

Selectboard Meeting of April 14, 2016
Town Hall Conference Room B, 7 Summer Street

Selectboard: Trini Brassard, Michael Hildenbrand, Marjorie Ryerson, Jerald Ward, M.D.

Municipal Staff: Melvin Adams (Town Manager), Cindy Spaulding (Recorder), James Krakowiecki (Chief of Police), William Morgan (Highway Operations Manager)

Public Attendees: Shane Niles; Chris Richmond, Lisa Gray (Randolph Farmers Market), Josh Neibling and Denise Nivision (One Main Tap & Grill), Julie Iffland (RACDC) and I. Winston Sadoo. (Association by names were on sign in sheet - Joseph Voci was observed as attendee but did not sign in.)

Media: Hannah Warren (ORCA Media)

1. Call to order

Mrs. Brassard called the meeting to order at 5:38 p.m.

2. Public Comment

Mr. Voci asked for a follow up on town meeting, pertaining to dialog between the Town Selectboard and School District regarding paying for law enforcement services at the schools. Mrs. Brassard explained data needs to be collected as to the types of calls and man-hours at the School. It will first be discussed at a Police Advisory meeting. A meeting then will be coordinated with members of the school district/supervisory board and the Police Advisory Committee to review the data and level of law enforcement services at the schools.

Mr. Voci asked if the Board allowed public participation on each action item. Mrs. Brassard announced that there is a Policy for Public Participation before the board for adoption later in the meeting.

3. Approve agenda

On motion by Dr. Ward, seconded by Ms. Ryerson, the Board approved the agenda as presented. Vote 4-0-0.

4. Consent Calendar

On motion by Ms. Ryerson, seconded by Dr. Ward, the Board approved the consent calendar as presented. Vote 4-0-0.

Approved:

Minutes of March 17, 2016

First Class Liquor Licenses: Rail Side Tavern, Inc.; The Randolph Depot, LLC.; Valley Bowl, Inc.; Montague Golf Club; Jaren Sub; One Main Tap & Grill; Black Krim Tavern LLC.; and The Travelin Willy B's.

Second Class Liquor Licenses: Fenix Fine Foods, LLC.; Middle Branch Market & Deli;

Outside Consumption Licenses: Montague Golf Club; Jaren Sub; The Travelin Willy B's; The Randolph Depot, LLC.; and Black Krim Tavern, LLC.

Resolution appointing representatives to the governing board of the East Central Vermont Telecommunications District

Acknowledge receipt of \$3,125 from William & Mary Markle Community Foundation
Warrants

5. New Business

a. Police Department Operations

Chief Krakowiecki provided an explanation that the purpose of officers of the Randolph Police Department leaving the district is in response to requests for agency assists from other law enforcement entities such as the Vermont State Police or Fire/EMS. He presented data from 2014 to 2016 on the types of calls and man-hours outside of the Police

Highlights of discussion: On-call Supervisor taking cruiser home, types of calls after hours calls requiring a supervisor.

b. Randolph Farmers Market Requests

The board reviewed Randolph Farmers Market request to place banners on the street lights and to have wagon rides to the market at Gifford's Green.

On motion by Dr. Ward, seconded by Mr. Hildenbrand, the Board approved the Randolph Farmer's Market to place banners on the downtown streetlights and the wagon ride to the market. Vote 4-0-0.

c. One Main Tap and Grill to amend Outside consumption

The Board reviewed One Main Tap and Grill's (OMT&G) request to amend its outside consumption liquor license to extend its seating area on the sidewalk from 9' x 30' to a larger part of the sidewalk. The seating for this would be taking up to three-two top tables allotted in the restaurant and replacing them in the new area.

Discussion ensued regarding: noise complaints from the residents of the Red Lion Inn above the restaurant; the area was measured for the additional space requested and it was found that it could limit pedestrian and wheelchair traffic causing a Public Safety non ADA compliance issue and outside consumption permit requirements. The owners and town will meet to measure and assess a new request to expand the seating area. No action taken on seating area expansion.

During the discussion, OMT&G mentioned that they would like to bring tables out this weekend as it will be nice for outside seating.

On motion by Ms. Ryerson, seconded by Mr. Hildenbrand, the Board voted to amend One Main Tap & Grill's 2015 outdoor consumption liquor license to allow outdoor seating in front of the restaurant 9' x 30' space from April 15 to May 1, 2016., contingent upon the Department of Liquor Control. Vote 4-0-0.

Note: OMT&G will contact DLC directly to coordinate this.

Shortly after motion was made Enforcement Officer Welch via phone relayed that the 2015 outside consumption permit had expired as of October 31, 2015. It was recommended for the

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2016 permit to omit the dates. (This was announced during the meeting while the owners Neibling and Niles were there. They were informed they would need to contact DLC on how they could possibly serve on the weekend.)

Later in the meeting the board moved on the OMT&G's 2016 Outside Consumption Permit, which starts on May 1, 2016.

On motion by Mr. Hildenbrand, seconded by Ms. Ryerson, the Board approved One Main Tap and Grill's 2016 Outside Consumption Permit as amended: year round-weather permitted between the hours of 11 a.m. to 10:30 p.m. with seating area within the public sidewalk to be determined at a later date. Vote 4-0-0.

Note: The original dimensions of 9' x 30' had been crossed off this permit and initialed by owners.

d. New Wastewater Rates

On motion by Ms. Ryerson, seconded by Dr. Ward, the Board approved raising the wastewater rates to a \$70.00 service connection fee that comes with five hundred cubic feet (HCF) of usage and a usage of \$12.50/HCF for usage above five HCF. Vote 4-0-0.

e. Water & Wastewater Allocation: Armand's 8 South Main

On motion by Ms. Ryerson, seconded by Mr. Hildenbrand, the Board approved Armand's 8 South Main, LLC additional water and wastewater allocation of 90 and 80 gallons per day, respectively, for conversion of an insurance office into a one chair/operator hair salon at 8 South Main Street. Vote 4-0-0.

Note: Fees were not available at time of motion.

f. Disconnect from Wastewater System

On motion by Dr. Ward, seconded by Ms. Ryerson, the Board granted permission for Todd Wright to disconnect 12 Hull Street from the public wastewater system with the condition that the service connection shall be plugged at the manhole by the clubhouse in a manner satisfactory to the Wastewater Superintendent and minimum billing shall continue until such time it is done. Vote 4-0-0

g. Award Contract to locate a New Water Supply

On motion by Dr. Ward, seconded by Ms. Ryerson, the Board approved to award the contract to identify a new water supply to Dufresne Group Consulting Engineers for an amount not to exceed \$75,227 and authorize Mel Adams as signatory on all documents pertaining to the project. Vote 4-0-0

h. Cemetery Ditch

On motion by Ms. Ryerson, seconded by Dr. Ward, the Board ratified its approval to award the Cemetery Ditch Project to Larry Pickett for a lump sum amount of \$12,000. Vote 4-0-0.

- i. Award Contract to Pave Chelsea Mountain Road

On motion by Ms. Ryerson, seconded by Mr. Hildenbrand, the Board awarded the Chelsea Mountain Road Paving Project to Pike Industries in an amount not to exceed \$532,737.50. Vote 4-0-0.

- j. MOU between the Town and RACDC for Kiosk Maintenance

On motion by Dr. Ward, seconded by Ms. Ryerson, the Board approved the Kiosk Maintenance Memorandum of Understanding between the Town of Randolph and Randolph Area Development Corporation and appointed Melvin Adams as signatory. Vote 4-0-0.

- k. Inter-library Loan

On motion by Ms. Ryerson, seconded by Dr. Ward, the Board approved the letter of agreement for Federal FY2015 Interlibrary Loan Courier Pilot Project for Public Libraries for courier delivery service from January 25, 2016 to August 31, 2016 for the Kimball Public Library with a grant amount of \$240.00. Vote 4-0-0

- l. Bid solicitation for Fire Station Design/Build

Discussion and action on this subject tabled until the May 12 Selectboard Meeting.

- m. Warrant for 1 & 3 Park Street closing.

Before action was taken Mr. Voci notified the Board that he has consulted with the Office of Secretary of State to get a recommendation if the purchase of the property was legal. Discussion ensued regarding whether the Selectboard could purchase property without giving notice to the residents of the town. VSA Title 10 Section 6302 and VSA Title 24 Section 1061 were discussed. The consensus of the Board is to obtain legal opinion on both Vermont State Statutes.

On motion by Mr. Hildenbrand, seconded by Ms. Ryerson, the Board ratified its approval for a warrant in the amount of \$161,771.13 to purchase 1 and 3 Park Street for the Fire Station location. Vote 4-0-0

- n. Warrant for 45 South Main Street

Before action was taken, Mr. Voci challenged the action by asking if the town was loaning money to the Police District to purchase the property. It was explained that the town would convey the property to the District once the bond has been approved and the district would pay the town back.

On motion by Dr. Ward, seconded by Ms. Ryerson, the Board ratified its approval for a warrant in the amount of \$275,000 to purchase 45 South Main Street for a potential location for the Randolph Police Department. Vote 4-0-0.

- o. Bond anticipation note for 45 South Main Street

Mr. Adams explained the documents from the Lake Sunapee Bank are a bond anticipation loan for the 45 South Main Street. This was the best option for reimbursement through the USDA bond.

On motion by Mr. Hildenbrand, seconded by Dr. Ward, the Board approved the nine month promissory note Loan 6000761570 with Lake Sunapee Bank in the amount of \$275,000 for the purchase of 45 South Main Street. Vote 4-0-0.

- p. Appoint Signatories for Warrants

Mr. Adams provided an overview of the warrant approval process.

On motion by Ms. Ryerson, seconded by Dr. Ward, the Board voted on the warrant policy motion as follows:

In accordance with provisions of 24 V.S.A § 1623, appointing Ross Evans, or Marjorie Ryerson, or Michael Hildenbrand to approve and sign orders of payroll and operating expenses as long as majority of the Selectboard have signified by email their approval of the expense(s). Vote 4-0-0

- q. Policies for Law Enforcement

On motion by Dr. Ward, seconded by Mr. Hildenbrand, the Board approved the following Law Enforcement Policies: Dealing with Persons of Diminished Capacity; Identification Process; Sexual Misconduct; Stop, Arrest and Search Persons; and Transportation & Restraint of Prisoners. Vote 3-0-1 (Ryerson abstained)

Note: Cellular Telephone Policy will be going back to Police Advisory Committee for amendment.

- r. Site Visit for Ranger Solar

Mr. Adams provided an overview of Ranger Solar's array projects in Vermont and the proposed one on the East Bethel Road. The purpose of setting up a meeting at the proposed site is to give the Selectboard an opportunity to see it first hand as well as potentially sending a letter of endorsement at a later date. Discussion ensued concerning solar array project and the process to establish renewable energy credits. It was suggested to meet on May 1 or 8, with the possibility of having representatives from communities that have Ranger Solar attend a future meeting.

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- s. Approve Solicitation of a Bond Anticipation Note for Paving and Sewer Projects

On motion by Ms. Ryerson, seconded by Mr. Hildenbrand, the Board approved soliciting a Bond Anticipation note with the Lake Sunapee Bank in the amount of three million dollars for Paving and Sewer Projects. Vote 4-0-0.

- t. Reimbursement Resolution

On motion by Dr. Ward, seconded by Mr. Hildenbrand, the Board approved the reimbursement resolution with the Community First National Bank and Town of Randolph for the purpose of reimbursement for the lease of the Randolph Village Tanker Truck and appointed Trini Brassard and Melvin Adams to sign on behalf of the town. Vote 4-0-0.

6. Old Business

- a. Selectboard Rules of Procedure

On motion by Mr. Hildenbrand, seconded by Dr. Ward, the Board approved the Selectboard Rules of Procedure as amended. Vote 4-0-0. (Document will be available at May 12 meeting for signature.)

- b. Electronic Communications Policy

Action on Electronic Communications Policy is tabled until the May 12 meeting.

- c. Local Emergency Management Plan

On motion by Mr. Hildenbrand, seconded by Ms. Ryerson, the Board adopted the Local Emergency Operations Plan as amended. Vote 4-0-0.

- d. Committee Appointments continued

On motion by Dr. Ward, seconded by Ms. Ryerson, the Board appointed I. Winston Sadoo as Alternate to Two Rivers-Ottawaquechee Regional Planning Commission; Emma Schumann to Economic Development Council for a term to expire 2018; Camden Walters to Planning Commission for a term to expire 2020; and Dennis Brown to the Police Design Committee. Vote 4-0-0.

- e. Follow-up on Public Hearing Land Use Regulations

The board reviewed Ms. Sanchez's action item sheet regarding the Public Hearing of the Land Use Regulations. Discussion ensued concerning accepting comments on the LUR after the deadline date and the process moving forward. It is the consensus of the Board they may be able to fulfill the time line outlined in the memo.

7. Other Business

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There was no other business to discuss.

8. Executive Session pursuant to 1 VSA 313(a)(2) Real Estate

At 9:32 p.m. on motion by Dr. Ward, seconded by Mr. Hildenbrand, the Board entered into executive session pursuant to 1 VSA 313(a)(2) Real Estate and invited Melvin Adams, Town Manager to attend. Vote 3-0-0.

At 10:00 p.m. on motion by Mr. Hildenbrand, seconded by Dr. Ward, the Board returned to open session. Vote 3-0-0.

Action: No action taken

9. Adjournment

At 10:02 p.m. on motion by Dr. Ward, seconded by Mr. Hildenbrand, the Board voted to adjourn until its next scheduled meeting of May 12, 2016 at 5:30 p.m. in Town Hall Conference Room B, 7 Summer Street. Vote 3-0-0.

Respectfully submitted,

Cindy Spaulding
Recorder