

Selectboard Meeting of March 17, 2016  
Town Hall Conference Room B, 7 Summer Street

Selectboard: Trini Brassard, Ross Evans, Michael Hildenbrand and Jerald Ward, M.D.

Absent: Marjorie Ryerson

Municipal Staff: Melvin Adams (Town Manager) and Cindy Spaulding (Recorder)

Public Attendees: John Joy, John Race, Carolyn Lumbra, Larry Richburg, John and Carol Doss.

Media: Hannah Warren (ORCA)

1. Call to order

Mrs. Brassard called the meeting to order at 5:32 p.m.

2. Public Comment

The board took public comment from Mr. Joy voicing his concerns on

- Police Department personnel responding to incidents outside of the Police District
- Perception of Fire Department no having adequate vehicles to respond to calls without the assistance of Highway Department
- Police officers taking cruisers home outside of the Police District

3. Approve Agenda

**On motion by Mr. Evans, seconded by Mr. Hildebrand, the Board approved the agenda as presented. Vote 4-0-0.**

4. Consent Agenda

**On motion by Dr. Ward, seconded by Mr. Hildenbrand, the Board approved the consent agenda items a: Minutes of March 3, 2016 and Warrants as presented. Vote 4-0-0.**

*Note: There were no liquor licenses to approve.*

5. New Business

a. Green Acres Farm Letter of Support Request

**On motion by Mr. Evans, seconded by Dr. Ward, the Board approved that conservation of Green Acres Farm in South Randolph is consistent with the town plan and zoning and signed a letter of support to be sent to the Vermont Land Trust. Vote 4-0-0.**

b. Downtown (RACDC) Update

Ms. Iffland provided an update on the following:

- Downtown Designation renewal & process
- Kiosk Panels
- Agreement to coordinate the material at the kiosk
- Efficiency Vermont

c. Randolph Center Village Designation Town Plan Amendment

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Mr. Adams explained the town would like to apply for a Designated Village Center similar to the Designated Downtown. Having a DVC could have some direct benefits to some of the properties in Center. Mrs. Lumbra on behalf of the Randolph Fire District #1 presented to the board a document signed by 34 voters of the district who were not interested in becoming a Designated Village Center



d. Asset Management Planning Grants for Public Community Drinking Water Systems

**On motion by Mr. Hildenbrand, seconded by Dr. Ward, the Board approved submitting a grant application for Asset Management Planning Grant for Public Community Drinking Water Systems through the State of Vermont Department of Environmental Conservation and appointed Melvin Adams as the duly authorized signatory. Vote 4-0-0.**

e. Sewer Allocation for Agriculture Lab

**On motion by Mr. Evans, seconded by Dr. Ward, the Board approved the State of Vermont a 630- gallon per day wastewater allocation for the agricultural and environmental lab on VTC campus with a fee of \$3,150 plus an additional 25% for processing discharge. Vote 4-0-0.**

Dr. Ward questioned why the allocation was so low when there are 44 full time employees at the facility. Mr. Adams will follow up on this with Ms. Sanchez.

f. USDA – Sewer System Finance

The Board received notification from USDA that there was a typo in the Public Sewer System Improvement Bond documents. It is the consensus of the Board, per request of USDS, to initial off on the documents approved by the previous Selectboard.

g. Approve Initial Bond Application for Paving and Sewer

**On motion by Dr. Ward, seconded by Mr. Evans, the Board authorized an application for \$3M general obligation bond through the Vermont Municipal Bond Bank for Elm Street and Chelsea Mountain Road paving and for sewer replacement on Summer Prospect, Maple, and Elm Streets. \$1.8M is to be repaid over twenty years by the town residents and sewer at \$1.2 M will be paid only by the residents of the sewer district. Vote 4-0-0.**

h. White River Partnership

**On motion by Dr. Ward, seconded by Mr. Evans, the Board approved the Conservation Commission's recommendation to contribute \$1,000 from the Conservation Fund to the White River Partnership for water quality monitoring. Vote 4-0-0.**

i. BGS Building Communities (Kimball Public Library)

The grant agreement is for \$4,500 for computers at the library. It is a 50/50 match.

**On motion by Mr. Evans, seconded by Mr. Hildenbrand, the Board voted to accept the grant agreement 01181-07-HS-020 between the State of Vermont, Buildings General Services, and Town of Randolph for the Kimball Library in the amount of \$4,500 and appointed Melvin Adams as authorized signatory. Vote 4-0-0**

j. DUI & Education Grant Opportunity (Police Department)

**On motion by Dr. Ward, seconded by Mr. Evans, the Board approved submitting a grant application through the Governor's Highway Safety for DUI and Occupant Protection for the Randolph Police Department and appointed Melvin Adams, as duly authorized signatory. Vote 4-0-0.**

**On motion by Mr. Evans, seconded by Mr. Hildenbrand, the Board approved submitting a grant application through the Governor's Highway Safety Program for Educational Programs for the Randolph Police Department and appointed Melvin Adams, as duly authorized signatory. Vote 4-0-0.**

k. SWIP Grant Agreement

**On motion by Dr. Ward, seconded by Mr. Evans, the Board voted to accept grant agreement 2016-SWIP-1278 between the State of Vermont Department of Environmental Conservation and the Town of Randolph for the Solid Waste Implementation Program and appointed Melvin Adams, as duly authorized signatory. Vote 4-0-0.**

l. Selectboard Rules of Procedure

The Board reviewed the previous board's rules of procedure. Discussion ensued concerning editing procedure 1 and 4. The document will be edited and returned to the board under old business at its next meeting of April 14, 2016.

m. Email Communications Policy

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The Board reviewed a draft email communications policy. Discussion ensued on the best practice of the board to have town based emails and ability to access them on their own personal electronic devices. The board requested to check with VLCT if there is another model policy and for Mrs. Mazzucco as system administrator to discuss the town's email system at its next meeting of April 14, 2016.

n. Local Emergency Operations Plan

The Board reviewed the LEOP. There were questions from board members, which will be addressed prior to the next board meeting.

o. Advertise Bids

The Board reviewed the list of bid solicitations for upcoming projects:

- Engineering services on Beanville Road Culvert 5
- Engineering services to design sewer system replacement & storm water collection on Elm & Prospect Streets (separate projects)
- Design of the Police Station, bid request delayed until next Board meeting
- Design/Build for the Fire Station
- Paving (shim & overlay) on Chelsea Mountain Road
- Engineering and Design to widen Clay Wight Hill Road
- Summer, Fales, Salisbury, Franklin Streets to be bid out by DuBois & King

On motion by Mr. Hildenbrand, seconded by Dr. Ward, the Board approved soliciting bids for upcoming projects as presented. Vote 4-0-0.

p. Town Annual Financial Report for AOT

**On motion by Dr. Ward, seconded by Mr. Hildenbrand, the Board approved the Town Annual Financial Report for FY2017 to be submitted to the State of Vermont Agency of Transportation. Vote 4-0-0.**

q. Certificate of Compliance for Town Road & Bridge Standards

**On motion by Mr. Evans, seconded by Dr. Ward, the Board certified compliance of Town Road Bridge Standards and Network Inventory as outlined in Vtrans January 23, 2013 template. Vote 4-0-0.**

r. Grants Through the State of Vermont Agency of Transportation

**On motion by Dr. Ward, seconded by Mr. Evans, the Board approved a structures Grant for Beanville Road Culvert #5, Class 2 Paving for Chelsea Mountain Road and Better Backroads Category C for Clay-Wight Hill Road and appointed Melvin Adams as duly authorized signatory. Vote 4-0-0.**

6. Old Business

a. Committee Appointees

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The Board reviewed the second round of committee appointees.

**On motion by Mr. Evans, seconded by Dr. Ward, the Board appointed: John Becker (Alternate) to the Development Review Board for a term to expire 2018; Susan Mills to the Energy Committee; I. Winston Sadoo to the Economic Development Council with term to expire 2018; Susan Schoolcraft to the Citizens Advisory Board, Trini Brassard as Selectboard rep and Larry Richburg to the Police Advisory Committee; Larry Satcowitz to the Recreation Advisory Committee; and Susan Pickett to Water and Wastewater Advisory Committee. Remove Tom Malenchuck as interim Alternate to the Development Review Board and remove Ross Evans from the Police Advisory Committee. Vote 4-0-0.**

*There are two interested in the Two Rivers Ottauquechee Regional Planning Commission alternate position. The Board will interview both candidates at its next meeting. Candidates: I. Winston Sadoo (letter received) and Camden Walters (Dr. Ward mentioned the interest-waiting for official letter from Mr. Walters.)*

7. Other Business

Announcements

- Sewer Manhole at the Montague Golf Course had overflowed recently.
- ACT 250 Permit for former Pickett/Blaisdell Gravel Pit to close on Peth Road
- Loud Music Complaint coming from One Main Tap and Grill from a resident living in the apartment in the Red Lion Inn over the restaurant
- Police Activity in Randolph Center
- Randolph Village Fire Department Tanker (new)
- Status of Bid Specifications to replace the RVFD Engine 2 which had been lost due to fire at the station in September.

8. Adjournment

**At 8:20 p.m. on motion by Mr. Hildenbrand, seconded by Mr. Evans, the Board adjourned until its next meeting of April 14, 2016 at 5:30 p.m. in Town Hall Conference Room B, 7 Summer Street. Vote 4-0-0.**

Respectfully submitted,

Cindy Spaulding  
Recorder