

**Town of Richmond
Selectboard Meeting
Minutes of April 17, 2023**

Members Present: David Sander, Jay Furr, Jeff Forward, Lisa Miller

Absent: Bard Hill

Staff Present: Josh Arneson, Town Manager; Duncan Wardwell, Assistant to the Town Manager; Connie Bona, Finance Director; Keith Osborne, Town Planner; Dennis Gile, Fire Chief; Gerald Levesque, Assistant Fire Chief; Lisa Truchon, Lister; Benjamin Herrick, Interim Police Chief

Others Present: Meeting was recorded by MMCTV, Andrew Bessette, Angela Cote, Anthony Cambridge, Caitlin Littlfield, Cara LaBounty, Ian Bender, Jesse Crary, JRG, Judy Rosovsky, Martha Nye, Mary Houle, Pennie Rand, Rachel's iPad

Call to Order: 7:00pm

Welcome by: Furr

Public Comment: Apologies for starting a little bit late, the Water and Sewer Commission was having so much fun, we ran over a little bit.

Houle: I just want to draw your attention to all the lovely flowers that you authorized me to plant last year. The daffodils are blooming, and the tulips are budding.

Additions or Deletions to Agenda: None

Items for Presentation or Discussion with those present

Discussion of Fire Department strategic planning

Furr: Our Chief and Assistant Chief are both here, Dennis and Gerry. They will tell us a little bit about what they would like as part of this year's strategic planning.

Levesque: We talked a couple of years ago about replacing our rescue truck in the 2027 budget year. The price on fire trucks skyrocketed anywhere from 10 to 20% a month. I think we need to figure out the Capital Plan. I feel that trucks are going be up over a million dollars.

Furr: I think every Fire Department in the State of Vermont is looking at recruitment of new volunteers. Vermont League of Cities and Towns said some towns had actually done property tax breaks for volunteer firefighters. It's not legal in Vermont, it is legal in New York. I reached out to our Town representative Jana Brown. We could try to get this into the Legislature for next year. It was last proposed in 2019 and went nowhere. Or another would be a Town Charter change allowing us to do it.

Levesque: On May 13, we want to open up the station to the public and see if we can get some recruits that way. Last year, we got two people from the Fourth of July.

Furr: Some towns have gone with having two to four hired staff if that's an approach you would be interested in exploring.

Levesque: Our day crew is mostly retired over 65. Other towns in Vermont will give a stipend to have three guys on call every night.

Furr: We want to make sure that we've got a Police staff, Fire Department with the equipment you need. So that's what we're talking about when we talk about strategic planning for this year. My suggestion is to get a couple of members of the Selectboard to volunteer to work with the Fire Department on strategic planning. Lisa has said that she would be amenable to being one of the two representatives. David is also interested.

Forward: I know that Hinesburg is going through the strategic planning process for all of their public safety services. It will be a public document and they have similar issues relative to our public safety services.

Furr: If we want to ask Towns that have done this, I think the VLCT has a list of who's done it. We're very grateful for your service as volunteers, and you're doing something that the Town badly needs.

Update on re-appraisal process

Furr: Lisa Truchon is here to update us.

Truchon: The 2023 re-appraisal project is nearing the end of the two-year process. The re-appraisal Change of Value Notice are set to be mailed from the vendor. Tentatively, they'll go out on Tuesday or Wednesday. Every property owner in Richmond will receive the notice change booklets. The property record cards are online now that researchers are using, and it gives you the high points of your value, your land value, dwelling value, there's a picture of your property, and there's a sketch. You can go right onto the Town website as well.

We're having pre informal hearings on May 8th-11th. That's an opportunity for people to come and ask questions about the re-appraisal process, ask us questions about how things are valued and why they're valued that way. It's really an opportunity to have a conversation about how the re-appraisal works. It's also an opportunity to get data points correct, it says I have 6.79 acres, but I really have 6.93.

Everybody who participated in that process, will then get a letter mailed or emailed saying you came today, this is what your value previously was, this is what the notice value said, and this is what your value is now. People have time to react to that. We have a week off of hearings, then the following week, we do the official grievance hearing, which is a formal process. It's dictated by statute how it has to run. Every grievance needs to be submitted with written documents. An email is also acceptable. For people who don't want to come and participate in person, they can call us we'll have a chat. At the end of that process, we will send a notice out everybody's notice will be sent at one time, because that's what starts the clock ticking for the next process. If you feel that you were not satisfied at the grievance hearing, you can then go and appeal to the

Board of Civil Authority. There's 14 days from the day that grievance goes out. The process runs through the Town Clerk's Office.

We do have a sales book that takes all the valid sales for the last 24-36 months. We print them out with a picture and sale information about the house. We put them all in a big book in ascending value of the sale. We can look at the book and say this is what \$400,000 bought last year. That's always going to help to have a conversation and not a confrontation which is always our goal. Anybody who needs to make an appointment for either informal or official grievance can call the Town Clerk's Office.

Furr: I'm a JP, a member of the Board of Civil Authority. We have met as a Board to prepare for the appeal hearings. We hope it all goes smoothly there too. I'm sharing a document that's an official VLCT handout (<https://www.vlct.org/sites/default/files/uploads/Board%20of%20Civil%20Authority%20Model%20Informational%20Handout.pdf>). You don't have to have a quorum of the entire board. The votes to appeal are based on a quorum of who's present. You can have as few as three JPs present and that can still be a legal hearing.

LaBounty: Are we able to get the full dataset, like Excel, so we can see the changes in all structures throughout Richmond.

Truchon: Not until after the re-appraisal numbers are final, then we'll have a data dump.

LaBounty: People have to come in and research the data here. Could we possibly have a data dump available to us that's not based on the finalized grand list, but the grand list that's being released? That helps me decide if I am in the right value compared to my neighbor, or same square footage.

Truchon: I'm not going to have that available by the beginning of the grievance process.

Arneson: We do have that data for what's in the system for the current year.

Truchon: We can do the notice in Excel format. By the time the notices hit your mailbox that will be on the website.

Review of FY23 Q3 Quarterly Financials

Furr: Numerous documents are on the Selectboard website for this particular meeting. It's not possible to read them tonight, but they are publicly posted.

Arneson: We are looking at Quarter 3 which is nine months through the fiscal year (https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2023/04/3c01_FY23_QTR_3_Budget_Status_Reports_fund_10___11.pdf). The Budget Status Report gives you a look at what the budget is for each item, and what the actual year to date is at the end of Quarter 3. We have some notes on the side for anything that seemed kind of high or low. It is lots of information so you could go through if anybody's got specific questions.

Forward: We had budgeted \$200,000 for a brush truck but it's not going to be in this fiscal year.

Bona: The \$200,000 is the full cost of the brush truck and we're paying for it with Reserves but we're not getting it this year. It has no impact on the budget because it's being paid for with Reserves.

Discussion of process to update financial policies

Bona: Most of what we'll look at this year will be updating some of the existing policies. The biggie is going to be the Fund Balance policy. There's quite a bit of controversy over our attorney saying one thing and our auditor saying another thing. I've pulled together drafts from VLCT or auditor, Town of Essex. For you to all sit there in this meeting and pick them apart line by line takes forever. Last time we chose one or two Selectboard members to view them prior to taking them to the entire board.

Furr: I would be delighted to be one Selectboard member.

Miller: I'll sit through it, I won't bring much the first time around.

Furr: It is a good way to learn.

Consideration of approval of access permit 2023-01 for 746 Dugway Rd.

Furr: This is the widening of a shared access for 746 Dugway Rd. Pete Gosselin has included the application which does a good job of describing this in more detail. We do need to move to approve this.

Arneson: Last year, they got a road name approved, Barred Owl Lane because they're subdividing. After a lot of back and forth we can actually still keep it as a shared access but 9-1-1 wants us to widen it a bit. The owner of 746 is putting in for this permit to widen access.

Sander moved to approve Access Permit 2023-01 for parcel ID DG 0746. Forward seconded.

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

Consideration of appointing Director of Planning and Zoning Keith Osborne as the Richmond Representative on the Chittenden County Regional Planning Commission's (CCRPC) Clean Water Advisory Committee and the CCRPC Planning Advisory Committee

Furr: We have hired a new Director of Planning and Zoning, Keith Osborne, who we greeted last week. We need to formally appoint him the Richmond Representative on the Chittenden County Regional Planning Commission's Clean Water Advisory Committee and the CCRPC Planning Advisory Committee.

Osborne: The focus will be on stormwater and what's known as MS4. We're going to want to take a look at it when we're dealing with increasing the density in our Village. Both those commitments are pretty intrinsic to the position.

Forward: It would be worth reviewing the Stormwater Master Plan as the school was concerned because they have enough impervious surface area on their parcel that they triggered more stringent regulations.

Arneson: The three-acre rule is going to come into effect. The area that is going to be quite expensive is the Southview Drive development area. Engineering alone is fairly complicated. Construction will also be complicated and expensive.

Sander moved to appoint Keith Osborne as the Richmond Representative on the CCRPC Clean Water Advisory Committee and the CCRPC Planning Advisory Committee.

Forward seconded.

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

Consideration of approval of request to use Conservation Reserve Funds for treatment of ash trees

Furr: This would be for a second round of treatment. The Fund currently has more than enough money. The motion is to approve \$3,750. We have Caitlin here to talk about this.

Littlefield: Hi, Caitlin Littlefield here and I've been informally coordinating our Richmond response to emerald ash borer. We removed a handful of ash trees in the Village, we treated a bunch of others, we planted some as well to replace those that were removed. The ones that were treated were done at a fairly low dose of an insecticide directly injected into the trunk of a tree. EAB is much more prevalent, those pressures on the remaining trees are greater. Our arborist is advising a higher dose. The pricing is done by the number of diameter inches. We treated about 300 inches of trees several years ago, at a low dose that was a cost of \$10 an inch. Now they're advising a moderate dose, which is \$12 an inch. Judy might chime in, but it can be a two-to-three-year cycle but given the prevalence of EAB it's probably wise to do it again.

Rosovsky: I have heard from different people that the insecticide we're using can last possibly up to four years. I think it would be good if we treated them with a higher dose before we went that length of time.

Forward: So how did you choose the trees that you were going to treat?

Littlefield: We first looked at the Village area and identified all the ones in front of the Town Center, Church St, and Bridge St. There were a number providing important shade and beauty within the Village area. Church Street had about 12 or 13 fairly young ash trees, but we plan to eventually cycle treating them and doing some inner plantings so that the street doesn't end up with a continuous cost. It's a little arbitrary, but largely driven by trees that are most beneficial to the public in providing shade.

Forward: Is there a plan for replacement as the Conservation Committee commission considered a plan for replacing trees?

Littlefield: A Town-wide plan might be consistent with some of the statutes associated with the Tree Warden's responsibilities would be wise because this problem isn't going away.

Miller: Is there an effort to treat female and male trees?

Rosovsky: There's such a limited number of trees that we're treating. That is something we could consider for the future. Our first thought was, let's just protect some of these big trees.

Littlefield: Some of the ones we have treated are female trees. I don't know the exact ratio but capturing some of those in the treatment plan matters.

Rosovsky: I prefer to use an insecticide that's a little more advanced and has perhaps less deleterious effects.

Forward moved to approve the use of \$3,750 from the Conservation Reserve Fund to be used to treat ash trees to protect against the emerald ash borer. Sander seconded. Roll Call Vote: Forward, Furr, Miller, Sander in favor. Motion approved.

Consideration of request to use funds from the Andrews Community Forest Fund to pay for consulting from Arrowwood Environmental

Furr: This consideration is to retroactively approve the use of funds from the Andrews Community Forest Fund to pay for consulting from Arrowwood Environmental.

Crary: The work was envisioned within the scope of the original contract with Arrowwood. This public meeting presenting before the Vermont Land Trust was envisioned in the original contract. We hit the cap on the budget of that contract, which was \$12,000. We certainly got plenty of additional work that was beyond the scope. They are seeking compensation for the substantive amount of work they needed to review questions from the public in relation to the proposed revision safety management plan and to appear at that public engagement and respond to questions. We realize now that the budget had been hit so we're seeking an expansion to permit for the added work.

Furr: While the work may be worth doing, the asking for forgiveness instead of permission thing is getting a little old. There was plenty of time to get this approved by us. It sets a terrible precedent for members of Town Committees to just spend money and then say can we do that?

Forward: Are you proposing another meeting that Arrowwood will attend at a Selectboard hearing of some sort? Or was this done for the hearing that was done a couple of weeks ago, correct?

Crary: That is correct, this \$1,300 is specific to that. I wanted to ask for pre-approval, because it is not yet clear to me as to whether it's going to be desirous to the Selectboard when there's a public hearing.

Arneson: The \$1,306.25 is money that was spent or contracted with Arrowwood for their presentation at the public outreach meeting a couple of weeks at CHMS. The second request is to pre-approve not more than \$1,000 in preparation for a Selectboard meeting on the same topic. It is a rather involved topic with lots of information, I think he's looking for the flexibility to spend up to \$1,000.

Forward: This is the only meeting, right?

Littlefield: In our original engagement the idea was that we would have them attend the final Selectboard presentation. This public engagement forum that we had a few weeks ago, was an additional ask. The expectation that Arrowwood would attend the final Selectboard meeting was included, but I can't tie the precise amounts to that request.

Furr: Now they need \$1,000 more in order to have Arrowwood when they do come to present to us.

Forward: This is the same meeting that was just a couple of weeks ago that we also hired Melissa Levy to help facilitate so that was an additional cost.

LaBounty: I think the funds to actually hold the hearing, for printing and for food, might have left over from that and applied to total expenses.

Furr: We're looking to see how much of that \$800 that we authorized to pay for the meeting was leftover. We're essentially authorizing a change order after the money has been spent. I wish we would not be asked to do that any more. The \$1,000 is them trying to get ahead of things. I know your heart's in the right place, but controls are there for a reason.

Miller moved to approve the use of \$1,306.25 from the Andrews Community Forest Fund to pay Arrowwood Environmental for their presentation at the public meeting regarding trail development in the Andrews Community Forest. Forward seconded. Roll Call Vote: Forward, Furr, Miller, Sander in favor. Motion approved.

Sander moved to approve the use of not more than \$1,000.00 from the Andrews Community Forest Fund to pay Arrowwood Environmental for work to present at future public meeting regarding trail development in the Andrews Community Forest. No second. Motion fails with no second.

Update from American Rescue Plan Act Committee

Furr: The ARPA Committee has been meeting for going on close to two years now. Our first phase of work concluded last September and solicited recommendations from members of the public. The ARPA Committee also heard from Committees within the Town such as the Transportation, Recreation, Cemetery Commission, Town Center Committee for the Bruhn Grant. We do have a couple of projects related to sidewalks that we will probably recommend at our next meeting in early May.

If you go to the Town of Richmond website (<https://www.richmondvt.gov/boards-meetings/arpa-committee>), we've linked in our criteria list what we think would be a good use of this money. Our criteria list includes that the money has to be able to be allocated by 2024 and has to be spent by 2026. If we can leverage it to get matching grants and funds then that is considered a good thing. We're looking for projects that would be long lived and not on a thing that would be gone in a year or two, or five. If we can realize cost savings for the Town, that's good. If it can generate revenue, that's really

good. The benefits of any project should be something that's widely shared and accessible to all residents in an equitable manner. We also weighed in, would it improve the appearance and beautification of the Town? Will it result in increased public safety or wellness? We keep those things in mind when we look at the proposals that are before the ARPA committee.

The second document

(https://www.richmondvt.gov/fileadmin/files/ARPA_Committee/General/2023/04/ARPA_Community_Input_SUMMARY_.pdf) lists all 318 of the suggestions that were made by various people in Town. They were gathered via postcards, public forums, email suggestions, Front Porch Forum, you name it.

The third document

(https://www.richmondvt.gov/fileadmin/files/ARPA_Committee/General/Summary_of_ARPA_suggestions_as_of_12-14-22.pdf) is the collated list. This is where we summarized suggestions. You can see that there were several broad categories recreation, transportation, and improvements and restoration of Town facilities.

The ARPA Project List

(https://www.richmondvt.gov/fileadmin/files/ARPA_Committee/General/2023/04/ARPA_Project_Lists.pdf) shows the amount of ARPA money proposed by color coded project categories. The green rows are already voted on and recommended. The yellow rows have been discussed if not formally approved. The fact that we might be authorizing this money does not mean we're going to have bulldozers rumbling over Volunteers Green anytime soon. Before we spend any of the money, we would take a lot of public input because we want to make sure that these improvements are reflective of the Town's desire as a whole. The purple rows show other projects like how much it would take to digitize Town land records and \$10,000 for Mount Mansfield Community Television to wire our Conference rooms with state-of-the-art equipment. Judy Rosovsky pointed out in the chat the Conservation Reserve Fund could also be used to preserve historic structures, including cemeteries.

Forward: I really liked this process, it's taken us some time, there was a lot of public engagement. It was useful to get the comments through this process as it bolsters our resolve to do something about Cochran Rd and a lot of other issues. The Town Center has not come to you because we're not quite there with the design process. Instead of building to code minimums we would like to build it to a higher efficiency standard. This project will have to go to bond, there wasn't enough money in the ARPA fund.

Miller: I'm sure we can show a payout at some point.

Rand: I was very happy to hear you say that you have plans for making Cochran Rd safer. I have lived in the Village for 23 years, so I get to see a lot of Town action on a daily and year-round basis. I want to encourage the Selectboard and Staff at the Town to consider the process by which that item is going to be managed and overseen. I have been really sad about how our Town grounds have not been overseen. When a tree falls, when things look unkempt, there's really nobody overseeing that. If somebody puts in gardens or somebody puts in picnic tables at the park, there still needs to be someone overseeing that and enforcing the proper management with pride for our community. We as a Town need to take care of what we already have. And I think we can do a better job

of that. I'd like to feel that those people who are working for our community have that pride and want to see those things done.

Furr: I share many of your concerns. We have done speed studies and Cochran Rd and they have suggested various actions. We've solicited people who want to be on the Gardening Committee, some are more interested in community gardening, but a lot are interested in doing the beautification of the Town.

Forward: This has been a topic of discussion with the Town Center Committee. We consider the Town Center this campus. We don't have a facilities manager on staff. The Town Center Committee is interested in this topic. It isn't something that hasn't escaped our notice.

Rand: I find it a little bit baffling that to have some general routine oversight by a current paid employee is impossible to do. I feel like we can do better without having a big master plan on who's going to tidy things up. Hiring out people is great, but it still takes oversight from the Town to want to have that happen.

LaBounty: I do agree that all of our assets, not just the Town Center building itself, but on other roads the Town welcoming signs. We are not living up to our potential. I believe it would take very little oversight for a Town employee to just drive around. That would be useful.

Consideration of approval of Policy and Procedure for Payment of Travel Expenses for Job Applicants

Furr: Bard Hill has drafted a policy in the packet. Some of the candidates for Police Chief are coming from some distance away. We don't want the cost of coming to an interview to be what keeps us from getting the best Police Chief.

Arneson: There's a public forum portion of this, it would be better to have the person in person. We set a limit of if you're within 60 miles, one way, you're sort of on your own. Once we get over 60 miles, we'll start to reimburse for mileage. If you have to fly in, then we can reimburse that as well. This would be at the Town Manager's discretion, and I think this is primarily for department head positions. It could be 60 miles, it could be 80 miles. We have some employees that drive that far.

Forward: I find it problematic to have police living more than an hour away from Town, if we're going to be doing any kind of community policing in the near future.

Sander moved to approve the Policy and Procedure for Payment of Travel Expenses for Job Applicants. Miller seconded.

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

Consideration of approval of Local Emergency Operations Plan

Furr: We've been reviewing the draft emergency operations plan. Jeff Forward pointed out that some of the data we had relating to the schools was not accurate. Josh updated data from the Red Cross for the schools.

Arneson: The data is updated from the Red Cross for the schools as well as for this building to be used as a day use shelter for warming or cooling. It also really honed in on what they call the NIMS resources. I think it's pretty well updated. It needs to be in by the end of the month.

*Sander moved to adopt the Local Emergency Management Plan. Miller seconded.
Roll Call Vote: Forward, Furr, Miller, Sander in favor. Motion approved.*

Forward: When the Red Cross was here, did they talk about the generator?

Arneson: The basic conversation was we need to figure out what size generator we would need and then proceed to purchase, pay and maintain it.

Forward: I probably would be opposed to the Town purchasing a generator to be housed at the school district property. We have a hard time maintaining our lawns, maintaining a generator, it's a complicated piece of equipment. I'm not sure that the school district has the personnel that can do that either.

Consideration of approval of liquor licenses

*Sander moved to approve first and third class liquor licenses for LJM Enterprises Inc. doing business as Papa McKee's Pizza. Miller seconded.
Roll Call Vote: Forward, Furr, Miller, Sander in favor. Motion approved.*

*Miller moved to approve first and third class liquor licenses for Stone Corral Brewery LLC. Sander seconded.
Roll Call Vote: Forward, Furr, Miller, Sander in favor. Motion approved.*

Update on Vermont League of Cities and Towns inspection of the Volunteers' Green play structure

Furr: This inspection will have a VLCT representative and a playground safety professional. This inspection will take place from 10 to 11:30am on Tuesday, May 2. Assistant to the Town Manager, Duncan Wardwell, will attend the inspection. Selectboard members and Recreation Committee members are welcome to join the inspection. If we're just following a person around and we're not really conducting any business, can more than two Selectboard members attend?

Sander: I think if we each focus on a particular part of the play structure, we're fine.

Arneson: It's probably not best practice to have three people there. I think you'd probably be okay to walk around and receive some information, just don't make decisions. There'll be a report of what they recommend. Anything discussed would be talked about in the public meetings.

Forward: I want to go because I had to do this for the school district.

Consideration of approval of agreement for police coverage for select shifts and patrol with Hinesburg, possible executive session

Furr: Josh has been in communication with Hinesburg Town Manager, Todd Odit, and Chief of Police, Anthony Cambridge. Initially they said they would be willing to be on call. Josh persuaded them to actually be available to do a certain amount of patrolling. Patrol coverage would be \$70 an hour. Shift coverage when you're responding to calls as they come in would be \$50 an hour even if there are no calls. The agreement is not a public document until it's signed. We can discuss this in open session, or we can move into Executive Session.

Arneson: The Hinesburg Selectboard did approve this agreement on Wednesday night. They're ready to move forward. The shift coverage would really be for when we don't have somebody on which does happen occasionally. If there's nobody on, the calls go to State Police and they don't come for everything. Those officers would pretty much stay at Hinesburg to do their patrol. If we had a call for service, they'd come right over. That's \$50 per hour. The \$70 an hour would be if we want them to patrol Cochran Rd for 10 hours a week to do speed enforcement and parking tickets.

Furr: I'm very pleased that Hinesburg has been willing to be flexible in this regard. I think the prices are pretty good.

Sander moved to approve the agreement for police coverage with Hinesburg. Miller seconded.

Roll Call Vote follows discussion.

Forward: It keeps coming up, why not just have a State Police take over. My understanding from June is that the State Police explicitly does not want to do this for Towns. They will only come for a life and death situation. The design debate on the Town Center was a detainee processing facility or so called sallyport. I talked with the Police Chief over at Hinesburg to ask if we could use their detainee processing facility. He has told me that yes, they would be willing for us to use their detainee processing at Hinesburg. We could work it out. That option literally saves us millions of dollars of design to try to accommodate that in this building. I really support the notion of thinking regionally for policing.

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

Review of Selectboard calendar

Furr: In May, we appoint people to Committees and Town offices.

Arneson: Every year, the outreach actually starts for this in about February. Right now, we've got the applicants and they're going to the Committee's for review. We usually give each Committee a chance to review applicants and then make suggestions to the Selectboard. The board can take it or not, it's your call. That will come back at the second meeting in May.

The board started to talk about some strategic planning they wanted to do (https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2023/04/30_Selectboard_Calendar__4-5-23_.pdf). We've got the Town Center Committee and decision from ARPA Committee in June, check in with Hinesburg regarding police services. We

discussed strategic planning for the Fire Department, but that's going to be ongoing. I just wanted to add to this and keep this as a living document.

Forward: It would be good to check with the Planning Commission about whether or not they'll have other zoning changes. The Town Center Committee expects to have a bond vote the first Tuesday in November, November 7. In June, we want to come to the Selectboard and explain where we are and to get the Selectboard's input and suggestions. We might want to schedule to update our personnel policies.

Miller: Is the Town Plan coming up on its five-year refresh.

Arneson: It was voted in 2018. I think we have eight years until there's a needed rewrite on that. That's a better question for Keith or Virginia.

Staffing update

Arneson: Our new Assistant Town Clerk, Adriana Hashinaga, recently started. Highway is staffed with no changes. Police remains as we have been. Currently, there's a Chief position, one full-time position and three part-time positions. We did hire Keith Osborne, he started as Director of Planning and Zoning. Allen Carpenter continues to serve as the interim Water & Wastewater Superintendent. We are still searching for a Superintendent; we haven't had really any applicants since November and December. We are also coming to the end of a six-month grace period for a Grade Four Operator for the Wastewater facility. Allen is working on getting his license so he can operate. In the interim, we hire a company that can come in and provide that license for us from a regulatory perspective. We don't have to sign a year-long agreement with somebody, it will also come with eight hours on site per week. We have two operators-in-training that really want to learn more about wastewater, that company can help us out. Going forward, when Allen gets his license, each company said that they would be willing to modify the agreement.

Update on feedback from VTrans regarding no parking zone request on West Main St.

Furr: The traffic committee within the AOT needs to see an engineering study that's going to be performed by the Traffic Operations Group. Once they get those recommendations, it'll be discussed at a meeting on May 23 at 1pm. We are welcome to attend and offer testimony if we want.

Follow-Up on Interest Paid on Bond at 4/3 Meeting

Arneson: We get billed twice. One is for principal and one if for interest. The last time we saw it, it was just the interest. We are in fact paying down the principal not just the interest.

Approval of Minutes, Warrants and Purchase Orders

Minutes:

Sander moved to approve the Minutes of 4/3/23 as presented. Forward seconded.

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

Warrants:

Sander moved to approve the general warrants as presented from 4/17/2023. Forward seconded.

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

Purchase Orders:

Sander moved to approve PO# 4597 to Union Bank for 2017 Grader not to exceed \$31,051.51. Miller seconded.

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

Miller moved to approve PO# 4598 to Union Bank for 2019 Dump Truck #4 not to exceed \$27,385.05. Sander seconded.

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

Sander moved to approve PO# 4599 to Union Bank for 2020 Dump Truck #2 not to exceed \$27,934.85. Miller seconded.

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

Sander moved to approve PO# 4600 to Union Bank for 2018 Fire Truck not to exceed \$52,512.60. Miller seconded.

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

Forward moved to approve PO# 4593 to M&T Bank/Wilmington Trust for Millet St. Loan not to exceed \$21,138.80. Miller seconded.

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

Discuss Items for Next Agenda

- *Finance Policy with SB Members
- *Fire Department Policy
- *Police Department Update
- *Eagle Scout Recognition
- *Non-binding resolution of shared road
- *Re-appraisal update
- *Radiate Art Space update

Adjourn

Sander moved to adjourn. Miller seconded.

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

Meeting adjourned at: 9:25 pm

Chat file from Zoom:

00:59:13 Jesse Crary: That is correct. Thank you Josh.

01:03:20 Jesse Crary: I will have to check.

01:07:21 Jesse Crary: Thank you. Apologies for the communication issues.

01:07:38 Jesse Crary: We know very well not to spend.

01:16:30 Judy.Rosovsky: The Conservation Reserve Fund can be used to preserve historic structures, including cemeteries.

01:51:28 MMCTV Erin Wagg: 😊