

Town of Richmond Selectboard Meeting Minutes of May 16, 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; Linda Parent, Town Clerk; Connie Bona, Finance Director; Ravi Venkataraman, Town Planner; Kyle Kapitanski, Police Chief; Peter Gosselin, Highway Foreman; Kendall Chamberlin, Water Superintendent

Others Present: Meeting was recorded by MMCTV, Alan Caswell, Allen Knowles, Alyson, Alyson Chase, Cameron Wong, Cara LaBounty, Chase Rosenberg, Connie Van Eeghen, Debbie, Emily Mitchell, Erin Wagg, Gabrielle, Glenn Murray, Hilde Caswell, Ian Bender, Jack Linn, John Rankin, Judy Rosovsky, Katie, Kyle, Kyle Leggett, Martha Nye, Melissa Wolaver, Patty Brushett, Raymond Wilson, Rebecca Rouiller, Sarah

Call to Order: 7:00pm

Welcome by: Heston

Public Comment:

Linn: I would like to share that 75% of the time when I am on the Richmond-Hinesburg Road, I get passed while I am traveling 40-45 mph. This speed study was talked about a few weeks ago. Why can't we put our speed limit at 35 mph?

Heston: There was a speed study done which recommends what speed limits we can post.

Arneson: The way to change the speed limit is to have a speed study done like we did on the Hinesburg, Kenyon, and Huntington Roads. The Chittenden County Regional Planning Commission (CCRPC) lowered it to 40 mph for certain sections of the road but not the entire stretch. We asked them why it is reduced to 35 mph at the Hinesburg border, and they did not study that section of the road. Speed study done on The CCRP did speed studies.

Forward: Jack, you are talking about the stretch of the road from Fay's Corner to Hinesburg, correct?

Linn: All the way from Huntington Road.

Brushett: I am here on behalf of Richmond Racial Equity. Is it possible to raise the Black Lives Matter flag on June 17th for the Farmers Market in recognition of Juneteenth on June 19th?

Heston: We can put on that on our next agenda.

Mitchell: Is the Town being sued over the Class 4 road on Williams Hill Rd and how long has it been going on?

Arneson: The Town is in a lawsuit with the Class 4 section of Williams Hill Rd. There are public documents I can send along for more information. It is currently with a judge to consider the motions or dismiss.

Additions or Deletions to Agenda

Items for Presentation or Discussion with those present

Consideration of accepting the Compensation Study

Heston: We have 5 options for a pay grid based on the 50th, 60th, 65th, and 70th percentile of the Compensation Study for Towns with 75+ points. I have a question about the Benefits column which seemed low to me. It does not include Health Care, so I am concerned about not having that amount as we pay 100% of healthcare from \$2,500 to \$30,000

Arneson: The Cost to Implement column shows the change in wages for each percentile option. The Benefits are tied directly to those wages like Municipal Retirement, Social Security, and Disability. Health insurance is based on current employees and does not change based on the percentile option we choose. Health insurance would change if an employee on a family plan leaves and is replaced by a different employee with a different health insurance option which can be anywhere from \$2,500 (opt out) to \$30,000 (family plan).

Heston: I feel we need to look at total compensation. I still do not feel like this gives us the full picture to make a decision.

Forward: What is the difference going to be in the budget? If the health insurance benefits don't change then it doesn't matter for this decision. The grid shows the budget changes for the different options.

Furr: It is important to show the taxpayers what each employee earns in wages, benefits, and health insurance. I feel like I have enough information to make a decision.

Hill: We could look at the cheapest to the most expensive insurance choices. I think the higher paying Towns had employees contribute more to their health insurance benefits. I also appreciate looking at the budget. We also need to consider the influence on recruitment and retention.

Furr: The two charts were the FY2022 and FY2023 wages & benefits.

Arneson: The FY2022 chart shows the comparable Towns, positions, and salaries for the current year. The FY2023 chart shows a 3.5% increase which is a step up the grid (2% per step) and Consumer Price Index adjustment (CPI ~1.5%). There is not a formal policy on wage grid adjustments for inflation adjustments.

Forward: FY22 is from now to the end of June so the FY23 is more relevant. I recall Connie asking us to avoid doing the change twice based on logistics.

Arneson: The Water & Sewer Commission accepted the FY22 grid and will have further discussions on how to adjust the grid for FY23. They would like to be in conjunction with the Selectboard

Heston: It does not make sense to not do it in conjunction.

LaBounty: If the FY2023 salary changes are implemented, the Town Manager is going to be paid less than the Department Heads. The Superintendent of Water/Sewer is getting paid \$10,000 more than your Town Manager. You need to have an organization chart. Our Superintendent of Water/Sewer will be the third highest paid in Chittenden County. Since everyone talks about retention then you need to also bring up the lowest paid positions. We have no problem retaining Department Heads.

Heston: I had questions about the longevity piece. In many places there is a cap for what someone is paid. I also had questions about Town Manager salary pay.

LaBounty: We need to look at capping salaries. Everybody is replaceable.

Arneson: The employee at Step N would only go up by CPI or could be increased based on bonus or other incentives after other years. The Pay Band is greater for the Town Manager but because I have not been here as many years, my current salary is less than the Water/Sewer Superintendent and Highway Foreman.

Hill: I have seen people earn more than the Governor based on years of service. In the public service sector, there are examples of people further down the hierarchy who earn more than a new hire at a senior leadership position. There are examples like capping nurse salaries. We have discovered that those older nurses leave.

Bona: If you look at Step 1 for everyone that would be more even. You cannot compare someone who has been here 30 years compared to 5 years. The compression was a big part of the grid that wasn't working.

Heston: I think this should be a conversation without influence based on Water & Sewer's decision.

Arneson: Water & Sewer has made a decision for FY2022. They will revisit to consider CPI increase for FY2023. We have been doing this compensation study since last August.

Forward: We have been discussing this for a few months. No matter what, our decision on this will not please everybody.

Hill: The members of the Selectboard who serve on Water & Sewer, we sit as Commission members and do not represent the rest of the Town as a Selectboard member.

Forward: We got the information for the different percentiles. It is relevant for the employees to know the health insurance contributions are favorable since we are not asking for contributions from employees at this time. I appreciate the benefit for the opt out as well.

Furr: Retention is one of the concerns that I have. It is not easy to replace lost employees. I do not think everyone is irreplaceable and I think our ability to recruit and retain is a big part of the decision we make.

LaBounty: Your Departments cannot feel like their bosses are irreplaceable. Do all of the FY23 wage and benefit increase fit into your budget? Which options will tap into unassigned funds?

Arneson: Those numbers were put in before any data from the Compensation Study. As placeholders, we put \$50,000 in Town Administration and \$30,000 in Highway knowing that the total amount might be more or less.

Heston: Knowing that we set aside that \$80,000, can we look at 2023 option that we can implement right away.

Forward: I think Option #4 and the 70th percentile so that we are better prepared for recruitment. I am sensitive that that Department Heads receive more than Town Managers. I am ready to make a decision. I propose Option #4.

Furr: I would go with Options #4 or #5 but would not go below Option #4.

Bona: There is another \$60,000 still in vacancy savings. We have six months' worth of wages since January in our vacancy saving, \$80,000-\$90,000.

Heston: We need to keep in mind the future tax rate as well. We might have savings for one year but it will affect future tax rates.

Hill: What CPI factor do we choose in FY2023? If we have vacancy savings, then we do not provide services.

Heston: Looking at the CPI data, there is no rural or farm data. I looked at the living wage in Burlington, Vermont, which is \$19.01. All positions are at that level for Option #1. Would it be reasonable to select Option #4 for A & B pay bands and Option #1 for C, D, & E pay bands?

Furr: I suggested that earlier and realized we need to keep an important group of people who are on the top of the pay scale. We would be looking at 6 positions being put on the lower Option #1.

Heston: I hear from Department Heads that recruitment and retention area concern. We should focus those factors.

Bona: If you choose two different options then we are back to the same compression problem with the original grid. Part of retention is showing your employees they are being taken care of. We used to have 20 steps now we only have 14.

Hill: It appears we are pursuing competing goods. Are we after livable wage or recruitment/retention or equity for comparable positions? We should focus on retention in the lower pay bands. We should have equitable pay for leadership.

Heston: I think the 50th percentile from the Compensation Study is what most clients would go with at the time. Option #1 does give the livable wage.

Forward: If we start fooling around with the pay bands then it become subjective. I think we choose an Option for 2023.

Furr: I would like Option #4 across the board.

Furr moved to approve the Compensation Study Option #4 2023 effective the current pay cycle. Forward seconded. Roll Call Vote follows discussion.

LaBounty: The data you are provided gives you options. I wish you would consider the different options for the different pay bands as it addresses the retention and equity issues.

Arneson: The way the grid was built, if we shift between options then it creates inequities between positions at starting wages.

Heston: Option #4 would be around a \$160,000 for Town and Highway

Gosselin (chat): The job market is hot! Good employees are being sought out and offered high wages and, in some cases, a large sign on bonus. So just comparing average Town wages really does not address retention. I'm finding that some Towns are offering much larger wages to fill the voids.

Furr: If it were up to me then I would choose Option #5.

Forward: The median price of homes is huge, and we cannot change the market.

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

Heston: One of the recommendations from the report is that we consider moving Town Planner and Finance Director to Fair Labor Standards Act (FLSA) Exempt status. Exempt employees mean you do not track overtime but are salaried employee to carry out duties of the job. A non-exempt employee track hourly wage.

Furr: What is the benefit to become an exempt employee? Why would we not pay them overtime?

Heston: It is a significant raise based on their duties.

Forward: I think salaried employees can get pushed over the limit. I think our annual review should make sure it is a reasonable job for a salaried employee.

Furr moved to list the Town Planner and Finance Director positions as FLSA Exempt status. Forward seconded. Roll Call Vote follows discussion.

Bona: The benefit for me would be doing what I need to do in a given day and not watch the clock. We should ask salaried employees to put in hours.

Gosselin: Can you share the proposal I created for how much it would cost to be competitive to hire a new CDL in Highway. I am concerned about hiring someone at Step 1.

Arneson: The CDL would be brought in at Step D is \$50,872 would be \$24.45 per hour for a CDL. For 13 years of service with a CDL it would be Step J.

Gosselin: That is closer to what I proposed.

Heston: We just voted on pay grid Option #4 so we can figure out the proper Step.

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

Arneson: We will provide this information to the Library Trustees so they can improve for their employees. They could approve retroactive pay for this one pay-period.

Heston: Do we have some people who are on the final Step of the pay grid?

Arneson: We have a few people who moved to N in 2022. They would not get an extra step in FY23.

Heston: Do we have to make that decision right now? I suggest we consider the upper step situations when we have our budget conversations for FY2024 budget.

Consideration of waiving zoning permit fee for rebuild of garage lost in fire at 3622 Hinesburg Rd.

Heston: I am inviting up Alan and Hilde Caldwell. The Caldwells were victims of arson and now rebuilding. They are asking to waive the permit fee for what was there.

Caldwell, Alan: The new building will be 192 feet bigger, and I do not mind paying for that portion of the permit. I do not feel I should pay for a permit for the portion of the garage that was taken away.

Heston: The permits are \$0.40 per square foot.

Forward moved to waive the \$1075.20 zoning permit fees for the garage at 3622 Hinesburg Rd. due to a total loss of the previous garage in a fire and reduce it to \$91.80 or the amount of the new structure expansion. Furr seconded.

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

Update on Lake Iroquois Recreation District

Linn: This is about on Lake Iroquois Recreation District which is the piece of land and the beach. We are a certified municipal district which consists of Richmond, Williston, Hinesburg, and St. George. We were chartered in 1991. The charter states the land can be used for education and recreation. Each Town is required to have a member and alternate on the Board of Directors. If no alternate is selected, then the Head of the Selectboard is designated as the alternate. The Board of Directors meets once a month at the Williston Public Works Office. The Williston Public Works office helps maintain and run beach expenditures. We charge for season passes and daily passes. Last year, Richmond residents bought \$1,238 worth of passes, Williston \$4,800, Hinesburg \$4,650, St. George \$736. With day passes we have an income of about \$26,000. We pay for septic pumping, water testing and a lot of miscellaneous expenses. Beach is open for Memorial Day to Labor Day. The hiking trails draw many people. The School Districts also use it for educational purposes with about 8 trips a year from Camels Hump Middle School. Williston and Hinesburg give us about \$5,000 annually while Richmond gives us \$1,500. We have concerns with the road that leads to the beach, Beebe Lane. LIRD is responsible for keeping the road open when the beach is open. Williston Public Works grades the road and provides gravel at no charge. Beebe Lane is in horrible shape as it goes through a swamp and there are no ditches as they just fill back in. The concern is the safety of the water. There is nothing to channel the runoff into the filter. Last year's we had an estimate cost of \$295,000 to reconstruct the road. We are asking the four Towns to consider spending some of the ARPA money for this project. We are asking for \$75,000 from Richmond.

Heston: What is the timeframe for this project as the ARPA decisions are not close to being made.

Linn: It won't be this year; we are looking for in-kind payments at this point.

Forward: Thank you for your commitment to getting rid of the invasive species, buckthorn.

Consideration of making appointment to Town committees

Included in the packet is a current roster of Town Committees with expiring terms and vacancies highlighted. Also included in the packet are the applications for committees. Going in order of the roster:

Planning Commission

There is one vacancy and one seat for which the term is expiring. Dan Mullen would like to be re-appointed.

Furr moved to appoint Dan Mullen to a four-year term on the Planning Commission.

Forward seconded.

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

Development Review Board

There is one regular term expiring, one alternate term expiring and one vacant alternate term. We have not heard from the current alternate member Alison Anand whose term is expiring. We do have one application from Ian Bender for an alternate term. Roger Pederson has applied to be reappointed as a regular member.

Furr moved to appoint Ian Bender to a one-year term as alternate on the Development Review Board and to appoint Roger Pederson to a 3 year regular term on the Development Review Board. Forward seconded

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

Conservation Commission

There are four seats expiring (one of which is Alternate) and one VACANT alternate seat. Judy Rosovsky has applied to be re-appointed as a regular member. Bob Low has applied to be re-appointed as an Alternate. Steve Fugate and Kit Emery have not confirmed plans to continue on the Conservation Commission.

Furr moved to appoint the following people to the Richmond Conservation Commission: Judy Rosovsky to a four-year term as a regular member expiring in 2026 and Rob Low to a four-year term as an alternate member expiring in 2026. Forward seconded.

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

Trails Committee

There are four seats expiring and two VACANT seats. Jean Bressor, Callie Ewald, Chase Rosenberg and Alison Aiken have applied to be re-appointed to three-year terms.

Furr moved to appoint the following people to the Trails Committee for three-year terms: Jean Bressor, Callie Ewald, Chase Rosenberg, and Alison Aiken. Forward seconded.

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

Andrew's Community Forest Committee

The Andrew's Community Forest Committee (ACF) bylaws state that there must be a representative on the ACF from the Richmond Conservation Commission (RCC) and a representative from the Richmond Trails Committee (RTC). Also, the RCC and the RTC must each recommend a person not on their boards to be on the ACF.

There are three seats expiring. Ellen Kraft and Tyler Merritt do not wish to continue on the Andrew's Community Forest Committee. Cecelia Danks has not confirmed plans to continue on the Andrew's Community Forest Committee with our office, however ACF Committee Chair Jesse Crary noted in an email the Ms. Danks would like to continue on the ACF. Chase Rosenberg has applied for a three-year term as the Trails Committee Representative. Melissa Wolaver has applied for a regular three-year term.

Furr moved to appoint Chase Rosenberg for a three-year term as the Trails Committee Representative and Melissa Wolaver and Cecilia Danks for regular three-year terms to the Andrews Community Forest Committee. Hill seconded.

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

Recreation Committee

There are two, three year terms that are reserved for Richmond residents that are expiring. There is one two-year term expiring for a Bolton resident. There is one two-year terms expiring for a Huntington resident. Mark Fausel is applying to be re-appointed as a regular three-year Richmond resident term. Sheri Lynn is applying to be re-appointed as a two-year Huntington resident term. Kirsten Santor is applying to a regular three-year Richmond resident term. Kate Anderson does not wish to continue on the Recreation Committee as a three-year Richmond resident term. Chrissy Keating does not wish to continue on the Recreation Committee as a two-year Bolton resident term.

Furr moved to appoint Mark Fausel and Kirsten Santor to three-year Richmond resident term and Sheri Lynn to a two-year Huntington resident term on the Recreation Committee. Forward seconded.

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

Housing Committee

There are currently five regular two-year terms expiring and one alternate two-year term expiring. There are two VACANT regular positions and one VACANT alternate position. Town Planner Ravi Venkataraman is recommending that the committee be reduced to five regular members and two alternates due to difficulty in filling the vacancies. Also, staggering terms is recommended so two of the five terms could be made into three year terms.

Furr moved to reduce the number of seats on the Housing Committee from seven to five, with two of those seats serving for three year terms and three of those seats serving for two year terms. Forward seconded.

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

Connie van Eeghen is applying to be re-appointed to a regular term. Virginia Clarke is applying to be re-appointed to a regular term as the Planning Commission representative. Sarah Heim has decided to not continue on the Committee. Kristen Hayden-West, and

Mark Hall have not confirmed plans to continue on the Housing Committee. Mark Fausel does not wish to continue on the Housing Committee as an alternate. Mark Fausel was an alternate Planning Commission Representative.

*Furr moved to appoint the following people to thee-year terms on the Housing Committee: Connie van Eeghen and Virginia Clarke. Forward seconded.
Roll Call Vote: Forward, Furr, Heston, Hill, Sander in favor. Motion approved.*

Transportation Committee

There are three regular two-year terms expiring. Jon Kart and Allen Knowles are applying to be re-appointed to a regular term. Mark Damico does not wish to continue on the Transportation Committee. Cameron Wong is applying for a regular two-year term.

*Furr moved to appoint the following people to the Transportation Committee for two-year terms: Jon Kart, Allen Knowles and Cameron Wong. Forward seconded.
Roll Call Vote: Forward, Furr, Heston, Hill, Sander in favor. Motion approved.*

Bicycle/Pedestrian Steering Committee

There are 9 members with open ended appointments.

Parking Advisory Committee

There are two two-year terms expiring. John Rankin is applying to be re-appointed to a regular term. Lou Borie has not confirmed plans to continue on the Parking Advisory Committee.

*Furr moved to appoint John Rankin to a two-year term to the Parking Advisory Committee. Forward seconded.
Roll Call Vote: Forward, Furr, Heston, Hill, Sander in favor. Motion approved.*

ARPA Committee

There is one Business Owner Seat expiring and four Resident Seats expiring. Molly Dugan, Sacha Mailloux and Rebecca Starks are applying to be re-appointed for Resident Seats. Linda Donovan has not confirmed plans to continue on the ARPA Committee. Ellen Kane does not wish to continue on the Resident Seat of the ARPA Committee. Cara LaBounty would like to be appointed to the ARPA Committee.

Forward: Linda Donavan has confirmed with me that she wishes to continue on the ARPA Committee.

LaBounty: I would like to have some say on how we determine and spend the funding. I feel that is better than coming in later and asking how it affects the budget.

Furr: The job of the Committee is to decide how we decide to spend the money.

*Furr moved to appoint Molly Dugan, Sacha Mailloux, Cara LaBounty, and Rebecca Starks each to a Resident Seat and Linda Donovan to a Business Owner Seat on the ARPA Committee for a one year term. Forward seconded.
Roll Call Vote: Forward, Furr, Heston, Hill, Sander in favor. Motion approved.*

Forward: The next ARPA meeting is on May 25th at 4 pm.

Furr: We are now meeting twice a month, 2nd and 4th Wednesday.

Hill moved to appoint Jeff Forward and Jay Furr to represent the Selectboard on the ARPA Committee for one year terms, and to appoint Town Manager Josh Arneson and Finance Director Connie Bona from Town Staff to one year terms on the ARPA Committee. Sander seconded.

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

Other Officer and Representative Positions.

The following are for officer positions or representatives to outside boards. There are no contested seats here and all applicants can be appointed if the SB chooses to do so. Separate motions are included for each position, or the SB can choose to move all seats with the following motion to save the time of making separate motions.

If the Board chooses to combine the motion, we should discuss the Service Officer Position prior to this motion. Please see below and the packet for more information.

Furr move to appoint Dennis Gile and Jerry Levesque to a five-year term as the Forest Fire Warden, Martha Laing to a one-year term as the Service Officer, Josh Arneson to a one-year terms as the Emergency Management Director, Jeff Forward to a one-year term as the Energy Coordinator, Matt Leonetti to a one-year term as the Tree Warden, Carole Furr to a one-year term as the Town Fence Viewer, Jon Kart to a one-year term as the Inspector of Lumber, Shingles, & Wood, Amy Wardwell to a one-year term as Richmond Rescue Board of Directors. Hill seconded.

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

Service Officer

There is one one-year term expiring. Martha Laing is willing to be re-appointed as the Service Officer. Martha outlines that the Selectboard no longer needs to appoint a Service Officer. She notes “I’ve been Richmond’s Town Service Officer (TSO) since I began working here in 2006. The function of that position was to issue emergency benefits under Vermont’s General Assistance program when the State office was closed. As I used to be the director of the State division that oversaw the administration of the General Assistance program, it made sense that I serve as TSO. In 2010 the State contracted with 2-1-1 to provide after-hours assistance for emergency needs. Then in 2016 the Legislature repealed the statute that required towns to appoint a TSO. VLCT’s newsletter of June 2016 had an article that explained what happens with the TSO position – basically that selectboards have the discretion to appoint a TSO. Although our selectboard hasn’t defined any responsibilities or duties, I’ve continued in this position. As I also administer the small pool of money from the Salvation Army to assist with emergency needs for residents in our catchment area, I basically help individuals or families connect with State-administered or local organizations (like Community Action, Age Well, etc.). I’m happy to remain our TSO as long as the Selectboard keeps this position. I’ve attached the repealed statute and VLCT newsletter FYI. Let me know if you have any questions.”

Hill moved to appoint Martha Laing to a one-year term as the Service Officer. Forward seconded

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

Weigher of Coal

There are four one-year terms expiring. Jay Furr and Jeff Forward are applying to be re-appointed for a one-year Weigher of Coal term. Greg Tucker and Noa Younse do not wish to continue as Weighers of Coal.

Furr: We can only officially weigh coal on certified municipal scales. No Town in Vermont owns a certified municipal scale.

Hill moved to appoint Jay Furr and Jeff Forward to one-year terms as the Weigher of Coal. Sander seconded.

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

Chittenden County Regional Planning Commission Board of Directors

Usually, a current or former Selectboard member serves a two-year term. Usually, a current or former Selectboard member serves an alternate two-year term Selectboard member Bard Hill currently serves as the representative. This year Chris Cole has expressed interest in the alternate two-year term.

I move to appoint Bard Hill to a two-year term as the Chittenden County Regional Planning Commission Board of Directors with Chris Cole as the two-year term alternate.

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

Furr moved to appoint Josh Arneson as the CCRPC Transportation Advisory Committee Representative. Hill seconded.

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

Town Planner Ravi Venkataraman has been serving as the Clean Water Advisory Committee representative.

Furr moved to appoint Ravi Venkataraman as the Clean Water Advisory Committee representative. Forward seconded.

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

Parade & Fireworks Committee

Linda Parent has provided a letter of appointments for the Parade & Fireworks Committee. See packet or text below. Since this letter was provided the following people have stated that they do not wish to be appointed to the Parade & Fireworks Committee: Reg Mobbs, Joanne Mobbs, Brett Mobbs, Bridget Youngman. These four people are not included in the draft motion. There is a letter in the packet stating that these four are no longer interested in the Committee.

Furr: This year the Celebrate Richmond non-profit will be organizing the 4th of July Parade and Volunteers Green activities.

Heston: They are taking on this year's parade but do not want to step on any toes for next year's Parade & Fireworks Committee.

Furr moved to appoint Susan Glennon, Barbara LaPlant, Amanda Cobb, Justin Spence, GC Morris, Donna Lewis, Harland Stockwell, Ken Nussbaum, Tom May, Norman Perkins to a one-year Parade & Fireworks Committee. Forward seconded. Roll Call Vote: Forward, Furr, Heston, Hill, Sander in favor. Motion approved.

Consideration of approving the use of Town Center and Library property for the Art Crawl

Heston: The last few years, Radiate Art Space has organized an Art Crawl in September. This year they would like to expand the footprint to include vendor spots in the parking lot. Rebecca Rouiller is here from Radiate Art Space.

Rouiller: Last year was very successful behind the Library. We were socially distant last year and will be prepared for the same this year. We learned we had a lot more artists than we had spaces. We discussed as a group actually moving some artist spots into the parking lot of the Town Center.

Furr: Is one port-o-let going to be enough?

Rouiller: I do not think the port-o-let was an issue last year.

Furr: I am psyched about having more food trucks.

Heston: Will you have enough parking if you are taking up some of those spaces?

Rouiller: The bigger issue was helping vendors setup and to avoid unloading on Bridge Street. We will have more volunteers guide vendors into the lot and move goods into the space.

Furr moved to approve the use of the Town Center and Library properties, including the parking area, for vendors for the Art Crawl being held on Sunday, September 25 from 10am – 3pm. Forward seconded.

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

Consideration of approval of use of Conservation Reserve Funds to replace bridges on the Warren & Ruth Beeken Rivershore Trail

Heston: This request has been approved already by the Conservation Commission. They currently \$389,987.16 in the fund with \$150,000 committed to the Gillett Pond dam project.

Forward move to approve the use of \$9,500 from the Conservation Reserve Fund to be used by the Trails Committee to replace bridges on the Warren & Ruth Beeken Rivershore Trail. Furr seconded. Roll Call Vote follows discussion

Forward: This is a great proposal and saves us a lot of money compared to a contractor due to the volunteer labor.

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

Update on meeting with VTrans on Rt. 2 repaving project

Heston: It was an excellent meeting, and we accomplished a lot. Pete's input was instrumental. It was a very positive meeting.

Arneson: The VTrans Secretary of Transportation, Joe Flynn, was in the meeting as well. We reviewed the 3 major concerns: (1) the width of the shoulders from the Village to the Park & Ride, (2) storm water on East Main Street, and (3) request for easement at Fire Station.

*The Town asked for 6-foot shoulders but VTrans agreed on 5-foot shoulders where they could. There was some debate on pinch points in areas where it would be less than 5-foot shoulders. VTrans sees this as a remove and replace project. When they get outside of the original footprint, they risk right of way easements and storm water permitting issues associated with impervious surfaces. VTrans felt they were pushing the limit with 5 feet shoulders. Dealing with some of the steep slopes along Rt 2 were considered outside of the scope of this project. He provided some funding options to keep them on our priority lists.

*The Town agrees we are responsible for curbing and sidewalks. Pete requests that we coordinate so that when the road is dug up, we are able to put our curbs in to be locked in placed with re-paving. VTrans can coordinate that with us in-house with Highway. Green Mountain Engineering suggested changing some drop inlet locations. One is currently misplaced in the middle of a driveway. The VTrans Project Engineer will work with Pete and put in some change orders to move the drop inlets within the scope of this project. Highway has put in a few hundred thousand dollars on drainage uphill and downhill of this point. The goal is to keep water off the lawns and out of the basements of some of those properties on Rt 2.

*The easement request at the Fire Station is due to the Rt 2 bridge re-location over the interstate. The road will be moving closer to the Fire Station and up 7 feet. The easement to do that work and the aerial power lines that will run over the Fire Station. This will address our concern about the steep driveway of the Fire Station entering Rt 2. It also provides insight into the placement of drainage pipes in that area. It will really help the access. VTrans will come up with some updated plans and come back to the Selectboard.

Gosselin: We are scheduled to meet on Wednesday with the resident engineer. If anyone is interested, we are meeting at Papa McKees in the early afternoon. I will meet to ensure it fits our street scape plan.

Hill: It is positive if we can keep this moving forward. After this meeting, it is finally clear that we want our storm water to meet their storm water at the edge of the right of way. Kudos to Peter for providing information and pushing this forward. If things do not continue in cooperation, then please let us know. The pinch points between the Village and Park & Ride, we will need to coordinate with Unified Planning Work Program (UPWP) and Town Planner. In other words, continued attention is warranted.

Heston: Because we cannot do the wide shoulders right now then we could look at a shuttle between the Village and the Park & Ride. There is money that will pay for that.

Hill: I think we could provide a pilot in the near term without great cost. We might pick a few high-profile destinations where we could coordinate with the transportation options at the Park & Ride. I believe the Transportation Committee has started working on this concept.

Forward: The Energy Committee is looking at a federal grant, Future of Rural Transit. This would buy an electric bus and pilot public transit with student transport on the route from Riverview Commons, Park & Ride, Village and Schools. Any suggestions on who best to coordinate this?

Heston: There are so many pieces we cannot put it on one committee. The Selectboard can help coordinate those different voices.

Gosselin: I want to address the pinch points from West Main Street out to the Park & Ride. I think we should look at a Plan B if funding falls short. It will be difficult to get VTrans to come back to that portion of the project. I suggest that we skip that segment and come back when we are satisfied with the shoulder width and potential funding sources. This project is fast approaching on how we deal with the West Main Street artery. Nobody really had a response to this. We would have a hard time getting them to come back to tear up the road again in 5 years.

Hill: If they want to do the road rehabilitation and they are down the path with engineering plans then we might ask for a delay if we want it as a unified project. VTrans wants to do the rehabilitation project.

Heston: I am concerned about another delay.

Gosselin: Making them skip that segment will force them to build it correctly. If we let them put in the road now, then they will have a million excuses not to come back.

Forward: This is an intense decision. This is going to be very disruptive like Rt 117. I look to Bard and Pete to see if we have that type of leverage.

Hill: Maybe we schedule a sidebar meeting with Chittenden County Regional Planning Commission (CCRPC) about our approach. The easement process has been difficult so far and would be complicated depending on how we proceed. If you want to do it right, it will take longer; if you want to do it right now, it will have flaws.

Gosselin: Let's work with CCRPC and keep pushing every option available to the Town. We need to keep talking to the State to say this is a priority to the Town.

Hill: Maybe we do a follow up meeting with the CCRPC and the Town people at the VTrans meeting for a group strategy session.

Heston: If we postponed the 1.7 miles West Main Street then would it change the East Main Street project?

Gosselin: It wouldn't as I am talking about postponing from West of the Village to the Park & Ride. The State has agreed to make the drop inlet adjustments on the East Main Street. There will be concrete pour in place curbs. We are doing it in-house with a contractor to pour the concrete.

Approval of Minutes, Warrants and Purchase Orders

Arneson: We had an employee that had applied taxes to their health insurance contributions. It wasn't noticed until after the check was deposited. Since it was already collected and sent to the IRS, so we overpaid State and Federal. This period we are going to shorten the amount we pay to the IRS to make up for the previous overpayment.

Forward: We have many communication bills like long distance and internet. Is there overlap?

Arneson: I will prepare a short memo for the next meeting to confirm the different invoices and services.

Forward: The Verizon bill shows 3 cell phone accounts and 7 air cards. Is each air card for a laptop in different Police vehicles? Do we have 7 vehicles for the Police?

Arneson: I will double check that.

Forward: It looks like we have a water cooler for Fire Department and Police Department. We have some of the best water in the country.

Sander: I think it is bottled water used out in the field.

Arneson: There is a bottled water bubbler at the Police station as well. I will follow up.

Forward: We are paying for streetlights which are not LED. We can get LEDs to decrease the electricity expenses. As Energy Coordinator, I will follow up with that. We are only showing 6 LED lights right now with 65 100-watt lights. We will do an inventory.

Purchase Orders

Furr moved to approve the PO# 4239 to F.W. Webb for Bridge Street Storm Water Outfall Pipe in the amount of \$12,687.00. Forward seconded.

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

Furr moved to approve the PO# 4342 to Union Bank for 2019 Dump Truck Loan in the amount of \$27,897.86. Forward seconded.

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

Furr moved to approve the PO# 4343 to Union Bank for 2020 Dump truck Loan in the amount of \$28,478.52. Forward seconded.

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

Furr moved to approve the PO# 4345 to Union Bank for 2018 Fire Truck Loan in the amount of \$53,675.29. Forward seconded.

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

Furr moved to approve the PO# 4341 to Union Bank for 2017 Grader Loan in the amount of \$31,633.87. Forward seconded.

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

Furr moved to approve the PO# 4378 to County of Chittenden for FY22 County Taxes in the amount of \$23,409.00. Forward seconded.

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

Warrants

Furr moved to approve Warrants as presented. Sander seconded.

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

Minutes

Sander moved to approve the Minutes of 5/2/22 as written. Furr seconded.

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

Sander moved to approve the Minutes of 5/3/22 as written. Furr seconded.

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

Sander moved to approve the Minutes of 5/10/22 as written. Furr seconded.

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

Discuss Items for Next Agenda

*Next meeting June 6

*Follow up to Juneteenth request

*Follow up to CCRPC meeting

*Library Trustees

Adjournment

Forward moved to adjourn. Hill seconded

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

Meeting adjourned at 10:21 pm

Chat file from Zoom:

00:05:58 MMCTV Erin: Please use mic

00:06:02 Connie: Hard to hear

00:07:04 Jay Furr: sorry -- we'll try to get people to come up in the future.

Somehow we all forgot to ask Jack to come up to the mike

00:07:35 MMCTV Erin: Thanks!

00:40:12 Connie: adjustments were only made to highway and water

00:47:47 Connie: vacancy savings

00:53:48 Kendall Chamberlin: I would urge the Board to spend the \$5000 and go to Option 5 for consistency

00:57:14 Peter Gosselin: I would suggest prioritizing new spending. Town staff and retention is the most important service we can offer to our residents

00:59:06 Connie: compression issue

01:09:19 Peter Gosselin: The job market is hot! Good employees are being sought out and offered high wages and, in some cases, a large sign on bonus. So just comparing average Town wages really does not address retention. I'm finding that some Towns are offering much larger wages to fill the voids.

01:09:44 Kendall Chamberlin: Agreed.

01:21:41 Kendall Chamberlin: The best financial decision Richmond can make right now is whatever it takes to retain a CDL employee.

01:29:51 Kendall Chamberlin: COL each year is the normal. Bonus is purely at Board discretion.

01:39:03 MMCTV Erin: What are names of presenters?

01:41:34 MMCTV Erin: Thanks

02:30:53 Katie: Thank you so much for supporting Radiate Art Space and the Richmond Art Crawl! We really appreciate it!

03:10:32 Peter Gosselin: The VTRANS and resident engineer meeting on East Main Street and Fire Station is Wednesday @2:30. We are meeting at Pappa Mckee's