we needed a name for TH-25. Right now, there is a shared driveway with Cochran's Ski Area at 910 Cochran Rd. E-911 was satisfied with the name of Cochran Way for TH-25.

*Furr moved to approve naming Town Highway 25 Cochran Way. Forward seconded.  
Roll Call Vote: Forward, Furr, Heston, Hill, Sander in favor. Motion approved*

## **Consideration of approving request to close Cochran Rd. for the Richard Tom Foundation Richard's Ride on May 21, 2022**

Ward: I am representing the Richard Tom Foundation and we make sure we get more kids and families on bikes. The Best Friend Forever provides children in need with a free bike and helmet (about a dozen children in Champlain Valley). We also coordinate scholarships for other local riding programs. We work at the Legislative level to make sure roads are safe for drivers and cyclists. Typically, the Richard's Ride takes about 2 hours and provides an opportunity to practice riding along the edge of the road. We go from Cochran's Ski Area and Dugway Rd. We have done it for a few years, and it has been very successful.

Houle: I recently submitted some question for the Selectboard to consider regarding the closures of public ways. These should be addressed at these meetings. I want to address folks that might be overlooked. There are many tributary roads and tenants who need to be informed. In the past, communication of these closures has been received the day before an event. There are issues with the timing and the guidelines. I think some of these concerns have been overlooked. There should be a phone contact as we shouldn't have to go to an email if there is an emergency.

West: I respect the burden on the Cochran Rd. residents for the number of road closures. I think this should just be a closure for thru-traffic and not Cochran Rd residents.

Ward: That works for me. I understand that Cochran Rd is the superhighway of exercise. We are just concerned about the safety of the kids as they learn how to ride on the road. Our goal is to learn how to ride in a safe environment. Our organization is run by volunteers in Richmond and Hinesburg. We are more of a Chittenden County organization as we do not have a physical office. We invite Richmond Rescue to come, and they help teach "Rescue CPR." We promote safety and wellness.

Heston: The suggestion is to incorporate the closure of Cochran Rd to thru-traffic.

### *Draft Motion*

*Furr moved to approve the closure of Cochran Rd. to thru-traffic from the Cochran's Ski Area to Dugway Rd. from 11:00am – 1:00pm on Saturday, May 21, 2022 for the Richard Tom Foundation Richard's Ride event. Forward seconded.  
Roll Call Vote occurs after the following discussion.*

Houle: Are they able to provide the information I requested? What is a reasonable time to receive the notice? I should not have to research it on a Tuesday to receive the notice on a Friday when the event is on a Saturday. That is not fair.

Heston: We need to come up with a form when we approve a use or closure that gives an outline of event information, contact information, where and when to mail notices.

Ward: We have provided that information in the past and plan to display signs at the intersections warning of road closures six days ahead of time. We will post signs in local businesses six days ahead of time. We will post in Front Porch Forum nine days ahead of time. We will get letters to residents on Cochran Rd, Greystone Dr, Wes White Hill Rd, and Dugway Rd. We will provide Josh with the list of people we mailed notices.

Heston: Make sure all residents/tenants also receive the notification. The distinction is not to just mail to the property owners but to mail to registered mailing addresses.



Furr: Do we include secondary roads off of Wes White and Dugway Roads?

Hill: This has come up a few times in the past. We should make a future agenda item to resurrect the process and the form to make sure we know what we have for policy and process and invite some comments. Confirmation of road closure process and form for who to contact. We need to resolve our policy and process.

Forward: Maybe the Recreation Committee could come up with it.

Hill: We had something in the past.

Arneson: We could look back at the policy and then create a spreadsheet checklist of items that were required to help us analyze history and performance of organizations. Duncan and I can look at it and come back with some suggestions.

*Roll Call Vote: Forward, Furr, Heston, Hill, Sander in favor. Motion approved*

### **Consideration of approving a letter nominating Richmond Rescue for the 2022 Vermont EMS Award Ambulance Service of the Year**

Heston: We talked about this at the last meeting.

*Furr moved to approve the letter from the Selectboard nominating Richmond Rescue for the 2022 Vermont EMS Award Ambulance Service of the Year. Forward seconded.*

*Roll Call Vote: Forward, Furr, Heston, Hill, Sander in favor. Motion approved*

### **Consideration of adopting the Local Emergency Management Plan**

Heston: This is an annual update and review in accordance with the State Emergency Plan. The Plan and adoption form are included in the packet.

Furr: Who are the emergency contacts?

Arneson: There are certain managers but basically everybody gets notified.

Forward: The Principal contact at CHMS needs to be changed. I am surprised that the capacity at CHMS was only 50.

Arneson: I will double check the capacity as that does seem low

Forward: I could see a circumstance where you would use both CHMS and RES.

Arneson: We have until May 1<sup>st</sup> to make more changes and get it done right.

West: In the 1998 ice storm, the schools were shut down and were not offered as shelters due to the septic capacity. With no power there is no way to pump the tank out. Backup generators might work but nobody wants to pay

Forward: The buildings were designed so we could plug in a generator from the National Guard.

Heston: Maybe this is why it is only 50 people.

West: Because the generator is not fixed in place. The building has capacity for more than 50 people but it is an emergency calculation without the generator.

Forward: The school district perspective is that having a generator on site is a considerable expense that needs constant maintenance. The National Guard could use it as a larger shelter with a generator.

Heston: We will investigate these topics and put this on our next agenda.

### **Consideration of electing to use the Standard Allowance for revenue loss for American Rescue Plan Act funds**

Heston: Richmond is due to receive a little over 1.2 million in ARPA funds and qualifies for the Standard Allowance. Claiming the funds as revenue loss allows the Town to spend the funds on a wider range of items and simplifies reporting. Go to the online documents to review all the information. The Selectboard has to make this determination by the end of this month.

Furr: The ARPA Committee discussed this and agrees.

Heston: VLCT has recommended if you fall in this \$10 million limit then this is how you should record it.

*Hill moved to elect to use the Standard Allowance for revenue loss for the Town's ARPA funds. Furr seconded.*

*Roll Call Vote: Forward, Furr, Heston, Hill, Sander in favor. Motion approved*

### **Follow up on question regarding which committees Selectboard members can serve on**

Arneson: I reached out to VLCT and they referenced Statue 17 VSA 2647. Selectboard member cannot be First Constable, Collector of Taxes, Town Treasurer, Assistant Town Treasurer, Auditor, Town Agent, Lister, or Assessor. All other committees were okay.

Houle: In my previous experiences on the Selectboard, they had to approve that I was also serving on the Planning Commission. Thank you for your research.

### **Follow up on training with the Williston Community Justice Center**

Arneson: We have a list of 10 or 12 different dates and not one of them works for everyone. We can pick one that picks for 4 or 5 members and let the others watch the video. Or do we go back to suggesting other dates.

Furr: David, is there a day that works best for you? The May 3<sup>rd</sup> date would suit the most people.

Sander: I think I can do May 3<sup>rd</sup>. Or I am fine watching the video afterwards.

Arneson: We hope that works.

### **Discussion of NEMRC providing training regarding the annual audit and financial reports**

Arneson: There is a charge for under \$1,000 for 3-4 hours of prep work and look over audit, monthly, and quarterly reports. We would give NEMRC the info and then we could set aside a few hours for an upcoming public meeting.

Heston: I think it would be beneficial.

Hill: How many other people could join in on the meeting to benefit other members or Town Staff? Can we squeeze more people in based on this fixed price? Is it worth recording?

Arneson: Yes, we can do it as a warned public meeting, and I would like to be there. Jim and Connie would like to be there. How do we find a night that works for all of us?

Furr: I cannot do it on the alternate Mondays.

Heston: We suggest we look at five different dates and then narrow it down.

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

#### Purchase Orders

Heston: We hired Jay Labare to focus on projects at the Town Center and the Library. More projects were surfacing so an additional \$2,500 was added to the contract. Labare is also following up with other firms to find lower bids for the assessment and mitigation of mold in the Library. There are many other projects around the Town Center and Library that require his services.

Forward: Jay Labare has been fantastic. One of the challenges is actually having somebody around to meet with contractors and pull things together. In the past, we did it with volunteers. He is able to come over here on moment's notice to meet with a contractor.

*Forward moved to increase PO# 4261 by \$2,500.00 to a total of \$16,280.00 account for more projects being assigned to Apex Consulting. Furr seconded.*

*Roll Call Vote: Forward, Furr, Heston, Hill, Sander in favor. Motion approved*

Arneson: The next PO is a bond payment for the Jericho Rd projects and Fire Truck interest. This is just under \$10,000 with Water & Sewer approving their portion of just under \$10,000.

*Furr moved to approve PO#4167 to US Bank in the amount of \$9,994.10. Forward seconded.*

*Roll Call Vote: Forward, Furr, Heston, Hill, Sander in favor. Motion approved*

#### Warrants

Heston: I did have questions but already talked to Josh.

Hill: I had a question about Quadient and the postage meter. Can we avoid paying late fees and charges?

Arneson: This has been a problem child for a while. We mail the check, but it sits in their company before they process. They are a very frustrating vendor to work with and Linda is looking into alternatives.

Bona: We had similar issues with the company previous to Quadient. We mail them a check 10 days early and they still say we are late by 15 days. We tracked when we put them in the mail and when they are received.

Heston: Maybe we can use an online USPS metered postage. There is an app on your computer connected to a digital scale.

Bona: We used Pitney Bowes at previous places and never had issues like this.

Hill: We should try our best to move on.

Bona: We went a year without any late fees but now it is coming back.

*Furr moved to approve Warrants as presented. Forward seconded*

*Roll Call Vote: Forward, Furr, Heston, Hill, Sander in favor. Motion approved*

#### Minutes

*Sander moved to approve the minutes of 3/21/2022 as written. Hill seconded*

*Roll Call Vote: Forward, Furr, Heston, Hill, Sander in favor. Motion approved*

#### **Discuss Items for Next Agenda**

\_ Public hearing on the proposed Zoning amendments

\_Emergency Plan updates

\_Review road closure/recreational event process

\_Lake Iroquois

\_Safety signage for multiple roads

\_Need to request new speed studies?

\_Summer work plan update

\_Rt 2 Project easement request

#### **Adjournment**

*Forward moved to adjourn. Hill seconded.*

*Roll Call Vote: Forward, Furr, Heston, Hill, Sander in favor. Motion approved*

#### **Meeting adjourned at 9:18 pm**

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

00:09:42 AaronK: We appreciate the thanks! The recognition is very welcome and valued.

00:32:32 AaronK: In the case of W/S, our jobs are in fact similar in complexity and individual scope to those larger by population communities

00:34:18 AaronK: And with regards to those other towns, they hold entire separate departments for the work that our single crew manages

00:36:09 Rebecca: W/S is not reliant on tax revenue

00:36:22 Jay Furr: Right

00:37:25 Rebecca: Also, W/S staff have broader responsibilities

00:41:35 bard: true ws, as in other towns, charges fees spread across all users- with different # and mixes of tyoes of users in different towns.

01:10:27 MMCTV Erin: What is the candidate's name?

01:10:38 Ravi Venkataraman: Tyler Machia