

1 **Town of Richmond**
2 **Special Selectboard Meeting**
3 **Minutes of April 27, 2026**
4

5 **Members Present:**

6 Caitlin Filkins, Bard Hill, Greg Rabideau, David Sander, Adam Wood
7

8 **Absent:** None
9

10 **Staff Present:** Josh Arneson, Town Manager; Duncan Wardwell, Deputy Town
11 Manager;

12 **Others Present:** Recorded by MMCTV Erin Wagg, Gerald Feenan, Jared Katz, Jayne
13 Couillard, Jean's iPad, John Linn, Logan Hegg, Marcy Harding, Mark Fausel, Noa, Paige
14 Kaleita, Peter Cahill, Rose's iPad, Rroose, Steve Bower, Steve Coia, Susan Wells, Trevor
15 Brooks
16

17 **MMCTV Video:** https://youtu.be/FPj9_MaZKjE?si=ICmpM45Iitv4PNKq
18

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

21 **Welcome by:** Wood
22

23 **Public Comment: Wood** summarized that the Selectboard did not hold their regular
24 meeting on April 20 due to a lack of a quorum. The Selectboard will meet at their next
25 regular meeting on May 4.
26

27 **Additions, Deletions or Modifications to Agenda:** None
28
29

30 **Items for Presentation or Discussion with those present**
31

32 **Announcement of swearing in Matthew Cohen as Police Chief on Wednesday, April**
33 **29 at 3pm at the Town Center, residents are invited to attend**

34 Timestamp: 0:02
35

36 Wood confirmed the swearing in ceremony of Chief Matthew Cohen
37
38

39 **Follow up on results of Special Meeting on April 16, 2026 regarding a vote to**
40 **reconsider the traffic ordinance amendment that would allow for stop signs to be**
41 **installed on Huntington Rd. and Bridge St. where these roads intersect with**
42 **Thompson Rd. and Cochran Rd**

43 Timestamp: 0:02
44

44 [https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2026/04/3b_Link_to](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2026/04/3b_Link_to_more_information_regarding_the_vote_on_stop_signs.pdf)
45 [more information regarding the vote on stop signs.pdf](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2026/04/3b_Link_to_more_information_regarding_the_vote_on_stop_signs.pdf)
46

47 Wood stated that 307 people voted YES to reconsider the stop signs and 195 voted NO.
48 The Ordinance changes have been rescinded and there will be no new stop signs at that
49 intersection.

50

51 Katz asked if the Selectboard is considering other possibilities for that intersection.

52 Filkins stated that the Selectboard has a responsibility to continue to talk about what
53 could be done there. Hill summarized that the Selectboard talked about a variety of
54 options before landing on stop signs which were the least expensive option. There was a
55 combination of studies, feedback from the Transportation Committee, and CCRPC
56 comments. Wood stated that he considers a roundabout off the table. Wood confirms
57 that Highway repaints the crosswalk lines annually in the spring. Hegg observed that the
58 crosswalk is in a terrible location.

59

60 Wood wondered if the Selectboard will reconstitute a committee or consider doing it in a
61 Selectboard open session. Hill observed that the former Transportation Committee was
62 disheartened by the lack of progress on things that they recommended. Hill summarized
63 that under State Statute pedestrians have the right of way whether a crosswalk is marked
64 or not marked. Filkins stated that there is some debate on if that is a four-way
65 intersection. Harding observed that there are two issues at that intersection. One is the
66 pedestrian traffic and the other is traffic congestion on Cochran and Thompson Roads
67 where at certain times of the day it is hard for cars to get into the traffic lanes.

68

69 Rabideau encouraged people to write the Selectboard on what they perceive at that
70 intersection. It is a function of what time of day it is traveled and what part of Town you
71 live in. Rabideau stated that any projects with big construction costs need to be looked at
72 very carefully given the status of budgets these days.

73

74 Filkins suggested supplemental measures for the pedestrians like rectangular flashing
75 beacons. Filkins stated Vermont State Law 23 V.S.A. § 1025
76 (<https://legislature.vermont.gov/statutes/section/23/013/01025>) might determine if they
77 need to do something at that intersection.

78

79 Fausel stated that they have not done striping which is the most basic thing. Fausel
80 observed that there is a sign that shows a four-way intersection with traffic going to the
81 right for people coming from Bridge St. There is a crosswalk 50 feet in front of that with
82 pedestrian yellow signs, but you cannot see the stripes on the road. Wood stated that
83 Highway stripes the crosswalks every spring for the last three years. Wood observed that
84 striping and grinding the surface of the crosswalk might be a reasonable next step.

85

86 Wood suggested that the Selectboard should hold a hearing to talk about this. Hill
87 suggested a special session of the Selectboard to talk about this for an hour or two. By
88 the time they could get a committee up and running it would take a couple of months.
89 Hill stated that they could move forward with more frequent painting or exploring

90 different types of paint. Signage is another thing that could be done that is pretty
91 inexpensive. Wood suggested that Arneson talk to Highway about equipment and skill
92 set to cut in a more permanent crosswalk. Filkins stated those might be supplemental
93 solutions, but the traffic control solutions apply directly to Vermont law. Wagg observed
94 that Williston has funky painted bricks and stuff along Rt 2 that lasts longer. Wood
95 suggested that our Highway Foreman might have some insight on what surrounding
96 towns are doing with equipment, budgets, and time constraints. Arneson stated that the
97 center line striping is done by the State annually. He will confirm the schedule for center
98 and fog lines

99
100

101 **Update on Town Manager's approval of request from Greensea to use four parking**
102 **spaces at the Town owned parking lot at 27 Bridge St. to place a dumpster being**
103 **used for debris from renovations to the building at 10 East Main St from May 11,**
104 **2026 to June 12, 2026**

105 Timestamp: 0:25

106 https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2026/04/3c2_Traffic_Ordinance_effective_as_of_April_18_2026.pdf

107
108

109 Arneson illustrated the brick work being done on the side of the Greensea building and
110 the location of where they could place a dumpster. The Town Manager and Highway
111 Foreman have the authority to close down parking spots temporarily for work of this
112 nature. Arneson stated that he wanted to update the Selectboard and public as this is a
113 very visible parking area. Rabideau suggested that the dumpsters and barriers should not
114 disable functional spaces up against Big Spruce. Filkins stated that it makes a lot of
115 sense, but the month timeline is tough because it is ice cream season.

116
117

118 **Consideration of request to use \$727.68 From the Special Projects Reserve Fund to**
119 **purchase mulch and four trees for the Brown's Court pickleball courts and parking**
120 **lot**

121 Timestamp: 0:28

122 https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2026/04/3d_Browns_Court_Invoices.pdf

123
124

125 Arneson reviewed that these expenses came up as Highway was putting in the parking lot
126 at Browns Court. They do need Selectboard approval, but the Volunteers Green and
127 Browns Court Committee already purchased and spread the mulch, and the trees were
128 installed before they put the pad for the Port-a-Potty. Arneson suggested for the next
129 project including a contingency for the Town Manager in case they have to act quickly.
130 Wood illustrated that there would still be oversight but a 3-5% contingency could be
131 approved in case something comes up on a Friday afternoon.

132

133

134 *Sander moved to approve the use of \$727.68 from the Special Projects Reserve Fund to*
135 *purchase mulch and 4 trees for the Brown's Court pickleball courts and parking lot.*

136 *These funds will come from the portion of the Special Projects Reserve Fund that is*
137 *earmarked for improvements in the parks. Rabideau seconded.*

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

139

140

141 **Update on progress to submit a Notice of Intent (NOI) for the Southview**

142 **Stormwater Permit and receipt of letter extending the deadline to submit the NOI to**

143 **August 31, 2026**

144 Timestamp: 0:32

145 https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2026/04/3e_ARPA_3-

146 [Acre_Permit_Obtainment_Assistance_Milestone_2_Extension_3AP-HQ6-RKE5-](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2026/04/3e_ARPA_3-)

147 [GKQVV_.pdf](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2026/04/3e_ARPA_3-)

148

149 Wood confirmed that they received a letter formally extending the deadline to submit the
150 NOI to August 31. This means that they have breathing room to get this done and still

151 retain the grant funds. Wood reviewed the need to document any disconnections with

152 easements which would encumber the properties. The engineer looked at different ways

153 to avoid that such as establishing natural disconnections and treatments like he has done

154 in other sites. Arneson reviewed some of the avenues he is looking at with the State like

155 natural treatment in forested areas with good soil. If the State accepts those options, then

156 it might make some of the structures smaller or reduce the need for the whole structure.

157 Kaleita observed that there is a huge marshy area in front of her property where all the

158 water drains and sits there. Arneson suggested that she send him the details so they can

159 see if it can be factored into the design

160

161

162 **4th of July Parade and Fireworks Committee Items: Consideration of request to use**

163 **up to \$150.00 from the Parade and Fireworks Reserve Fund to purchase reflective**

164 **vests for the coin drop; consideration of a request to use up to \$150.00 from the**

165 **Parade and Fireworks Reserve Fund to purchase a banner to promote fundraising,**

166 **consideration of a request to place the fundraising banner on the Town Center lawn**

167 Timestamp: 0:37

168

169 Arneson reviewed that the Committee needs some reflective vests for coin drops on Rt 2.

170 There might be about a dozen vests in the Fourth of July closet. Arneson stated that they

171 need authorization to spend the money if it is necessary to get more or better vests.

172

173 Roose summarized that they are doing fundraising to supplement the coin drop. The

174 banner would have a QR code and ask local businesses and community to donate to the

175 Fourth of July. The banner would be up until the Fourth of July. Arneson confirmed that
176 signage on Town property is mostly exempt from Zoning laws. The Town attorney
177 confirmed that it is a Town event and qualifies as public speech. Roose stated that the
178 sign will be created so that it won't have to be different year to year. The sign will be
179 about 2 feet by 3 feet for an estimate of \$90.

180

181 *Sander moved to approve the use of up to \$150 from the Parade and Fireworks Reserve*
182 *Fund to purchase reflective vests for the coin drop, the use of up to \$150 from the Parade*
183 *and Fireworks Reserve Fund to purchase a banner to promote fundraising, and to*
184 *approve the Parade and Fireworks Committee to place a banner to promote fundraising*
185 *on the Town Center lawn. Filkins seconded.*

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

187

188 Arneson stated that the Committee will put together a budget for the Selectboard to
189 review in mid-May so they can put in a few \$100 worth of contingencies. Because this is
190 not a line item in the Town budget, the Reserve Fund expenses need to be approved by
191 the Selectboard. If the Selectboard approves contingencies with the authority of the
192 Town Manager to approve expenses as the need comes up.

193

194

195 **Presentation of the annual report for the Electric Vehicle Charging Station that is**
196 **located at the Town Center**

197 Timestamp: 0:44

198 [https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2026/04/3g_Richmon](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2026/04/3g_Richmond_EV_Charging_Station_2021-2025_Report_to_SB_-_DRAFT_1_.pdf)
199 [d_EV_Charging_Station_2021-2025_Report_to_SB_-_DRAFT_1_.pdf](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2026/04/3g_Richmond_EV_Charging_Station_2021-2025_Report_to_SB_-_DRAFT_1_.pdf)

200

201 Bower summarized a couple of recommendations from the report in the packet. The
202 current two-head charging station was put in on a grant that expired in November. Bower
203 stated that EV registrations in Vermont have gone up rapidly in the last 10 years. There
204 are currently fast chargers at the gas station at Exit 11. A fast charger works at up to 150
205 kilowatts while the current chargers at the Town Center work at 7 kilowatts.

206

207 Bower presented the data from Table 2: Annual Usage and Savings. The number of days
208 when both ports were occupied went up to 287 days, a significant percentage of the year.
209 Bower stated that he could use the session level data to figure out how many hours a day
210 people are unable to use one of the ports. The total fuel cost savings to users since 2021
211 is almost \$10,000.

212

213 Bower presented the data from Table 3: Charging Sessions by Driver Origin. About two
214 thirds of the people who use the Town Center charging station come from Chittenden
215 County. One hope is that the charging station will bring people to Town who might not
216 otherwise visit the Village.

217

218 Bower presented the data from Table 8: Climate Impacts. Bower stated that driving an
219 EV is like driving a car that gets 110-150 miles per gallon in New England. The societal
220 cost savings are about \$11,000 over 5 years.

221

222 Bower summarized that the original 5-year grant covered the maintenance contract but
223 now the Town pays for the maintenance. The Town is recouping the cost of electricity
224 but not the administrative or overhead costs. If someone stays plugged in for more than 4
225 hours they pay a dwelling fee. Bower presented Table 6: Town Revenue from Charging
226 and Dwelling Fees. The Town received about \$10,600 from charging/dwelling fees.

227

228 Bower presented Key Recommendations for Consideration:

229 -1- Should the dwelling fees be increased?

230 -2- Should the Town add one or two additional charging heads?

231 If the Town wanted to put in another charger, then they could revisit the charging fees.

232 One of the issues is parking is sometime hard to get in the Town Center.

233

234 Rabideau illustrated that with the slow chargers, an hour of charging only gets enough
235 power to go to his house. Bower confirmed that the current maintenance costs are about
236 \$1,300 per year. Bower stated that transformer and capacitor upgrades are often required
237 for a DC fast charger. Bower estimates that a bare minimum of \$50,000 to put in a DC
238 fast charger at the Town Center. Arneson stated he was looking at some grants with the
239 State, and it was ~\$100,000 because of a conduit under the road, a new transformer, and
240 all the equipment. ChargePoint or another company would actually own it and operate it.
241 Filkins suggested looking at more data now that the Police Tesla is sold and there was a
242 change in the charger cost. A quarter's worth of data might help decide to change the
243 extended session cost. Wood illustrated that the price to charge goes up and down based
244 on the demand and peak hours. Hill illustrated the importance of knowing how the
245 charging station installation will pay for itself and not be subsidized by the Town.

246

247

248 **Discussion of engaging with MGT to examine the pay grid with a focus on** 249 **department heads**

250 Timestamp: 1:27

251

252 Arneson reviewed that in 2022 they did a full salary and compensation study of all
253 Departments and staff with the exception of the Police Department. Every year, they
254 increase the grid based on the cost of living. Last year, they looked at how they compare
255 to other Town's benefits as they lost some employees. Over the last few months, the
256 Department Heads have sometimes earned about the same or less the second in charge
257 when overtime is added to the hourly rate. For \$3,150, MGT can do an external market
258 review where they use the same comparable towns from 2022. For \$1,125, MGT can do
259 an internal review to investigate the compression between Department Heads and second
260 in charge. Wood reviewed that often the Department Heads work extra hours, but they

261 are exempt from overtime as they are classified as salary. Rabideau stated that he is
262 supportive of spending the money to make sure they are tracking how they compare to
263 other communities.

264

265

266 **Consideration of accepting easements for the Tilden Ave., Bridge St., and Cochran**
267 **Rd. waterline replacement project**

268 Timestamp: 1:34

269 https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2026/04/3i_Waterline
270 [Easements for 4-27-26 SB Meeting.pdf](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2026/04/3i_Waterline)

271

272 Wood summarized that there are 21 easements for the project and they have accepted 19
273 of them so far. Arneson confirmed that there is a pre-construction meeting on Thursday,
274 so they are getting close to groundbreaking.

275

276 *Sander moved to accept the easements for the Tilden Ave., Bridge St., and Cochran Rd.*
277 *waterline replacement project. Rabideau seconded.*

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

279

280

281 **Consideration of submitting a Building Resilient Infrastructure and Communities**
282 **(BRIC) grant application for engineering for two culverts, one on Cemetery Rd. and**
283 **one on Snipe Ireland Rd.**

284 Timestamp: 1:38

285 https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2026/04/3j_BRIC_Gr
286 [ant_Information.pdf](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2026/04/3j_BRIC_Gr)

287

288 Arneson stated that after he finalized the agenda, the State notified him that the Town is
289 not invited to apply for this. There is a follow-up meeting for some other funding
290 opportunities.

291

292

293 **Consideration of approving a liquor licenses and an outside consumption permit for**
294 **Stones Throw Pizza, and liquor licenses for Cumberland Farms and The Big Spruce**

295 Timestamp: 1:41

296 https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2026/04/3k_Liquor_L
297 [licenses.pdf](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2026/04/3k_Liquor_L)

298

299 Wood reviewed that a first-class liquor license is to serve beer and wine on site, a second-
300 class license is to sell beer and wine to be consumed off premises, and a third-class
301 license is to serve spirits on site which is regulated at the State level.

302

303 *Sander moved to approve first-class and second-class liquor licenses and an outside*

304 *consumption permit for Pine Marten LLC doing business as Stones Throw Pizza. Filkins*
305 *seconded.*

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

307

308 *Sander moved to approve a second-class liquor license for Cumberland Farms of*
309 *Vermont, Inc. Filkins seconded.*

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

311

312 *Sander moved to approve a third-class liquor license for Chef's Table by Christian Kruse*
313 *doing business as Big Spruce. Filkins seconded.*

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

315

316

317 **Review of Richmond Rescue's FY25 Q3 report**

318 *Timestamp: 1:43*

319 https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2026/04/31_Richmond
320 [_Rescue_FY26_Q3_Report.pdf](#)

321

322 *Sander summarized how Richmond Rescue was very professional and took care of his*
323 *mother-in-law who was recently injured. Wood stated that having worked with*
324 *Richmond Rescue as a member of the Fire Department, they are the gold standard for*
325 *non-profit, independently run ambulance service. Arneson reviewed the report from the*
326 *packet.*

327

328

329 **Approval of Minutes, Purchase Orders, and Warrants**

330

331 **Minutes:**

332

333 *Sander moved to approve the minutes of April 6, 2026. Hill seconded.*

334 *Roll Call Vote: Rabideau, Sander, Wood in favor. Hill & Filkins abstains. Motion*
335 *approved.*

336

337 **Purchase Orders:**

338

339 *Sander moved to approve purchase order number 5314 to Union Bank for a payment on*
340 *the fire truck loan in the amount of \$49,851.57. Hill seconded.*

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

342

343

344 *Sander moved to approve purchase order number 5363 to East Engineering for*
345 *engineering services for repairs to Old Jericho Rd. in the amount of \$15,256.00.*

346 *Rabideau seconded.*

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

348

349 **Warrants:**

350

351 *Sander moved to approve the warrants as presented. Filkins seconded.*

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

353

354

355 **Next Meeting Agenda**

356 -THBC intersection update

357 -EV chargers

358 -Police budgets

359 -Police and ICE updates

360 -Police cruiser

361 -Parking enforcement

362 -New Town Road and Bridge Standards

363 -Stage Rd and Mary Dr land deal updates

364

365

366 **Adjourn**

367

368 *Sander moved to adjourn. Filkins seconded.*

369 *Roll Call Vote: Hill, Filkins, Rabideau, Wood in favor. Sander not in favor. Motion approved.*

370

371

372

373 **Meeting adjourned at: 8:59 PM**

374

375 **Chat file from Zoom:**

376 01:34:07 Trevor Brooks: Can the dwelling fee be increased the longer a
377 vehicle remains?

378 02:24:36 Trevor Brooks: Thanks all.

379