

**Town of Richmond  
Special Selectboard Meeting  
Minutes of August 31, 2026**

**Members Present:**

Caitlin Filkins (joined at 7:07 PM), Greg Rabideau, David Sander, Adam Wood

**Absent:** Bard Hill

**Staff Present:** Josh Arneson, Town Manager; Duncan Wardwell, Deputy Town Manager; Josh Arneson, Susanne Parent, Town Clerk

**Others Present:** Recorded by MMCTV Erin Wagg, Adam Burnett, Amy Wardwell, Ash Kreider, BC, Bob Heiser, Cara LaBounty, Ellen Young, Jean Haskin, Jeanne, Jim Young, John Rankin, Karen Yaggy, Marshall Paulsen, Mary Houle, Matthew Rand, Nick Chiarelli, Noa, Paige Kaleita, Patty Gilbert, Pennie Rand, Rod West, Shira, Steve Coia, Steven Forman, Trevor Brooks

**MMCTV Video:** <https://youtu.be/zUYxYsV-III?si=yBcxmVVeKhWaxjjw>

**Call to Order:** 7:00 PM

**Welcome by:** Wood

**Public Comment:**

LaBounty stated that she is disappointed that a lot of maintenance work is not getting done at the Town Center. She requested a future agenda item to account for what has been done. LaBounty stated that the Selectboard should reconsider the electronic key passes as it is just as cheap to have cameras.

RandP presented her disapproval of the proposed agreement with the Town of Richmond and the Aldrich Farm property which is an agenda item later in the meeting. RandP stated that the barter seems to be incongruent with the necessity of the repair. RandP stated that the Selectboard would be setting a dangerous precedent that could snowball for other private landowners. The FEMA money awarded to the Town of Richmond is time restricted to the Town has to get an easement to do the work. The Selectboard has the authority to formally condemn and take the necessary land established by eminent domain procedures. Shira stated that she agrees with RandP's concerns about eliminating six parking spots near Aldrich Farm on Dugway Rd. Shira stated that a lesson from Bolton Potholes is that taking away parking does not eradicate continued recreation, it creates unsafe parking spots.

**Additions, Deletions or Modifications to Agenda:** None

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

47 **Review of Group Expectations**

48 Timestamp: 0:18

49 3a Selectboard Group Expectations

50  
51 Wood reviewed the previous discussions on the Group Expectations which have not been  
52 adopted. Arneson stated that he formatted them larger on Town letterhead for further  
53 review. Rabideau stated that whatever they talk about on these agendas, it should focus  
54 on the matter on the table. Sander said a document like this keeps behavior and agendas  
55 focused. Wood stated that they can be friendly and casual but also follow these  
56 expectations. Wood stated they would consider adopting it with a full Selectboard.

57  
58  
59 **Consideration of approving a road name of “Kako’s Run” for a new private road of**  
60 **off Beatty Ln. and location numbers for the new lots created on said road**

61 Timestamp: 0:21

62 3b Request for road name

63  
64 Gilbert confirmed that the road is named after a family dog.

65  
66 *Rabideau moved approving the road name of Kako's Run for a new private road off of*  
67 *Beatty Lane and location numbers for the new lots to be created on said road. Sander*  
68 *seconded.*

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

70  
71  
72 **Consideration of approval of request to place signage in the Town Right of Way to**  
73 **promote the Friday Night Food Affair which occurs twice a month from October**  
74 **2026 through May 2027**

75 Timestamp: 0:24

76  
77 Paulsen stated that the signs would be 18 inches by 30 inches. Paulsen reviewed that the  
78 signs would go up on the Monday before the upcoming Friday and come down after  
79 dinner on Friday night. The sign would be on the lawn by the Round Church.

80  
81 *Rabideau moved to approve the signage request for the Friday Night Food Affair as*  
82 *presented. Sander seconded.*

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

84  
85  
86 **Discussion of cost of engineering work to obtain more information regarding the**  
87 **stormwater permit for the Mary Dr. subdivision in regard to the proposed**  
88 **improvement of a driveway on a Town owned strip of land off of Mary Dr. to rural**  
89 **road standards**

Timestamp: 0:28

3d TownofRichmond 2026-2027 SOW

Wood reviewed that they reached out to Watershed for the cost to ensure that they would be compliant and not trigger any new or amended permits or 3-acre issues. Arneson stated that due to the widening of the road, the Selectboard wanted to look at the actual acreage of impervious surfaces. There are two proposed road designs, one which would include a waiver, which would be reviewed for about \$3,000. Arneson also asked if the Selectboard wanted to pass along any of the cost to the developer of the proposed land. It would cost \$1,750 to look at the built infrastructure and \$1,250 to review the plan for road changes.

*Rabideau moved that the Town of Richmond approve additional cost of engineering work to obtain more information regarding the stormwater permit for the Mary Drive subdivision in regard to proposed improvements of a driveway on Town-owned strip of land off Mary Drive to rural road standards in the amount of \$3,000 with \$1,250 of which would be paid by the applicant. Sander seconded.*  
*Roll Call Vote: Filkins, Rabideau, Sander, Wood in favor. Motion approved.*

#### **Update on receiving Authorization to Discharge under permit 6116-9050.1 for the Southview Subdivision**

Timestamp: 0:36

3e 6116-9050.1 - Southview Subdivision.pdf

Arneson reviewed that the Notice of Intent and plan was submitted and they have the authorization to discharge under the permit from the State. The reimbursement for the allowable engineering fees has been submitted. Arneson stated the next step is determining when to proceed with construction or to wait to see if anything changes at the State level.

#### **Discussion of next steps after the Vermont Police Academy Criminal Justice Council's review of the Richmond Fair and Impartial Policing (FIP) Policy and their conclusion that the policy is not compliant with the statewide model FIP Policy**

Timestamp: 0:38

3f1 FIP Policy Update July 2026

3f2 Letter to Richmond PD re FIP

3f3 Model FIP Policy updated 04.23.24 - Migrant Justice alternative with parenthetical - Richmond

3f4 Model FIP Policy updated 04.23.24 - Migrant Justice redline edits parenthetical highlighted

3f5 Model FIP Policy updated 06.05.24 0.pdf

Arneson reviewed the information from the last meeting when Chief Cohen informed the Selectboard that the Criminal Justice Council told him that had to revert back to the model policy. Arneson suggested that they could engage in a process where Richmond Racial Equity and Migrant Justice would provide feedback to bring back to the Selectboard. Filkins stated that she would follow up on some options for making changes of the model policy.

#### **Discussion of process to review requests to establish displays in the Town Center**

Timestamp: 0:42

Arneson reviewed a couple of recent requests. One request was from a resident who wanted to put up a portrait of a recently passed away Richmond resident which was painted by her daughter. Another request was from the Senior Center to put up a shelf for sharing puzzles. Arneson wanted some guidance from the Selectboard on if they should develop a policy like the one for displaying signs on the front lawn. Rabideau stated that an open wall policy could bring in a lot of things that are not associated with Town government, but the Town Center is a community resource that should reflect the community at large. Sander stated that they need to come up with some policy to keep things focused. Houle asked if the Town is small enough to just decide on a case-by-case basis. Arneson reviewed that the Historical Society can hang things up with Town Manager approval, but one person is not the best arbiter of what should or should not go. Arneson summarized that they might want some advice if the Selectboard does not adopt them as government speech, then they have to say yes to everything. It is a matter of establishing some guidelines in place that protects it as government speech in case by case guidance.

Haskins reviewed her request for a ~3ft by 3ft two shelf bookcase for seniors to have access to share jigsaw puzzles.

Yaggy, a member of the Historical Society, reviewed how she emailed Arneson proposing the high school banners, the graduation photos, and the train bulletin board.

RandP suggested a space for rotating exhibits and displays for 1-3 months.

Wood stated Arneson could delegate space for a community exchange of goods, books, and puzzles. Filkins stated that Arneson could make decisions for a good place that serves the community in a healthy way. Approving anything inside the building could get messy but she is not sure if there will be tons of requests like the signs on the front lawn.

Arneson suggested talking about it at the next meeting where they could warn a motion about the portrait and the puzzles.

176  
177 **Discussion of process, and consideration of setting a hearing date, to consider**  
178 **discontinuing Legal Trail #2**  
179 Timestamp: 0:56  
180 3h1 Rosen 2003 Subdivision Plat Slide 98  
181 3h2 Strode 2023 Subdivision Plat Macro Slide 165  
182 3h3 Strode 2023 Subdivision Plat Micro Slide 165  
183 3h4 Legal Trail Property Owner sketch  
184  
185 Rabideau recused for conflict of interest.  
186  
187 Rankin, of the Trails Committee, reviewed that the Trails members would visit the trail  
188 and may offer an opinion once they have more information. Rankin stated as a  
189 Richmond resident that he walked the Legal Trail #2 without walking on the adjoining  
190 property. Rankin observed that the Trail provides a great view of the Huntington River  
191 valley and Green Mountains. Rankin stated that a modest number of responsible  
192 residents would enjoy the short walk. Rankin stated that the Town should not be in a  
193 rush to give away recreational resources and should table this discussion.  
194  
195 Arneson confirmed that Legal Trail #2 is a Right-of-Way that lays over three separate  
196 parcels. Houle stated that Legal Trail #2 should be withdrawn from public access as it is  
197 a trail to nowhere and wondered where people park. Rankin stated that he parks at the  
198 Land Trust parking lot but many people in the community go for long walks.  
199  
200 Chiarelli, one of the property owners, stated that his biggest fear is safety and parking and  
201 the Dugway Rd swimming holes are already a huge issue. The driveway is going to  
202 access two house sites. The Trail has not been maintained and is hardly drivable or  
203 walkable. The Trail does not go anywhere except to his property.  
204  
205 RandP stated that the public Right-of-Way should remain in the public as once they are  
206 lost, they are lost forever. Private landowners can provide signage that is friendly and  
207 notify people of a house at the end of the trail. Chiarelli stated that there is going to be a  
208 safety concern for the Fire Chief and getting a fire truck up there if people start parking at  
209 the bottom of the driveway.  
210  
211 Heiser stated that it would be moving in the wrong direction to remove public access. He  
212 thinks the community can work to minimize the impact of people behaving badly. Heiser  
213 summarized how it is healthy for people to enjoy all of the Town and walk in public  
214 places.  
215  
216 Arneson reviewed that if the landowner brought forward a letter of request, it would  
217 compel the Selectboard to set a public hearing. The Selectboard could also decide on  
218 their own volition or a petition could be submitted. The Selectboard needs ~45-days

from the time hearing date is going to be set due to a 30-day public notice period. There is a site visit associated with a public hearing so daylight and weather will be a factor.

Wood confirmed that this would be taken up at a future meeting.

**Consideration of striking Section 7 of the license agreement for a driveway on Legal Trail #2**

Timestamp: 1:14

**3i RID26-003 LT 2 Draft Use of Town Trail License Agreement 08-24-26 rea**

Arneson reviewed that the Selectboard was in favor of a license agreement once it was drafted by the attorneys and agreed to by the property owners. Arneson reviewed that the Selectboard approved the request because the Trail is in rough shape. Sander stated the only situation he could foresee is if development stopped and obstacles like piles of gravel or broken equipment were left behind.

*Filkins move to strike Section 7 of the license agreement for a driveway on Legal Trail #2. Sander seconded.*

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

**Consideration of request to create a “No Parking” zone and install berms and reflectors to prohibit parking on portions of Dugway Rd. that run along the Aldrich Farm property in exchange for providing the Town with an easement for repairs to Dugway Rd. that are necessary due to damages from the 2023 and 2024 floods**

Timestamp: 1:19

**3j1 No Parking Request**

**3j2 Dugway Rd Town-Aldrich Agrmnt re Easement and Rd Improv with exs DRAFT 8-21-26**

**3j3 RID26-001 Dugway Road Flood Repair Easement Deed from Aldrich to Town final 07-21-26 rea**

Arneson reviewed that he, Rabideau, and the Highway Foreman walked the land with Aldrich to look at the specific areas of concern. Arneson stated that the Aldrich attorney had some questions about the current drafted agreement. Arneson clarified with Vermont Emergency Management that they have 48 months from the declaration of the disaster which was August 2024. Vermont Emergency Management has the ability to grant extensions for 6 months at a time until August 2028 as long as the Town shows progress. Arneson confirmed the Highway Foreman’s concern that another high-water event could cause slope failure on Dugway Rd.

Rabideau reviewed how he would like to form a consensus instead of condemning the

land.

Filkins stated that she is looking at two separate things: the request to remove the parking and the request for the Right-of-Way easement. An easement is required in order to complete the work. Filkins stated that removing access to public parking is not in the best interest of the Town when dealing with a solution to Dugway Rd.

Burnett asked about the nature of the repairs that is affecting other people on Dugway Rd. Wood stated that the worst case scenario would lead to a wash out of Dugway Rd similar to what happened to the Gorge. Arneson stated that the amount of money approved by FEMA is ~\$1.36 million.

Wood summarized that historically the Selectboard has regulated parking when it is a safety issue, specifically to get emergency vehicles through. Wood stated that he wants to avoid the condemnation process and suggested negotiating monetary or material exchange.

Rabideau suggested giving Aldrich's and Town's attorneys clear instructions on what to do next. Arneson stated that the Town's attorney wrote up the agreement for the berm and No Parking and did not point out any legal issues for the Town. Based on tonight's conversation, the Selectboard could say they do not want to trade the No Parking for the easement. Filkins stated that removing the parking spaces is off the table for her as it does not benefit the property owner or the community. Rabideau suggested that the Aldrich's make a counteroffer that does not include the commitment to remove parking spots. RandM stated that the landowner putting logs in the Town's Right-of-Way adjacent to the road between the swimming hole is not a proper act. RandM suggested that in the negotiations they talk as good citizens who are responsible for actions in their domain.

**Consideration of approving cost increase for installation of electronic access control system for the Town Center due to delays in starting the project**

Timestamp: 1:46

3k MEI QT Richmond Town Ofc acs vs 3 08 28 26

Arneson summarized that this makes it a lot easier to manage for Committees and tenants and they do not have to worry about all the keys in the community.

*Sander moved to approve the agreement with MEI for an electronic access control system for the Town Center in the amount of \$42,851.40 to come from the Town Center Reserve Fund, with an annual fee of \$2,400 paid out of the building maintenance budget. Rabideau seconded.*

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

305

306

307 **Consideration of Approval of Minutes, Purchase Orders, and Warrants**

308 Timestamp: 1:52

309

310 **Minutes:**

311

312 *Sander moved to approve the minutes of August 17, 2026. Rabideau seconded.*

313 *Roll Call Vote: Rabideau, Sander, Wood in favor. Filkins abstains. Motion approved.*

314

315 **Purchase Orders:**

316

317 *Sander moved to approve purchase order number 5639 to P and P Septic for replacement*  
318 *of the wastewater sewer line for the Richmond Free Library in the amount of \$16,800.*

319 *Rabideau seconded.*

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

321 *Sander moved to approve purchase order number 5642 to Watershed Consulting for*  
322 *engineering for the Southview Subdivision Stormwater Permit. Rabideau seconded.*

323 *Roll Call Vote: Filkins, Rabideau, Sander, Wood in favor. Filkins abstains. Motion*  
324 *approved.*

325

326 **Warrants:**

327

328 *Sander moved to approve the warrants as presented. Rabideau seconded.*

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

330

331

332 **Discuss Items for Next Agenda:**

333 -Town Center project update

334 -THBC Crosswalk and Signage

335 -Fire Dept Updates

336

337 **Adjourn**

338

339 *Sander moved to adjourn. Rabideau seconded.*

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

341

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

343

344 **Chat file from Zoom:**

345 00:27:07 Caitlin Filkins: Sorry to be late - Just joined

346 00:27:34 Richmond Town Host: You can use the raise hand option in Zoom.

347 Or, turn on your video and hold up your actual hand.

348 00:36:21 Jean Haskin: I agree with everything that Penny Rand said.  
349 00:36:48 Jeanne:I also agree with Penny.  
350 00:37:58 Steve Coia: we agree with Penny  
351 01:16:01 Jean Haskin: The puzzles have been removed from the Church  
352 01:17:00 Caitlin Filkins: Replying to "The puzzles have bee..."  
353 Oh nooo! Is this why they need a new home?  
354 01:29:01 Jean Haskin: Replying to "The puzzles have been removed from the  
355 Church"  
356 Yes