

1 **Town of Richmond**
2 **Selectboard Meeting**
3 **Minutes of September 16, 2024**
4

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

7 **Absent:** None
8

9 **Staff Present:** Josh Arneson, Town Manager; Duncan Wardwell, Assistant to the Town
10 Manager; Linda Parent, Town Clerk; Zoning Administrator Tyler Machia, Keith Osborne,
11 Town Planner.
12

13 **Others Present:** Meeting was recorded by MMCTV, Tom, CCRPC Executive Director
14 Charlie Baker, Maya Balassa CCRPC Planner, June Heston, Danielle Beaudoin (Hidden
15 Pines), Shannon Walters, Sara Hind, Julie Thorpe, Julie Waite, Lauren Settle, Jen Arnott,
16 Dan Settle, Jean Haskin, Sara Heim, Bryonne Johnson, Michael Mitchell, Noa, Robin
17 Pesci, Connie van Eeghen, Erin Farr, Jeff Forward, Kim Thompson, Douglas Thompson,
18 Dana Bianchi
19

20 **MMCTV Video:** <https://youtu.be/QhfOfPFU-HI?si=nL8YXinAVWRYMWjQ>
21

22 **Call to Order:** 7:00 pm
23

24 **Welcome by:** Sander
25

26 **Public Comment:** None.
27

28 **Additions or Deletions to Agenda:** None
29

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

32
33 **Presentation of the Chittenden County Regional Planning Commission Annual**
34 **Report and related issues**

35 Timestamp: 0:01
36

37 [https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/09/3a_FY24_RI](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/09/3a_FY24_RICHMOND_Annual_Report_Final_w181.pdf)
38 [CHMOND Annual Report Final w181.pdf](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/09/3a_FY24_RICHMOND_Annual_Report_Final_w181.pdf)
39

40 People who participated in discussion: Sander, Arneson, Charlie Baker, Mya Balasa,
41 Furr, Hill, Forward, Miller
42

43 Baker gave an overview of Chittenden County Regional Planning Commission, which
44 was started 58 years ago. Specific activities that they did in Richmond in the past year:
45 Cochran Road scoping, some municipal project management on the BridgeSt and
46 sidewalk project, the Gateway feasibility study, looking at improving the shoulder widths
47 on Route 2, energy implementation, GIS information, a variety of technical assistance,
48 some around land use, zoning, traffic data, and road erosion. Furr pointed out that it's
49 hard to build more housing in Richmond when there isn't Water and Sewer out to many

50 of the possible building sites/properties. Hill added that Richmond as a community
51 doesn't have a shelter program or motel voucher program for those who are homeless,
52 and he believes getting water and sewer in place would make a dramatic difference in the
53 ability to build more houses.

54 Baker continued that although an RPC centric perspective, Act 181 has gone to a
55 location-based jurisdiction system. So rather than just the size of your project, it's now
56 about where the project is. There are interim exemption areas set up, but they're really set
57 up around designated villages and downtowns with a buffer area around those. Richmond
58 has a village center in place, so there's a quarter mile buffer around the downtown
59 district. They must consider environmental benefits and burdens to marginalized
60 communities; thus they will have to work together with the Town on preliminary
61 mapping.

62 Forward stated as the Town Energy Coordinator, they are intending to apply for a
63 municipal energy business program grant, and he has found it difficult to find identifiable
64 measures for the Town office building to qualify for the grant. Baker stated that the
65 grants are based on high energy burden towns, and no towns in Chittenden County have
66 qualified to be high energy burden towns. He encouraged Forward to apply for the grant.
67 Miller wanted to know what future land use maps are being utilized for. Baker replied
68 that such maps are used for towns and zoning to plan for future parks or paths as well as
69 showing where residential areas vs commercial areas are within the Town. These maps
70 will be specific, and flood prone areas will also be parsed out on such maps.

71
72

73 **Consideration of holding a Special Selectboard Meeting on Monday, September 23,**
74 **2024 to discuss Stormwater General Permit 3-9050 for the Southview Subdivision**
75 Timestamp: 0:30

76

77 [https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/09/3b_Special_S](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/09/3b_Special_Selectboard_Meeting_Agenda_for_9-23-24_DRAFT.pdf)
78 [electboard Meeting Agenda for 9-23-24 DRAFT.pdf](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/09/3b_Special_Selectboard_Meeting_Agenda_for_9-23-24_DRAFT.pdf)

79

80 People who participated in discussion: Sander, Arneson, Hill, Beaudoin, Heston, Wood,
81 Hind

82

83 Arneson has a list of people who have been invited to the special meeting. He went
84 through the possible draft agenda he has created. He will have representatives from the
85 State present. Mary Drive and Hidden Pines have been excluded from the three-acre
86 development permit rule at this point. Southview still needs to deal with the 3-acre
87 zoning rule for stormwater permits. Hill wondered what the boundary lines are for each
88 neighborhood, which Arneson couldn't answer off hand. Beaudoin added that the
89 boundary question as pertaining to Mary Drive is pertinent. Moving forward, Arneson
90 reported that the neighborhoods on Mary Pines and Hidden Pines will have a fee for an
91 engineer to inspect culverts and ditches yearly and report to the State. Furthermore, every
92 5 years there is an administrative fee of \$240. His recommendation is that the Town goes
93 back to paying those fees, since none of those homes fall under the 3-acre rule. Greystone
94 would fall outside of this because they have HOA, so the Town would in that case pay
95 half the engineering fee and half the administrative fee. He needs to figure out the
96 Notices of Intent. Southview would be the focus of the special meeting. Using street
97 names to establish which properties are involved, rather than using the term "Southview
98 Subdivision." Beaudoin wondered what funding is available to help off-set this cost to
99 residents who have more than 3-acre properties?

100

101 *Furr moved to hold a Special Selectboard meeting (possibly at the library) on Monday,*
102 *September 23, 2024 at 7pm to discuss Stormwater General Permit 3-9050 for the*
103 *Southview Subdivision. Wood seconded.*

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

105

106

107 **Discussion of traffic signal at the intersection of Bridge St. and Rt. 2**

108 Timestamp: 1:00

109

110 People who participated in discussion: Sander, Arneson, Wood

111

112 Arneson stated that he met with Derek Lyman from VTrans and went over the settings of
113 the traffic lights at the Bridge St. and Route 2 intersection. Maximum setting for the
114 Bridge St. light is 30 seconds for the turn signal. It will only stay on until the maximum
115 setting time if there are no cars, otherwise it will turn off. The longer signal clears more
116 cars through during high traffic times.

117 The beeping sound for the crosswalk is for visually impaired people. This is the standard
118 for new traffic signals. The beep increases in sound to be 5 decibels above ambient
119 sound. It does not beep at night. We do have a visually impaired resident that uses these
120 crosswalks, so that cannot be turned off.

121

122 **Discussion of speed limits and trucks on Town roads**

123 Timestamp: 1:07

124

125 People who participated in discussion: Sander, Arneson, Thorpe, Furr, Hill, Settle,
126 Wood, Haskin, Forward

127

128 Thorpe had a complaint about “jake-brakes” that trucks utilize on Hinesburg Road, she
129 wanted to know about a possible speed study. The speed limit has been reduced from 45
130 mph to 40 mph on Hinesburg Road down to Mansfield Way. You cannot ticket people for
131 using “jake-brakes.” The Town could erect a sign, but using “jake-brakes” is not
132 punishable. Settle is also affected by the noise of dump trucks and would appreciate the
133 implementation of a “jake-brake” signage. Higher volume of dump trucks is expected due
134 to flood repairs around Town. Haskin mentioned that “jake-breaks” are used for safety
135 reasons, so that large trucks don’t lose their brakes. Wood stated that there is a noise-
136 threshold that truckers could be held to, and that “jake-brakes” are used for safety
137 reasons, so that the regular brakes don’t get hot and fail. Forward added that the increase
138 in truck traffic has been evident this summer. He thinks speeding is problematic near his
139 house on Hinesburg Road and near Mansfield Way.

140

141 **Update on flood recovery and flood related discussions**

142 Timestamp: 1:30

143

144 https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/09/3e_2024_flood_repair_update.pdf

145

146

147 People who participated in discussion: Sander, Arneson, Furr, Wood, Forward

148

149 Arneson reported that Pete Gosselin states all roads have been repaired to two-way
150 traffic, but that some work still needs to be completed before winter on Stage Road,
151 Snipe Ireland, Hinesburg Road, Besaw, Mountain View Drive and Dugway Road.
152 Hillview Road will be getting a new 10-foot culvert, which will cost about \$60,000,
153 which is the same cost as a bridge, but waiting for a bridge will take longer. FEMA will
154 cover this. East Main Street sidewalk will be patched before winter. Some berming on
155 driveways will also be done for a quick fix.
156 Emergency Watershed Protecting (EWP) program Conservation engineers were in Town
157 for two days last week and visited 40 properties. The estimate is that around 12 properties
158 may qualify for funding. This will entail 75% of the cost to be covered by the program
159 and 25 % by the homeowner.
160 Arneson showed a map of the homes in Town that are considering either the buyout or
161 elevation program through VEM/FEMA. This map will be posted and shows areas that
162 may become greenspaces if the homeowner goes through with the buyout, then the
163 property must become a greenspace, park, or parking lot, without structures. Forward
164 asked if the State is still covering the 25% in an elevation scenario, which Arneson
165 replied yes, the State will cover the 25%. In a buyout scenario the homeowner is not
166 charged, and FEMA pays for the demolition of the home to return it to a green space.

167
168

169 **Consideration of warning a Special Town Meeting to be held on Saturday,**
170 **November 9, 2024**

171 Timestamp: 1:41

172

173 People who participated in discussion: Sander, Arneson, Wood, Parent

174

175 Arneson summarized that the lawyer suggested using the wording “secret paper ballot,”
176 as opposed to Australian ballot. This suggested date of November 9 is the best date/day
177 for this special meeting. Location has still not been determined. Parent stated that
178 Australian ballot implies “pre-printed secret ballot,” hence people cannot make changes
179 to that ballot.

180

181

182 **Consideration of approval of transferring management of Richmond Recreational**
183 **Soccer to Mansfield United**

184 Timestamp: 1:48

185

186 People who participated in discussion: Sander, Arneson

187

188

189 *Furr moved to transfer the management responsibilities for the Richmond Recreational*
190 *Soccer Program to Mansfield United, provided they continue to keep the program open*
191 *to all interested Richmond youth wishing to play recreational soccer. Hill seconded.*

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

193

194

195

196 **Update on grant through the Municipal Energy Resilience Program (MERP)**

197 Timestamp: 1:49

198

199 People who participated in discussion: Sander, Arneson, Wood, Forward

200

201 Wood explained that the Energy Audit has come back, and the recommendation is to
202 reinsulate the post office and portions of the post office as well as the roof, and replacing
203 the HVAC with modern heat pumps, which would bring us up to the funding limit. Wood
204 needs the board to appoint him as an authorized representative that would allow him to
205 fill out the application, and then also appoint Josh Arneson as a signatory, so he can sign
206 and submit the application. Forward stated that the ARPA project has a maximum of \$35
207 million, which ends up being maximum \$350,000 per project potentially.

208

209 *Furr moved to appoint Adam Wood as an authorized representative allowing him to fill*
210 *out the application and appoint Josh Arneson as a signatory. Miller seconded.*

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

212

213

214 **Consideration of appointing a voting delegate to the Vermont League of Cities and**
215 **Towns (VLCT), Property and Casualty Intermunicipal Fund (PACIF), and**
216 **Employment Resource and Benefits Trust (VERB) annual business meetings**

217 Timestamp: 1:55

218

219 [https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/09/3i_Draft_202](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/09/3i_Draft_2025-2026_Municipal_Policy_-_VLCT.pdf)
220 [5-2026_Municipal_Policy_-_VLCT.pdf](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/09/3i_Draft_2025-2026_Municipal_Policy_-_VLCT.pdf)

221

222

223 People who participated in discussion: Sander, Arneson, Furr

224

225 *Furr moved to appoint Jay Furr as the voting delegate from Richmond for the annual*
226 *meetings of VLCT, PACIF, and VERB. Hill seconded.*

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

228

229

230 **Consideration of setting dates for FY26 Budget meetings**

231 Timestamp: 2:00

232

233 People who participated in discussion: Sander

234

235 *Furr amended to hold Special Selectboard Meetings for the purpose of discussing the*
236 *FY26 budget on Tuesday October 15, Tuesday November 12, and Monday, December 9.*

237 *Miller seconded.*

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

239

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

241 Timestamp: 2:02

242

243 **Minutes:**

244

245 *Miller moved to approve the Minutes of 9/3/24 as presented. Hill seconded.*

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

247

248 **Motions for Purchase Orders:**

249

250 ***Purchase Order Motions***

251

252 *Wood moved to approve purchase order number 4907 to Mount Mansfield Unified Union*
253 *School District for education taxes in an amount not to exceed \$2,201,760.72. Furr*
254 *seconded.*

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

256

257

258 *Furr moved to approve purchase order number 4944 to E + S Transport for trucking in*
259 *an amount not to exceed \$10,000.00. Hill seconded.*

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

261

262

263 *Wood moved to amend purchase order number 4950 to Hinesburg Sand and Gravel for*
264 *material for road repairs due to the flooding to an amount of \$100,688.14. Furr*
265 *seconded.*

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

267

268

269 *Furr moved to approve purchase order number 5030 to the Howard Center for the*
270 *Community Outreach Program in an amount not to exceed \$10,490.00. Hill seconded.*

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

272

273

274 **Warrants:**

275

276 *Furr moved to approve the Warrants as presented. Miller seconded.*

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

278

279

280 **Next Meeting Agenda**

281 Timestamp: 2:06

282

283 Hinesburg Road

284 Cochran Road study

285 Zoning hearing

286 Stormwater update

287

288

289 **Executive Sessions:**

290 Timestamp: 2:07

291

292

293 **Update on police department hiring**

294

295 *Furr moved to find that premature public knowledge about candidates for employment in*
296 *the police department would cause the Town or person to suffer a substantial*
297 *disadvantage. Hill seconded.*

298 *Roll Call Vote: Furr, Miller, Sander, Wood in favor. Motion approved.*
299
300 *Wood moved that we enter executive session to discuss candidates for employment in the*
301 *police department under the provisions of 1 VSA 313(a)(3) and invite Town Manager*
302 *Josh Arneson into the executive session. Furr seconded.*
303 *Roll Call Vote: Furr, Miller, Sander, Wood in favor. Motion approved.*
304
305 *Furr moved that we exit executive session. Hill seconded.*
306 *Roll Call Vote: Furr, Miller, Sander, Wood in favor. Motion approved.*
307
308 **Discussion of Annual Review of the Town Manager**
309 Timestamp: 2:37
310
311 *Furr moved to find that premature public knowledge about the review of the Town*
312 *Manager would cause the Town or person to suffer a substantial disadvantage. Miller*
313 *seconded.*
314 *Roll Call Vote: Furr, Miller, Sander, Wood in favor. Motion approved.*
315
316 *Furr moved that we enter executive session to discuss the review of the Town Manager*
317 *under the provisions of 1 VSA 313(a)(3) and invite Town Manager Josh Arneson into the*
318 *executive session. Wood seconded.*
319 *Roll Call Vote: Furr, Miller, Sander, Wood in favor. Motion approved.*
320
321 *Furr moved that we exit executive session. Wood seconded.*
322 *Roll Call Vote: Furr, Miller, Sander, Wood in favor. Motion approved.*
323
324 **Adjourn**
325
326 *Furr moved to adjourn. Wood seconded.*
327 *Roll Call Vote: Furr, Miller, Sander, Wood in favor. Motion approved.*
328
329 **Meeting adjourned at: 10:16 pm**
330
331 **Chat file from Zoom:**
332 00:26:51 Linda Parent: can not hear anything the audience is saying
333 01:15:27 Julie Waite: Not sure if this section of Hinesburg Rd was studied?
334 01:23:37 Lauren & Dan Settle: I agree with Julie; I emailed Josh about truck noise
335 pre-flooding
336 01:25:31 Jean Haskin: Excellent point Adam
337 01:27:45 Lauren & Dan Settle: Wes Whitehill is a lot steeper than Hinesburg Rd
338 near Fays Corner
339 01:27:48 Julie Waite: Wes White Hill and Hinesburg road not apples to apples
340 01:33:33 Julie Thorpe: Completely agree
341 01:35:48 Lauren & Dan Settle: thank you so much!
342 01:36:57 Erin Farr: My hand was up, but I would take into consideration that
343 lowering the speed limit will make the jake brakes louder because they will be slowing
344 down even more....
345 01:47:37 Linda Parent: pre-printed secret paper ballot is part of the legal
346 description
347