

1 **Town of Richmond**
2 **Selectboard Meeting**
3 **Minutes of November 6, 2023**
4

5 **Members Present:** Bard Hill, David Sander, Jay Furr, Jeff Forward, Lisa Miller
6

7 **Absent:** None
8

9 **Staff Present:** Josh Arneson, Town Manager; Duncan Wardwell, Assistant to the Town
10 Manager; Connie Bona, Finance Director; Steve Cote, Water Resources; Keith Osborne,
11 Town Planner; Jim Feinson, Town Treasurer
12

13 **Others Present:** Meeting was recorded by MMCTV, Andrew Bessette, Bradley Holt,
14 Cathleen Gent, Christopher Cole, Connie van Eeghen, Fran Huntoon, Ian Stokes, Jason
15 Charest, Jason Pelletier, Jeanne Agner, Mary Houle, Rachel's iPad
16

17 **MMCTV Video:** <https://archive.org/details/RichmondSelectbd11062023>
18

19 **Call to Order:** 7:01 pm
20

21 **Welcome by:** Furr
22

23 **Public Comment:**
24

25 Furr: I want to thank everybody here in Richmond who did such a phenomenal job of
26 putting on Halloween. I love Halloween and I'm very grateful to everybody who came
27 together to make that happen.
28

29 Houle: I will be petitioning the legislature this year to get all birds included in the Ag
30 bill. Did they present where the Maple Wind Farm birds were disposed of?
31

32 Arneson: He said in the report that they dispose of the deceased to their mortality
33 compost pile, which they use weekly to compost.
34

35 Houle: It just sickens me to know that happened not once but twice.
36

37 Arneson: Mary's other question was about our mowers, and we do have a zero-turn
38 mower which will be sold now that the mowing contract is going well. We have three
39 string trimmers, but there's probably little resale value and uses for occasional roadside
40 things, one push mower that's used for grounds around Highway Garage. We'll add to the
41 contract next year so we can get rid of the push mower. There is a Ventrac used for
42 mowing but also the primary machine used to clear sidewalks and snow. We have a four-
43 wheel drive tractor also used for mowing and that's our backup for clearing sidewalks and
44 snow, they're important for sidewalks.
45

46 Houle: The first year's contract did a good job. This gentleman with his crew did an
47 excellent job this year. They were very careful around our precious flowers, and I really
48 appreciate that. Maybe for a future meeting, when someone in the building decides to
49 work remotely, what department and what documents are taken home for that?

50 Hill: I should also follow up with kudos on to the mowers. A future agenda item is we'd
51 bring back the remote work policy or practices.

52
53 Cote: The mowing contract should include the pump station on Bridge St and the sides
54 that down to the waterhouse.

55
56 Holt: I previously expressed significant concerns with members of the town board
57 repeatedly violating our Town's Code of Ethics. I've been following the Selectboard
58 agendas and have not seen any topics related to review and our code of ethics policy on
59 your agenda. I was surprised to learn that on August 21, the Selectboard adopted an
60 updated Code of Ethics with significant changes from the previous code. This updated
61 Code was hastily adopted with no discussion and no transparency into where these
62 changes came from and why these changes were made. There was no meaningful
63 opportunity for public input on these changes, I certainly would have shared my opinions.
64 I see many indications that this document contains meaningful deviations from the VLCT
65 policy. This updated code now allows board members to fully participate in meetings
66 even if they have a conflict of interest and they do not have to recuse themselves. I also
67 want to ensure that the Selectboard is aware that the Vermont State Ethics Commission is
68 holding virtual listening sessions to receive public comments, recommendations, and
69 suggestions regarding municipal ethics in Vermont. I would encourage the Selectboard
70 and other county officials to engage in this process November 7, 21 and 28.

71
72 Furr: Please put this on an upcoming meeting's agenda.

73
74 **Additions or Deletions to Agenda:** None

75
76 **Items for Presentation or Discussion with those present**

77
78 **Update on Water and Wastewater 20-Year study and replacement parts for the**
79 **press**

80 Timestamp: 0:13

81 [https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2023/11/3a_Richmond](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2023/11/3a_Richmond_WWTF_20_Year_Evaluation_-_30_Submittal_-_10-09-23_FINAL.pdf)
82 [d_WWTF_20_Year_Evaluation_-_30_Submittal_-_10-09-23_FINAL.pdf](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2023/11/3a_Richmond_WWTF_20_Year_Evaluation_-_30_Submittal_-_10-09-23_FINAL.pdf)

83
84 People who participated in discussion: Furr, Cote, Forward, Arneson, Hill

85
86 Furr reviewed his time on the Water and Wastewater Commission. Cote reviewed the 20-
87 year engineering study for an upgrade. Arneson stated that the Reserve builds up to the
88 20-year study and a better roadmap on replacement, total cost and funding opportunities
89 between Reserves and bonds. Cote stated that the State places high regard that Richmond
90 takes in as much septage as it does. Hill stated that a certain amount of septage hauling is
91 rational as it helps the system function and represents a revenue stream but it's not
92 unlimited as our customers are the residents of Richmond. Cote reviewed that the plant is
93 about a third of use right now and the engineering part of the 20-year review is underway.
94 Hill stated that those interested in Water and Wastewater detailed conversations can come
95 to upcoming meetings. Cote stated that he will provide a tour of the plant upon request.

96
97 **Review of Rt. 2 Pinch Points study and consideration of submitting this project to**
98 **VTrans' Vermont Project Selection and Prioritization**

99 Timestamp: 0:28

100 [https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2023/11/3b Technical](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2023/11/3b_Technical)
101 [FeasibilityMemo_20230817_FINAL.pdf](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2023/11/3b_Technical)

102
103 People who participated in discussion: Furr, Charest, Hill, Arneson, Cole, Gent, Stokes,
104 Forward, Sander

105
106 Furr stated that while the paving on Rt 2 is not completely done, the W Main St end of
107 downtown all the way out to Richmond Mobile we don't have five-foot shoulders.
108 Charest summarized the memo in the packet., the remaining locations along Rt 2 from the
109 Village to Park & Ride that after paving will not have a five-foot shoulders. Charest
110 defined a pinch point is anywhere along the roadway that we were unable to have
111 sufficient width to get you five-foot shoulders. Charest stated that where would be 11
112 locations identified that shoulders would be less than five feet after the paving project.
113 Charest summarized the order of magnitude cost estimates to widen those locations to
114 five feet on either side. Charest stated that the ballpark cost estimates for getting five-
115 foot shoulders along a mile in length is \$2.8-\$6.6 million. The next steps could include
116 the VPSP2 project, conducting a scoping study that could apply for work program funds
117 with just a 20% match from the Town, or pursuing grant opportunities to construct it
118 yourself.

119
120 Cole asked about the VPSP2 process. Charest stated that VTrans should have an update
121 on that sometime after the new year. Cole stated that it would likely be at least another 20
122 years before any of these individual projects got approved and the roads are going to be
123 repaved in another 20 years. Charest stated that he didn't know about the timeframe.
124 Cole stated the issue is coming out of the Village where people are not going to bicycle
125 when they've only got two feet of shoulder and we don't really want to pay for
126 infrastructure that's the State's responsibility. Gent stated that at the retaining wall it's
127 about 1.5 feet and really dangerous and we've been working with CCRPC on a scoping
128 project to safely facilitate bicycles and pedestrians to get between the Village and the
129 Park & Ride and from Riverview Commons. Furr stated that most people are not willing
130 to take their lives in their own hands. Hill stated that we met with the Secretary of
131 Transportation in this room to express our concern before the project was contracted and
132 they said the State projects take too long and cost too much. Hill stated that he is hard
133 pressed to have the Richmond taxpayers take individual projects of three plus million
134 dollars. Hill summarized that a potential pathway along the side of Rt 2 on private
135 property has been discussed at a number of boards or commissions but that still leaves the
136 space between the Willis Farm/Reap property and the Village as an unsolved. Furr stated
137 that paying for it ourselves is not a good bet. Stokes stated that now the pavement is in
138 good shape so that the shoulder is usable, but the amount of shoulder depends on how the
139 lane markings are laid out and that depends on the lane width. Furr stated that the State's
140 current plan to bring them in to make a narrower lane which can also help reduce speeds.
141 Arneson confirmed it would be 11-foot width at least from the Village out to the Park &
142 Ride. Hill reviewed that not that long ago, the speed limit was 50 and there was an
143 unprecedented agreement by the Agency of Transportation to reduce it to 40.

144
145 *Forward moved to submit the US- 2 Pinch Point study to VPSP2 to be considered for*
146 *construction by VTrans. Sander seconded.*

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

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150 **Consideration of approval of financial policies**

151 Timestamp: 0:56

152 [https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2023/11/3c1_Fund ba](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2023/11/3c1_Fund_balance_policy_11-06-23.pdf)
153 [lance_policy_11-06-23.pdf](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2023/11/3c1_Fund_balance_policy_11-06-23.pdf)

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155 [https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2023/11/3c2_Reserve](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2023/11/3c2_Reserve_Fund_Policy_11-06-23.pdf)
156 [_Fund Policy 11-06-23.pdf](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2023/11/3c2_Reserve_Fund_Policy_11-06-23.pdf)

157

158 People who participated in discussion: Furr, Arneson, Bona, Miller, Hill, Forward, Cole,
159 Feinson

160

161 Furr summarized that Unassigned funds that are Highway cannot be spent on anything
162 but Highway, but other Unassigned funds can be spent more or less as a Selectboard
163 chooses. Furr stated that for Unassigned funds it's recommended that we have a
164 minimum for cash flow purposes. Furr reviewed that we have some information about
165 the recommended Unassigned fund policy and second document pertaining to our
166 Reserve funds. Furr stated that Reserve funds are money specifically set aside to pay for
167 some future purpose. Arneson stated that the Reserve fund policy was almost there with
168 the board last time and the only thing that changed was adding the Town Center funding.
169 Bona summarized the Reserve account for the Town Center and the Library and the land
170 in between. Bona stated that these are restricted in one way or another by State statute or
171 by a grant agreement. Bona stated that all these Reserve contributions have pretty
172 specific purposes on a pretty specific timeframe. Bona reviewed that this is a Restricted
173 Reserve fund policy and we're telling you how it is restricted. Bona summarized that we
174 have an opioid settlement fund, it is not a Reserve, it is not Restricted and it's not on here
175 but can be found in the quarterly financials in the trial balance and detailed ledger. Bona
176 summarized that the trial balance is where all our funds live, it tells us the fund balance,
177 the assets, the liabilities, and what expenses we had related to that fund and what revenue
178 we received related to that fund. Arneson suggested taking a look on what we put in the
179 Town Report, what's in the audit and if there's anything else like the opioid fund.
180 Forward asked if restrictions could be put on opioid funds, therefore it would be on this
181 list. Furr suggested adding opioid even though it's not restricted and looking over other
182 funds for a short summary for the voters.

183

184 Cole asked if a project like the Sidewalk Reserve fund has to be both on the five-year
185 plan and get a grant agreement from the State or the Feds. Bona confirmed that the
186 Capital Plan specifies how each of these are being paid, some of them may be a
187 combination of Reserves and new tax dollars, ARPA money, grant money, or money
188 from the sale of a piece of equipment. Cole stated that there are a lot of grant
189 opportunities for local transportation projects, sidewalks, speed bumps, crosswalks that
190 need a local match. Bona stated we only buckled down on our Capital Plan within the
191 last two years and we're adding detail to it every year. Bona stated that she is keeping
192 everything in line that we're paying tax dollars for putting into a Reserve for a category
193 within the next five years.

194

195 *Forward moved to approve the Reserve Fund Policy as amended. Sander seconded.*
196 *Roll Call Vote: Forward, Furr, Hill, Miller, Sander in favor. Motion approved.*

197

198 *Forward moved to approve the Fund Balance Policy. Sander seconded.*
199 *Roll Call Vote follows discussion.*

200

201 Furr stated that he was mentioning on behalf of Cara LaBounty the 15-18% to keep liquid
202 for Unassigned funds. Furr stated that we have not ironed down a maximum. Furr stated
203 that LaBounty feels like the Reserve funds balances should be counted when estimating
204 how much percent in the Unassigned. Furr stated that he would disagree because the
205 Reserve funds have an interesting status financially, unlike our regular monies raised
206 from tax dollars. Furr stated that in terms of a maximum he's not really sure how one
207 would do that. Hill stated he was looking at pg2, maintain a minimum of 15% and the
208 next clause about fund balance uses exceeding 15% of the fiscal highway budget will be
209 used for expenses in the following order. Hill stated that compels us and our finance
210 director that anything over 15% gets used and then drops us back down to 15%. Arneson
211 summarized that if our next budget is going to be \$5 million, we can only keep 15% of
212 that on hand Unassigned and Restricted. Arneson stated that in the last few years, the
213 board has used Restricted Unassigned funds in an increasing manner, and this gives us a
214 really good target to work for in the budgeting process. Bona stated that we're putting
215 \$500,000 of Restricted funds into the budget FY24 and that brought us just below 15% of
216 our operational costs for the FY25 budget. Bona stated that with this FEMA event, we
217 are going to be well below that 15% and per this policy, we will not be raising taxes to
218 replenish the Restricted funds. Bona stated that's okay because we have Unassigned
219 funds that we can use if another FEMA event or crisis happens. Bona stated that we may
220 be below the 15% on our Unassigned funds if we put \$500,000 into the FY25 budget.
221 Forward stated that doesn't disagree with the intent but is concerned about the future
222 impacts. Feinson stated that the amounts exceeding will be used in the following order
223 for the following purposes, but it does not specify within one year. Feinson reviewed that
224 excess amounts spent down in the following year might be too restrictive, you may have
225 future large expenses. Feinson stated that if you use them all, the tax rate going down
226 and then back up would be confusing or stressful to some taxpayers. Hill stated that he
227 thinks the concern is about transparency, if you bill me \$2 million for the Police
228 Department and then spend \$100,000 and take \$1.9 million and put it in the bank
229 somewhere, that's not the approved budget. Bona stated she doesn't see how you could
230 reimburse an individual property owner, this 15% is basically a recommendation across
231 the country to see Towns pulled at least 15%, or two-months average of their operating
232 budget. Bona reviewed that during COVID, we didn't know who was going to be able to
233 pay their taxes, but the operations of the Town had to continue, we have a lot of cash
234 flow. Bona stated that once we get down to 15%, we need to only be spending that on
235 these items that are listed in this order of importance. Bona summarized that we're trying
236 to listen to what the auditors are saying about our internal controls toward our financials
237 and handling excess money coming in. Furr stated that the goal is transparency, and we
238 don't want to give the voters the impression of one thing in the budget with a full intent of
239 using it for another.

240

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

242

243 **Discussion of police budget options for FY25**

244 Timestamp: 1:54

245

246 People who participated in discussion: Furr, Arneson, Hill, Miller, Forward, Bona

247

248 Furr stated that it is conceivable at this time next year we may have a fully staffed Police
249 Department. Furr stated that the item on our agenda has to do with various ways to

250 structure the Police budget. Arneson asked if the board would like to see at the next
251 budget meeting a flatlined budget or do we rework the budget to look fully staffed with
252 the Chief. Arneson stated that this is so we can come back next week with a budget that
253 reflects where the Selectboard is right now. Hill asked if we start with the Police Chief
254 contracted rate as opposed to a hired rate. Hill stated that he is not sure how likely it is
255 that we'll have five full-time officers by July. Forward asked if we contracted for Police
256 Chief Services, is there a difference between that and the cost of a Police Chief. Arneson
257 estimated about half what total compensation will be. Arneson summarized that next
258 week's budget, it sounds like we look at the Police Chief contract and paying three
259 officers hired here plus 1.5 contract with Hinesburg.

260

261 Bona stated that she is asking for some alternatives to run the numbers so the next
262 Monday, we can see what that looks like. Arneson summarized running the flatline, the
263 three full-time officers and one other for discussion's sake. Bona stated that regarding
264 the issue of the Cruisers, we really need to touch base with Chief Cambridge.
265 Bona stated that it gets a little tricky, because other parts of the budget depend on how
266 many officers we have like uniforms and equipment.

267

268 **Discussion of Charitable Appropriations policy and procedure**

269 Timestamp: 2:08

270 [https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2023/11/3e1_Charitab
271 le_Contributions_CHANGE_A.pdf](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2023/11/3e1_Charitable_Contributions_CHANGE_A.pdf)

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273 [https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2023/11/3e2_Charitab
274 le_Contributions_CHANGE_B.pdf](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2023/11/3e2_Charitable_Contributions_CHANGE_B.pdf)

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276 People who participated in discussion: Furr, Hill, Forward, Houle

277

278 Furr stated that for some years, we have taken applications from various community
279 organizations for essentially subsidies. Furr stated that there may be some items that we
280 possibly should not have been funding because the State does not actually give us the
281 power to fund everything we want. Hill stated that we want to pull out any case where we
282 give money to an external entity and sort it out, pending an additional round of legal
283 input. Bill stated that it appears there is no comprehensive guidance from VLCT about a
284 Town's authority to award or grant dollars to external organizations. Hill summarized a
285 decision tree when you can give dollars to an external entity and when you cannot,
286 including what requirements exist for specific approval by the voters. Forward stated that
287 we have a section in the budget called Charitable Contributions, that is not the best
288 terminology. Forward reviewed that Richmond Rescue is a nonprofit, but we really
289 contract for a critical service in Town and there are several things in the Charitable
290 Contributions that act like that. Forward stated that we liked the terminology of grants
291 for social and community service. Forward stated that there were other things that felt
292 like they might be more appropriate in other sections of the recreation or admin budget.
293 Forward summarized that we tried to give you something to think about tonight for next
294 week. Hill asked if we have the authority to pay for it. Forward suggested assigning the
295 Recreation Committee to think about the recreation budget and make recommendations
296 as that's one way to empower some of our committees. Furr stated that we should not be
297 putting voters in a place where they would rather not pay for this.

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Discussion of Community Justice Center Funding Request

Timestamp: 2:21

[https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2023/11/3f_CJC_Funding_Wells_Letter_10.30.23 .pdf](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2023/11/3f_CJC_Funding_Wells_Letter_10.30.23.pdf)

People who participated in discussion: Furr, Arneson, Miller, Hill, Forward

Arneson stated that The Community Justice Center is housed in the Williston Police Department with a full budget of \$196,000. Arneson stated that The Department of Corrections has a grant that goes to Williston for \$144,000 with the remaining \$52,000 by the Town of Williston which calculates about \$20,000 worth of in-kind support for Police Station space and Town staff administration. Arneson stated that they are asking the Selectboard for the portion that is unfunded by the grant. Arneson stated that they do not know if that would be based on population numbers or cases referred. Hill asked whether this went into the Police budget or was a donation then what's your funding model across the component Towns. Forward stated that restorative justice is what we want to do instead of policing. Forward wondered if it's awkward for the restorative justice staff to go through the Police Department. Arneson stated that it would be interesting to see the people they serve from Richmond, how many come from police referrals versus how many are community. Hill stated that it would be great to get Chief Cambridge's input on how it works in Hinesburg and what they contribute.

Consideration of approval of Errors and Omissions on the Grand List

Timestamp: 2:30

https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2023/11/3g1_2023_Errors_and_Omissions.pdf

https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2023/11/3g2_Homestead_Classification.pdf

People who participated in discussion: Furr, Forward, Sander, Miller

Furr stated that the errors and corrections for certain affected properties will decrease the Grand List by about \$6,000. Furr stated that there is a report in your packet, and it is a relatively small amount of money.

Forward moved to approve the 2023 Grand List Errors and Omissions report and the Errors and Omissions Certificate: Homestead Classification Change Only. Sander seconded.

Roll Call Vote follows discussion.

Miller asked if we are essentially agreeing with the lister who produced this. Arneson stated that this isn't uncommon, every year there are a few errors.

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

Discussion of communication between Selectboard and Committees

Timestamp: 2:34

348 People who participated in discussion: Furr, Miller, Houle, Hill, Forward, Stokes, Agner
349
350 Furr stated that Lisa has led the way on this discussion of potentially setting up a
351 schedule where we hear from each committee and to have additional special meetings of
352 the Selectboard to hear from every committee. At least, that's my introduction. I'd like
353 you to discuss it further. Miller stated that she attends some meetings and does not want
354 to speak on behalf of the board, just present as a citizen. Miller stated that if their chairs
355 or representatives were all here then we could spend a couple hours and go home with a
356 whole lot of good ideas. Miller summarized that there's a lot of lost information, the
357 questions that come up are good, but she doesn't really know what the other committee
358 did. Miller reviewed that the danger is these volunteers run into the wall a few times and
359 just kind of give up. Miller stated that a dialogue between committees would really be
360 great. Furr stated that a lot of times people lack the time and wherewithal to attend every
361 meeting. Furr suggested asking committees when you would like to schedule your check
362 ins. Houle stated that the obligation of each committee is to communicate, and it might
363 be as simple as getting the meeting notes from the other committee. Hill stated that we
364 can't think outside of a meeting. Stokes stated the importance of notes or minutes from
365 committees, as some committees are conscientious about providing minutes and posting
366 them and some not so much. Stokes suggested that committees should be reminded of
367 the five-day rule to post minutes after a public meeting. Hill reviewed that
368 communication is two-way, what do they want us to know and what do they want to
369 know from us. Hill stated that it's reasonable to ask the committee folks what they prefer.
370 Forward stated that the committees give us their suggestions. Arneson stated they could
371 provide feedback and review everybody's feedback. Furr suggested looking at the idea of
372 a third meeting in January or February. Arneson summarized that in the spring when we
373 appoint members, we send out an email to all the committee members about the Code of
374 Ethics form and Open Meeting law and could include a reminder about getting on the
375 Selectboard agenda.

376
377 **Consideration of remaining as a participant in an opioid class action lawsuit**

378 Timestamp: 2:51

379 [https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2023/11/3i_Opioid Cl](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2023/11/3i_Opioid_Class_Action_Settlement_Notice_-_McKinsey.pdf)
380 [ass_Action_Settlement_Notice_-_McKinsey.pdf](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2023/11/3i_Opioid_Class_Action_Settlement_Notice_-_McKinsey.pdf)

381
382 People who participated in discussion: Furr, Forward, Miller

383
384 *Forward moved that the Town remains as a participant in the class action lawsuit*
385 *against McKinsey & Company, Inc. Miller seconded.*

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

387
388 **Update from the Town Center and Library Buildings Committee on public outreach**
389 **meetings for the Town Center Renovation Project**

390 Timestamp: 2:52

391
392 People who participated in discussion: Furr, Forward, Arneson

393
394 Forward stated that now the Town Center and Library Buildings Committee wants to do
395 listening tours, where we present to the community and do some tours of the building in
396 advance of coming to the Selectboard with a request for a bond vote number. Arneson
397 stated that next Thursday, November 16th at 7pm, we're going to do the presentation and

398 invite every member of the public to come and give feedback. Arneson asked if a second
399 public outreach on the 18th or the 19th works better for Selectboard members to attend
400 with the public. Forward stated that these would be public meetings and do them via
401 Zoom as well. Forward stated that they are also planning on doing this during the book
402 sale on December 2. Forward stated that there are display boards down in the foyer in
403 front of the Town Clerk's Office. Furr confirmed Saturday the 18th at noon.

404

405 **Consideration of changing the date of the first Selectboard meeting in January from**
406 **January 1, 2024 to another date**

407 Timestamp: 2:58

408

409 People who participated in discussion: Furr, Hill, Sander

410

411 *Hill moved to change the date of the first Selectboard meeting in January to Tuesday,*
412 *January 2, 2024 due to the New Year's Day holiday on Monday, January 1, 2024.*

413 *Sander seconded.*

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

415

416 **Approval of Minutes, Purchase Orders, Warrants**

417 Timestamp: 3:00

418

419 **Minutes:**

420

421 *Sander moved to approve the Minutes of 10/16/23. Miller seconded.*

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

423

424 **Purchase Orders:**

425

426 *Miller moved to approve PO# 4711 to Cargill Salt for Winter Road De-Icing for not to*
427 *exceed \$99,968.00. Sander seconded.*

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

429

430 *Sander moved to approve PO# 4828 to Chittenden County RPC for Project Management*
431 *for sidewalk on Bridge St from Jolina Ct to Esplanade not to exceed \$35,000. Miller*
432 *seconded.*

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

434

435 **Warrants:**

436

437 *Sander moved to approve the general warrants on 11/6/2023 as presented. Forward*
438 *seconded.*

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

440

441 **Next Meeting Agenda**

442 *Code of Ethics policy

443 *Remote Work policy and practices

444 *Discussion with Hinesburg about share Police services

445

446 **Executive Sessions:**

447 **Consideration of modifying the agreement with the New England Police Benevolent**
448 **Association regarding wages for Corporal pay**

449
450 *Forward moved to find that premature public knowledge about negotiations with the New*
451 *England PBA would cause the Town or person to suffer a substantial disadvantage.*

452 *Miller seconded.*

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

454

455 *Forward moved that we enter into executive session to discuss negotiations with New*
456 *England PBA under the provisions of 1 V.S.A. 313(a)(1)(b) and to invite Town Manager*
457 *Josh Arneson into the executive session. Miller seconded.*

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

459

460 *Hill moved to exit executive session. Miller seconded.*

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

462

463 *Forward moved to approve the Memorandum of Agreement with the New England PBA*
464 *which updates the wage scale for corporal pay to be in line with the wage scale increase*
465 *to Officer and Sergeant wages which were made in May 2023. Sander seconded.*

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

467

468 **Consideration of modifying agreement with Hinesburg for Police Chief Services**
469 **regarding terms for payment of Chief Services**

470

471 *Forward moved to find that premature public knowledge about negotiations with*
472 *Hinesburg regarding payment terms for Police Chief Services would cause the Town or*
473 *person to suffer a substantial disadvantage. Sander seconded.*

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

475

476 *Forward moved that we enter into executive session to discuss negotiations with*
477 *Hinesburg for Police Chief Services under the provisions of 1 V.S.A. 313(a)(1)(a) and*
478 *invite Town Manager Josh Arneson into the executive session. Sander seconded.*

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

480

481 *Forward moved to exit executive session. Miller seconded.*

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

483

484 *Sander moved to approve the amendment to the intermunicipal police agreement with the*
485 *Town of Hinesburg to compensate Hinesburg for Police Chief Services at a flat monthly*
486 *rate. Hill seconded.*

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

488

489 **Adjourn**

490

491 *Sander moved to adjourn. Hill seconded.*

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

493

494 **Meeting adjourned at: 10:25 PM**

495

496 **Chat file from Zoom: None**