

1 **Town of Richmond**
2 **Selectboard Meeting**
3 **Minutes of July 1, 2024**
4

5 **Members Present:** Adam Wood, David Sander, Jay Furr, Lisa Miller
6

7 **Absent:** Bard Hill
8

9 **Staff Present:** Josh Arneson, Town Manager; Duncan Wardwell, Assistant to the Town
10 Manager
11

12 **Others Present:** Meeting was recorded by MMCTV, Amy Gifford, Cara LaBounty, Connie van
13 Eeghen, Erin McGuire, Gary Bressor, Jon Kart, Keith Jennings, Mark Fausel, Mary Houle, Matt Parisi,
14 Morgan Wolaver, Rob Hinttze, Virginia Clarke
15

16 **MMCTV Video:** <https://youtu.be/-xJTU00qVAU?si=9YxXV8a9KQOwX5S7>
17

18 **Call to Order:** 7:00 pm
19

20 **Welcome by:** Sander
21

22 **Public Comment:**
23

24 Houle stated her concern about a teenager riding an electric bike that has become
25 menacing. Houle stated that something must be done by the Willis Hill meadow that has
26 become a wetland caused by the State of Vermont and the federal railroad tracks. Houle
27 stated she wants permission to put up a sign on the Town Center front lawn. Houle stated
28 that the maple tree does not belong to the adjacent house as she planted it there on the
29 Town property.
30

31 Furr stated that they need more people for the karaoke contest where people can sign up
32 on the Town Parade & Fireworks web page.
33

34 LaBounty asked about a plan to paint the graffiti on the Bridge St bridge. Arneson will
35 follow up with Pete who knows about the special paint requirements. Bressor said that he
36 will forward an email with the specifications.
37

38 **Additions or Deletions to Agenda:**
39

40 Timestamp: 0:09
41

42 Furr asked for Item j) to move toward the top and Sander suggested after Item a).
43

44 **Items for Presentation or Discussion with those present**
45

46 **Consideration of making an appointment to the Development Review Board**
47

48 Timestamp: 0:03
49

50 [https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/06/3a_MJP_Res
ume_11-9-23.pdf](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/06/3a_MJP_Res
ume_11-9-23.pdf)

50 [https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/07/3a2_DRB -](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/07/3a2_DRB_-_Matt_Parisi.pdf)
51 [_Matt Parisi.pdf](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/07/3a2_DRB_-_Matt_Parisi.pdf)

52
53 People who participated in discussion: Sander, Parisi, Furr, Miller, Houle

54
55 Parisi reviewed his interest to serve the DRB.

56
57 *Furr moved to appoint Matt Parisi to the Development Review Board to fill a vacant seat*
58 *with a term that expires in 2027. Miller seconded*

59 *Roll Call Vote: Furr, Miller, Sander, Wood in favor. Motion approved.*

60

61 **Consideration of setting the FY25 Municipal Tax Rate**

62 Timestamp: 0:13

63 [https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/06/3j1_07-01-](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/06/3j1_07-01-24_Tax_Rate_Approval_for_FY25.pdf)
64 [24 Tax Rate Approval for FY25.pdf](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/06/3j1_07-01-24_Tax_Rate_Approval_for_FY25.pdf)

65

66 [https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/06/3j2_07-01-](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/06/3j2_07-01-24_Tax_Rate_Grand_List_411.pdf)
67 [24 Tax Rate Grand List 411.pdf](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/06/3j2_07-01-24_Tax_Rate_Grand_List_411.pdf)

68

69 [https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/06/3j3_07-01-](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/06/3j3_07-01-24_Tax_Rate_Homestead_Non_Homestead_backup.pdf)
70 [24 Tax Rate Homestead Non Homestead backup.pdf](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/06/3j3_07-01-24_Tax_Rate_Homestead_Non_Homestead_backup.pdf)

71

72 People who participated in discussion: Sander, Arneson, Furr, Miller, LaBounty

73

74 Sander reviewed that this is the municipal tax rate, not the education tax, as the municipal
75 tax is between 20 and 30% of your total tax bill.

76

77 Arneson provided an overview of how to calculate the Municipal Tax Rate, which is a
78 6.1% increase from FY24.

79

80 *Furr move to set the FY25 Municipal tax rate at \$0.4969. Miller seconded.*

81 *Roll Call Vote: Furr, Hill, Miller, Sander, Wood in favor. Motion approved.*

82

83 **Follow up on meeting regarding Pedestrian, Bicycle, and Vehicular Traffic in the** 84 **Village**

85 Timestamp: 0:25

86 [https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/06/3b_List of b](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/06/3b_List_of_bike_ped_vehicle_issues_from_Bridge_St_meeting_on_June_24_2024.pdf)
87 [ike ped vehicle issues from Bridge St. meeting on June 24 2024.pdf](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/06/3b_List_of_bike_ped_vehicle_issues_from_Bridge_St_meeting_on_June_24_2024.pdf)

88

89 People who participated in discussion: Sander, Miller, Furr, Houle, Arneson, LaBounty,
90 Jennings

91

92 Sander stated that it was a respectful conversation with a lot of good ideas. Furr and
93 Miller discussed lighting options. Houle stated that a previous lighting survey indicated
94 that all the lights in the Town of Richmond are to cast down. LaBounty suggested
95 bringing that back to the Town Center and Library Building Committee. Furr and
96 Arneson outlined some paint options to confirm with Pete Gosselin. Furr and Arneson
97 discussed illuminated crosswalks and visible separators. Miller suggested consulting
98 with the Transportation Committee. Jennings stated the Transportation Committee is
99 unable to meet due to a lack of quorum. Arneson confirmed that he will check in with

100 Pete about paint delineators. Furr observed that a lot of people are not willing to park in
101 the Town Center or Depot St and walk. LaBounty suggested a minimum of two compact
102 parking spots to protect the people on the upper Bridge St crosswalk. Arneson confirmed
103 that parking will go to the Ordinance to have it enforceable.

104

105 **Discussion of letter from Transportation Committee**

106 Timestamp: 0:47

107 [https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/06/3c_rtc_letter](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/06/3c_rtc_letter_to_selectboard_20240621_2.pdf)
108 [to_selectboard_20240621_2.pdf](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/06/3c_rtc_letter_to_selectboard_20240621_2.pdf)

109

110 People who participated in discussion: Sander, Jennings, Miller, Furr, Kart, Gifford,
111 LaBounty, Clarke, Parisi, Hinttze

112

113 Jennings reviewed that the point of the letter was to move forward in a productive way
114 that serves the needs of the Town. Kart summarized his experiences with the Selectboard
115 and Transportation Committee.

116

117 Gifford stated that the Richmond Community Kitchen did not wish for this sidewalk
118 process, and this should be a cautionary tale for the future when projects come up. Kart
119 confirmed that public meetings were held, and they did outreach to businesses.

120 LaBounty stated that a committee who is impacting properties should be responsible for
121 communicating directly and not through a posting on Front Porch Forum.

122

123 Clarke expressed how it is upsetting to committees when the Selectboard makes decisions
124 in a hasty way. Furr summarized that a certified letter costs \$4 and could be used to
125 communicate with residents and businesses in a certain area.

126

127 Parisi shared that Bridge St is still a significant safety concern without any kind of speed
128 bumps. Gifford stated the reasons why they felt backed into a corner. Kart stated that
129 there's a process between the committee, Town staff, and the Selectboard. Arneson
130 confirmed the process with the engineer to see if they could make something work but
131 there was a lot of back and forth over and some miscommunication. Hinttze stated that
132 some of the wording was kind of insulting. Kart stated that he is still ambivalent about
133 what his role should be as there's substantive work that needs to be done.

134

135 **Consideration of approval of a letter to the Secretary of Transportation regarding**
136 **the funding from the Transportation Alternatives Program that had been received**
137 **for the Bridge St. sidewalk project**

138 Timestamp: 1:41

139 [https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/06/3d_Letter_Regarding](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/06/3d_Letter_Regarding_Tap_Grant.pdf)
140 [Tap_Grant.pdf](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/06/3d_Letter_Regarding_Tap_Grant.pdf)

141

142 People who participated in discussion: Sander, Arneson, Furr, LaBounty, Gifford, Miller
143

144

145 Arneson reviewed that the Selectboard wanted to write a letter to see if they could
146 convince VTrans to allow them to keep the funding for the sidewalk and put it towards
147 other safety improvements. Arneson summarized the contents of the letter in the packet.
148 LaBounty suggested adding details for loss of ADA (handicap) parking spaces and
149 parking for businesses.

149

150 *Miller moved to approve the letter to the Secretary of Transportation regarding the*
151 *funding from the Transportation Alternatives Program that had been received for the*
152 *Bridge St. sidewalk project. Furr seconded*
153 *Roll Call Vote: Furr, Hill, Miller, Sander, Wood in favor. Motion approved.*
154
155 **Follow up on Western Gateway Scoping Study: Bike and pedestrian path from the**
156 **Village to Riverview Commons**
157 Timestamp: 1:48
158
159 People who participated in discussion: Sander, Arneson, Furr, Miller, LaBounty, Kart,
160 Jennings, Bressor
161
162 Sander reviewed the argument that the State has responsibility to restore that corridor and
163 help fund a solution. Many people discussed the issues with the path and how to fund it.
164 Bressor suggested forming a committee whose only task is to find ways to phase sections.
165
166 *Furr moved to create an ad hoc committee to explore and develop funding for a*
167 *recreation path running along West Main St to include possibilities of Riverview*
168 *Commons to the Park and Ride and to downtown Richmond and will report to the*
169 *Richmond Selectboard. Miller seconded.*
170 *Roll Call Vote: Furr, Miller, Sander, Wood in favor. Motion approved.*
171
172 *Furr moved to appoint Gary Bressor to the ad hoc committee for the recreation path.*
173 *Miller seconded.*
174 *Roll Call Vote: Furr, Miller, Sander, Wood in favor. Motion approved.*
175
176 **Discussion of staffing request for recreation**
177 Timestamp: 2:21
178 [https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/07/3f_Recreation](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/07/3f_Recreation_Coordinator_Job_Description_v3.pdf)
179 [n_Coordinator_Job_Description_v3.pdf](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/07/3f_Recreation_Coordinator_Job_Description_v3.pdf)
180 People who participated in discussion: Sander, Fausel, Miller, Arneson, Furr, LaBounty
181
182 Fausel outlined the proposal presented in the packet. Arneson reviewed that he will be
183 coming back for FY26 budget with a formal proposal for increased administrative
184 staffing.
185
186 **Consideration of selling a Fire Department pickup truck to the Water Resources**
187 **Department**
188 Timestamp: 2:37
189 [https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/06/3g_Fire stati](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/06/3g_Fire_station_Truck_KBB.pdf)
190 [on_Truck_KBB.pdf](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/06/3g_Fire_station_Truck_KBB.pdf)
191
192 People who participated in discussion: Sander, Arneson, Furr, LaBounty
193
194 Furr reviewed the details discussed at the July 1, 2024 Water & Sewer Commission
195 meeting that night.
196
197 *Furr moved to approve the sale of the Fire Department's 2009 Chevrolet Silverado 3500*
198 *HD Regular Cab truck to the Richmond Water Resources Department in the amount of*
199 *\$20,000. Miller seconded.*

200 *Roll Call Vote: Furr, Hill, Miller, Sander, Wood in favor. Motion approved.*

201 **Discussion of update on the Buttermilk's application to the Vermont Housing**
202 **Finance Agency's Rental Revolving Loan Fund**

203 Timestamp: 2:41

204 [https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/06/3h_RRLF U](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/06/3h_RRLF_Update_Next_Steps_June_14th.pdf)
205 [pdate Next Steps June 14th.pdf](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/06/3h_RRLF_Update_Next_Steps_June_14th.pdf)

206

207 People who participated in discussion: Sander, Arneson, Miller

208

209 Arneson summarized that he got an email from Buttermilk that said they were not
210 approved.

211

212 **Review of Local and Regional Input Questionnaire regarding maintenance and/or**
213 **replacement of bridges on I89 near Exit 11**

214 Timestamp: 2:44

215 [https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/06/3i1_I89 Exit](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/06/3i1_I89_Exit_11_Bridges_Project.pdf)
216 [_11 Bridges Project.pdf](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/06/3i1_I89_Exit_11_Bridges_Project.pdf)

217

218 [https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/06/3i2_Richmon](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/06/3i2_Richmond_IM_089-2_60_Community_questionnaire_DRAFT_response.pdf)
219 [d IM 089-2 60 Community questionnaire DRAFT response .pdf](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/06/3i2_Richmond_IM_089-2_60_Community_questionnaire_DRAFT_response.pdf)

220

221 People who participated in discussion: Sander, Arneson, Miller, Wood

222

223 Arneson summarized that this is early outreach by VTrans. Arneson reviewed the
224 bridges illustrated in the packet. Arneson stated that he and Keith Osborne filled out the
225 response survey for the Selectboard to provide feedback before the deadline on July 24.
226 Arneson confirmed adding details from their discussion on the Riverview Commons
227 access to the Park and Ride.

228

229 **Consideration of approval of amendment to Clean Water State Revolving Fund loan**
230 **related to the Wastewater Treatment Facility 20 year study**

231 Timestamp: 2:50

232 [https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/06/3k1_Richmo](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/06/3k1_Richmond_WWTF_-_Step_1_Loan_Amend.pdf)
233 [nd WWTF - Step 1 Loan Amend.pdf](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/06/3k1_Richmond_WWTF_-_Step_1_Loan_Amend.pdf)

234

235 [https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/06/3k2_DEC C](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/06/3k2_DEC_CERTIFICATION_Richmond_WWTF_-_Fully_Executed.pdf)
236 [ERTIFICATION Richmond WWTF - Fully Executed.pdf](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/06/3k2_DEC_CERTIFICATION_Richmond_WWTF_-_Fully_Executed.pdf)

237

238 People who participated in discussion: Sander, Furr, Miller

239

240 *Furr moved to approve the amendment to Clean Water State Revolving Fund loan related*
241 *to the Wastewater Treatment Facility 20 year study by adding \$76,700 to the loan to pay*
242 *for funding assistance, public outreach, and Sewer Use Ordinance Review and*
243 *Recommendations. Miller seconded*

244 *Roll Call Vote: Furr, Hill, Miller, Sander, Wood in favor. Motion approved.*

245

246

247

248

249

250 **Approval of Minutes, Purchase Orders, Warrants**

251

252 **Minutes:**

253

254 *Furr moved to approve the Minutes of 6/17/24 as presented. Miller seconded.*

255 *Roll Call Vote: Furr, Miller, Sander, Wood in favor. Motion approved.*

256

257 *Furr moved to approve the Minutes of 6/24/24 as presented. Miller seconded.*

258 *Roll Call Vote: Furr, Miller, Sander, Wood in favor. Motion approved.*

259

260 **Warrants:**

261

262 *Furr moved to approve the general warrants on 7/1/24 as presented. Miller seconded.*

263 *Roll Call Vote: Furr, Miller, Sander, Wood in favor. Motion approved.*

264

265 **Purchase Orders:**

266

267 *Furr moved to approve PO# 4961 CCRPC for Planning & Zoning for Cochran Rd Study for not to exceed \$10,000.00. Miller seconded*

269 *Roll Call Vote: Furr, Miller, Sander, Wood in favor. Motion approved.*

270

271 *Furr moved to approve PO# 4979 to Hinesburg Police Department for PD Services April 2024 for not to exceed \$34,692.50. Miller seconded*

273 *Roll Call Vote: Furr, Miller, Sander, Wood in favor. Motion approved.*

274

275 *Furr moved to approve PO# 4980 to Hinesburg Police Department for PD Services May 2024 for not to exceed \$34,337.50. Miller seconded*

277 *Roll Call Vote: Furr, Miller, Sander, Wood in favor. Motion approved.*

278

279 *Furr moved to approve PO# 4974 to Simpleroute for FY25 IT Services for not to exceed \$22,440.00. Miller seconded*

281 *Roll Call Vote: Furr, Miller, Sander, Wood in favor. Motion approved.*

282

283 *Furr moved to approve PO# 4894 to Valley Turf Services LLC for Baseball Field Repair for not to exceed \$19,140.00. Miller seconded*

285 *Roll Call Vote: Furr, Miller, Sander, Wood in favor. Motion approved.*

286

287 **Next Meeting Agenda**

288 *Western Gateway path & Ad hoc Committee

289 *July 4th Review

290

291 **Adjourn**

292

293 *Furr moved to adjourn. Miller seconded.*

294 *Roll Call Vote: Furr, Miller, Sander, Wood in favor. Motion approved.*

295

296 **Meeting adjourned at: 10:03 pm**

297

298 **Chat file from Zoom: None**

299