

Selectboard Meeting of October 13, 2016
Town Hall Conference Room B, 7 Summer Street

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

Municipal Staff: Melvin Adams (Town Manager), Cindy Spaulding (Recorder), Bill Morgan (Facilities Manager) and Loretta Stalnaker (RPD-Sgt)

Public Attendees: Jim Sault

Media: David Crosby (*The Herald of Randolph*)

1. Call to order

Mrs. Brassard called the meeting to order at 5:35 p.m.

2. Public Comment

There was no public comment.

3. Approve Agenda

On motion by Dr Ward, seconded by Mr. Evans, the Board approved the agenda as presented. Vote 3-0-0.

4. Consent Agenda

On motion by Mr. Evans, seconded by Dr. Ward, the Board approved the consent agenda as presented. Vote 3-0-0.

Approved: Meeting Minutes of September 8, September 15, September 29/30; Sale of Burial Plots: LaLumia; Hannon/Nagy; Drury/Adams; Calter; and Gerstenmaier; Valley Bowl Caterer Permit (ratify) Clara Martin Banner Request; Special Event's Permit; Light Pole Banner Request RACDC (ratify) Warrants

5. New Business

a. Appoint Selectboard Member

Mrs. Brassard provided an overview of the interview process for the vacancy on the Selectboard. The Board interviewed six candidates and narrowed their search to two. The Board was unable to come to a consensus for one candidate. The Board asked each candidate to assist it as liaisons to a few advisory committees. Both will participate in the development of the FY2018 budget and Police Design Committee. Larry Satcowitz will join the Capital Budget Advisory Committee and Jim Sault will be liaison to the Economic Development Council.

Discussion ensued concerning the last vacancy of the EDC. EDC has one vacancy and was going to recommend a candidate to the Board for consideration at a later meeting. The consensus of the Board is to ask EDC members to reconsider both Mr. Hooper and Mr. Sault as candidates on EDC.

Selectboard Meeting of October 13, 2016
Town Hall Conference Room B, 7 Summer Street

b. Update from Police Design Committee

RPD Sgt. Stalnaker provided an update on the activity of the Police Design Committee. She provided potential plans and costs for: 45 South Main Street at \$360,000 or renovate the lower level of 6 Salisbury Street, current Police Station at \$600,000 or possibility of building on the Branchwood property at \$1,200,000. An open house at 6 Salisbury Street and 45 South Main Street is planned for January and February to show the public both buildings. The station model used was the Northfield Police Department. Discussion ensued concerning the lack of space to work, secure an individual in custody, separate space for interviews of victims, non-compliance with ADA including bathrooms and issues with using the second level of 6 Salisbury Street. The benefits of 45 South Main Street with 3180 sq. ft., and ability to retrofit the building to law enforcements needs was discussed.

c. Municipal Planning Grant

Mr. Adams requested to submit an application through the Municipal Planning Grant in the amount of \$8,000 with no match to fund supporting an Opiate Program and a Potential Virtual Community Center. He provided an overview of the Opiate Program and the virtual community center.

The consensus of the Board is to move forward with the grant application and come back to the Board for final approval.

d. VCDP Grant: IG 2014 Randolph 00004 RACDC/Armstrong Trailer Park

Mr. Adams presented the grant documents from the State of Vermont at the time of the meeting, as there was a change in the USDA funding. Mrs. Brassard requested the grant agreement and subgrant agreement be available in advance of the meeting where action would be taken. Subject tabled for a future meeting.

e. Grant Consolidation

RACDC Representative and the grant consolidation documents were not available at the time of the meeting, tabled to a future meeting.

f. Grants

Mr. Adams reported the Fire Advisory Committee declined applying for the following grants this year: Dry Hydrant (Howard Hill), Assistance to firefighters Grant and Wildland Fire Service Fire Gear

The Governor Highway Safety Program Education Grant agreement was not available at the time of the meeting. Action tabled to a future meeting when agreement is available.

g. Policies

- Public Comment Policy
Draft policy was not available at the time of the meeting, tabled for a future meeting.

Selectboard Meeting of October 13, 2016
Town Hall Conference Room B, 7 Summer Street

- Social Media

The Board received a model policy from Vermont Leagues of Cities and Towns. Mr. Adams explained the various aspects of social media platforms. Currently the town does not have a policy or standards in place. There are a few departments that have created Facebook pages without guidance from the town.

h. Revise Award for Engineering Services

Mr. Adams provided an overview of the DuBois & King contract for the Elm and Prospect Streets Infrastructure and Paving Improvements Project. There is a need to increase the amount of the contract due to costs of surveying not being included in the original award and the need to add a resident engineer. Discussion ensued about making sure the resident engineer used on the project is not the same as the engineer that did the design for the project to be sure any design flaws are brought forward and resolved.

On motion by Mr. Evans, seconded by Dr. Ward, the Board approved to increase DuBois & King's contract by \$9,700 for surveying and \$25,000 for resident engineering services for the Elm and Prospect Streets Infrastructure and Paving Improvements project, contingent upon the residential engineer not being the design engineer or on the design team. Vote 3-0-0.

i. Appointment to TRORC's Clean Water Advisory Committee

On motion by Mr. Evans, seconded by Dr. Ward, the Board appointed Mardee Sanchez as the Town's representative on TRORC's Clean Water Advisory Committee. Vote 3-0-0.

6. Old Business

Mrs. Brassard asked for a list of roads that service one house and the process to change them from a Class 3 to a Class 4 highway. List and process will be provided for the November meeting.

7. Other Business

The Board discussed there was positive feedback on the October BrewFest with one complaint from a church member who was not allowed access to the church.

The consensus of the Board is to provide the board's packets to Larry Satcowitz and Jim Sault through the U.S. Postal Service.

8. Adjourn

At 6:55 p.m. on motion by Mr. Evans, seconded by Dr. Ward, the Board adjourned until its next meeting of a Public Hearing on October 18, 2016 at 7:30 p.m. in the Town Hall Conference Room B. Vote 3-0-0.

Respectfully,

Cindy Spaulding
Recorder