

# Community Volunteer Application 2023

## Application Form for Town Commissions, Boards and Committees

Please submit your application by using this form or email to [dwardwell@richmondvt.gov](mailto:dwardwell@richmondvt.gov) or by placing a hard copy in the drop box outside the Town Office by April 12, 2023. Water & Sewer Commission applications are due June 1, 2023. Development Review Board (DRB) applications are due by May 10, 2023.

Email \*

docmccoy@gmavt.net

First Name \*

Andy

Last Name \*

Squires

Phone Number \*

8023637162

Name of Commission/Board/Committee \*

Animal Control Officer

How many YEARS have you served on this Committee? \*

5?

If you serve on another Commission/Board/Committee, please indicate which one(s).

Review the scheduled meeting day/time of the Commission, Board, or Committee along with the length of the term of the position (<https://www.richmondvt.gov/boards-meetings/vacancies-committees-commissions>).

Will you be able to serve for the term of the position?

Yes

No

Are you a Richmond Resident? \*

Yes

No

If you are applying for a new Term, then please introduce yourself to the Selectboard by providing a short cover letter detailing your background, training, and experience with the board/commission/committee you are applying for and/or resume. Please upload a .pdf or .doc file

ACO '23 - Andy S...

This form was created inside of Town of Richmond VT.

Google Forms

## ACO '23 - Andy Squires

I have had this position for 5 or 6 years. As Constable I had asked Chief Buck what I could do to help RPD. "Take Animal Control" was his response. So that's how I got here. So far nobody else has wanted it. I'm willing to do it for another year.

Any training has been what little I could find. I keep looking for more. Otherwise it has been just my own knowledge from having dogs, cats etc. all my life.

Our biggest need right now is to improve our kennel situation. A crate in the highway garage is inadequate. Some type of walk-in kennel is needed, both for proper space to keep a dog and to mitigate the problems with certain dogs that are not crate trained. Those dogs are reluctant to enter a crate and may become combative.

---

## Committee applications

---

**Jeff Forward** <jeff.forward@richmondvt.org>  
To: "dwardwell@richmondvt.gov" <dwardwell@richmondvt.gov>

Fri, Apr 28, 2023 at 6:55 PM

Duncan,

I serve on many committees and in many capacities in town. I think my contributions and abilities are well known to the selectboard. To cover all the bases, I would like to formally apply for the following positions:

- Town Center Committee
- ARPA Committee
- Town Energy Coordinator
- And of course, Weigher of Coal

Please include my name for these positions.

Thanks.

Jeff

Jeff Forward  
Richmond Select Board Member  
[jeff.forward@richmondvt.org](mailto:jeff.forward@richmondvt.org)  
802-735-3026

# Community Volunteer Application 2023

## Application Form for Town Commissions, Boards and Committees

Please submit your application by using this form or email to [dwardwell@richmondvt.gov](mailto:dwardwell@richmondvt.gov) or by placing a hard copy in the drop box outside the Town Office by April 12, 2023. Water & Sewer Commission applications are due June 1, 2023. Development Review Board (DRB) applications are due by May 10, 2023.

Email \*

carole@furrs.org

First Name \*

Carole

Last Name \*

Furr

Phone Number \*

8023735819

Name of Commission/Board/Committee \*

Fence Viewer

How many YEARS have you served on this Committee? \*

8

If you serve on another Commission/Board/Committee, please indicate which one(s).

Review the scheduled meeting day/time of the Commission, Board, or Committee along with the length of the term of the position (<https://www.richmondvt.gov/boards-meetings/vacancies-committees-commissions>). Will you be able to serve for the term of the position?

Yes

No

Are you a Richmond Resident? \*

Yes

No

If you are applying for a new Term, then please introduce yourself to the Selectboard by providing a short cover letter detailing your background, training, and experience with the board/commission/committee you are applying for and/or resume. Please upload a .pdf or .doc file

This form was created inside of Town of Richmond VT.

Google Forms



# Richmond VERMONT

## TOWN OF RICHMOND VERMONT

### Application Form for Town Commissions, Boards and Committees

Please submit your application to: Volunteer Search, P.O. Box 285, Richmond, VT 05477, by email to [dwardwell@richmondvt.gov](mailto:dwardwell@richmondvt.gov) or by placing it in the drop box outside the Town Office by April 12, 2023. Water & Sewer Commission applications are due June 1, 2023. Development Review Board (DRB) applications are due by May 10, 2023.

#### Please supply the following information:

1) Review the scheduled meeting day/time of the Commission, Board, or Committee along with the length of the term of the position. Will you be able to regularly make the meetings?  Y / N  
Will you be able to serve for the term of the position?  Y / N

2) Please introduce yourself to the Selectboard by providing a short cover letter detailing your background, training, and experience with the board/commission/committee you are applying for and/or resume.

Name of Applicant: Jon Kart Date: 3/18/2023

Phone Number: 802-999-7515 Email Address: jonjkart@hotmail.com

Name of Commission/ Board/ Committee and term: Inspector of Lumber, Shingles & Wood  
2023-2024

How many years have you served on this Committee? 8 Years

If you serve on another Commission/Board/ Committee, please indicate which one(s):

Transportation Committee, Assistant Treasurer

Richmond Resident:  Y / N (circle one)

For hard copies or accessibility accommodations please contact:  
Duncan Wardwell at 802-336-2092 or [dwardwell@richmondvt.gov](mailto:dwardwell@richmondvt.gov)

March 18, 2023

Richmond Selectboard  
P.O. Box 285, Richmond, VT 05477

Re: Appointment as Inspector of Lumber, Shingles and Wood

Esteemed Members of the Selectboard,

I have served as Richmond's Inspector of Lumber, Shingles and Wood since 2015 and would be honored to continue for the coming year, and beyond.

If re-appointed I will commit to serving the entire term to the best of my abilities, and will be ready to respond promptly to requests by any interested parties to examine and classify the quality of lumber and shingles; to measure lumber, shingles and wood; and, to give certificates thereof per [24 V.S.A. § 1031](#).

I'm proud to report that during my tenure as Richmond's ILSW there has not been a single reported crisis related to the measuring of lumber, shingles or wood.

Thanks to the many house repair projects I have experience classifying lumber and shingles. I also have experience measuring many things (including lumber, shingles, and wood). While I've never been employed as a professional certificate preparer, I have prepared several over the years in informal capacities.

I would be happy to meet with the Selectboard for an interview if so desired.

Thank you for this opportunity to serve our community.

Sincerely,

A handwritten signature in black ink that reads "Jon Kart". The signature is written in a cursive style with a large, sweeping initial "J" and "K".

Jon Kart  
44 Old Brooklyn Ct  
Richmond  
802-999-7515

# Community Volunteer Application 2023

## Application Form for Town Commissions, Boards and Committees

Please submit your application by using this form or email to [dwardwell@richmondvt.gov](mailto:dwardwell@richmondvt.gov) or by placing a hard copy in the drop box outside the Town Office by April 12, 2023. Water & Sewer Commission applications are due June 1, 2023. Development Review Board (DRB) applications are due by May 10, 2023.

Email \*

amywardwell74@gmail.com

First Name \*

Amy

Last Name \*

Wardwell

Phone Number \*

802-578-4840

Name of Commission/Board/Committee \*

Richmond Rescue

How many YEARS have you served on this Committee? \*

2

If you serve on another Commission/Board/Committee, please indicate which one(s).

Town Center and Library Committee

Review the scheduled meeting day/time of the Commission, Board, or Committee along with the length of the term of the position (<https://www.richmondvt.gov/boards-meetings/vacancies-committees-commissions>).

Will you be able to serve for the term of the position?

Yes

No

Are you a Richmond Resident? \*

Yes

No

If you are applying for a new Term, then please introduce yourself to the Selectboard by providing a short cover letter detailing your background, training, and experience with the board/commission/committee you are applying for and/or resume. Please upload a .pdf or .doc file

This form was created inside of Town of Richmond VT.

Google Forms

# Community Volunteer Application 2023

## Application Form for Town Commissions, Boards and Committees

Please submit your application by using this form or email to [dwardwell@richmondvt.gov](mailto:dwardwell@richmondvt.gov) or by placing a hard copy in the drop box outside the Town Office by April 12, 2023. Water & Sewer Commission applications are due June 1, 2023. Development Review Board (DRB) applications are due by May 10, 2023.

Email \*

[morningdewlandscapingvt@gmail.com](mailto:morningdewlandscapingvt@gmail.com)

First Name \*

Matt

Last Name \*

Leonetti

Phone Number \*

802.760.7577

Name of Commission/Board/Committee \*

Tree Warden

How many YEARS have you served on this Committee? \*

7 or 8 I think....not sure 100%

If you serve on another Commission/Board/Committee, please indicate which one(s).

No other committees

Review the scheduled meeting day/time of the Commission, Board, or Committee along with the length of the term of the position (<https://www.richmondvt.gov/boards-meetings/vacancies-committees-commissions>).

Will you be able to serve for the term of the position?

Yes

No

Are you a Richmond Resident? \*

Yes

No

If you are applying for a new Term, then please introduce yourself to the Selectboard by providing a short cover letter detailing your background, training, and experience with the board/commission/committee you are applying for and/or resume. Please upload a .pdf or .doc file

This form was created inside of Town of Richmond VT.

Google Forms



# Community Volunteer Application 2023

## Application Form for Town Commissions, Boards and Committees

Please submit your application by using this form or email to [dwardwell@richmondvt.gov](mailto:dwardwell@richmondvt.gov) or by placing a hard copy in the drop box outside the Town Office by April 12, 2023. Water & Sewer Commission applications are due June 1, 2023. Development Review Board (DRB) applications are due by May 10, 2023.

Email \*

CLITTLEF@GMAIL.COM

First Name \*

Caitlin

Last Name \*

Littlefield

Phone Number \*

97898071494

Name of Commission/Board/Committee \*

Tree Warden

How many YEARS have you served on this Committee? \*

0

If you serve on another Commission/Board/Committee, please indicate which one(s).

Andrews Community Forest

Review the scheduled meeting day/time of the Commission, Board, or Committee along with the length of the term of the position (<https://www.richmondvt.gov/boards-meetings/vacancies-committees-commissions>).

Will you be able to serve for the term of the position?

Yes

No

Are you a Richmond Resident? \*

Yes

No

If you are applying for a new Term, then please introduce yourself to the Selectboard by providing a short cover letter detailing your background, training, and experience with the board/commission/committee you are applying for and/or resume. Please upload a .pdf or .doc file

littlefield\_2023\_T...

This form was created inside of Town of Richmond VT.

Google Forms

I am applying to serve as Richmond's Tree Warden. I feel that my professional expertise as well as my track record in protecting Richmond's trees and forests prepare me well for this position.

Specifically, I hold advanced degrees in conservation and forest ecology, have conducted fieldwork across the country, currently work as a Senior Scientist at a conservation research group, and am affiliated with the UVM forestry program. I am thus very well acquainted with the myriad issues facing our trees – in forests as well as in more developed settings – related to climatic changes and invasive pests and diseases.

I have spearheaded Richmond's response to the arrival of the Emerald Ash Borer, which entailed securing approximately \$40,000 (eg from Vermont's Urban and Community Forestry Program and Richmond's Conservation Reserve Fund), coordinating an inventory of Richmond's ash trees, engaging with a tree service provider to manage our ash trees (via treatment, removals, replanting), and conducting extensive outreach (eg designing and sending EAB postcards to every Richmond household). I have also supported the planting of hundreds of trees (and herding of dozens of middle schoolers armed with shovels) in Volunteer Green and have planted over two dozen trees behind my home to restore riparian habitat. In addition, I currently serve on the Andrews Community Forest Committee and am thereby well acquainted with the challenges and opportunities that come with managing a public natural resource.

I am very familiar with the duties and responsibilities of a municipal tree warden (and indeed have already carried many of them out) as detailed in [Vermont's Tree Warden Statutes and guidance](#).

Thank you for your consideration.

Caitlin Littlefield  
clittlef@gmail.com  
April 8, 2023

# Community Volunteer Application 2023

## Application Form for Town Commissions, Boards and Committees

Please submit your application by using this form or email to [dwardwell@richmondvt.gov](mailto:dwardwell@richmondvt.gov) or by placing a hard copy in the drop box outside the Town Office by April 12, 2023. Water & Sewer Commission applications are due June 1, 2023. Development Review Board (DRB) applications are due by May 10, 2023.

Email \*

[jfurr@furs.org](mailto:jfurr@furs.org)

First Name \*

Jay

Last Name \*

Furr

Phone Number \*

802-324-1536

Name of Commission/Board/Committee \*

Weigher of Coal

How many YEARS have you served on this Committee? \*

8

If you serve on another Commission/Board/Committee, please indicate which one(s).

Selectboard, Water and Sewer, ARPA, etc

Review the scheduled meeting day/time of the Commission, Board, or Committee along with the length of the term of the position (<https://www.richmondvt.gov/boards-meetings/vacancies-committees-commissions>).

Will you be able to serve for the term of the position?

Yes

No

Are you a Richmond Resident? \*

Yes

No

If you are applying for a new Term, then please introduce yourself to the Selectboard by providing a short cover letter detailing your background, training, and experience with the board/commission/committee you are applying for and/or resume. Please upload a .pdf or .doc file

This form was created inside of Town of Richmond VT.

Google Forms

---

**Weigher of Coal**

message

**Jay Furr** <jay.furr@richmondvt.org>

Wed, Apr 5, 2023 at 1:17 PM

To: Administrative Assistant &lt;dwardwell@richmondvt.gov&gt;

Dear Richmond Selectboard,

I have been serving as either the only Weigher of Coal or one of the Weighers of Coal since 2015 and I would be interested in continuing in the position.

Jay Furr

Member, Town of Richmond, VT Selectboard

*Notice - Under Vermont's Public Records Act, all e-mail, e-mail attachments as well as paper copies of documents received or prepared for use in matters concerning Town business, concerning a Town official or staff, or containing information relating to Town business are likely to be regarded as public records which may be inspected by any person upon request, unless otherwise made confidential by law. If you have received this message in error, please notify us immediately by return email. Thank you for your cooperation.*

---

## Committee applications

---

**Jeff Forward** <jeff.forward@richmondvt.org>  
To: "dwardwell@richmondvt.gov" <dwardwell@richmondvt.gov>

Fri, Apr 28, 2023 at 6:55 PM

Duncan,

I serve on many committees and in many capacities in town. I think my contributions and abilities are well known to the selectboard. To cover all the bases, I would like to formally apply for the following positions:

- Town Center Committee
- ARPA Committee
- Town Energy Coordinator
- And of course, Weigher of Coal

Please include my name for these positions.

Thanks.

Jeff

Jeff Forward  
Richmond Select Board Member  
[jeff.forward@richmondvt.org](mailto:jeff.forward@richmondvt.org)  
802-735-3026