

**Town of Richmond
Selectboard Meeting
Minutes of October 20, 2025**

Members Present: Bard Hill, Caitlin Filkins, Jay Furr, David Sander, Adam Wood

Absent: None

Staff Present: Josh Arneson, Town Manager; Josh Arneson, Town Manager; Duncan Wardwell, Deputy Town Manager; Susanne Parent, Town Clerk; Matthew Cohen, Interim Police Chief

Others Present: Recorded by MMCTV by Erin Wagg, Andrew Bessette, Angela Cote, Angelike Contis, B Johnsom, Bill Supple, Brendan, Brittany Spence, Chelsye Brooks, Connie van Eeghen, Denise Barnard, Erin Farr, Elysse Parente, Fran Thomas, John Rankin, Kathy, Kendra Ziskie, Logan Brown, Mark Hall, Mark Schiewetz, Marshall Paulsen, Mary Harrison, Mary Houle, Michael Storrs, Morgan Wolaver, Noa Y, Paige Kaleita, Patty Brushett, Sarah, Tess Storrs, Trevor Brooks, Uphil, Virginia Clarke

MMCTV Video: <https://youtu.be/JsUHWnFuNqM?si=KtrvazbvNkKRpkUp>

Call to Order: 7:00 p.m.

Welcome by: Wood

Public Comment:

Furr shared that one of our Justices of the Peace, Francis Churchill, passed away suddenly a week ago. There will be a service on November 1 at The Ponds in Bolton Valley at 3 PM.

Houle requested that the motions that are prepared for the Selectboard be included in the packet for public viewing. Houle stated that many things can be moved to the Town Manager for his decision. This can be delegated at the yearly reorganization meeting.

Brushett supported having a higher pay scale than surrounding Towns as a recruitment and retention strategy for Police. Brushett suggested dropping the strategy of a take-home car and dropping the number of budgeted officers by one. Brushett suggested filling the part-time assistant position by offering more money.

Contois stated that MMCTV will be haunting the Richmond Town Hall on Halloween and giving away candy. MMCTV is reaching out to the non-profit tenants in the building to be involved in the fun.

Parente suggested that Furr consider some of the comments made from the 10/6/25 Selectboard video: <https://youtu.be/bWz7rLCP7II?si=kW-mEK2Umm6pxu>

Additions, Deletions or Modifications to Agenda:

Barnard suggested moving Item j) to after Item b). Wood confirmed that modification.

Items for Presentation or Discussion with those present

Reminder of upcoming budget meetings on Wednesday, October 22; Monday, November 10; and Monday, December 8, 2025

Timestamp: 0:09

Wood summarized that there will be three planned budget meetings on October 22, November 10 and December 8 but there might be more if needed.

Announcement of the opening of the pickleball courts

Timestamp: 0:10

https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2025/10/3b_Pickleball_Court_Video.pdf

Barnard presented that the pickleball courts are now complete and open for play for the rest of the playing season. The courts will be open from 8AM to dusk and will be locked in the evenings for safety. The courts are on a first-come, first-serve basis, with no reservations. Please follow the posted rules and share the courts. Park right up to the woods on the right. Respect the neighbor's privacy and a right to a peaceful neighborhood. There will be a grand opening celebration in the spring. Since there is no Recreation Committee, many pickleball players have volunteered to monitor the condition of the courts, work out neighborhood concerns, develop a budget for any maintenance and develop a scheduling policy. The next step is a 30-space gravel parking lot of Browns Court

Arneson played the video provided in the packet.

Barnard stated that the benches and picnic table should be bolted in within the week.

Consideration of approval of Boundary Line Agreement for Browns Court, possible executive session

Timestamp: 0:24

https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2025/10/3j_RICM0253-BROWNS_COURT_ATHLETIC_FIELD-preliminary_plat_-01-30-24_2_.pdf

Arneson reviewed the three-step process to clarify and change the boundary of Browns Court. The Town was looking into adding recreational features to Browns Court and the possibility of placing a conservation easement on the land when it was discovered that the Town did not have clear legal ownership of the park. It has been used as a public park and maintained by the Town for nearly a century. There are also two "triangle areas" to address in the future. This would establish a clear boundary that makes it clear that the Town owns the entrance to the park located to the east of this triangle. Arneson reviewed that the agreement will come back with the boundary line adjustment and agreement as

100 this is step one of three.

101
102 *Sander moved to approve the Boundary Line Agreement between the Town the Gene R.*
103 *McCarthy Revocable Trust and to name Town Manager Josh Arneson as the duly*
104 *authorized agent to sign the agreement. Filkins seconded.*
105 *Roll Call Vote: Filkins, Furr, Hill, Sander, Wood in favor. Motion approved.*

106
107
108 **Update on status of completion of Ethics Training and signing of Ethics**
109 **Acknowledgement forms by committee members and staff**

110 Timestamp: 0:28

111
112 Arneson reviewed that the State came out with a new municipal Ethics policy that went
113 into effect on January 1. It covered some but not all Town officials, volunteers and staff.
114 The Selectboard went through a process to make sure that it applied to all Town staff and
115 all volunteers. There's one policy that applies to everybody. Arneson reviewed that
116 Wardwell sent out multiple reminders to make sure there is compliance to watch the
117 training and sign the Acknowledgement form ([https://www.richmondvt.gov/boards-](https://www.richmondvt.gov/boards-meetings/all-committee-board-members)
118 [meetings/all-committee-board-members](https://www.richmondvt.gov/boards-meetings/all-committee-board-members))

119
120 Arneson stated that the State does not have any enforcement policy but if an ethics
121 complaint is filed it would consider whether the person had watched the video and signed
122 the form. The only Town enforcement is if someone actually violates a part of the Ethics
123 code itself, not if you haven't signed off on the acknowledgement. The Town could
124 amend the policy to include enforcement. Filkins observed that it is already a struggle to
125 retain people, and this would create another blockade and suggested having direct
126 conversations with people. Sander stated that by the time it came to temporary
127 suspension, there's an issue that needs to be addressed. Wardwell confirmed that he
128 provides personal feedback if there are technical or other issues. Hill stated that he is
129 interested in seeing the list of people required by statute and did not do it versus the
130 people required by policy and did not do it. Furr suggested putting up a web form so they
131 can sign it that way. Paulsen offered as the Board of Civil Authority Chair to follow up
132 with the Justices of the Peace who did not complete the process. Filkins agreed that the
133 Chairs could have the list of people so they could follow up.

134
135
136 **Consideration of request to display signs in the Town Right of Way for the Friday**
137 **Night Food Affairs**

138 Timestamp: 0:45

139 [https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2025/10/3d_Friday_F](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2025/10/3d_Friday_Food_Affair_Signage_Request.pdf)
140 [ood_Affair_Signage_Request.pdf](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2025/10/3d_Friday_Food_Affair_Signage_Request.pdf)

141
142 Paulsen confirmed that he used the new form online
143 (<https://forms.office.com/r/Xyirsz2vL4>) to submit the request provided in the packet.

144
145 *Filkins moved to approve the display of an 18"x 24" sign promoting the Friday Food*
146 *Affair at the intersection of Huntington Rd & Cochran Rd. starting on the Monday prior*
147 *to each event and ending on the evening of each event for the following 2025 – 2026*
148 *event dates: November 7 and 21, December 5 and 19, January 2 and 16, February 6 and*
149 *20, March 6 and 20, April 3 and 17, May 1 and May 15. Sander seconded.*

150 *Roll Call Vote: Filkins, Furr, Hill, Sander, Wood in favor. Motion approved.*

151
152
153 **Housing Committee Strategic Housing Plan Priorities**

154 Timestamp: 0:49

155 [https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2025/10/3e1_Strategic](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2025/10/3e1_Strategic_Housing_Plan-October_2025-Selectboard_Presentation.pdf)
156 [Housing_Plan-October_2025-Selectboard_Presentation.pdf](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2025/10/3e1_Strategic_Housing_Plan-October_2025-Selectboard_Presentation.pdf)

157
158 [https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2025/10/3e2_Strategic](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2025/10/3e2_Strategic_Housing_Plan_Recommendations-Richmond_Housing_Committee-Sept_2025.pdf)
159 [Housing_Plan_Recommendations-Richmond_Housing_Committee-Sept_2025.pdf](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2025/10/3e2_Strategic_Housing_Plan_Recommendations-Richmond_Housing_Committee-Sept_2025.pdf)

160
161 Hall (current Chair of Housing Committee) presented the Housing Committee's work the
162 last few years using the presentations provided in the packet. He stated that this is the
163 starting point for how the community would like to support our dire need for housing in
164 the State. The 2023 HOME Act passed by the Vermont State Legislature set Richmond's
165 target for 400 units in 25 years or ~16 units per year. Hall summarized the requests to the
166 Selectboard:

167 -Review the Housing Committee's recommendations

168 -Where appropriate, incorporate the recommendations into planning initiatives, Town
169 functions, and committees

170 -With support from the Housing Committee, track progress of the strategic plan

171
172 Furr reviewed the difficulty in funding water & sewer expansion out to the Gateway. Hill
173 summarized that the Water & Sewer Commission discovered that many people thought it
174 was a good idea but somebody else should pay for it. Hill reviewed the bylaws that
175 intend to protect the current users (lower income than the rest of the Town) from paying
176 for the development of people who have more money and making it more affordable for
177 them. Hill cited that the rest of the Town is not interested in paying for things like the
178 water tank.

179
180 Barnard stated that the Champlain Housing Trust owes the Town of Richmond money.
181 Sander stated it was \$200,000 and the Selectboard voted to continue that interest free
182 agreement for another 15 years in 2014. Arneson stated that the Champlain Housing
183 Trust says it is more like a grant because they have to pay it back then the cost of rent
184 goes up.

185
186 Wolaver observed that ~50% of the corridor to the Gateway is not developable. Clarke
187 pointed out the paradox that a small number of users should not be required to pay for the
188 extension, yet it will remain a small number of users unless there is a way to extend the
189 line. Hill stated that as a Selectboard and Water Sewer Commission member, he cannot
190 picture changing the bylaws to allow either of those groups to compel existing users to
191 pay for a \$2 million expansion for the promise of reducing rates in 10-20 years.

192
193
194 **Update on status of Town Center Committee**

195 Timestamp: 1:22

196 [https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2025/10/3f_TCBC_M](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2025/10/3f_TCBC_Minutes_10-8-25.pdf)
197 [inutes_10-8-25.pdf](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2025/10/3f_TCBC_Minutes_10-8-25.pdf)

198
199 Arneson reviewed that at the last meeting the committee decided to suspend all future

meetings unless reactivated by the Selectboard (see minutes in packet). The Committee made recommendations for two contractors for the Town Center (day-to-day maintenance and longer-term projects). Wardwell is checking references of each contractor and will present the recommendations to the Selectboard at the November 3 meeting.

StorrsM stated he was a member of the Committee since it reformed after the bond vote. There was a lot of talk and not much action other than recommending two professional groups to do what they were appointed to do. Sander pointed out that the prior formation of the Committee did all the heavy lifting of identifying deficiencies in this building. Sander stated that flood mitigation needs to be on the primary concerns to be addressed.

Update on Southview Stormwater 3-Acre Permit

Timestamp: 1:28

https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2025/10/3g_Update_on_NOI_Deadline_for_Grant_10-14-25.pdf

Arneson announced that the State has extended the deadline for communities with permit obtainment assistance awards to submit the Notice of Intent to March 1, 2026. Arneson reviewed the situation of Southview not having a homeowner's association and the discussion of creating a special assessment district. Arneson stated that he will answer the ~15 different questions about cost and contingencies at the next Selectboard meeting. Filkins recused herself from the discussion. Kaleita reviewed that she attended the stormwater utility study commission meeting that has a video. There are still a lot of unknowns before their recommendation due in 2027.

Consideration of setting a hearing date to amend the Traffic Ordinance

Timestamp: 1:33

https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2025/10/3h_Traffic_Ordinance_Draft_10-13-25.pdf

Arneson reviewed that at the last meeting, they talked about changes to parking in the Traffic Ordinance. The Parking Advisory Committee (PAC) will discuss and come back with recommendations.

Arneson suggested amending the Ordinance to the following items that do not need review by the PAC:

- Authorizes Highway Department to post no parking signs for parades and events.
- Authorizes Certified Law Enforcement Officers, the Richmond Constable, and the Richmond Highway Foreman and Assistant Foreman to have vehicles towed.
- Removes the obligation of the Selectboard to set a towing rate. In practice that is set by the towing companies.

Filkins moved to set a hearing date of Monday, November 17, 2025 to consider amendments to the Traffic Ordinance. Sander seconded.

Roll Call Vote: Filkins, Furr, Hill, Sander, Wood in favor. Motion approved.

Review of an updated pay grid for the Police Department, possible executive session

Timestamp: 1:36

Arneson reviewed previous meeting discussions about a Police Department stabilization plan which focuses on recruitment and retention of Police Officers. This would typically have to be bargained by the Union but there are currently no active bargaining members as the Interim Chief is not allowed to participate in Union activities. The Town attorney suggested discussing this in Executive Session and following up with the Union on any potential changes. Hill recused himself as he knows someone pretty well who has applied for an officer position.

Filkins moved to find that premature public knowledge about discussion of wages for Richmond employees in the New England Police Benevolent Association Union would cause the Town or person to suffer a substantial disadvantage. Sander seconded
Roll Call Vote: Filkins, Furr, Sander, Wood in favor. Hill abstains. Motion approved.

Filkins moved that we enter into executive session to discuss wages for Richmond employees in the New England Police Benevolent Association Union under the provisions of 1 VSA 313, (a) (1) (b) of the Vermont Statutes. Sander seconded
Roll Call Vote: Filkins, Furr, Sander, Wood in favor. Hill abstains. Motion approved.

Filkins amended the motion to include at the end “and invite Town Manager Josh Arneson and Interim Chief Cohen and Duke the dog into executive session.” Sander seconded.
Roll Call Vote: Filkins, Furr, Sander, Wood in favor. Hill abstains. Motion approved.

Filkins moved to exit executive session. Sander seconded.
Roll Call Vote: Filkins, Furr, Hill, Sander, Wood in favor. Motion approved.

Consideration of approving the use of funds from the Fire Department’s Safety Equipment and Gear Reserve Fund to purchase two new bunker coats for the Chief and Assistant Chief

Timestamp: 1:41

Wood summarized that the Fire Department has a new Chief and Assistant Chief. Their gear is specifically custom measured. Filkins reviewed that the white color coding is for Chiefs to be recognized on-site when with other Departments.

Sander moved to approve the use of \$4,000.00 from the Fire Department’s Safety Equipment and Gear Reserve Fund to purchase two new bunker coats for the Chief and Assistant Chief. Filkins seconded.
Roll Call Vote: Filkins, Furr, Hill, Sander, Wood in favor. Motion approved.

Review of Richmond Rescue’s FY26 Q1 report

Timestamp: 1:50

[https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2025/10/31_Richmond
Rescue_Quarterly_Report.pdf](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2025/10/31_Richmond_Rescue_Quarterly_Report.pdf)

Arneson stated that Richmond Rescue had very active backcountry rescue the past 3 months. Wood replied that it is great to have these statistics in a timely manner.

Approval of Minutes, Purchase Orders, and Warrants

Timestamp: 1:58

Minutes:

Arneson presented the following changes to the minutes of 9/15/2025:

“Furr stated that those letters are not from the Selectboard, nor from any part of the Richmond Town government. The USPS Inspector General and local Police department are investigating. Furr stated that the Board would not be taking public comment on this agenda item.

LaBounty asked for a point of order stating that the agenda item was not warned as not taking public comment.

Furr stated that the Board will not be taking public comment on this and added “you can sue us later”. LaBounty started to reply to Furr’s comment. Furr cut her off and said “We know you love attention, you crave it, but we are going to move on.” LaBounty asked if the Selectboard was going to allow this and left the room.

The Selectboard took a recess due to Furr and LaBounty’s argument. Filkins followed LaBounty out of the room and later returned and summarized that she talked with LaBounty and stated LaBounty had something helpful to add to the meeting regarding the mailings and asked Town staff to follow up with LaBounty. During the recess there was discussion about the conduct of the Board and the public. Furr made an apology for his actions.”

Sander moved to approve the minutes of September 15, 2025 as amended. Filkins seconded

Roll Call Vote: Filkins, Furr, Sander, Wood in favor. Hill abstains. Motion approved.

Furr stated that he has not made up his mind on if he is going to stay on the Selectboard. Furr shared his basis of having major depression. Wood suggested deciding in a reasonable amount of time. Filkins reviewed that at the last meeting some people came and spoke about his resignation. Filkins fears that LaBounty is no longer comfortable coming to the Selectboard. Parente confirmed that she spoke last time about Furr not serving on the Selectboard and appreciates Furr being reflective and thinking about it. Wood reviewed that if Furr resigned on a future date, that would allow someone to run a campaign to be elected for the remainder of the term. Cote stated that she is LaBounty’s sister so her statement is biased. Cote stated that this is not the first time she has witnessed Furr attack someone during Selectboard meeting proceedings. Cote encouraged Furr to take the time he needs to address mental health issues.

Sander moved to approve the minutes of October 6, 2025. Filkins seconded.

Roll Call Vote: Filkins, Hill, Sander, Wood in favor. Furr abstains. Motion approved.

349 **Purchase Orders:** None

350

351 **Warrants:**

352

353 *Sander moved to approve the warrants from the October 20, 2025 meeting. Filkins*
354 *seconded.*

355 *Roll Call Vote: Filkins, Hill, Sander, Wood in favor. Motion approved.*

356

357

358 **Next Meeting Agenda**

359 -Housing Committee update

360 -Southview Stormwater 3-Acre Permit update

361 -Ethics follow-up

362 -Speed hump on Huntington Rd.

363 -Guidelines on running meetings with public comment

364

365

366 **Adjourn**

367

368 *Sander moved to adjourn. Filkins seconded.*

369 *Roll Call Vote: Filkins, Hill, Sander, Wood in favor. Motion approved.*

370

371 **Meeting adjourned at: 9:30 PM**

372

373 **Chat file from Zoom:**

374 00:33:21 MMCTV Erin Wagg: Take map down please

375 00:33:40 bard: Reacted to "Take map down plea..." with 👍

376 00:45:41 Kendra Ziskie: I signed mine 5 days early and yes was asked to do it again
377 but was confused by the ask

378 01:22:13 Chelsye Brooks: I've personally interacted with Champlain Housing
379 trust recently about a poorly administered grant program and it was not impressive. I
380 would be hesitant to pursue things without lots of research.

381

382 Our housing targets from CCRPC are low/mid/high. 202/404/606, and our current growth
383 meets 202 rates. So that's somewhat encouraging to me.

384 01:23:27 Chelsye Brooks: I think it's also important to focus on who WANTS
385 the service. My understanding is that Riverview Commons does not want the service. Is,
386 or was, that true?

387 01:47:04 bard: re Riverview Commons: yes several years ago a number of the
388 residents of RC clearly said in a large public meeting that they were not interested. The
389 developers of the new Mobil Station had some interest but due to their own construction
390 timelines instead proceeded with construction of a septic system on the other side of the
391 interstate to serve their building.

392 02:26:43 Elysse Parente: Well said

393 02:32:55 Chelsye Brooks: Thank you for the response Bard.

394

395 It's difficult to participate when one cannot be in person or on video. Chats are often
396 overlooked.

397

398 I am curious if anyone along the current gateway would be interested in service or if
399 extension elsewhere would be more fruitful.
400 02:34:20 Chelsye Brooks: Adam what's your email??
401 02:34:30 Chelsye Brooks: I got returned email for the town email.
402 02:34:51 Chelsye Brooks: Thanks.
403 02:35:09 Chelsye Brooks: Yep thanks.