

1 **Town of Richmond**
2 **Selectboard Meeting**
3 **Minutes of December 16, 2024**
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5 **Members Present:** Bard Hill, Adam Wood, David Sander, Jay Furr, Lisa Miller
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7 **Absent:** None
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9 **Staff Present:** Town Manager Josh Arneson; Assistant to the Town Manager Duncan
10 Wardwell; Chief of Police Cambridge; Town Clerk Linda Parent; Dennis Gile, Fire
11 Chief; Gerald Levesque, Assistant Fire Chief
12

13 **Others Present:** MMCTV Erin Wagg, Selectboard chair for Town of Hinesburg Merrily
14 Lovell, Jeff Forward, JP, David Rugh, Martha Nye, “16039913302”, Executive Director
15 OCCC Susanne Parent, David Rugh, Noa, Robin Pesci, Morgan Wolaver, Trevor Brooks,
16 Caity Filkins, Kristen Werner, Patty Brushett, Connie Van Eeghen, Julie Toth, Alexis,
17 Brendan Filkins, Kevin Kent, Michael Parent, Ben Owens, Sarah Heim, Kevin Kittinger,
18 Mary Ann Kittinger, June Heston, Douglas Thompson, Kevin Carrubba, Dorian Evans,
19 Aaron Toth
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21 **MMCTV Video:** Recorded by MMCTV by Erin Wagg
22 <https://youtu.be/bXFPsKBGWrg?si=v5YIBUHRfjYjHnx3>
23

24 **Call to Order:** 7:00 pm
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26 **Welcome by:** Sander
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28 **Public Comment:**
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30 LaBounty brought up that the FY24 budget was released on Dec. 9, 2024, not in October
31 when it was due. She doesn't feel it's wise to plan the FY26 budget without the FY24
32 audit. Similarly, the FY25 first Quarter numbers have not been released and would be
33 helpful when planning next year's budget. On Oct. 9, the Town Center Committee and
34 Library Committee met and requested that an RFP for an owner project manager, and this
35 has not been completed so they cannot move forward with upgrades to the Town Center
36 building. She further pointed out that the Richmond Town budget should be compared to
37 the Hinesburg Town budget because she feels Richmond is over-budgeting for certain
38 things that are unnecessary, such as the proposed Deputy Town Manager position.
39

40 **Items for Presentation or Discussion with those present**
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42 **Reminder of Special Selectboard meeting on Tuesday, December 17 to work on the**
43 **FY26 budget**

44 Timestamp: 0:04
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46 Sander reminded everyone that there is a Special Selectboard meeting to discuss the
47 FY26 budget on Dec. 17 at 7:00 p.m.
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50 **Discussion regarding budgeting for shared police services with Hinesburg Split the**
51 **Chief**

52 Timestamp: 0:04

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54 People who participated in discussion: Sander, Arneson, Hill, Lovell, Forward,
55 Cambridge, LaBounty

56

57 Arneson spoke to the Town Manager in Hinesburg Todd Odit regarding sharing the
58 Police Chief for the foreseeable future because that reduces the Chief's budget by half,
59 potentially also splitting an Administrative Assistant, that meeting was a renewed
60 statement that both Towns are interested in continuing cooperation with Police coverage.
61 Hill spoke to Lovell this week to clarify that Richmond was interested in continuing to
62 share Chief Cambridge, also sharing policing duties, as well as possibly having a shared
63 Admin for the Chief. Lovell replied that Hinesburg intends to solidify and finalize their
64 next year's budget on Wed. Dec.18, and she will advocate for an Admin for the Chief
65 (again) at that time. Forward asked how many Officers Hinesburg has budgeted for, to
66 which Lovell replied as far as she knew it was five, with a sixth if the contract with
67 Richmond continues. Cambridge added that he is worried the number of Officers
68 Hinesburg is willing to budget for may decrease to four. Forward emphasized that Police
69 Officers are an essential service and the cooperation between Towns is important and
70 should continue. Cambridge reiterated that Hinesburg has budgeted for four Police
71 Officers plus a Chief, so if Richmond continued to budget for four Officers and a Chief,
72 the two Towns would have budgeted for the same size departments. Forward asked if
73 Chief Cambridge was still looking to fill the officer positions in Richmond, to which
74 Arneson replied that they did fill the one officer position and his dog.

75

76 LaBounty wanted to know why Richmond isn't hiring the officer that "will be let go from
77 Hinesburg", which Arneson pointed out that Hinesburg currently has 5 officers plus the
78 Chief, per their FY25 budget, so no officer "has been let go" from Hinesburg PD, that
79 position is to be discussed in their next budget meeting, LaBounty was incorrect in her
80 assumption. Arneson clarified that the agreement to use Hinesburg officers to patrol in
81 Richmond was set up temporarily because hiring officers in Richmond has not happened
82 as quickly as he has hoped, the intention has always been to hire more officers in
83 Richmond. Lovell concurred and stated that they would keep the Hinesburg budget the
84 way it is now, with five officers and a sixth to cover Richmond, if Richmond did not hire
85 more officers. The first contract to share officers with Hinesburg occurred in the Spring
86 of 2023. Hill corrected LaBounty in that it is the (Police) Union that would prefer
87 Richmond to staff their own Police Department, and not share with Hinesburg, because
88 of collective bargaining and wanting to have (Police) Union members fully staffed in
89 Richmond. This conversation is better left for tomorrow's budget meeting. Forward
90 added with the increase in crime in both Towns cutting the Police budget would not be
91 wise at this time. Lovell ended with the sentiment that she hopes the collaboration
92 between Towns will continue.

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99 **Review of letter from attorney regarding Southview Development Protective**
100 **Covenants in regards to the Southview Development Stormwater Permit, possible**
101 **executive session**

102 Timestamp: 0:26

103

104 https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/12/3c1_2024.11.18_Letter_to_Richmond_Selectboard_Re_Southview_00660924xE4196.PDF

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107 [https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/12/3c2_Letter_to](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/12/3c2_Letter_to_Residents_11-11-24_-_signed_with_map.pdf)
108 [Residents 11-11-24 - signed with map.pdf](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/12/3c2_Letter_to_Residents_11-11-24_-_signed_with_map.pdf)

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111 People who participated in discussion: Sander, Arneson, Furr, Wood, Hill, Miller, Furr,
112 Rugh, Wood, Filkins, Kent,

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114 Arneson explained that a letter was received from an attorney representing some of the
115 residents on Southview Drive to the Selectboard regarding the Stormwater permit. The
116 Town attorney has provided feedback to the board, which Miller stated was not a
117 conclusive statement. Furr stated he didn't think an executive session was necessary to
118 which attorney Rugh disagreed as he wants to provided candid legal advice to the board
119 in a closed session. Wood emphasized that the letter represents only a portion of people
120 in the Southview neighborhood. Hill suggested that this be discussed in closed executive
121 session before it is discussed publicly, he stated that the letter concludes that the Town's
122 position be that there exists a homeowner's association and for people to not assume
123 whatever history there is of a covenant around a homeowner's association to be viable.

124

125 *Hill moved to find that premature public knowledge about attorney-client communication*
126 *would cause the Town or person to suffer a substantial disadvantage. Wood seconded.*
127 *Roll Call Vote: Hill, Furr, Miller, Sander, Wood in favor. Motion approved.*

128

129 *Hill moved that we enter into executive session to discuss attorney-client communication*
130 *regarding a letter on the Southview Development under the provisions of 1 VSA*
131 *313(a)(1)(f) and to invite Town Manager Josh Arneson and Attorney Dave Rugh into the*
132 *executive session. Miller seconded.*

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

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

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

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140 Hill summarized four viable options moving forward: 1) the Town could work with a
141 homeowner's association or Stormwater Management Association. However, Southview
142 residents have clearly said "we don't want to do this." 2) the Town taxes everybody to
143 pay for the Southview mitigation. This also is not plausible or fair, particularly when you
144 think about the trailer park that already pays for its own Stormwater drainage costs, to
145 then be re-taxed for Southview's costs. 3) We could create a tax assessment district, but
146 that's impossible since we don't have property control over people's properties, nor a
147 homeowner's association to negotiate with. 4) Lastly there would be individual
148 easements or eminent domains, which is costly.

149 Hill continued both the Vermont League of Cities and Towns, and the Chittenden County
150 Regional Planning Commission have talked about the three-acre storm rule as being a

149 problem. He thinks the Town and residents should create a notice of intent (NOI). Furr
150 asked if the Town submits such an NOI or should it come from the homeowners. Wood
151 added that an NOI must be submitted to get the grant funding that could pay for
152 mitigation work, and once the work is complete it would quantify the cost and property
153 impact. Filkins wanted further explanation about the number of Town roads in the
154 Southview neighborhood versus in the trailer park. Arneson clarified that there are no
155 Town roads in the trailer park, which is why the Town is not part of that permit
156 application. He continued that after the engineers are finished with their survey work of
157 Southview, they will be better able to answer how much of the impervious surface in
158 Southview Drive is Town roads. Filkins wanted to see the statistics of this data. Hill
159 added that different properties will be affected differently, not just based on Town road
160 impervious surface. Kent wanted clarification about the NOI study, if the engineers were
161 considering private and public surfaces in Southview or just Town roads, which Arneson
162 replied “the engineer is looking at the entire permit area, public and private land.” Heston
163 wanted to emphasize that this is an inequitable issue, and that the State just drew arbitrary
164 lines, and she asks that the Selectboard ask the State for data corresponding to why the
165 lines were drawn the way they were. She suggested people go onto the VLTC website
166 and join an advocacy group. Furr stated he thought the boundary lines were based off
167 decade old permits and indeed are arbitrary. Wood explained that the State had all the
168 metrics, and they lowered the acreage until they hit their prosperous goal which became
169 the “3-acre rule” which is arbitrary and could change and impact everyone in Town. Furr
170 said he will share the link on Front Porch Forum. Hill said he thinks it’s good that
171 Richmond is “late to the party” regarding these permits because they haven’t yet paid for
172 anything, other Towns are further along in the process and have already had to pay fines.
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175 **Consideration of submitting an Applicant Certification for a Notice of Intent for the**
176 **stormwater permit for the Southview Development**

177 Timestamp: 1:22

178
179 https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/12/3d1_SW9050
180 [_ApplicantCertification - Richmond 1 .pdf](#)

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182 https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/12/3d2_Letter
183 [Regarding NOI.pdf](#)

184
185 People who participated in discussion: Wood, Hill

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187 Hill said that the State might view this as incomplete because not every homeowner has
188 signed it. To which Wood added he expected the State to view it as such. Hill said that
189 this just makes us eligible for grant money, this does not commit Southview residents to
190 anything.

191
192 *Wood moved to approve submittal of the Applicant Certification for a Notice of Intent, to*
193 *be accompanied by a letter regarding permittee status. Furr seconded.*

194 *Roll Call Vote: Hill, Furr, Miller, Sander, Wood in favor. Motion approved.*
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197 **Discussion of staffing levels in the Richmond Fire Department**

198 Timestamp: 1:24

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200 https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/12/3e_Fire_Department_Statistics.pdf

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People who participated in discussion: Sander, Arneson, Gile, Hill, Wood, Furr, Levesque

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Review of feedback from Vermont Criminal Justice Council on Fair and Impartial Policing Policy

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Timestamp: 2:09

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https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/12/3f1_VCJC_t_o_Richmond_Ltr_FIP_Policy_12.09.24.pdf

https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/12/3f2_Model_FIP_Policy_updated_04.23.24_-_Migrant_Justice_redline_edits.pdf

https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/12/3f3_Model_FIP_Policy_updated_04.23.24_-_Migrant_Justice_edits_-_review_by_VCJC.pdf

249

250 https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/12/3f4_Jan_19_2021_Proposed_Richmond_Police_Policy_on_Fair_and_unbiased_Policing_Final_Signed.pdf

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People who participated in discussion: Sander, Arneson, Hill, Wood, Furr, Brushett

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Arneson explained this is related to a Fair and Impartial Policing policy, which each Police agency is mandated to have relating to when Officers are allowed to contact or share information with Immigration Customs Enforcement (ICE). Vermont Criminal Justice Council (VCJC) will not accept the removal of the line that says, “other than information regarding citizenship or immigration,” but the initial policy stated we're not supposed to share **any** information and doesn't say “except for citizenship and immigration status” – it's written into State Law and Federal Law. Hill said we cannot override Federal Law which trumps State law. Wood said that going against the VCJC we would be putting a target on our back if we took a stand, also we cannot override Federal Law, and this would be a detriment to exactly those who we are trying to protect, we would be in the spotlight. Furr said Migrant Justice has shared that some Towns are sharing immigration status of certain workers. Brushett shared that there is a special worker program for immigrant workers who are here just to work, but this is not true for those immigrants who are in the dairy industry. She suggested putting the parenthetical back into the PIP. Hill recommend putting the parenthetical back in, then resubmitting it. “Declare victory and go home.” Arneson concurred.

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Consideration of approval of an Access Permit for 3912 Huntington Rd.

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Timestamp: 2:28

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https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/12/3g_Access_Permit_AC2024-05_-_3912_Huntington_Rd..pdf

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People who participated in discussion: Sander

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Furr moved to approve Access Permit 2024-05 for 3912 Huntington Rd.

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Miller seconded.

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

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Review of Draft Town Meeting Warning

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Timestamp: 2:29

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https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/12/3h_TOWN_REPORT_2024_WARNING_DRAFT_12-13-24.pdf

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People who participated in discussion: Arneson, Hill

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Arneson explained this is on the Agenda again tomorrow, but what else if anything, did the Selectboard members wanted to add? This probably won't be finalized until the

298 second meeting in January. Hill stated that certain a la carte items may be added. Arneson
299 said most things are the same as last year.

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302 **Discussion of update for the Town Plan**

303 Timestamp: 2:32

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305 [https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/12/3i1_Email_o](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/12/3i1_Email_on_Next_Steps_for_Town_Plan_Update.pdf)
306 [n_Next_Steps_for_Town_Plan_Update.pdf](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/12/3i1_Email_on_Next_Steps_for_Town_Plan_Update.pdf)

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308 [https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/12/3i2_2018-](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/12/3i2_2018-Richmond-Town-Plan.pdf)
309 [Richmond-Town-Plan.pdf](https://www.richmondvt.gov/fileadmin/files/Selectboard/Meetings/2024/12/3i2_2018-Richmond-Town-Plan.pdf)

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311 People who participated in discussion: Arneson, Hill, LaBounty, Miller, Wood

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313 Arneson elaborated that planning is starting the process of reviewing what's been
314 accomplished in the previous Town Plan to help inform their next steps for the next
315 Town Plan, which will be working towards a finalization in November of 2026; Right
316 now they're asking the Selectboard and all other committees to look at all the action items
317 that they had in the current plan and report back to the Planning Commission with a
318 status on those. He is asking that one or two Selectboard members sit down with him and
319 discuss the current Town Plan. Hill and Miller said they could make themselves available
320 for this. LaBounty wanted to know when the last time was that the entire Town Plan was
321 reviewed and gone over. Arneson replied that this needed to be answered by the Town
322 Planner Keith Osborne. Hill wanted to discuss this when Osborne was present. Wood
323 added that Town Plans should be updated every 8 years and not completely redone.

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

327 Timestamp: 2:41

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329 **Minutes:**

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331 *Hill moved to approve the draft Minutes of 12/02/24 as presented. Miller seconded.*

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

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334 *Hill moved to approve the draft Minutes of 12/03/24 as presented. Miller seconded.*

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

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337 *Hill moved to approve the draft Minutes of 12/09/24 as presented. Miller seconded.*

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

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340 **Purchase Order Motions**

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342 *Furr moved to approve Purchase Order number 5155 to the Hinesburg Police*

343 *Department for police services in September 2024 in an amount of \$34,590.00. Hill*
344 *seconded.*

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

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347 *Furr moved to approve Purchase Order number 5158 to the Hinesburg Police*
348 *Department for police services in August 2024 in an amount of \$34,142.50. Hill*
349 *seconded.*

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

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352 **Warrants:**

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354 *Furr moved to approve the Warrants as presented. Hill seconded.*

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

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357 **Items for next Agenda**

358 Not supporting the 3-acre rule for Southview

359 Fire dept recruitment

360 RFP to hire an owner-planner for Town Center updates

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363 **Update on police department hiring**

364 Timestamp: 2:49

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

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

370

371 *Furr moved that we enter executive session to discuss candidates for employment in the*
372 *police department under the provisions of 1 VSA 313(a)(3) and invite Town Manager*
373 *Josh Arneson into the executive session. Miller seconded.*

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

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

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

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379 **Adjourn**

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381 *Wood moved to adjourn. Miller seconded.*

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

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384 **Meeting adjourned at: 10:20 pm**

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386 **Chat file from Zoom:**

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388 01:24:11 Jay Furr: <https://www.vlct.org/weeklylegislativepreview>
389 legislative-preview

390 01:30:00 Caity Filkins: Thank you for your focus on this - we appreciate your
391 support. - Caitlin

392 01:44:40 Patty Brushett: Maybe a stipend like the selectboard.

393 02:00:43 Patty Brushett: How about adding Hinesburg as automatic mutual aide