

**Town of Richmond Selectboard Meeting  
Minutes of November 7, 2022**

**Members Present:** Bard Hill, David Sander, Jay Furr, Jeff Forward, June Heston

**Members Absent:** None

**Staff Present:** Duncan Wardwell, Assistant to the Town Manager; Connie Bona, Finance Director; Ravi Venkataraman, Town Planner; Allen Carpenter, Interim Water Resources Superintendent; Dennis Gile, Fire Chief; Gerald Levesque, Assistant Fire Chief; Benjamin Herrick, Interim Police Chief

**Others Present:** Meeting was recorded by MMCT, Allen Knowles, Amanda Cobb, Cara LaBounty, Christopher Cole, David Rugh, Jesse Crary, Judy Rosovsky, Justin Spence, Lisa Kory, Martha Nye, Mary Houle, Melissa Wolaver, Pennie Rand, Rachel Lohia, Richard Dana, Susan Glennon, Susan Wells

**Call to Order: 7:00pm**

**Welcome by:** Heston

**Public Comment:** None

**Additions or Deletions to Agenda:** None

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

**Executive Session regarding appeal of a Development Review Board decision**

*Furr moved to find that premature public knowledge about an appeal of a Development Review Board decision would cause the Town or person to suffer a substantial disadvantage. Hill seconded.*

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

*Furr moved that we enter into executive session to discuss the appeal of a Development Review Board decision under the provisions of 1 VSA 313 (a) (1) and to invite attorney Dave Rugh and Town Planner Ravi Venkataraman into the executive session. Hill seconded.*

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

*Furr moved to exit the executive session. Hill seconded.*

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

**Consideration of resolutions thanking those involved in Richmond's Halloween celebrations**

Heston: Jay Furr proposed that we present two resolutions.

Furr: This is two separate motions because they are two different events and should give credit separately.

Resolution Honoring the Organizers and Volunteers of Halloween on the Green  
<https://www.richmondvt.gov/fileadmin/files/Selectboard/General/ResolutionHalloweenontheGreen.pdf>  
On November 7, 2022 the Selectboard of the Town of Richmond wishes to recognize and thank Rebecca and Andrew French, Chuck Senick, Bryan Moreau, and their fellow organizers and volunteers for all their hard work making the Halloween on the Green possible and bringing smiles to the faces of children across eastern Chittenden County.

*Hill moved to approve the Resolution Honoring the Organizers and Volunteers of Halloween on the Green. Sander seconded.*

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

Resolution Honoring All Who Made Halloween Night in Richmond 2022 Such A Success

<https://www.richmondvt.gov/fileadmin/files/Selectboard/General/ResolutionHalloweenNight2022.pdf>  
On November 7, 2022 the Selectboard of the Town of Richmond wishes to recognize and thank the residents of Pleasant Street, Esplanade Street, Church Street, and Bridge Street and Mount Mansfield Community Television, Celebrate Richmond, and the Richmond Fire and Police Departments for everything they did to make Halloween 2022 a spooky, fun, and safe event.

*Hill moved to approve the Resolution Honoring All Who Made Halloween Night In Richmond 2022 Such A Success. Sander seconded.*

*Roll call vote follows discussion*

Hill: The residents of Tilden Avenue and Baker Street opened up their homes and porches to hundreds of kids as well.

Furr: I think it would be appropriate to amend the resolution to include Tilden Avenue and Baker Street.

Heston: The Town really stepped up.

*Furr moved to amend the Resolution to include the residents of Tilden Avenue and Baker Street. Sander seconded.*

Resolution Honoring All Who Made Halloween Night in Richmond 2022 Such A Success

<https://www.richmondvt.gov/fileadmin/files/Selectboard/General/ResolutionHalloweenNight2022.pdf>  
On November 7, 2022 the Selectboard of the Town of Richmond wishes to recognize and thank the residents of Pleasant Street, Esplanade Street, Church Street, Bridge Street, Tilden Avenue and Baker Street and Mount Mansfield Community Television, Celebrate Richmond, and the Richmond Fire and Police Departments for everything they did to make Halloween 2022 a spooky, fun, and safe event.

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

### **Consideration of approving use of Town Center funds for a survey of the Town Center building**

Heston: In the process with the Black River Design for the visioning of the Town Center it has become apparent that we need a survey to provide an elevation certificate for the

building and a topographic survey. These two items will help us determine exact elevations of the building while addressing flood plain issues. Black River Design reached out to three surveyors and received quotes from two. Those quotes are included in the packet. Latitudes Land Surveying provided a quote of \$4,060 for both items. Button Professional Land Surveyors provided a quote of \$2,100 for both items. You will notice both companies also quoted on providing a boundary survey but the Committee does not feel that we need a boundary survey at this time. The Town Center and Library Committee recommends that this expense be paid from the Town Center Reserve Fund.

Hill: What were the conversations around the absence of a boundary survey? There are property lines within the Village are not thoroughly documented.

Heston: I had the same question. If you looked at the quotes with that included, they were very close in price.

Forward: We need the elevation for what we can and cannot do in this building. The Post Office is very close to the 100-year flood plain level. The boundary survey is further down the line for us. We still have not resolved if we are going to use this building or site. We felt it was important to do the elevation study to understand the building dynamics. The boundary survey will be done further down the road.

Hill: Is there any benefit to doing them together or is it moot?

Forward: Doing the boundary survey is another \$15-20,000.

Heston: It was \$6-7,000 on the first quote we got. It was significantly less from Latitude Land Survey.

Forward: The Button has a lot of history with this building. They would be going over previous surveys. The architect felt they might understand the difficulties of doing a boundary survey better. We didn't feel like it was necessary to spend the money at this time.

Hill: The Boundary Survey fixed fee of \$2,980 from Latitude seems like a bargain.

Forward: We reviewed this and what is recommended at this time is the elevation survey.

LaBounty: It does save you money if they are on-site. If you got them locked into a rate, then it would be best to do it all together. It is not a waste of money as even if you sell this land the survey is worth something.

Furr: I think it is good to have them do it all at once if they are here.

Hill: Once you have a boundary from one property the contiguous properties have something to work from so there is a benefit to the neighbors.

Forward: The Committee was attempting to save money.

Furr: Let's do it at once.

*Forward moved to accept the proposal from Latitudes Land Surveying for an amount not to exceed \$7,040.00 from the Town Center Reserve Fund. Furr seconded.*

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

### **Consideration of making appointments to the American Rescue Plan Act (ARPA) Committee**

Heston: The ARPA Committee currently has three open seats. Two are for Richmond residents and the third is for a Richmond business owner.

Furr: The information is in the packet for Mary Houle, Rachel Lohia, and Eric Svensson are the applicants. Right now, the work of the Committee is going over the feedback and categorizing and scoring. Having opinions will be helpful.

Houle: I bring the experience of a Selectboard member for 6 years with perfect attendance. I do not have a commitment problem as also worked on the Planning Commission. I would like to see this to fruition. I will bring variety to your meetings.

Lohia: I grew on Browns Court, so I know and love Richmond. My husband and kids were able to move back here. I bring a new voice, but I am deep rooted in Richmond. I am passionate about housing opportunities and equality as we have struggled with that. We are an inter-racial marriage, so we have a lot of things that we touch on in our family. We also are business owners in Richmond.

*Forward moved to appoint Rachel Lohia, and Mary Houle to Richmond resident seats on the ARPA Committee and to appoint Eric Svensson to the Business owner seat on the ARPA Committee all with terms expiring in 2023. Hill seconded.*

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

### **Consideration of approving Conservation Fund request from Andrews Community Forest Committee for an ecological trail review**

Heston: This is a follow-up from last meeting where we did not have the most recent application to the Conservation Reserve Fund. That application is included in the packet. Also included in the packet is the amendment to the contract and the original agreement with trail design proposal from Arrowwood. Included is the first invoice for this work.

Furr: I think we should approve it but do not make a pattern of doing the work before the approval.

Hill: I appreciate coming back again to talk about the request. I think the trail design and fine-scale review is important. We really want to follow our procurement policies. I have a question about sequencing. Did we have multiple seasons of fine-scale reviews? If we are still seeking public input, would the trail design change and require an additional fine-scale review?

Heston: It is good reminder that all contracts need to be signed and approved by the Selectboard. There is mention of a fine-scale review happening in late winter and early

spring. We would definitely need to see all the reports before we accept anything else. We really want to be engaged in the conversation with the Andrews Community Forest (ACF) Committee.

Crary: I am the Chair of the ACF Committee. It is an amendment to the original contract. Anything that would require payment from our funds would come to the Selectboard. In the near future, we have previous approval for a facilitator for public engagement. We will talk about the structure of the public engagement at future ACFC meetings. We are finalizing a revised management plan which is the centerpiece of the public engagement. It would be the place where the community provides input on the trail design and additional amendments including Indigenous land acknowledgement. Public engagement will help the ACFC fine-tune the management plan. The layout of the trail design will address any issues with the fine-scale review. There will be some small changes.

Heston: I invite you to get on our future agendas, so we get updates along the way. We are getting reached out to and I don't have the answers.

Crary: It is an opportunity to have some dialogue.

Hill: Public engagement leads to things that you don't anticipate. What is likely to happen, people still want to know their suggestions were heard and documented. The suggestions should be documented as accepted, modified or rejected in terms of the trail design and management plan and fine-scale review.

Forward: How does the budget of \$12,000 relate to the plans provided by Arrowwood and Sinuosity in the packet ([https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/3e4\\_SINUOSITY-ARROWOOD\\_ACF\\_EcologicalTrailDesign\\_Proposal\\_12\\_15\\_2020.pdf](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/3e4_SINUOSITY-ARROWOOD_ACF_EcologicalTrailDesign_Proposal_12_15_2020.pdf)). Where we are in the process.

Crary: That trail work and flagging has already been done. We have revised and refined. The amendment to that contract is for a fine-scale review after the winter/spring.

*Forward moved to approve the request from the Andrew's Community Forest Committee for the use of \$3,500 from the Conservation Reserve Fund for an Ecological Trail Review at the Andrew's Community Forest. Hill seconded.  
Roll call vote follows discussion.*

Forward: Why from the Conservation Reserve Fund?

Crary: The Conservation Committee encouraged us to use it. The ACFC is sensitive to this issue and will put in a process for people to be heard.

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

## **Consideration of approval of purchase of brush truck**

Heston: The Fire Department went out to bid for a brush truck. They reached out to five qualified vendors but only received one bid. The bid from Shakerly Fire Truck Sales is for \$267,230 and is included in the packet along with the agreement for purchase. There is not a requirement for a down payment on the truck and full payment will be due upon delivery, which is expected in October of 2024, placing payment for the truck in FY25. Originally, this purchase was budgeted for \$200,000 in FY23. In the last draft budget for FY24 and capital plan we had budgeted for a \$50,000 deposit in FY23 with a final payment of \$170,000 in FY24.

Levesque: We looked at we had for an equipment, and we realized we need this to get up some driveways. This truck has a quick attack option with 400 feet of lines to get up some of these driveways in winter and mud season. With inflation, it is two years before we get the chassis. We have a mounted PTO pump to have the pressure to fight a fire and that boosted the cost.

Heston: There would not be a loan for this if we intend to follow the capitol plan.

Levesque: The one we have now is a 2009.

Hill: It is a real expensive problem if you wait for something to break down.

*Sander moved to approve purchasing a Macro Ford Forestry Unit from Shakerly Fire Truck Sales in the amount of \$267,230. Hill seconded.*

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

### **Consideration of approving funds for Fourth of July event and fireworks**

Heston: Sue Glennon has provided a handwritten budget for the Fourth of July parade. She added in all items that she could think of and provided her best estimate of the cost. Duncan also provided a spreadsheet to consider the future expenses. Fireworks is the most important item to confirm funding for as we need to sign an agreement with Northstar Fireworks to reserve the fireworks for July 4, 2023. The total cost of the show is \$12,500. Glennon provide a check from the Parade and Fireworks Committee account in the total of \$3,598.01. This leaves a balance of \$8,901.99 to be paid. There is a budget line in the Recreation and Trails department for Special Events. This is an unbudgeted expense knowing it will be overspent, as it seems like the best fit for fireworks.

Furr: There is a lot of interesting stuff in the pipeline and the current structure cannot continue. The fireworks are the most important part.

Heston: It will be part of our budget conversation for next year.

Forward: Is there revenue related to vendors or coin drops?

Heston: We need to determine is to get this contract signed. We want to recruit more members for the Committee and take fundraising off their plate. We can still do it.

Furr: We can still do coin-drops. We are also discussing vendors and non-profits.

Heston: The food trucks were popular this year. It is festive feeling to have variety.

Furr: We can look at both non-profits and vendors. We can look at t-shirts.

Heston: The biggest need is volunteers. The big expense is being covered by the Town. There is a lot of conversation.

Forward: If we do raise money then does it off-set the Town contribution.

Heston: Yes, now that Town is managing the money, the money raised is going to managed by the Town.

Hill: We could have a code in our system.

Furr: The coin-drop is as a good publicity opportunity. We need to delegate who will be in charge of what like non-profit structuring.

LaBounty: I would be careful with a fundraiser as it should be a municipal budget. We need to take this event to reduce the amount of work. Reduce the number of volunteers. Get out of the non-profit and fundraising aspect. Richmond wants to keep this tradition.

*Hill moved to approve entering into a contract with Northstar Fireworks for a fireworks show on July 4, 2023 in the amount of \$12,500 with \$3,598.01 being paid for with funds from the Parade and Fireworks account and the remaining \$8,901.99 being paid from the Special Events budget line in Recreation and Trails. Sander seconded.*

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

### **Consideration of approval of Transportation Alternatives Program Grant**

Heston: A memo from Town Planner Ravi and supporting documents on this agenda item are included in the packet.

Venkataraman: VTrans offers this grant every fall. The Committee and I are looking to fund the build out of the sidewalks on the east side of Bridge St between Jolina Court and Volunteers Green. The \$275,000 total cost is in the Sidewalks Scoping Study. The match for this is about \$55,000. This is part of our budget discussions next week. We are looking for a motion to approve pursuing this grant and to commit to funding the grant match. The deadline is December 7<sup>th</sup>.

Hill: What is the time frame on the \$55,000 into construction? Next year or beyond?

Venkataraman: We would pay out per invoice during the construction period. It usually takes 4-5 years.

Heston: We need to apply for the grant, commit to the \$55,000 which is over a period of time. Keep this in mind for our capital plan.

Hill: We need to approve this but also look at tax percent increase and trade-offs.

Bona: Do the sidewalks need to be on the ballot? I could not find anything in our history on new items putting in place. Our capital plan is replacing something we already have.

It is a large sum of money or many years. Is it transparent putting this amount of money in a large term budget.

Heston: We are applying for a grant and pay the 20% match. What are our options if Jericho Rd doubles in price?

Forward: Any grant application may be first awarded the grant and then may accept the grant. That is a different decision to accept the grant.

Hill: When we review the budget, I am not sure how much requires a vote unless it is a bond vote. A lot of our asset management plan is replacing existing assets.

Heston: We have had a long public conversation about the pedestrian traffic.

Venkataraman: Grants are awarded next year around March. If you look at the construction timeline ([https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/3h3\\_ProjectTimeline\\_BridgeStSidewalks.pdf](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/3h3_ProjectTimeline_BridgeStSidewalks.pdf)), it lists the reasons it takes so long. We have only done the scoping design. It still needs to be vetted by VTrans.

Hill: A new project has a bunch of elements.

Venkataraman: This is considered the higher priority for sidewalks.

Forward: This might be an appropriate use of ARPA funds.

Venkataraman: It is hard to go through engineering, vetting, public participation and build out within 2 years.

Heston: Tonight, we are voting to apply for a grant that is \$275,000 and then we would match \$55,000 if we accepted the grant. The grant covers the full project.

Hill: It would be great to have the project coded in the system.

Venkataraman: The capital plan has the sidewalk from Volunteers Green up to Big Spruce with crossing improvements. This grant can only cover from Volunteers Green to Jolina Court.

Bona: After years of research on the Public Safety Building, it went on an Article and it was voted down. I think the Bridge Street sidewalk is a great idea but I am concerned about transparency.

Cole: With a representative democracy, the Selectboard gets to make the decision instead of deciding every large cost by an open democracy. This is not a bonded item. We do not have to raise the taxes to accept that match. It is a reasonable expenditure spelled out in the Town plan.

Venkataraman: The grant would pay for engineering design and construction of the sidewalk from Jolina Court to Volunteers Green on the east side of Bridge Street. It

includes engineers and municipal project management. It also includes any permitting and paperwork that wouldn't be done by engineers and project managers.

*Furr moved to approve applying for a 2022 Transportation Alternatives Program Grant to fund the construction of sidewalks on the east side of Bridge Street from Jolina Court to Volunteers Green, and allocating \$55,000 for the construction grant match. Sander seconded.*

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

### **Update from Transportation Committee**

Heston: Chris Cole, Chair of the Transportation Committee will lead us through this.

Cole: We started with the Town Plan then started looking for funding to do the work and meet the objectives. We have some grants to do planning and feasibility studies. We conducted a master plan for bicycle and pedestrian infrastructure. We have a Bridge St. corridor study. We took three projects from the public comment which was Huntington Rd from end of sidewalk to the Johnnie Brook trail, the Bridge St project, and the Jericho Rd. We prioritized these three with Bridge St first. For Huntington Rd we preferred to no-build on that one due to legitimate safety concerns around the double S curves. We have contacted Green Mountain Transit (GMT) about improved public transit for residents. GMT might get a grant to conduct a transit study for Williston to Richmond to Waterbury. They are also considering a commuter bus or access from the Village and Riverview Commons to the Park & Ride. The study will look at the route for stop locations, operating hours, frequency, and costs. An alternative proposal is GMT leasing a van which might be coordinated with the grant. If the Town were interested so the Town would have to operate the van and connect to the Park & Ride lot so that it provides access east and west. The real costs would come from operating the van with an employee. The van could be used for free and open-door transit services.

Forward: It is hard for me to imagine adding staff with such a large increase in our budget.

Furr: I always wonder if SSTA could staff it. We would need more than one staff.

Hill: The plan or study would look at the coverage of drivers. I like moving this forward to get to a concrete conversation at what cost.

Cole: Jonesville was included in the Town wide master plan. We have identified Jonesville as a transit stop and park & ride. The dirt area by the railroad is an unofficial park & ride. It is a confluence of Cochran Rd as well.

LaBounty: I think you should consider more sidewalks and signage as you enter Jonesville.

Venkataraman: Allen led an audit walk through Jonesville to identify issues and possible improvements. We are finalizing a draft now.

Hill: I think we should consider fog lines along Cochran Rd to help different users understand the edge of the road.

## **Discussion of next steps for traffic calming on Cochran Rd.**

Heston: On Cochran Rd, we did get a summary of next steps.  
([https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/3j\\_Memo-Traffic\\_Calming.pdf](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/3j_Memo-Traffic_Calming.pdf))

The summary is a result of a meeting that Ravi had with Chittenden County Regional Planning Commission (CCRPC). There are short-term and long-term solutions. We talked with Road Foreman Pete Gosselin and Interim Police Chief Ben Herrick about the short-term options. Gosselin was able to provide the following rough estimates for fog lines:

\*\$4,000 for fog lines in the 25 mph sections

\*\$18,000 for fog lines on the entire road

Included in the packet is a summary of potential next steps for traffic calming on Cochran Rd. There are so many opinions.

Venkataraman: The long-term options are a traffic-calming study for some permanent traffic line patterns in the future. In the meantime, the CCRPC suggested the fog lines to minimize the impacts. Putting the fog lines in with the center line reduces the number of crashes but I could not find any data to support reducing speed. Some studies say removing all the lines reduces speeds because drivers are more alert to the road. Any decorative paint in the road slows down traffic a little bit. Those are quick build options we could put in the Spring when the road is dry. We could install a speed hump or cushion at particular location. I would monitor it over time. They are not plowable but could be driven over with trucks.

Furr: Speed is not the only concern as the lines on the side make a difference. We can have a marked shoulder which would make a huge difference. I would like to see them for bicycle and pedestrian safety. The voters are fed up. I would like to see 4 speed cushions one after the Round Church, one at the Cemetery, one at Wheeler Lane, and one coming over the bridge by John Cohn & Duxbury Rd. If we take them out in the winter than okay. That probably has the biggest impact we can do.

Hill: We need baseline information and then post-intervention like the radar feedback signs.

Furr: I would like to give the blue light radar signs a try.

Herrick: We should have the radar feedback signs by the end of the month.

Hill: Even if the radar signs do not impact speed, we at least have the data which is useful for traffic behavior patterns.

Heston: After the snow season we can talk about putting the cushions in.

Forward: I would like to provide some response to the concerns. I would love slow down signs. It may or may not work and that can go down before winter.

Venkataraman: Pete recommended all the be done in the Spring.

Forward: On Hinesburg and Jericho Rd if your tire goes off the road a vehicle is not going to survive it. A fog line defines the side of the road. I would like to experiment with fog lines, but I doubt we could afford to do all of them.

Furr: The signs will help and glad we are collecting data.

Hill: I would like to have them. We might as well start ordering them, so we have a pilot to see if they work.

Knowles: Huntington uses a Share The Road signs that say CAUTION WATCH FOR CHILDREN JOGGERS BICYCLES PEDESTRIANS. It could be cheap and easy to put on the same poles on Cochran Rd.

Kory: Order the cushions early. Neighboring towns all use speed humps that work really well. I am concerned about the width of Cochran Rd. I don't think there is enough room with a fog line for a biker or pedestrian. I think the yard signs in Jonesville are pretty good.

Rand: People need to know that the Town wants to improve safety for pedestrians and bicycles. I wonder why the Speed Limit is 45 mph. Another thought is to consider reducing the speed limit. I do not need to know the process, but I think 45 is fast. Cochran Road is used for bicycle and pedestrian commuters, and it is important to show some improvements.

Herrick: The Speed Limit process involves a Traffic Study, but the results dictate what the speed will be. If there are no car accidents when people go 50 mph, then the speed limit might change in the other direction. A Traffic Study needs to be done to change the Speed Limit.

Cole: If there is no crash data or injuries then they are not going to find a reason to lower it. They will not raise it. If there is not data supporting lowering the speed limit because it is engineered to move that fast. The increased used of pedestrians, roller blades, Nordic is a contributing factor, but it might not change the results.

Knowles: Town roads can post any Speed Limit it wants. It is just if the Police Chief writes a ticket for what used to be a 45 mph zone, then a lawyer can beat it. All the people driving that road don't know so they see 25 mph.

Herrick: If it isn't legally posted then the speed limit in Vermont is 50 mph. An engineering study would not take into account unlawful conditions. The State of Vermont Statue requires a Traffic Study. The number of tickets can be generated in a report that we plan to post on the website monthly. We report it to the State but I am not sure if it breaks it down by road.

Hill: The active sensors will work 24-7 to get 100% of the data compared to just tickets.

Heston: That is our next step to put those in place.

Wells: The other night my husband and I almost got hit as it is getting dark. They come so fast from Huntington Rd. You could make the road a little narrower in certain places. Something needs to be done at this intersection.

Heston: There is more to be discussed and we should purchase the speed cushions.

LaBounty: I am concerned about younger drivers without fog lines. I like fog lines so pedestrians know where they could be walking. Right now, Cochran Rd is a Truck Route.

Heston: We are not doing any painting until Spring.

Herrick: Emergency vehicles over a speed bump changes the response time by 4-5 seconds so it is not a big deal.

Venkataraman: The VTrans website does not list Cochran Rd as a Truck Route.

Cole: Cochran Rd is not part of any State truck network.

Heston: We should investigate why there is a sign.

### **Discussion of police cruisers**

Heston: Ben will discuss the current fleet of police cruisers. Why do we have so many and what are they being used for? Will the idle cars be used so we do not have repair costs? Your report is clear. This will come up at a budget meeting.

Herrick: Car 4 has returned. I have asked for prices from vendors for marking the cars and waiting for prices. It will be white lettering. Once that car is lettered it will replace Car 3. It will be replaced by the new cruiser we already have. The 2016 Ford Explorer will go over to be sold at auction. The Tesla is a great car for a detective or an administrative chief that does not do a call response. The size has many obstacles and we do not have a super-charger in Town.

Hill: If we had 3 officers and 6 vehicles getting less mileage and less usage then it might be possible to skip a year in purchasing a cruiser.

Herrick: Some of the cars have not been driven very much. We are slated for two cars next year but I can't justify that other than to maintain the cycle.

Forward: We have had the Tesla for almost a year. It would be a good time to review its usage. We have an 8-year warranty on the Tesla. The commute time would be a good use for it.

LaBounty: Maybe you can get money out of selling this Tesla for an EV vehicle appropriate for Police. I think you should go down to 5 cruisers if you only have 3 officers.

Heston: We need a plan moving forward with our Police. We hear your frustrations.

Forward: We should have this for a future Selectboard agenda meeting that might fit in with our budget discussions.

### **FY23 Q1 financial review**

Heston: Since it is already 10:00 pm and I have 2 and half pages of questions, I recommend we do not do it tonight. I do have some questions about the Warrants.

Bona: The Compensation Study and wages going up impacts the long-term and short-term disability. The Health Insurance changes with new employees as well.

Heston: The first quarter financials are helpful as we go through the budget process.

### **Staffing update**

Heston: Following are changes to staffing that occurred since July 1, 2022:

Administration, Fully staffed, no changes

Highway, Fully staffed, no changes

Police, Officer Benjamin Herrick is serving as the Interim Police Chief. Currently there is the Chief position, one full time position, and three part time positions open in the Police Department. However, hiring for the Chief position is on hold.

Library, Library Director Rebecca Mueller indicates there have been no changes since the last staffing update. Minimal staffing needs have been met.

Planning and Zoning, Fully staffed, no changes.

Water and Sewer, Water and Sewer Superintendent Kendall Chamberlin resigned on Oct. 3, Allen Carpenter is acting as the Certified Operator in Chamberlin's absence, the Superintendent job has been posted, Brad Snow has been hired as an operator in training. Snow has recently passed his exam for a Class 3 Water license.

### **Quarterly update from Richmond Rescue**

Heston: This quarterly update is included in the packet

([https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/3n\\_Richmond\\_Rescue\\_Quarterly\\_Update.pdf](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/3n_Richmond_Rescue_Quarterly_Update.pdf))

Forward: I am pleased that they have extended service to Hinesburg. That has worked really well, and everybody seems happy with all of this. There is our example for regionalization.

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

#### **Minutes**

Heston: I suggest the following changes to the 10/17 minutes: pg. 5 replace prize shack with fry shack, pg. 5 remove extra what from Heston statement, pg. 10 replace evasive with invasive.

*Furr moved to approve the Minutes as revised of 10/17/22 as presented. Hill seconded. Roll Call Vote: Forward, Furr, Heston, Hill, Sander in favor. Motion approved.*

Heston: I suggest the following change for the 10/18 minutes: pg. 7 first line replace get 20% with get 80%.

*Furr moved to approve the Minutes of 10/18/22 as presented. Sander seconded.  
Roll Call Vote: Forward, Furr, Heston, Hill, Sander in favor. Motion approved.*

### **Purchase Orders**

*Sander moved to approve PO#4414 to Cargill Salt winter road de-icing not to exceed \$94,944. Furr seconded.*

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

*Furr moved to approve PO#4535 to Reynold & Son for Firefighter SCBA unit not to exceed \$25,152.56. Sander seconded.*

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

### **Warrants**

Heston: I have a question about the Delta Dental.

Bona: We risk losing our insurance policy if we don't pay the bill in full. It will show up as a credit this month. In regard to the question about the Quadient invoice, the correct amount is on the warrant (Quadient Finance is \$1006.72 and Quadient Leasing is \$195.57).

Forward: I think we should look at Pitney-Bowes.

Heston: USPS is another option.

Forward: I have a question about the elevator fuel fee. We have an extra \$125 fee for something.

Wardwell: One fee is a service fee every few months. The extra \$125 was a fuel increase for the year. I am following up on it.

Bona: This is probably a fuel impact from them driving up from Massachusetts.

Forward: It looks like we are still using more than I expect for Vermont Gas in September. I do not understand why we are using 235 cubic feet of gas in September.

Heston: I have a question about Vermont Electric. We have current amount due.

Bona: The bank kicked it back so now I am paying it with this month's bill.

Sander: I think it is for a repeater station.

*Sander moved to approve the general warrants as presented from 11/7/2022. Forward seconded.*

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

*Furr moved to approve the Arrowwood warrant for \$1,396.25 as presented from 11/7/2022. Sander seconded.*

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

**Discuss Items for Next Agenda**

\*Q1 Financials

\*Cochran Calming Signs, Speed Bumps, Timelines

\*Police Cruiser Tesla

\*Budget Meeting update

**Adjournment**

*Sander moved to adjourn. Hill seconded.*

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

**Meeting adjourned at 10:15 pm**

**Chat file from Zoom:**

00:05:08 Rachel Lohia (she/her): Any idea what's going on?

00:17:17 Richmond Town Host: Selectboard is in Executive Session

00:18:20 MMCTV Erin: Martha, can you please mute mic?

00:47:10 MMCTV Erin: Can you increase text size for shared documents?