

**Town of Richmond
Special Selectboard Meeting
Minutes of September 21, 2026**

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

Absent: Greg Rabideau

Staff Present: Josh Arneson, Town Manager; Duncan Wardwell, Deputy Town Manager; Peter Gosselin, Highway Foreman; Kyle Leggett, Assistant Highway Foreman; Gerald Levesque, Fire Chief

Others Present: Recorded by MMCTV Erin Wagg, Bonny Steuer, Cara LaBounty, Charlie Baker CCRPC, Chelsye Brooks, Ellen Young, Jean Haskin, John Rankin, Judy Bush, Julia Brennan, Marshall Paulsen, Mary Houle, Michael Parent, Morgan Wolaver, Nex Sealy, Noa, Rod West, Rose's iPad, Sai Sarepalli CCRPC, Sam, Sam Pratt, Trevor Brooks, Tyler Orr

MMCTV Video: <https://youtu.be/k9-3-VWfkN0?si=Fiz4o6jDM4dAAIzO>

Call to Order: 7:00 PM

Welcome by: Wood

Public Comment: BrooksC requested a review of the Access Permit (2023-04) for 1330 Jericho Rd. The property stated that an existing driveway served a hunting camp and the change was for residential use for a house. BrooksC stated that there was never a hunting camp on the property and this inaccurate description was also provided to the State's stormwater program. BrooksC reviewed that the landowner performed substantial grading and modifications to the driveway approach. These modifications need to be reviewed and approved by the Town. BrooksC stated that the Access Permit was shown to have 470 feet of sight distance but for the 45 MPH speed limit, there needs to be 495-500 feet of sight distance.

Additions, Deletions or Modifications to Agenda: None

Items for Presentation or Discussion with those present

Presentation of the Chittenden Country Regional Planning Commission Annual Report

Timestamp: 0:04

3a Richmond CCRPC FY26 FINAL

Baker, from CCRPC, stated that this is a customer service call so he is happy to get any feedback. Baker presented the FY26 Annual Report Town of Richmond from the packet and available at <https://www.ccrpcvt.org/our-communities/richmond/>.

Hill pointed out that the Regional Planning Commission provides a study of a challenging intersection at no cost.

Baker illustrated how CCRPC helps provide opportunities for smaller towns to do things together and make hiring sustainable.

Consideration of making an appointment to the Trails Committee

Timestamp: 0:14

3b Trails Tyler Orr 09-14-26

Orr reviewed he moved to Richmond two years ago, is an avid mountain biker and dog walker. He wanted to help build more trails and keep the existing trails.

Filkins moved to appoint Tyler Orr to the Trails Committee to fill a vacant seat with a term ending in 2029. Sander seconded

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

Consideration of a request to place signage in the Town Right of Way for the Fall Arts Festival which is being held on Saturday, October 17, 2026 in Huntington, VT

Timestamp: 0:15

3c FallArtsFestival-10-17-26

Bush reviewed that they have done the Fall Arts Festival for 5-6 years. The Huntington Valley Arts serves the entire river valley, is 26 years old, and this is the major fundraiser of the year.

Sander moved to approve the request to place signage in the Town Right of Way for the Fall Arts Festival, which is being held on Saturday, October 17, 2026 in Huntington, VT.

Filkins seconded

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

Consideration of a request from the Community Senior Center to place a bookshelf in the Town Center for the lending of puzzles

Timestamp: 0:19

Wood reviewed that the puzzle sharing shelf at the Congregational Church has gone away and there is a request to place one at the Town Center where community members could share puzzles at no cost. Haskins said the Library did not have room for one.

Houle stated that she is not doing plant workshops anymore so there will be some space

in Conference Room C. Arneson suggested a more public area in case someone is in the Conference Room. Haskins suggested a place on the main floor where the Town Clerk's Office is located. Haskins suggested a bookcase not much bigger than a 3ft by 3ft space. Houle, Haskins and the Senior Center would make sure that everything is in order.

Filkins moved to approve the request by the Community Senior Center to place a bookshelf in the Town Center for the purpose of lending puzzles for the purpose of sharing puzzles with community members. Sander seconded.

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

Consideration of a request to display a portrait of deceased Richmond resident Gina Haddock at the Town Center

Timestamp: 0:24

3e Request to display portrait in Town Center

Sealy stated that she has a canvas to make a portrait of Gina Haddock who was very special to a lot of people here. Sealy stated that the painting would be on loan. Wood clarified that she could donate it if she wanted to do it later. Sander stated that it would be nice to have a caption with it.

Sander moved to accept the loan of the painted portrait of Gina Haddock that includes a brief bio and place it on display at the Town Center. Hill seconded.

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

Consideration of a request to hold "Richmond Democracy in Action", a get-out-the-vote event, at the Band Shell at Volunteers Green on Saturday, October 17, 2026 from 4-6pm

Timestamp: 0:29

3f Democracy in Action Event. SB Agenda request 1

Steuer summarized that her idea is in the spirit of community building and a desire for nonpartisan connections. The Town Center would not work due to Library usage, but the Bandshell would make it a party-like event with food trucks and a band. People should have their ballots by October 17 where they could put their ballot in the box, and it would be an opportunity for people to register to vote. ParentS is requesting from the Secretary of State's Office the possibility of having a ballot box at the Bandshell. The ballot box would have to be staffed by the Town Clerk, ParentS, and one person from the Board of Civil Authority. Some MMU students might be able to do some community service at this event. Steuer confirmed that this is absolutely non-partisan. Houle observed that at the voting booth at Camels Hump there is a sign stating no political messages beyond a certain point. Wood stated that there are little details to figure out but it is ParentS's

responsibility for administering that.

ParentS reviewed that she has about 15 action items for being there that day and will chat with Paulsen on the Board of Civil Authority. ParentS stated that early voting can happen 20 days prior to the actual election date. Paulsen reviewed that every ballot has the voters' name and address on the outside and how they voted on the inside. The Board of Civil Authority has a system to eliminate associating names with whoever is voting.

Filkins moved to approve "Richmond Democracy in Action", a get-out-the-vote event, to be held at the Band Shell at Volunteers Green on Saturday, October 17, 2026 from 4-6pm. Sander seconded.

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

Review of Hinesburg Rd. speed study

Timestamp: 0:47

3g 20260911 HinesburgRd SpeedStudy Update Final

Sarepalli, the Senior Transportation Planning Engineer at CCRPC, stated that the Town requested to re-evaluate the speed limit on Hinesburg Rd between Fay's Corner and the Hinesburg Town Line. The speed data shows that the 83rd percentile speed are higher than the posted speed limit. There are steep banks along the road at some locations and some hidden driveways. Sarepalli stated the recommendation from the study that 40 MPH is a reasonable speed limit for this road. It will make it consistent from the Hinesburg Rd intersection to the Town Line. Sarepalli strongly suggested traffic calming measures like speed feedback signs and targeted enforcement for motorists speeding more than 10 MPH over the speed limit.

Gosselin stated that there is a major speed issue through Fay's Corner that he feels should be reduced to 25 MPH from Rocky Road to Wild Apple Lane as there is a lot of egress and ingress. Wood reviewed the possible next steps of doing nothing, mulling it over, or entertain amending the Traffic Ordinance. Arneson stated that in order to change the speed limit at Fay's Corner they would need another speed study or revisit the previous one. Sarepalli stated that he can share the safety audit for Fay's Corner from 2025. ParentM suggested putting speed grooves across the upper section.

Update that signage at the intersection of Thompson Rd., Huntington Rd., Bridge St., and Cochran Rd.; and the speed advisory signs on the Cochran Rd. speed humps have been installed; and update on timeline for installation of rectangular rapid flashing beacon crosswalk at same intersection and radar speed feedback sign on Huntington Rd. prior to the intersection

Timestamp: 1:01

176
177 Gosselin confirmed that the signage has been put in place as outlined. They're going to
178 hold off on the pedestrian crossing until Munson gets the next paving segment done.
179 Gosselin stated the installation will hopefully occur by the end of October along with the
180 speed radar sign.
181
182
183 **Continued discussion of easement obtainment from the Aldrich Farm property for**
184 **repairs to Dugway Rd. that are necessary due to the damage from the 2023 and 2024**
185 **floods, possible executive session**
186 Timestamp: 1:02
187
188 Arneson reviewed that at the last meeting, census was to not move forward with trading
189 No Parking for the easement that was presented by Aldrich. This is not acceptable to
190 Aldrich.
191
192 *Sander moved to find that premature public knowledge about negotiations for an*
193 *easement would cause the Town or person to suffer a substantial disadvantage. Hill*
194 *seconded.*
195 *Roll Call Vote: Filkins, Hill, Sander, Wood in favor. Motion approved.*
196
197 *Sander moved that we enter into executive session to discuss negotiations for an*
198 *easement under the provisions of 1 VSA 313(a) (2) of the Vermont Statutes and to invite*
199 *Town Manager Josh Arneson and Mr. Aldrich into the executive session. Hill seconded.*
200 *Roll Call Vote: Filkins, Hill, Sander, Wood in favor. Motion approved.*
201
202 *Sander made the motion to exit executive session. Filkins seconded.*
203 *Roll Call Vote: Filkins, Hill, Sander, Wood in favor. Motion approved.*
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205
206 **Review of local concerns response for I89 bridges over Rt. 2 in Jonesville**
207 Timestamp: 1:47
208 3j Richmond IM 089-2 58 Community questionnaire - Richmond Response DRAFT 9-
209 15-26.pdf
210
211 Wood stated that the State reached out to provide responses for a local concerns response.
212 Arneson confirmed he filled it out with a lot of good feedback from Planning and Zoning
213 with included looking for pedestrian and bike flexibility. Arneson stated that the State
214 has not decided if they are going to replace or refurbish the bridges. If they have to
215 reduce Rt 2 to one lane, what is going to cause significant hardship on Fire, Rescue,
216 school, bike and pedestrian traffic. That feedback will be included in the State's study
217 phase.
218

219
220 **Update from the Richmond Fire Department**

221 Timestamp: 1:49

222 3k Fire Department Update as of 9-11-26

223
224 Levesque stated that things are going pretty decently and reviewed the list from the
225 packet. From one year to the next year, they do some of the same tasks over and over
226 again. The audit from Project Worksafe pointed out some of the items that had to be
227 fixed at the Fire Station. Levesque stated that they are 25 calls ahead of last year at this
228 time. His concern is the call volume is increasing but the membership is not. The core
229 group is from ages 68-74. Levesque summarized that some Fire Departments hire per
230 diems to cover the day shifts with 1-2 people but that still leaves the nighttime open to
231 relying on volunteers. Levesque stated that he wants to do a little research on other
232 Departments. ParentM stated that ambulance calls bring in money and even if they
233 charged for fire calls there still would not be enough to cover the costs. Filkins suggested
234 training someone in fire and other municipal opportunities during the daytime. Levesque
235 stated he would continue to pursue future options with the Selectboard.

236
237
238 **Consideration of accepting \$26,500.00 offer for the sale of the 2005 Rescue Truck**

239 Timestamp: 2:02

240
241 Levesque stated that there are a ton of fire trucks out there for sale. This truck still needs
242 to get a third-party inspection.

243
244 *Filkins moved to accept the offer of \$26,500.00 for the sale of the 2005 Rescue Truck and*
245 *to put the proceeds from the sale into the Fire Reserve Fund. Sander seconded.*
246 *Roll Call Vote: Filkins, Hill, Sander, Wood in favor. Motion approved.*

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249 **Consideration of request by the Conservation Commission to issue a Request for**
250 **Proposal regarding Invasive Plant Assessment, Treatment Planning, and Treatment**

251 Timestamp: 2:05

252 3m1 Memo Invasive Plant Species RFP

253 3m2 Invasive Plant Species RFP Final 8 24 26 2

254
255 Pratt, from the Conservation Commission, stated that they have been eyeing a few
256 floodplain plots in Town that are rife with non-native species. Pratt summarized that
257 there are 8-10 different species in the floodplain and using as much volunteer effort but
258 some stuff is just out of scope based on how big it is. Pratt stated that they hope to put
259 out an RFP for contractors that could help with this, with the ultimate goal of using
260 Conservation Reserve funds to tackle some of this stuff. The Conservation Commission
261 wanted the Selectboard's feedback on any modifications or a different approach to this

project. Wood summarized they need Selectboard buy-in to spend or commit money so they will be curious when the proposals come back. Wood provided a verbal approval to go ahead and let the Selectboard know that they get.

Consideration of moving Sam Pratt from a seat on the Andrews Community Forest Committee (ACFC) that is reserved for a representative from the Conservation Commission to an at large seat on the ACFC

Timestamp: 2:12

3n ACFC Seat Update

Wood reviewed how Pratt is the Chair of the ACFC and being the Conservation Commission appointment makes it challenging to balance hearing all the sides, vetting all the ideas, and coming to compromises. Pratt stated that as Chair, there are hard decisions to be made and there is going to be a degree of compromise. This will allow him to operate more impartially during ACFC meetings.

Filkins moved to move Sam Pratt from a seat on the Andrews Community Forest Committee that is reserved for a representative from the Conservation Commission to an at large seat on the Andrews Community Forest Committee with a term that expires in 2029. Hill seconded.

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

Review of completed work at the Town Center and items on the to-do list

Timestamp: 2:16

3o Richmond Town Center Property Management as of 9-17-26

Arneson reviewed the list of items that had been completed by Cahill Mountain Properties for on-going maintenance at the Town Center since January. Arneson stated that he met with Cahill this week to identify things that need to get done more proactively. Arneson stated that they can do a better job of tracking individual hours and projects to make sure they are getting their money's worth on the monthly retainer. Hill stated that he would expect to see a date a project was completed to give a sense of the scope of work. Arneson reviewed a number of things that are in more public spaces which can be addressed ASAP.

Update on FEMA buyout approvals

Timestamp: 2:30

3p Property Buyout List 9-18-26 1

Arneson reviewed that in the last month they have gotten a number of FEMA approvals.

Wood stated that they had 11 buyouts approved at the FEMA level in the last month. Arneson illustrated the map from the packet. Arneson summarized how the homeowners have up until the day of the closing to back out. Once the buyout is closed, it becomes Town property, the structures are demolished and it is returned to green space. Hill stated that there might be opportunities to make those properties useful to the Town as open space. Hill summarized that there is an impact on the Grand List Value and the ability to generate taxes. Wood reviewed that these were approved all of these about a year ago and have not discussed a formal plan or timeline on what to do with the buyout properties but will be on an upcoming agenda. Arneson stated that he will check on the mound that still remains at 54 Jones Mill Rd. Hill stated that they should know the FEMA terminology and expectations for a vacant lot. Hill suggested having a State representative join a future conversation.

Consideration of setting dates for special selectboard meetings to work on the FY28 budget

Timestamp: 2:42

Arneson reviewed that last year they met the second week in October, November, December. The auditor will not have an accurate number for the Unassigned and Restricted funds until mid-November. They can add an extra meeting at the end of December or beginning of January.

Hill moved to hold special meetings of the Selectboard for the purpose of working on the FY28 budget on Tuesday, October 13, 2026 at 7 PM in the Town Center; Monday, November 30, 2026 at 7 PM in the Town Center; Monday, December 14, 2026 at 7 PM in the Town Center. Filkins seconded.

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

Discussion of Selectboard members who would like to attend the Chittenden County Municipal Elected Official Forum hosted by Chittenden Country Regional Planning Commission on Tuesday, September 29, 2026 from 6-8pm

Timestamp: 2:46

3r Chittenden County Municipal Elected Official Forum

Wood stated that he would like to go again as it provides a lot of perspectives and challenges from surrounding Towns. Hill stated that it is a rare opportunity to meet with other town folks outside of a specific context or controversy. Filkins stated that she would like to go. Hill thought it was a good idea for the Chair and Vice-Chairs to go.

Consideration of appointing a voting delegate to the Vermont League of Cities and

348 **Towns (VLCT) annual business meeting**

349 Timestamp: 2:48

350 3s Information on VLCT Annual Meeting

351

352 Arneson stated that the meeting is on October 6 at 1:30 PM.

353

354 *Sander nominated Adam Wood with a backup of Caitlin Filkins to be Richmond's Voting*
355 *Delegate for the Vermont League of Cities and Towns annual business meeting. Hill*
356 *seconded.*

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

358

359

360 **Discussion of recognition of the Camels Hump Little League State Championship**

361 Timestamp: 2:51

362

363 Arneson reviewed that Camels Hump won the State Championship for the first time ever
364 in League history. Arneson suggested a dedication of August 1 as Camels Hump Little
365 League Day.

366

367

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

369 Timestamp: 2:55

370

371 **Minutes:**

372

373 *Sander moved to approve the minutes of August 31, 2026. Filkins seconded.*

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

375

376 **Purchase Orders:**

377

378 *Sander moved to approve purchase order number 5620 to Cargill Salt for winter road*
379 *salt in the amount of \$115,000. Filkins seconded.*

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

381

382 *Sander moved to approve purchase order number 5643 to MEI Electrical Contractors for*
383 *a keyless entry system to the Town Center in the amount of \$42,851.40. Hill seconded.*

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

385

386 **Warrants:**

387

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

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

390

391

392 **Discuss Items for Next Agenda:**

393 -Dugway Rd update

394 -Buyout update for demolition and green space

395 -Plan for grounds maintenance

396 -Access Permit review

397

398 **Adjourn**

399

400 *Sander moved to adjourn. Hill seconded.*

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

402

403 **Meeting adjourned at: 10:02 PM**

404

405 **Chat file from Zoom:**

406 01:07:39 Jean Haskin: Is there a blinking light on the sign warning the curve at

407 Fays corner

408 01:38:05 MMCTV Erin Wagg: They are still in Executive Session – fyi

409 02:08:36 Chelsye Brooks: I request that the Selectboard review the process for

410 ensuring safe fire access to new developments. Recent access recommendations from the

411 fire department were deferred to a later date. Our fire department does a fantastic job and

412 I would like to see their expertise utilized. Also to make sure we don't lose other fire

413 trucks to unsafe roadways. Thanks.

414 02:27:49 Chelsye Brooks: What are the details of the contract? Isn't it a certain

415 amount of time per month?

416 02:28:51 Chelsye Brooks: How does the billing work? We just pay no

417 questions asked? There is no requirement for reporting of time worked and tasks done?

418 02:30:24 Chelsye Brooks: Does it also need to cover his travel time?

419 02:31:01 Chelsye Brooks: If so, I might suggest coordination of on site

420 workdays so he isn't traveling there multiple times and eating into the 16 hours.

421 02:39:55 Cara: Thank you Josh for taking responsibility with this, just thought we

422 hired a professional we would not have this much oversight.

423 02:45:49 Chelsye Brooks: I think some of the sites, especially those nearby

424 volunteers green and with access to water, could be community garden space.

425 02:47:13 Chelsye Brooks: Removing it needs to be disposed as hazardous

426 waste.

427 02:49:27 Chelsye Brooks: I am also curious if the town is allowed to do on

428 ground improvements such as manufactured gravel wetlands and plantings to improve

429 storm mitigation capacity.

430 02:57:39 Cara: When you are looking at what to do with the buyout properties,

431 please confirm if the Esplanade Homes are out of the floodway and are actually in the

432 floodplain? These facts would be very important for the 3 Parks Committee

433 03:10:44 Chelsye Brooks: Access permit review please.
434 There is also a difficult access permit on a lot you just approved in Greystone. FYI.
435 03:11:37 Chelsye Brooks: The zoning office has no part in the review unless
436 it's an application. This is a review for safety. Thanks.