

Randolph Selectboard Meeting  
January 7, 2003 at Studio in RAVC

**Selectboard Members:** Peter Butterfield, Heather Tallman (Co-chair), Kevin Osha and Adelbert Thompson (Co-chair)

**Municipal Staff:** Cindy Spaulding (Recorder), Nathaniel Gove (Media), Barbara Stearns (Finance Administrator), Joyce Mazzucco (Town Clerk/Treasurer), Celia Clark (Highway Supervisor) and Joseph Voci (Water/Wastewater Superintendent)

**Public Attendees:** Jeremy Ingpen (RACDC) and M.D. Drysdale (*Herald of Randolph*).

Ms. Tallman called the meeting to order at 7:08 PM

1. Revolving Loan Fund

Mr. Ingpen presented an update status of the Revolving Loan Fund. He also announced that the Clara Martin Center would be purchasing the top two floor of the Winslow Block in the amount of \$188,000. The monies would then go back into the RLF. Further discussion tabled until February 4, 2003 meeting.

2. Village School Fund

Mr. Ingpen presented the latest status of the EDA Grant and HUD sub-grant for the Village School Project. He further stated that all work has stopped on the project at this time until the architect and engineering firms are get paid for past services rendered. Mr. Ingpen requested a funding request for drawdown of funds against the RLF approved \$250,000 loan to RACDC for the Village School Project. The funds would be repaid to the RLF by RACDC upon receipt of HUD funding.

**Upon motion (Tallman/Osha) duly adopted the Board moved to drawdown \$58,476.93 of funds against RLF approved \$250,000 loan to RACDC for the Village School Project to pay Truex Collins \$17,371.73 and DuBois & King \$41,105.20. The funds to be repaid to the RLF by RACDC upon receipt of HUD funding. Vote 2-1-1 (Thompson opposed, Butterfield recused), motion not carried.**

3. Randolph Family Housing Project (Pearl Street & 3 Randolph Avenue)

**Upon motion (Osha/Tallman) duly adopted, the Board signed the Environmental Review form from VCDP grant for the Randolph Family Housing Project. Vote 4-0-0, motion passed.**

4. Resolution to create a bank account with the Chittenden Bank

Ms. Mazzucco explained the resolution was to create a sweep account in order to avoid bank deposit fees.

**Upon motion (Tallman/Osha) duly adopted, the Board approved creating a sweep account with the Chittenden Bank and appointed Joyce Mazzucco and Linda Nissl as signatory on said account. Vote 4-0-0, motion carried.**

5. Meeting Minutes

a. December 2, 2002

Correction: change location from Art Graphic in RAVC to Municipal Building Conference Room.

Randolph Selectboard Meeting  
January 7, 2003 at Studio in RAVC

**Upon motion (Tallman/Butterfield) duly adopted, the Board approved the minutes of December 2, 2002 as corrected. Vote 3-0-1 (Mr. Thompson abstained), motion carried.**

b. Minutes of December 10, 2003

Correction: date in motion of Item 8: Change January 7, 2003 to December 17, 2002.

Motion shall read:

*Upon motion (Osha/Butterfield) duly adopted, the Board moved to adjourn at 8:55 PM until the next Selectboard meeting on December 10, 2002 ~~January 7, 2003~~ at the studio in RAVC. Vote 3-0-0, motion carried.*

**Upon motion (Tallman/Butterfield) duly adopted, the Board approved minutes of December 10, 2002 as corrected. Vote 3-0-1 (Mr. Thompson abstained), motion carried.**

c. Minutes of December 17, 2003

Correction: Item 18 change spelling of suite to suit in motion.

Motion shall read:

*Upon motion (Osha/Tallman) duly adopted, the Board moved into Executive Session at 8:40 PM to discuss with counsel at potential law ~~suite~~ suit. Vote 3-0-0, motion carried.*

**Upon motion (Tallman/Butterfield) duly adopted, the Board approved minutes of December 17, 2002 as corrected. Vote 3-0-1 (Mr. Thompson abstained), motion carried.**

6. Warrants

**Upon motion (Tallman/Thompson) duly adopted, the Board approved warrants as submitted. Vote 4-0-0, motion carried.**

7. Sand Permit Policy

The Board discussed if they should continue providing sand to residents or discontinue the service. Tabled for future meeting.

Ms. Clark brought to the Board's attention that the sand supply at the Center and Village Garages is depleting at rapid rate due to the recent storms. She requested that the town go to a sand reduction alert for all town highway roads. The Board agreed that the Town would go on sand alert for the remainder of the season and a notice would be put in the paper as well as the normal posting places.

8. Vendor's Ordinance

**Upon motion (Butterfield/Osha) duly adopted, the Board approved the Vendor's Ordinance as written. Vote 4-0-0, motion carried.**

9. Boys and Girls Club contract tabled for future meeting.

10. Emergency Management Plan tabled for January 21, 2003 meeting.

11. Committee Reports

a. Water and Sewer Committee

Meet on January 8, 2003 at 8:30 AM in the Municipal Building Conference Room.

Randolph Selectboard Meeting  
January 7, 2003 at Studio in RAVC

- b. Recreation Committee  
Meet on January 8, 2003 at 7:00 PM in the Municipal Building Conference Room.
- c. Highway Committee  
Meet on January 14, 2003 at 7:00 PM in the East Randolph Social Hall.

12. Other Business

- a. Planning Commission, Randolph Center Design Committee and Selectboard schedule to meet at 6:00 PM at RAVC on February 4, 2003.
- b. Selectboard meet with the Library Trustees at 6:00 PM at the Library on January 21, 2003.

13. Town Report Printer

**Upon motion (Butterfield/Osha) duly adopted, the Board approved L. Brown & Sons to print the 2002 Randolph Town Report as outlined in the proposal. Vote 4-0-0, motion carried.**

14. Fencing around Generators

**Upon motion (Tallman/Thompson) duly adopted, the Board approved Cooper Fencing Company's proposal to put chainlink fencing around the generators in the amount of \$2,400 at the Municipal Building and \$1,680 at the Village Fire Station. Vote 4-0-0, motion carried.**

15. Homeland Security Grant

**Upon motion (Osha/Tallman) duly adopted, the Board approved the Town to submit a grant application to Homeland Security Units' Domestic Preparedness Equipment Grant for funding for response to hazmat/terrorist incidents. Vote 4-0-0, motion carried.**

16. Selectboard Vacancy

**Upon motion (Tallman/\_\_\_\_\_) duly adopted, the Board moved to go into Executive Session to discuss Selectboard appointees. Motion was not completed.**

Mr. Drysdale of the *Herald of Randolph* protested to the Selectboard that the subject of Selectboard vacancy was of public knowledge.

**Upon motion (Butterfield/Tallman) duly adopted, the Board appointed Richard Forbes to fill the Selectboard vacancy. Vote 2-2-0, motion not carried.**

**Upon motion (Osha/Thompson) duly adopted, the Board appointed Michael Penrod to fill the Selectboard vacancy. Vote 2-2-0, motion not carried.**

The Selectboard agreed that due to the stalemate of motions, they would seek advisement of the Secretary of State on the matter of the Selectboard vacancy.

17. Executive Session (In)

**Upon motion (Tallman/Osha) duly adopted, the Board moved into executive session at 9:20 PM to discuss personnel issues and a contract. Vote 4-0-0, motion carried.**

Randolph Selectboard Meeting  
January 7, 2003 at Studio in RAVC

18. Executive Session (Out)

**Upon motion (Tallman/Osha) duly adopted, the Board moved out of executive session at 10:50 PM. Vote 4-0-0, motion carried.**

19. Separation Agreement

**Upon motion (Tallman/Butterfield) duly adopted, the Board approved to sign the Mr. Adams separation agreement upon receipt of General Release document from Mr. Adams. Vote 4-0-0, motion carried.**

20. Adjournment

**Upon motion (Thompson/Butterfield) duly adopted, the Board moved to adjourn at 10:55 PM until the next Selectboard meeting on January 21, 2003 at the Studio in RAVC. Vote 4-0-0, motion carried.**

Respectfully submitted,

Cindy Spaulding  
Recorder

REFERENCE ONLY

**Town of Randolph Selectboard**  
Special Meeting of January 14, 2003  
at 5:00 PM in the Municipal Building Conference Room

**Attending:** Peter Butterfield (recording), Kevin Osha, Heather Tallman, Del Thompson, Dickie Drysdale (Herald of Randolph)

1. TEA-21 Grant

Heather presented on the TEA-21 grant. It needs a new Scope of Work, an agreement page, and other details to be considered. Heather moved that we contract with Jeff Staudinger to pursue the possibility of saving this grant. Peter seconded. Vote: 4-0-0.

2. Interview Interim Manager

Heather moved that we go into executive session to discuss a personnel matter and to interview a candidate for interim town manager. Kevin seconded. Vote: 4-0-0.

Kevin moved to come out of executive session. Peter seconded. Vote: 4-0-0.

Peter moved to give Barb Stearns extra compensation while performing extra duties in the absence of a town manager. Heather seconded. Vote: 4-0-0.

The Selectboard agreed that we were favorably impressed with the individual's interview, and would be delighted to receive a proposal from him to serve as interim town manager, if he is available.

Respectfully Submitted,

Peter M. Butterfield  
Selectboard Clerk

Randolph Selectboard Meeting  
January 21, 2003 at Studio in Randolph Area Vocational Center

**Selectboard Members:** Heather Tallman (Co-chair), Peter Butterfield (Clerk), and Kevin Osha.  
Absent: Adelbert Thompson (Co-chair)

**Municipal Staff:** Cindy Spaulding (Recorder), Nathaniel Gove (Media), Barbara Stearns (Accounting Administrator), Celia Clark (Highway Supervisor), Joseph Voci (Water/Wastewater Superintendent), Joyce Mazzucco (Town Clerk/Treasurer)

**Public Attendees:** Linda Macris (CVCAC), Hank Elitzer (SolomanSmithBarney), Gary Osha (Kid's Place), Anne Billings (Kid's Place), Jeff Staudinger (Grant Consultant), and Robin Palmer (*Times Argus, The*)

A. Public Hearing

Ms. Tallman opened the Public Hearing at 7:10 PM

Ms. Macris from Central Vermont Community Action explained to the Board the grant money would be used for the current individual development program that will extend the program and make more monies available to areas not presently served. CVCAC would like to re-apply in Cycle IV VCDP Grant.

Q: This program helps low-moderate income households buy homes, mortgages and such things?

A: Yes, it is a match program—we match what they save towards homeownership, small business and education. We also provide economic literacy training. We have already opened over 200 matching accounts and we also manage a statewide program. But, Randolph is in our regular service area.

Q: So we are a co-applicant (Randolph) and Barre Town is the lead applicant.

A: Barre is the lead applicant, they have a fiscal responsibility. We wanted to include Randolph. We have served a lot of people in Randolph so far and would like to serve more.

Mr. Butterfield recused himself from discussion and vote as he is an employee of CVCAC. No motion was made for resolution, as there was no majority of the Board. Ms. Tallman stated that there would be a meeting of the Board prior to the application deadline of January 28, 2003.

Ms. Tallman closed the Public Hearing at 7:15 PM.

Ms. Tallman called the regular Selectboard meeting to order at 7:16 PM.

1. Town Equities

2.

Mr. Elitzer gave a brief overview of his last presentation to the Board regarding the Town's assets.

Mr. Elitzer presented to the Board the towns current equities in the Social Awareness funds as rated by MorningStar. He presented four options to consider for investments.

Option 1: Remain in the current mutual funds

Option 2: Principle protective funds (mutual funds with the exposure to stocks but insured for five years.)

Option 3: Mutual Funds with American funds (three tier-conservative)

Option 4: Add monies to fixed income accounts and abandon mutual funds.

Randolph Selectboard Meeting  
January 21, 2003 at Studio in Randolph Area Vocational Center

**Upon motion (Butterfield/Osha) duly adopted, the Board moved to close the mutual funds, invest half in the Principal Protective funds, set aside \$138,000 at an adjustable rate mortgage fund and invest the rest in the three tier American Funds. Vote 3-0-0, motion carried.**

3. White River Craft Center

Mr. Staudinger presented to the Board that the White River Craft Center application was not awarded in the VCDP Grant Cycle III. WRCC has been invited to re-apply in Cycle IV. There are no changes to the application. They only need a current resolution from the Board.

**Upon motion (Tallman/Butterfield) duly adopted, the Board approved the resolution supporting the White River Craft Center's VCDP Grant application in Cycle IV. Vote 3-0-0, motion carried.**

**Upon motion (Tallman/Butterfield) duly adopted, the Board appointed Barbara Stearns as designated signatory for the White River Craft Center's application. Vote 3-0-0, motion carried.**

4. Grant Updates

a. TEA-21 AOT Grant

Mr. Staudinger update the Board on the TEA-21 AOT Grant. He stated that some of the grant funds could go to the town. The qualifying items to could include the entire sidewalk on School Street, sidewalk around the Old Village School site, landscaping, historical lighting, bike racks and pedestrian benches. Other items such as legal work, right-of-way easements, final design/engineering and administrative work if it has not already been procured yet. The grant will not pay for any work that has previously been done.

b. HUD Funds

Mr. Staudinger stated that the HUD Funds have been released and that the monies are being distributed.

5. Kid's Place

Mr. G. Osha and Ms. Billings presented to the Board, background of their their organization's, Kids Place and their mission. Kids Place would like to apply for a \$100,000 (split out to \$50,000 per year/2 years) through the Safe Havens Supervisory Visitation & Safe Exchange program. The grant would be awarded to the Town with the understanding that Kids Place may administer and assume responsibility for the implementation of their projects. Due to the organization being non-profit they are not eligible to apply to the Department of Justice for funding support.

**Upon motion (Butterfield/Tallman) duly adopted the Board approved to submit a grant application on behalf of Kids Place to the Safe Havens program with the US Department of Justice in the amount of \$100,000 (2/\$50,000) with the understanding that Kids Place may administer and assume responsibility for the implementation of the grant monies through the Town. Vote 3-0-0, motion carried.**

5. Equipment request

Mr. Voci requested the following items to purchase for the Water/Wastewater Department: snow plow for truck, pipe saw and pipe locating equipment. The monies for such items

Randolph Selectboard Meeting  
January 21, 2003 at Studio in Randolph Area Vocational Center  
would be taken out of the Water Equipment Funds.

**Upon motion (Tallman/Osha) duly adopted, the Board approved the purchase of a 7.5 ft H.D. Curtis minute mount plow from T&R Used Cars in the amount of \$2995.00 for the Water and Wastewater Department. Monies to be paid out of the Water Equipment Fund. Vote 3-0-0, motion carried.**

**Upon motion (Osha/Tallman) duly adopted, the Board approved the purchase of a PartnerK750 14" Pipe Saw (\$650) and Pipe locating Equipment (\$2010) from E.J. Prescott in the total amount of \$2660.00 for the Water and Wastewater Department. Monies to be paid out of the Water Equipment Fund. Vote 3-0-0, motion carried.**

6. Prince Street Siphon Pipe

Mr. Voci informed the Board that the Prince Street Siphon Pipe that runs across the River is in need of repair. He would like to take the monies from the Manhole repair line item to pay for this project. The Board needs clarification of moving the accounts around—tabled for February 4, 2003 meeting

7. Selectboard Vacancy

The Board called the Secretary of States office for advisement on the selectboard vancancy. The Secretary's office informed the Board they were okay with a four member board this close to elections.

8. Minutes of January 7, 2003

**Upon motion (Tallman/Osha) duly adopted, the Board approved the minutes of January 7, 2003 as written. Vote 3-0-0, motion carried.**

9. Warrants

**Upon motion (Tallman/Osha) duly adopted the Board approved the warrants as submitted. Vote 3-0-0, motion carried.**

10. Amended VCDP Grant Agreements

**Upon motion (Osha/Butterfield) duly adopted the Board appointed Heather Tallman (Co-chair of Selectboard) and Barbara Stearns (Accounting Administrator) as signatories of VCDP Grant #0135/01IG (01). Vote 3-0-0, motion carried.**

**Upon motion (Osha/Butterfield) duly adopted the Board appointed Heather Tallman (Co-chair of Selectboard) and Barbara Stearns (Accounting Administrator) as signatories of VCDP Grant #0135/02IG (01). Vote 3-0-0, motion carried.**

**Upon motion (Tallman/Osha) duly adopted the Board appointed Barbara Stearns (Accounting Administrator) as overall grant administrator for VCDP Grant #0135/01IG (01) and #135/02IG (01). Vote 3-0-0, motion carried.**

Randolph Selectboard Meeting  
January 21, 2003 at Studio in Randolph Area Vocational Center

11. Department of Public Safety Grant

**Upon motion (Tallman/Osha) duly adopted, the Board appointed Barbara Stearns (Accounting Administrator) as signatory and grant administrator for LLEBG-FFY'02 Grant awarded by the State of Vermont Department of Public Safety. Vote 3-0-0, motion carried.**

12. Town Emergency Plan Policy—tabled for February 4, 2003 meeting

13. Committee Reports

- Water & Sewer Committee met on January 15<sup>th</sup> at 8:30 AM.  
Discussion: Prince Street Siphon
- Fire Advisory Committee met on January 14<sup>th</sup>  
Discussion: Chiefs have decided to go with Dell computers, status on final hook-up of the exhaust systems at the Fire Stations.
- Highway Advisory Committee met on January 19<sup>th</sup>  
Discussion: Chelsea Mountain Road and Salt Storage Shed.
- Recreation Advisory Committee met on January 15<sup>th</sup>  
Discussion: Boys and Girls Club Contract and a new game “disk-golfing”
- Budget Committee scheduled to meet in January 24<sup>th</sup> at 3:00 PM in the Municipal Building.
- Capital Plan and Capital Budget Committee—pending
- Municipal Building Review Committee—pending
- Police Advisory Committee—pending

14. Other Business

- a. Open Charge Account at Shaw's to be used by Town Departments

**Upon motion (Tallman/Butterfield) duly adopted the Board approved the opening of a charge account at Shaw's with a cap of \$400.00 per billing cycle. Vote 3-0-0, motion carried.**

- b. Signatory for Delinquent Water & Sewer Accounts

**Upon motion (Tallman/Osha) duly adopted, the Board appointed Joyce Mazzucco (Town Clerk/Treasurer) as authorized signatory for delinquent water and sewer account notices. Vote 3-0-0, motion carried.**

- c. Fire Hydrants in Town are not cleared out so that the Fire Departments can find them incase of fire. The Board agreed that the task of shoveling out the fire hydrants should be split between the Highway and Water/Sewer Department.

Randolph Selectboard Meeting  
January 21, 2003 at Studio in Randolph Area Vocational Center

14. Executive Session (In)

**Upon motion (Tallman/Osha) duly adopted, the Board moved in to Executive Session at 9:20 PM to discuss personnel matters. Vote 3-0-0, motion carried.**

15. Executive Session (Out)

**Upon motion (Osha/Butterfield) duly adopted, the Board moved out of Executive Session at 10:30 PM. Vote 3-0-0, motion carried.**

16. Adjournment

**Upon motion (Butterfield/Osha) duly adopted, the Board moved to adjourn at 10:31 PM until the next Selectboard meeting on February 4, 2003 at 7:00 PM in the Studio at RAVC. Vote 3-0-0, motion carried.**

Respectfully submitted,  
/s/ Cindy Spaulding  
Recorder

REFERENCE ONLY

Special Selectboard Meeting  
Wednesday, January 29, 2003 at 8:15 AM in Municipal Building Conference Room

Selectboard Members: Heather Tallman (Co-chair), Peter Butterfield (Clerk) and Kevin Osha  
Municipal Staff: Cindy Spaulding (Recorder)

1. Resolution REACT 60

The Board discussed whether to add the resolution for REACT 60 to the Town Meeting Warning.

**Upon motion (Osha/Butterfield) duly adopted, the Board moved not to add REACT 60 to the Town Meeting Warning. Vote 3-0-0, motion carried.**

2. General Fund

**Upon motion (Butterfield/Osha) duly adopted, the Board approved Article 2 of the warning as read: Shall the Town voters authorize the total general fund expenditure of \$2,084, 416 for the Town General Fund expenses for the fiscal year July 1, 2003 to June 30, 2004 of which \$1,400,741 shall be raised by taxes? (Includes \$937,227 for Highway expenses but excludes Special Appropriations) \$683,675 shall be in non-tax revenues. Vote 3-0-0, motion carried.**

3. Water District

**Upon motion (Osha/Butterfield) duly adopted, the Board approved Article 20 of the warning as read: Shall the Town voters residing in the Water District authorize the expenditure of \$212,422 for Water District operating expenses for the fiscal year July 1, 2003 to June 30, 2004? Under Vermont Law and the Plan of Merger the users pay such expenses. The Selectboard, serving as Water Commissioners, shall establish rates necessary to provide the income to defray such expenses. \$188,827 will be collected through water rates, and \$23,595 from non-rate revenue. Vote 3-0-0, motion carried.**

**Upon motion (Osha/Butterfield) duly adopted, the Board approved Article 21 of the warning as read: Shall the Town voters residing in the Water District authorize the expenditure for Capital Expense of \$481,636 of which \$245,001 shall be raised by current rates, and \$116,635 from the water surplus holding fund and \$120,000 shall be by bond. Vote 3-0-0, motion carried.**

**Upon motion (Osha/Butterfield) duly adopted, the Board approved Article 22 of the warning as read: Shall the Town voters residing in the Water District authorize the issuance of GENERAL OBLIGATION BONDS in the amount of \$120,000 for the purpose of continued infrastructure repair? Bond debt is to be repaid by rates of the Water District. Vote 3-0-0, motion carried**

4. Sewer District

Upon motion (Butterfield/Osha) duly adopted, the Board approved Article 23 of the warning as read: Shall the Town voters residing in the Sewer District authorize the expenditure of \$277,642 for Sewer District operating expenses for the fiscal year July 1, 2003 to June 30, 2004? Under Vermont Law and the Plan of Merger the users pay such expenses. The Selectboard, serving as Sewer Commissioners, shall establish rates necessary to provide the income to defray such expenses. \$253,342 will be collected through sewer rates, and \$24,300 from non-rate revenue. Vote 3-0-0, motion carried.

Upon motion (Butterfield/Osha) duly adopted, the Board approved Article 24 of the warning as read: Shall the Town voters residing in the Sewer District authorize the expenditure for Capital Expenses of \$497,778 of which \$35,315 shall be raised by current rates, \$7,463 from the sewer improvement fund, and \$455,000 shall be by bond? Vote 3-0-0, motion carried.

Upon motion (Butterfield/Osha) duly adopted, the Board approved Article 25 of the warning as read: Shall the Town voters residing in the Sewer District authorize the issuance of GENERAL OBLIGATION BONDS in the amount of \$455,000 for the purpose of continued infrastructure and plant repairs? Bond debt is to be repaid by rates of the Sewer District. Vote 3-0-0, motion carried.

5. Police District

Upon motion (Tallman/Osha) duly adopted, the Board approved Article 26 of the warning as read: Shall the Town voters residing in the Police District authorize the expenditure of \$396,005 to provide police services for the fiscal year July 1, 2003 to June 30, 2004 of which \$357,055 is to be raised by a tax on the Grand List in the Police District and \$38,950 is to be raised by non-tax revenues? Vote 3-0-0, motion carried.

6. Floor Nomination for Budget committee

Upon motion (Butterfield/Tallman) duly adopted the Board approved Article 28 of the warning as read: Nominations from the floor for one Budget Committee member for a term of three years. Vote 3-0-0, motion carried.

7. Informational Meeting for Town Meeting

Upon motion (Tallman/Osha) duly adopted the Board approved the form of the warning for Town meeting with an information meeting scheduled for February 25, 2002 at 7:00 P.M. at the Media and Communications Room, Randolph Area Vocational Center. Vote 3-0-0, motion carried.

Respectfully submitted,

Cindy Spaulding  
Recorder

**Selectboard members:** Heather Tallman, Peter Butterfield and Kevin Osha

**RCDCD:** Elaine Soule, Joan Sax, Bill Rice and Al Floyd

**Planning Commission:** Julie Iffland, Jenny Carter and Chris Soares

Ms. Tallman opened the meeting at 5:40 PM.

#### Background History

Ms. Soule and Mr. Rice gave a brief background of Randolph Center Design Committee. The Committee's goal is preserve the gateways to Randolph Center (entrance from I-89) and the downtown area of Randolph Center. The RCDCD requested funding for the final draft of their proposal.

Mr. Butterfield reminded RCDC that they were subcommittee and would need to work with PC and the final draft could be a piece of the Burnt Rock's contract or an amendment to current contract.

#### Current Proposal

PC, RCDC and Selectboard members reviewed the current RCDC proposal and goals.

Areas of proposal that needs clarification or further information:

1. language clarification *for the purpose of clearer guidelines for enforcement and compliance.*
2. crossover with Exit 4 and/or conflicts with zoned areas. (The gateways into Randolph Center fall just into the Exit 4 Study area.)
3. integrate with zoning regulations rewrite

The committees agreed to approach Burnt Rock for a short consulting agreement to compare the Design Control District proposal for language and overlay/conflicts with other studies or zoning.

Ms. Iffland will contact Burn Rock for a consultant cost estimate of the Design Control District proposal and set up a meeting between Burnt Rock, Planning Commission, Randolph Center Design Control District, and Exit 4 at a future date.

Meeting adjourned at 6:50 PM.

Respectfully submitted,  
/s/ Cindy Spaulding  
Recorder

**Randolph Selectboard Meeting  
February 4, 2003 at Studio in RAVC**

**Selectboard Members:** Heather Tallman (Co-chair), Peter Butterfield (Clerk) and Kevin Osha.  
Absent: Adelbert Thompson

**Staff:** Cindy Spaulding (Recorder) and Nathaniel Gove (Media)

**Public Attendees:** Jeremy Ingpen, (RACDC), Jeff Staudinger, and M.D. Drysdale (*Herald of Randolph, The*)

Ms. Tallman called the meeting to order at 7:05 PM

1. Review of RLF

Mr. Ingpen presented to the Board an updated review of Revolving Loan Fund and the demands for the Municipal Parking Lots and the village school project. Mr. Ingpen has reviewed the projections in detail with Ms. Stearns and have updated the RLF balances to reflect actual balances as of December 31, 2002. In assuming receipt of funds from repayment of the Clara Martin Center Loans or at latest by the end of the fiscal year, there are sufficient funds in the bank to repay the cost of parking lot improvements in full.

Mr. Ingpen suggested that the Town will need to borrow \$125,000 to cover the deficit resulting from paying off the parking lot improvements and making a \$250,000 loan for the Village School project. Mr. Inpen recommends that the Town delay borrowing the monies until 3-6 months before completion of the new building at 28 North Main street. By delaying the borrowing until shortly before occupancy (current projects are based on occupancy in July 2004) cumulative borrowing costs are reduce.

Mr. Ingpen also presented a check in the amount of \$40,928.34 as repayment of funds to the Town RLF on the Village School project. The funding was used to pay for professional services incurred in the design and permitting phase by DuBois & King and have been reimbursed by HUD.

Action on the RLF Fund tabled until February 18<sup>th</sup> Selectboard meeting.

2. Early Start for Business Incubator

Mr. Staudinger presented the Board with an explanation of the First Start for Business Incubator and Building Demolition.

**Upon motion (Butterfield/Tallman) duly adopted the Board approved and signed the Early Start for Business Incubator and Building Demolition form with the US Department of commerce EDA. Vote 3-0-0, motion carried.**

3. Project Manager TEA 21 Grant

**Upon motion (Tallman/Osha) duly adopted, the Board appointed Jeff Staudinger as Project Manager for the VAOT TEA-21 Grant. Vote 3-0-0, motion carried.**

4. No Public Comment

**Randolph Selectboard Meeting  
February 4, 2003 at Studio in RAVC**

5. Approval of Meeting Minutes

- **Upon motion (Osha/Tallman) duly adopted, the Board approved minutes of December 9, 2002 as written. Vote 3-0-0, motion carried.**
- **Upon motion (Tallman/Butterfield) duly adopted the Board approved minutes of January 14, 2003 as written. Vote 3-0-0, motion carried**
- **Upon motion (Tallman/Butterfield) duly adopted, the Board approved minutes of January 21, 2003 as amended. Vote 3-0-0, motion carried.**
- **Upon motion (Tallman/Osha) duly adopted, the Board approved minutes of January 27, 2003 as written. Vote 3-0-0, motion carried.**

6. Prince Street Siphon Project—tabled until February 18<sup>th</sup> meeting

7. Town Emergency Plan *prepared by Kevin O'Donoghue of Fire Safety Management.*

**Upon motion (Osha/Butterfield) duly adopted, the Board approved and signed the Town Emergency Management Plan as presented with the amendment to add a section for Water and Wastewater procedures. Vote 3-0-0, motion carried.**

8. Catering License

The New England Culinary Institute in Montpelier submitted a request for a catering license to serve alcohol at a reception for the Gifford Memorial Center at the Chandler Music Hall on February 15, 2003. There is a conflict with the Town ordinance regarding alcoholic beverages on Town owned or insured property.

**Upon motion (Osha/Tallman) duly adopted, the Board denied New England Culinary Institutes request for a catering liquor license. Vote 3-0-0, motion carried.**

9. Committee Reports

- a. Water & Sewer Committee will meet on February 5, 2003 at the Municipal Building
- b. Fire Advisory Board will meet on February 10, 2003
- c. Highway Advisory Board scheduled to meet on February 13, 2003 at the Center Garage.
- d. Budget Committee scheduled to meet on February 7, 2003 at 3:00 PM in the Municipal Building.
- e. Recreation Advisory committee scheduled to meet on February 12<sup>th</sup> at 7:00 PM in the Municipal Building.
- f. Capital Plan to be scheduled

**Randolph Selectboard Meeting  
February 4, 2003 at Studio in RAVC**

10. Second Class Liquor License Renewal

**Upon motion (Tallman/Butterfield) duly adopted the Board approved for Floyd's Store in Randolph Center' Second Class license to sell malt and vinous beverages. Vote 3-0-0, motion carried.**

11. Employment application for Skating Rink

**Upon motion (Butterfield/Tallman) duly adopted, the Board approved to hire JoAnne Litchfield as a Ice Skating Rink Attendee. Vote 3-0-0, motion carried.**

12. Representative for Regional Planning Commission

**Upon motion (Tallman/Butterfield) duly adopted, the Board appointed Jennifer Colby as representative to the Regional Planning Commission and Frank Reed as an alternate. Vote 3-0-0, motion carried.**

13. Revolving Loan Fund Committee Member

**Upon motion (Butterfield/Osha) duly adopted the Board appointed Sarah Isham to the Revolving Loan Fund Committee and Tax Stabilization Request Business Review Board. Vote 3-0-0, motion carried.**

14. Randolph Representative White River Valley Ambulance

**Upon motion (Tallman/Butterfield) duly adopted, the Board appointed Kevin O'Donoghue as Randolph's representative to the White River Valley Ambulance's Board of Directors. Vote 3-0-0, motion carried.**

15. Warrants

**Upon motion (Tallman/Butterfield) duly adopted, the Board approved the warrants as submitted. Vote 3-0-0, motion carried.**

16. Highway Mileage

**Upon motion (Tallman/Osha) duly adopted, the Board approved and signed Vote 3-0-0, motion carried.**

17. Executive Session (In)

**Upon motion (Tallman/Butterfield) duly adopted, the Board moved to go into Executive Session at 8:20 PM to discuss legal and personnel matters. Vote 3-0-0, motion carried.**

**Randolph Selectboard Meeting  
February 4, 2003 at Studio in RAVC**

18. Executive Session (Out)

**Upon motion (Osha/Butterfield) duly adopted, the Board moved to come out of Executive Session at 8:40 PM. Vote 3-0-0, motion carried.**

19. Adjournment

**Upon motion (Tallman/Osha) duly adopted, the Board moved to adjourn at 8:41 PM until the next Selectboard meeting on February 18, 2003 at 7:00 PM in the Studio at RAVC. Vote 3-0-0, motion carried.**

Respectfully Submitted,  
/s/ Cindy Spaulding  
Recorder

REFERENCE ONLY

Randolph Selectboard Meeting  
February 18, 2003 at the Studio in RAVC

Selectboard: Kevin Osha, Peter Butterfield (Clerk) and Heather Tallman (Co-chair)  
Adelbert Thompson absent.

Staff Members: Cindy Spaulding (Recorder) Tom Simpson (Randolph Police Department), and  
Nathaniel Gove (Media)

Public Attendees: Deb Lary, Beth Hary Keenhold, Kenneth A. Smith, Gus Meyer, Larry Bayle, Phyllis Forbes, Nancy Reed, Mike VanDyke, Becky Semour, Carmella Cyr, dawn buterfield, Andrea Easton, Robin Palmer (*Times Argus*) and M.D. Drysdale (*Herald of Randolph*)

Ms. Tallman called the meeting to order at 7:10 PM

1. Approval of Meeting Minutes

- a. February 4<sup>th</sup> Joint meeting with Planning Commission and Randolph Center Design Control District Committee

*Amendment—Current Proposal Item 1: “for the purpose of clearer guidelines for enforcement and compliance*

**Upon motion (Tallman/Butterfield) duly adopted, the Board approved minutes of joint meeting of February 4, 2003 with Planning Commission and Randolph Center Design Control District (Planning Commission sub-committee) held on February 4, 2003 as amended. Vote 3-0-0, motion carried.**

- b. February 4<sup>th</sup> Regular Meeting

*Amendment—Item 7: “prepared by Kevin O’Donoghue of Fire Safety Management.”*

**Upon motion (Tallman/Butterfield) duly adopted, the Board approved minutes of February 4, 2003 regular meeting as amended. Vote 3-0-0, motion carried.**

2. Public Comment

Mr. Smith stated that he was pleased with the Boys and Girls Club of White River Valley’s (BGC) programs—they are well structured and detailed. Mr. Bayle follows through on his promises.

Ms. Forbes mentioned that she endorses and supports the BGC contract. She further stated that the BGC programs teach good sportsmanship and team playing.

Ms. Keenhold stated that she supports the BGC contract and her children enjoy the programs that BGC provides.

Ms. Lary spoke as a parent and a Health Teacher at the High School, she finds that Mr. Bayle is very active in the school system for health and tobacco issues.

Officer Simpson spoke on behalf of the Randolph Police Department on the types of calls regarding the BGC. The majority of incidents are kids in the road, kids too close to the railroad tracks and the occasional snowball fight.

Randolph Selectboard Meeting  
February 18, 2003 at the Studio in RAVC

Ms. Reed stated that the programs provided by BGC should also include non-sports events. She does support BGC providing recreational services for the Town.

Ms. Cyr read from a letter she prepared supporting the BGC Contract and they serve the needs of the community and provides healthy role models. (Letter attachment #1)

Ms. butterfield stated that she supports BGC Club's contract with the Town.

Also entered into record letters of support from: Susan B. Delattre from Gifford Medical Center Community Tobacco-free Coalition (Attachment 2) and Julie Brill of Randolph (Attachment 3).

3. Boys and Girls Club Contract of White River Valley

**Upon motion (Tallman/Butterfield) duly adopted, the Board approved to enter into a contract with the Boys and Girls Club for Recreation services effective March 1, 2003 to June 30, 2003. Vote 3-0-0, motion carried.**

4. Warrants

**Upon motion (Tallman/Osha) duly adopted, the Board approved the warrants as submitted. Vote 3-0-0, motion carried.**

5. CBDG Subordination—Vermont Pure Springs, Inc.

**Upon motion (Tallman/Butterfield) duly adopted, the Board approved the subordination of mortgage agreement with Vermont Pure and Webster Bank. Vote 3-0-0, motion carried.**

6. Action on Revolving Loan Fund

The Board discussed delaying the borrowing until 3-5 months before completion of the new 28 North Main Street building at which time an occupancy date can be confirmed.

7. Prince Street Siphon tabled for future meeting.

8. Liquor Licenses

**Upon motion (Tallman/Butterfield) duly adopted, the Board approved Rinker's Interstate Service's second class liquor license to sell malt and vinous beverages. Vote 3-0-0, motion carried.**

**Upon motion (Tallman/Butterfield) duly adopted, the Board approved Randolph Village Pizza, LI.'s restaurant license to sell malt and vinous beverages. Vote 3-0-0, motion carried.**

**Upon motion (Tallman/Butterfield) duly adopted, the Board approved Montague Golf Course's first class club license to sell malt and vinous beverages, Vote 3-0-0, motion carried.**

Randolph Selectboard Meeting  
February 18, 2003 at the Studio in RAVC

9. Committee Reports

- a. Water/Sewer Committee scheduled to meet on March 5<sup>th</sup> at 8:30 AM in the Municipal Building.
- b. Fire Advisory met on February 10<sup>th</sup> at 7:00 PM  
Discussion: possible purchase of a 2<sup>nd</sup> hand ladder truck. the purchase and funding is still 12 to 18 months out. The Fire Departments will be conducting a mock drill at the Old Village School on Monday, February 24<sup>th</sup> to test a new heat sensitive camera to be used at structure fires.
- c. Highway Advisory meeting to be scheduled
- d. Capital Plan meeting forthcoming
- e. Budget Committee meets on February 20<sup>th</sup> at 3:00 PM in the Municipal Building.
- f. Recreation Advisory Committee scheduled to meet on March 12<sup>th</sup> at 7:00 PM in the Ayres Brook Center. Discussion wills activities for the summer.

10. Other Business

- a. Reallocation of funds in Planing & Zoning Budget  
**Upon motion (Tallman/Osha) duly adopted, the Board approved Ms. Sanchez's request to reallocate line items in the P& Z budget from Planning and Zoning budget to Office Supplies, Conservation Commission and Printing. Vote 3-0-0, motion carried.**
- b. Kimball Library has invited the Selectboard for a presentation on the Kimball Centennial at the Bethany Church on February 23, 2003 at 3:00 PM.
- c. Mr. Graham has submitted a letter to the Selectboard regarding parking on Randolph Avenue. Tabled until Selectboard can speak with DuBois and King regarding the design of Randolph Avenue.
- d. Mr. Butterfield brought to the Board's attention that the deadline for accepting resumes for the Town Manager's position will expire on February 21, 2003 and they should begin the process of reviewing the candidates. Tabled
- e. Mr. Osha updated the Board on the progress with the Old Village School project (28 North Main Street).

11. Executive Session (In)

**Upon motion (Tallman/Osha) duly adopted, the Board entered in to Executive Session at 8:25 PM to discuss personnel matters. Vote 3-0-0, motion carried.**

12. Executive Session (Out)

**Upon motion (Osha/Tallman) duly adopted, the Board moved out of Executive Session at 8:50 PM. Vote 3-0-0, motion carried.**

Randolph Selectboard Meeting  
February 18, 2003 at the Studio in RAVC

13. Personnel

**Upon motion (Osha/Butterfield) duly adopted, the Board approved to enter into a verbal contract with Bert Moffatt for administrative services. Vote 3-0-0, motion carried.**

14. Adjournment

**Upon motion (Osha/Butterfield) duly adopted, the Board moved to adjourn the meeting at 8:52 PM until the Reorganization Meeting on March 5, 2003 at 7:00 PM. Vote 3-0-0, motion carried.**

Respectfully submitted,  
/s/Cindy Spaulding, Recorder

REFERENCE ONLY

Randolph Selectboard Meeting  
March 5, 2003 at Studio in RAVC

Selectboard Members: Heather Tallman, Peter Butterfield, Kevin Osha and James Hutchinson.  
Absent was Phyllis Forbes

Staff: Cindy Spaulding (Recorder), Bert Moffatt (Interim Town Manager), Joseph Voci  
(Water/Wastewater Superintendent) and Nathaniel Gove (Media)

Public Attendees: Jeremy Ingpen (RACDC)

Ms. Tallman called the meeting to order at 7:05 PM

1. Appoint Selectboard Chair and Clerk

**Upon motion (Osha/Tallman) duly adopted the Board appointed Peter Butterfield as Chairman of the Selectboard. Vote 4-0-0, motion carried.**

**Upon motion (Osha/Hutchinson) duly adopted, the Board appointed Heather Tallman as Clerk of the Selectboard. Vote 4-0-0, motion carried.**

2. Water Well

Mr. Voci updated the Board on the pump situation at Pearl Street wells. The pumps broke on March 4<sup>th</sup> and they are working on getting the pumps back up and running. The well pumps are not replenishing the water supply in the reservoir. The replacement parts for the pumps are coming in from all over the country and should be here on Thursday, March 6<sup>th</sup>. The large water users have been notified of the situation with the well pumps.

3. Town Manager's Report

Mr. Moffatt mentioned to the Board that he, Mr. Voci and Ms. Stearns met with the engineers from Hoyle, Tanner and Associates, Otter Creek and DuBois and King on the status and overview of the upcoming projects in the spring.

4. Update on the School Project

Mr. Osha gave a brief update on the Village School project and the status of the funding involved with the project.

5. Public Comment—none

6. Selectboard Retreat

The Board discussed the type of meeting they would have for the new Selectboard members. There will be an orientation for new members with Mr. Moffatt and a roundtable workshop as a Board and Municipal Supervisory Staff.

7. Minutes tabled until March 18, 2003 meeting

8. Executive Session (In)

**Upon motion (Butterfield/Tallman) duly adopted, the Board moved to go into Executive Session at 7:50 PM to discuss a contract issue. Vote 4-0-0, motion carried.**

Randolph Selectboard Meeting  
March 5, 2003 at Studio in RAVC

9. Executive Session (Out)

**Upon motion (Butterfield/Tallman) duly adopted, the Board moved to come out of Executive Session at 8:15 PM. Vote 4-0-0, motion carried.**

10. Executive Session (In)

**Upon motion (Butterfield/Tallman) duly adopted, the Board moved to go into Executive Session at 8:17 PM to discuss a personnel matter. Vote 4-0-0, motion carried.**

11. Executive Session (Out)

**Upon motion (Butterfield/Tallman) duly adopted, the Board moved to come out of Executive Session at 8:50 PM. Vote 4-0-0, motion carried.**

12. Mr. Butterfield called the meeting back to order at 8:51 PM.

**Upon motion (Butterfield/Hutchinson) duly adopted, the Board approved to give Ms. Celia Clark a one time bonus for services of filling in when there was a shortage in the Highway Department. Vote 4-0-0, motion carried.**

13. Appointees to Committees

**Upon motion (Butterfield/Osha) duly adopted the Board appointed the following: Bert Moffatt as Interim Town Manager, Representative to Two Rivers Transportation Advisory Committee and Director of Civil Defense; Phyllis Forbes as Liaison to Budget Committee, Recreation Advisory Board as a member and an Ex-officio to the Chandler Center for the Arts Trustees; Peter Butterfield as Chair of the Police Advisory Committee; Kevin Osha as Liaison to Fire Advisory Committee and Chair of Highway Committee; James Hutchinson as Chair to Municipal Building Review Committee and the Capital Budget/Planning Committee; Heather Tallman as Chair of the Recreation Advisory and Water/Sewer Committees; Frank Reed and Emanuel Farrow to Development Review Board; Scott Berkey and Paul Rea as Alternates to DRB; Doug Campbell to the Highway Committee; Scott Berkey and Jerry Ward to Planning Commission; Brook Burgee and Warren Duvoll to Conservation Commission. Vote 4-0-0, motion carried.**

14. VCDP Closeout Agreement 0135/96CA(10)

**Upon motion (Osha/Tallman) duly adopted, the Board appointed Barbara Stearns as designee for the VCDP/Closeout Agreement #0135/96CA(10). Vote 4-0-0, motion carried.**

15. Other Business

a. Tobacco License

**Upon motion (Butterfield/Tallman) duly adopted, the Board approved Maxi Drug (dba: Brooks Drug) tobacco license. Vote 4-0-0, motion carried.**

Randolph Selectboard Meeting  
March 5, 2003 at Studio in RAVC

b. Green-Up Vermont

**Upon motion (Butterfield/Tallman) duly adopted the Board appointed Larry Bayle, Executive Director of the Boys and Girls Club of White River as Town Coordinator for Green Up Day. Vote 4-0-0, motion carried.**

c. Fire Service Contract

**Upon motion (Butterfield/Tallman) the Board approved the Fire Services Contract for 2003 between the Towns of Randolph and Braintree. Vote 4-0-0, motion carried.**

d. Liquor Licenses

**Upon motion (Butterfield/Tallman) duly adopted, the Board approved Shaw's Grocery Store second class liquor license to sell malt and vinous beverages. Vote 4-0-0, motion carried.**

**Upon motion (Butterfield/Hutchinson) duly adopted the Board approved Three Stallion Inn's first class restaurant license to sell malt and vinous beverages. Vote 4-0-0, motion carried.**

**Upon motion (Butterfield/Osha) duly adopted, the Board approved Champlain Farms' second class liquor license to sell malt and vinous beverages. Vote 4-0-0, motion carried.**

**Upon motion (Butterfield/Hutchinson) duly adopted, the Board approved China Jade's first class restaurant license to sell malt and vinous beverages. Vote 4-0-0, motion carried.**

**Upon motion (Butterfield/Hutchinson) duly adopted, the Board approved White River Coop's second class liquor license to sell malt and vinous beverages. Vote 4-0-0, motion carried.**

16. Warrants

**Upon motion (Butterfield/Tallman) duly adopted, the Board approved the warrants as presented. Vote 4-0-0, motion carried.**

17. Adjournment

**Upon motion (Butterfield/Tallman) duly adopted, the Board moved to adjourn at 9:25 PM until the next scheduled Selectboard meeting on March 18, 2003 at 7:00 PM in the Studio at RAVC. Vote 4-0-0, motion carried.**

Respectfully submitted,  
/s/ Cindy Spaulding, Recorder

Randolph Selectboard Meeting  
March 18, 2003 in Studio at RAVC

Selectboard: Heather Tallman (Clerk), Peter Butterfield (Chair), Kevin Osha, Jim Hutchinson and Phyllis Forbes.

Municipal Staff: Patrick French (Water/Sewer Committee), Cindy Spaulding (Recorder) and Nathaniel Gove (Media)

Public Attendees: Jeremy Ingpen (RACDC), Rick Timmons, Richard Forbes and M.D. Drysdale (*Herald of Randolph, The*).

Mr. Butterfield called the meeting to order at 7:00 PM.

1. Disc Golf

Mr. Timmons presented to the Board a proposal for a Disc Golf Course at the Recreation Area. The cost to construct the Disc Golf is \$6500 for 18 holes. Three thousand dollars would come from the Boys and Girls Club Contract line item for Recreation Programs. The additional \$3500 will come from donations and fundraisers.

**Upon motion (Forbes/Tallman) duly adopted, the Board approved to support the Recreation Advisory Committee's proposal to put a Disc Golf Course at the Recreation Area. Vote 5-0-0, motion carried.**

2. Septic Allocation for Lake Champagne

Mr. French presented to the Board that Mr. LaFrance owner of Lake Champaign Campgrounds in Randolph Center had requested an extension of the three year time frame to connect campsites to the sewer system as required in the 1999 approval.

**Upon motion (Butterfield/Osha) duly adopted the Board approved Mr. LaFrance's request for an extension until June 2004 for the connection of seven of the remain ten campsites that were previous approved, with the additional three sites to be connected by June 2007 at Lake Champaign Campgrounds in Randolph Center. Vote 5-0-0, motion, carried.**

3. Revolving Loan Fund Update

Mr. Ingpen gave an overview of the RLF for the new members of the Board. He then presented the status of the RLF to the Board.

Mr. Ingpen requested from the Board that there was a verbal agreement to pay RACDC for Administrative costs of the loan/lease agreement for 28 North Main Street (Village School).

Discussion: Mr. Osha requested that Mr. Butterfield abstain from the vote for RACDC's request as it was a conflict of interest. Mr. Butterfield stated that he was a former member of RACDC's Board and should be allowed to vote on the motion.

**Upon motion duly adopted, the Board approved to pay RACDC \$250.00 a month for administrative costs starting the repayment of the loan from DuBois and King for 28 North Main Street (Village School). Vote 4-0-1 (Ms. Forbes abstained), motion carried.**

Randolph Selectboard Meeting  
March 18, 2003 in Studio at RAVC

4. Approval of Meeting Minutes

a. Minutes of October 9, 2002

**Upon motion (Tallman/Osha) duly adopted, the Board approved the minutes of October 9, 2003 as presented, Vote 3-0-2, (Mr. Hutchinson and Ms. Forbes abstained), motion carried.**

b. Minutes of December 13, 2003

**Upon motion (Tallman/Butterfield) duly adopted, the Board approved minutes of December 13, 2003. Vote 2-0-3 (Mr. Osha, Mr. Hutchinson and Ms. Forbes abstained), motion not carried.**

c. Minutes of January 29, 2003

**Upon motion (Osha/Tallman) duly adopted, the Board approved the minutes of January 29, 2003 Special Board meeting as presented. Vote 3-0-2, (Mr. Hutchinson and Ms. Forbes abstained), motion carried.**

d. Minutes of February 18, 2003

**Upon motion, (Osha/Tallman) duly adopted, the Board approve the minutes of February 18, 2003 as written. Vote 3-0-2, (Ms. Forbes and Mr. Hutchinson abstained), motion carried.**

e. Minutes of March 5, 2003

Correction: add Ms. Barbara Stearns at end of the second sentence and make a second sentence. to item 6. Item 6 will read as:

*The Board discussed the type of meeting they would have for the new Selectboard members. There will be an orientation for new members with Mr. Moffatt and Barbara Stearns and a roundtable as a Board and Municipal Supervisory Staff.*

**Upon motion (Tallman/Osha) duly adopted, the Board approved the minutes of March 5, 2003 as corrected. Vote 4-0-1 (Ms. Forbes abstained), motion carried.**

5. Warrants

**Upon motion (Butterfield/Hutchinson) duly adopted the Board approved the warrants as presented. Vote 5-0-0, motion carried.**

6. Committee Reports

a. Fire Advisory Board met on March 11, 2003

Discussion: Apply for Grant to obtain new pagers and an Ariel truck. The fire chiefs were not satisfied with the work that LaRocque Electric had done as a quick fix hook-ups for the new Exhaust Systems.

b. Highway Committee met on March 13, 2003

Discussion: Salt Shed, Crocker Road Bridge and upcoming projects

c. Capital Budget and Capital Planning Meeting to be announced

d. Municipal Building Review Committee to be announced

e. Police Advisory Committee meeting to be announced

Randolph Selectboard Meeting  
March 18, 2003 in Studio at RAVC

7. Town Manager's qualifications

The board set a date of April 1, 2003 to structure questions for the public's input on the Town Manager's Qualifications. Public Form scheduled for April 9, 2003 at 6:00 PM. Location to be announced.

8. Municipal Bond Refinance

**Upon motion (Forbes/Osha) duly adopted, the Board approved refinancing the Municipal Bond. Vote 5-0-0, motion carried.**

9. Liquor Licenses

**Upon motion (Butterfield/Tallman) duly adopted the Board approved M&M Beverage's second class liquor license to sell malt and vinous beverages. Vote 5-0-0, motion carried.**

**Upon motion (Butterfield/Tallman) duly adopted the Board approved Cumberland Farms second class liquor license to sell malt and vinous beverages. Vote 5-0-0, motion carried.**

10. Other Business

- Ice Rink

Mr. Butterfield would like to send a letter of Thank you to the Ice Rink staff and give a \$25.00 gift certificate from Debbie's Corner Café to the Supervisors and a \$10.00 gift certificate from Cover to Cover to the attendees.

**Upon motion (Tallman/Forbes) duly adopted, the Board approved to send letters of Thank you and gift certificates the Ice Rink staff members. Vote 5-0-0, motion carried.**

- Town Plan

Ms. Forbes asked what the status of the Town Plan. Mr. Butterfield stated that they would invite Ms. Iffland to the next Selectboard meeting *to give an update and time line for the completion of the Town Plan.*

- Ordinance for Alcoholic Beverages on Town Property and in Town Buildings

The Board will be reviewing the town ordinance banning alcoholic beverages on town property and town owned buildings after the recent denial of a caterer's license for an event that took place at the Chandler Music Hall.

11. Adjournment

**Upon motion (Butterfield/Tallman) duly adopted, the Board moved to adjourn at 9:30 PM until the next scheduled Selectboard Meeting on April 1, 2003 at 7:00 PM in the Studio at RAVC. Vote 5-0-0, motion carried.**

Respectfully submitted,  
/s/Cindy Spaulding  
Recorder

**Randolph Selectboard Meeting  
April 1, 2003 at 7:00 PM in Studio at RAVC**

Selectboard: Peter Butterfield (Chair), Heather Tallman (Clerk), Kevin Osha, Jim Hutchinson and Phyllis Forbes

Municipal Staff: Cindy Spaulding (Recorder) and Nathaniel Gove (Media)

Public Attendees: Annette Higby (Conservation Commission), Patty Haupt, Arthur Hamlin, Jeremy Ingpen, LoriAnn Osha, M.D. Drysdale (*Herald of Randolph*) and Robin Palmer (*Times Argus*)

Mr. Butterfield called the meeting to order at 7:01 PM

1. Vendor's Request

Ms. Haupt presented to the Board that she was in the process of purchasing a deli vehicle to sell hot dogs, hamburgers, ice cream, etc. in Town. Due to the size of the vehicle, Ms. Haupt is looking for a place to park the vehicle for the season. No action taken, tabled for future meeting.

2. Insurance Claim

Mr. Hamlin came to the Selectboard requesting payment for a windshield that was allegedly broken by a Town Truck during snow plowing on March 3, 2003. The Town's insurance company denied the claim as the Town has no liability for such claims. The Board stated that they would look into this further with the insurance company and the Highway Supervisor. Tabled for future meeting.

3. Conservation Commission Fund

**Upon motion (Forbes/Hutchinson) duly adopted, the Board approved the Conservation Commissions recommendation to award Vermont Land Trust \$2000 from the Conservation Fund with the contingency that Vermont Land Trust's application with the Freeman Fund is approved. Vote 5-0-0, motion carried.**

4. Executive Session (In)

**Upon motion (Tallman/Osha) duly adopted the Board moved into Executive Session at 7:40 PM to discuss legal issues. Vote 5-0-0, motion carried.**

5. Executive Session (Out)

**Upon motion (Butterfield/Tallman) duly adopted the Board moved out of Executive Session at 7:50 PM after discussion of legal issues. Vote 5-0-0, motion carried. No action was taken.**

6. Liquor Ordinance

The Board discussed granting waivers for catering liquor licenses on Town owned/insured properties with a possible amendment to the existing ordinance.. Mr. Hutchinson volunteered to look into liability matters further with Vermont League of Cities and Towns.

**Randolph Selectboard Meeting  
April 1, 2003 at 7:00 PM in Studio at RAVC**

7. Minutes of March 18, 2003

**Upon motion (Tallman/Hutchinson) duly adopted, the Board approved the minutes of March 18, 2003 as amended. Vote 5-0-0, motion carried.**

8. Warrants

**Upon motion (Tallman/Hutchinson) duly adopted, the Board approved the warrants as presented. Vote 5-0-0, motion carried.**

9. Committee Reports

- Water/Sewer will meet on April 9<sup>th</sup> at 8:30 PM in the Municipal Building Conference Room.
- Police Advisory Committee meeting to be announced.
- Fire Advisory Committee will meet on April 8<sup>th</sup> at 7:00 PM in the East Randolph Fire Station
- Highway Advisory Committee will meet on April 10<sup>th</sup> at 7:00 PM in the East Randolph Fire Station
- Capital Plan & Capital Budget Committee will meet on April 8<sup>th</sup> at 4:00 PM in the Municipal Building Conference Room
- Municipal Building Review Committee will meet on April 11<sup>th</sup> at 12:00 PM in the Municipal Building Conference Room
- Budget Committee will meet on April 25<sup>th</sup> at 3:30 PM in the Municipal Building Conference Room

10. Various Liquor Licenses

**Upon motion (Tallman/Hutchinson) the Board approved Ashley's first class malt /vinous beverage license. Vote 5-0-0, motion carried.**

**Upon motion (Fobes/Hutchinson) the Board approved Brooks Pharmacy's second class malt/vinous beverage license. Vote 5-0-0, motion carried.**

**Upon motion (Butterfield/Hutchinson) duly adopted the Board approved Tewsbury's second class malt/vinous beverage license. Vote 5-0-0, motion carried.**

**Upon motion (Butterfield/Osha) duly adopted the Board approved Vermont Technical College's first class malt/vinous beverage license. Vote 5-0-0, motion carried.**

**Upon motion (Osha/Tallman) duly adopted, the Board approved Midway Oil dba: ShopSmart's second class malt/vinous beverage license. Vote 5-0-0, motion carried. Vote 5-0-0, motion carried.**

**Randolph Selectboard Meeting  
April 1, 2003 at 7:00 PM in Studio at RAVC**

**Upon motion (Butterfield/Hutchinson) duly adopted, the Board approved Rose Bowl's first class malt/vinous beverage license. Vote 5-0-0, motion carried.**

**Upon motion (Butterfield/Osha) duly adopted the Board approved Debbie's Corner Café's first class malt/vinous license. Vote 5-0-0, motion carried.**

11. CVPS Easements and Pinnacle Wellfields contract

**Upon motion (Butterfield/Osha) duly adopted the Board appointed Bert Moffatt as duly authorized agent for the CVPS easments for the powerline relocation on Pearl Street and the contract for Pinnacle Well Fields. Vote 5-0-0, motion carried.**

12. Public Forum

The Board discussed the proposal for process of hiring the New Town Manager. The Board has scheduled a Special Meeting to discuss the outcome of the Public Forum of April 9, 2003. The Special Meeting is scheduled for April 14, 2003 at 9:00 AM, location to be announced.

13. Downtown Flags

Mr. Butterfield brought to the Board's attention that the Rotary Club had put flags up on the Main Street light poles in support of the Troops overseas.

Mr. Butterfield further stated that the Rotary Club was under the impression in a motion made at a Selectboard meeting in 2002, that it was open ended and they had permission to hang the flags on the lightpoles at anytime. The Board does not think this is the case, since all organizations are required to submit a request. A letter will be sent to the Rotary Club requesting that in the future they submit a request to fly the flags on the Main Street lightpoles.

14. Adjournment

**Upon motion (Butterfield/Hutchinson) duly adopted the Board moved to adjourn at 9:40 PM until the next scheduled Selectboard Meeting on April 15, 2003 at 7:00 PM in the Studio at RAVC. Vote 5-0-0, motion carried.**

Respectfully submitted,

/s/Cindy Spaulding  
Recorder

Randolph Selectboard Meeting  
April 15, 2003 at Media Center in Randolph Union High School

Selectboard Members: Kevin Osha, Peter Butterfield (Chair) and Jim Hutchinson  
Absent: Heather Tallman and Phyllis Forbes

Municipal Staff: Joe Voci (Water/Wastewater Department), Cindy Spaulding (Recorder), and Nathaniel Gove (Media)

Public Attendees: Ed and Debbie DeVarney (GAS-WATT), Paul Rea, Jeremy Lesniak, Richard Moodie, Larry Bayle, Michael Gerstenmaier, Gus Meyer, Jeremy Ingpen (RACDC), Julie Iffland (Planning Commission), and Patrick French (Water/Sewer Commission).

Mr. Butterfield called the meeting to order at 7:05 PM.

1. GAS-WATT

Mr. DeVarney of GAS-WATTS presented to the Board a proposal to convert methane gas into electricity. Mr. DeVarney would like to use the methane gases produced by the Town of Randolph at the old landfill.

**Upon motion (Butterfield/Hutchinson) duly adopted the Board reaffirmed the interest of pursuing Mr. DeVarney's proposal of converting methane gas to electricity and giving GAS-WATT first right to refusal on the process. Vote 3-0-0, motion carried.**

2. Status of Town Plan

Ms. Iffland presented to the Board the current status of the Town Plan. It would be further along if Planning Commission was able to get a full quorum of 5 board members. At this time the Town Plan is in the draft stage with the exception of the Land Use section and indexing. There are two new additions to the Town Plan "Economic Development Section and Youth Section." Burnt Rock, a consulting firm, is working with the technical issues of the Town Plan. The proposed Town Plan should be ready for public comment in May 2004.

3. Zoning Hearing date is set for May 20<sup>th</sup> for proposed zoning amendments.

4. Skateboard Park Equipment

Mr. Gerstenmaier brought to the Board a safety issue with the current Skateboard equipment down at the rink area. He presented some modifications and designs to correct the safety issue.

**Upon motion (Butterfield/Osha) duly adopted, the Board endorsed the concept of modifying the skateboard equipment and design of new equipment with the stipulation to have it reviewed by a certified carpenter or design engineer. Vote 3-0-0, motion carried.**

5. Boys & Girls Club Contract

**Upon motion (Butterfield/Osha) duly adopted, the Board approved entering into a contract with the Boys and Girls Club of White River Valley for managing the Town's Recreation Programs in the amount of \$95,500.00. Vote 3-0-0, motion carried.**

6. Revolving Loan Fund Small Business Committee

Mr. Ingpen brought to the Boards attention that the Policy and Procedures outlined for the Revolving Loan Fund Committee should be reviewed and possibly revised. (Tabled for a future meeting.)

Randolph Selectboard Meeting  
April 15, 2003 at Media Center in Randolph Union High School

7. Executive Session In at 9:05 PM

**Upon motion (Butterfield/Osha) duly adopted the Board moved to go into Executive Session at 9:05 to discuss contractual matters. Vote 3-0-0, motion carried**

8. Executive Session Out at 9:40 PM

**Upon motion (Butterfield/Osha) duly adopted the Board moved out of Executive Session at 9:40 PM, no action taken during session. Vote 3-0-0, motion carried. (No action taken)**

9. Small Business Loan

**Upon motion (Butterfield/Osha) duly adopted, the Board approved Vermont Computing, Inc.'s Small Business Loan application in the amount of \$15,000. Vote 3-0-0, motion carried.**

10. Water/Sewer Allocation

Gifford Medical Center is requesting additional water and sewer allocations for the Patient Financial Services Office at 38 South Main Street. GMC would like to add five staff members in the building.

**Upon motion (Butterfield/Hutchinson) duly adopted, the Board approved for Gifford Medical Center's water allocation of 75 gpd and sewer allocation of 60 gpd with the associated allocation fees of 198.75 (water) and \$300.00 (sewer). Vote 3-0-0, motion passed.**

11. 1272 Order

Mr. Voci updated the Board on the Change 1272 Order and related evaluation studies that the order requires. The cost of the studies is approximately \$27,000. The Town has contracted with DuBois & King to perform the studies with the assistance of the Water/Wastewater Department to keep the costs down.

12. Committee Reports

- a. Water/Sewer met April 9<sup>th</sup> in the Municipal Building Conference Room  
Discussion: Pinnacle Well Project and Terwilliger's Filtration System are on schedule.
- b. Fire Advisory will met on April 8<sup>th</sup> at the Randolph Center Fire Department.  
Discussion: Proposed grant awards for the Fire Departments.
- c. Highway Advisory met on April 10<sup>th</sup> at East Randolph Social Hall  
Discussion: Salt Shed Design
- d. Capital Plan/Capital Budget met on April 8<sup>th</sup> at the Municipal Building  
Discussion: Update new chairperson with background information
- e. Municipal Building Review Committee met on April 11<sup>th</sup> at the Municipal Building  
Discussion: Update new chairperson on background of Municipal Building
- f. Recreation Advisory Committee met on April 9<sup>th</sup> at the Boys and Girls Club  
Discussion: Summer Programs
- g. Budget Committee will meet on April 25<sup>th</sup> at the Municipal Building Conference Room.

13. Town Manager's Report

Randolph Selectboard Meeting  
April 15, 2003 at Media Center in Randolph Union High School

14. Other Business

- a. Insurance Claim (Hamlin): The Board agreed to send a letter to the Hamlin's upholding the VLCT PACIF's decision to deny the claim.
- b. Alcoholic Beverage Ordinance—Tabled for future agenda
- c. Dog Ordinance—Tabled for a future agenda
- d. Bond Issue—Mr. Hutchinson brought to the Board attention that they should look into reviewing the way the Town requests bonds
- e. Discussion of Special Selectboard Meeting (April 14, 2003)

15. Warrants

**Upon motion (Butterfield/Osha) duly adopted, the Board approved the Warrants as presented. Vote 3-0-0, motion carried.**

16. Liquor License

**Upon motion (Butterfield/Hutchinson) duly adopted, the Board approved East Randolph General Store's Class II malt/vinous beverage license. Vote 3-0-0, motion carried.**

17. Adjournment

**Upon motion (Osha/Hutchinson) duly adopted, the Board moved to adjourn until next meeting on May 6, 2003 at 7:00 PM in the Randolph Area Vocational Center Studio.**

Respectfully submitted,

Cindy Spaulding  
Recorder

Note: Pages 4-12 are attachments that are on file in the Town Clerk's office.

**Special Selectboard Meeting of April 24, 2003 at 4:45 PM in Municipal Building**

Selectboard: Heather Tallman, Kevin Osha and Jim Hutchinson

Municipal Staff: Barb Stearns

Public Attendees: Jeremy Ingpen (RACDC) and Rick Goodall (DuBois & King)

The meeting was called to order at 4:55 PM

1. Village School Project and Revolving Loan Fund

Mr. Ingpen presented us with an update of the 28 N. Main project funding since the EDA money was pulled. He also presented a letter of Commitment from the Town of Randolph to Molly Dugan of the State of Vermont. He asked that we approve a loan of 150,000 from the RLF to be used in the last quarter of construction of the project and that we send the letter to Molly Dugan.

**Upon motion (Osha/Tallman) duly adopted the Board approved to make available \$150,000 from the Vermont Pure Program funding to the 28 N. Main project to be paid in the last quarter of construction and to send the letter of commitment to the State of Vermont. Motion carried 3-0-0.**

Meeting adjourned at 6:05

Respectfully submitted,

Heather Tallman  
Clerk

Randolph Selectboard Meeting  
May 6, 2003 at Studio in Randolph Area Vocational Center

Selectboard members: Peter Butterfield, Kevin Osha, Heather Tallman, Jim Hutchinson and Phyllis Forbes

Municipal Staff: Bert Moffatt (Interim Town Manager), Joe Voci (Water/Wastewater Superintendent), Cindy Spaulding (Recorder) and Nathaniel Gove (Media)

Public Attendees: Jim Rust, Shahid Khan, Shari Voghell, Jack Cowdrey, Craig Keller (AOT, Project Engineer), Tim French (AOT, Right of Way), Frank Malnati (AOT, Right of Way), Kevin O'Donoghue, Steve Vargo, Ken Hafner, Don Sweetser, Robin Palmer (*Times Argus*), M.D. Drysdale (*Herald of Randolph*), LoriAnn Osha and Mary Bystrowski.

### Necessity Hearing of the Main Street Bridge

At the site visit Mr. Keller walked the Board and public attendees around the Main Street bridge showing areas of the bridge that have deteriorated over the years and process of the temporary bridge area.

Hearing: Mr. Keller presented to the board that the goal is to build a bridge similar to the existing structure built in 1927. It will have two lanes, concrete railings and streetlights to match the ones in the downtown. A temporary bridge will be built west of the current bridge so that traffic will continue to flow during the construction. Several temporary and permanent right of ways will be needed to build the temporary bridge.

Mr. Keller suggested that the board move fast to declare new bridge a necessity as the cost of the project would only rise and the current bridge's condition would only worsen and may require restrictions on weight if the bridge is not replaced.

The total cost to the bridge is approximately \$4.9 million and the town would pay 10 percent or \$490,000.

Q: Will there be more than two streetlights on the bridge?

A: That will be looked into as the project moves forward. Additional lighting could be added at the final design of the bridge.

Q: What are the requirements of the contractor for liability?

A: The State requires liability insurance for all contractors.

Q: If blasting occurs during the project could that affect the local wells such as that at the Randolph Village Laundromat.

A: If the wells are negatively affected, the state would go after the contractor to fix the problem and bottled water could be supplied to the local residents and laundromat business.

Q: What about the possibility of contaminated soil from underground petroleum tank on the New England Land Company Property.

A: The soil would be removed to the end of the project site; the cost to remove the material would be a minimal of \$5,000 to \$10,000.

Mr. Butterfield closed the public hearing at 7:28 PM.

Regular meeting

Mr. Butterfield called the regular Selectboard meeting to order at 7:30 PM.

1. Necessity Hearing Decision of Findings for reconstruction of the Main Street Bridge.

**Upon motion (Forbes/Hutchinson) duly adopted the Board approved the Findings and Decision to reconstruct the Main Street Bridge and Alteration of North Main Street. Vote 5-0-0, motion carried.**

2. Public Comment

Mr. Penrod requested to the Selectboard that there be a compromise and warn budgeted items over a specific amount especially with all of the large projects.

3. Dog Ordinance

Ms. Bystrowski brought to the Board's attention that there are neighbors and dog owners while walking their dogs let the dog defecate on her property. She has requested that the Board look into adopting an ordinance addressing dog defecation on private or public property. The Board asked if the Animal Control officer could speak with Ms. Bystrowski and the neighbors in the area that do own dogs. Tabled for future meeting. The Board will look into other towns that would have such an ordinance.

4. Fire Safety Management Contract/ Emergency Operations Command

Mr. O'Donoghue presented the Board with a new contract for Fire Safety Management—the contract is for preparing the Town Emergency Plan and implementing the Emergency Operations Command Center operational.

**Upon motion (Hutchinson/Osha) duly adopted, the Selectboard approved Fire Safety Management, Inc.'s contract not to exceed \$3000.00 for one year and appointed Mr. Butterfield as signatory. Vote 5-0-0, motion carried.**

Rapid Response Plan

The RRP is provided to the Vermont Emergency Management incases of a disaster in the town.

**Upon motion (Tallman/Osha) duly adopted, the Board approved the Vermont Rapid Response Plan for the Town of Randolph. Vote 5-0-0, motion carried.**

5. Randolph Area Family Farms (RAFF)

Mr. Hafner presented to the Board an overview of RAFF—is a diverse group of individuals and organizations seeking creative ways to support the long-term viability of local agriculture. Mr. Hafner requested a letter of support for Rural Development grant that RAFF was applying for.

**Upon motion (Butterfield/Hutchinson) duly adopted, the Board approved a letter of support for Randolph Area Family Farms and appointed Mr. Butterfield as signatory. Vote 5-0-0, motion carried.**

6. Salt Shed

**Upon motion (Tallman/Osha) duly adopted, the Board approved to purchase Salt Shed covering from GDE Corporation in the color dark green to blend in with the background. Vote 5-0-0, motion carried.**

7. Transfer Station

Todd Deuso from Casella brought to the Board's attention issues that need to be addressed at the Transfer Station and the 10-year contract between the Town and Casella.

**Upon motion (Osha/Tallman) duly adopted, the Board approved to be co-applicant with Casella on the State Permits for the landfill. Vote 5-0-0, motion carried.**

**Upon motion (Forbes/Tallman) duly adopted, the Board approved for residents of the Towns of Braintree, Brookfield and Randolph to pay for scrap mettle as indicated in the fee schedule. Vote 5-0-0, motion carried.**

**Upon motion (Butterfield/Hutchinson) duly adopted, the Board approved an amendment to Casella Waste Management's to increase fees for trash removal as follows: \$2.50 per 30-gallon bag and *increase* \$.25 per 39 gallon barrel and the hours of operation for the Transfer Station amended to be open 8:00 AM to 3:00 PM Tuesday, Wednesday and Friday and 8:00 AM to 1:00 PM on Saturday effective June 1, 2003. Vote 5-0-0, motion carried.**

8. Sludge Management

Mr. Voci presented a contract between the Town of Randolph and NewTech, Inc. to provide services to pump, dewater and dispose of biosolids generated at the Randolph Wastewater Treatment Facility.

**Upon motion (Butterfield/Osha) duly adopted, the Board approved NewTech, Inc.'s proposal to provide services as outlined in the contract and appointed Mr. Butterfield as signatory. Vote 5-0-0, motion carried.**

8. Master Gardner Project

Mr. Butterfield presented a memo from Annette Higby of the Conservation Commission requesting funds for Bill Snow to set up a Master Gardening Program and develop five to seven small sites of town owned property.

**Upon motion (Butterfield/Osha) duly adopted, the Board approved the Conservation Commissions proposal to give \$500 to Bill Snow for Master Gardner Project, the monies is to be taken out of the Town's Beautification Fund. Vote 5-0-0, motion carried.**

9. Street Name (New)

Mr. Sweetser presented to the Board that there is a new house to be built off a private driveway from Lefebvre Road with a possibility of more houses being built in future. The current house owner has suggested the road be called Sarum Hill Lane.

**Upon motion (Butterfield/Tallman) the Board approved the new private road name Sarum Hill Road located off of Lefebvre Road. Vote 5-0-0, motion carried.**

10. Separate Loan Accounts

Ms. Mazzucco requested from the Board permission to separate the current revolving loan account into two separate loan funds—one for small business loans and one for Town Revolving loans.

**Upon motion (Osha/Hutchinson) duly adopted the Board approved for Ms. Mazzucco, Town Treasurer, to open a new account for the small business revolving loans, and transfer funds from the existing revolving loan account. Vote 3-0-2 (Mr. Butterfield and Ms. Forbes abstained), motion carried.**

11. Ratify Liquor License approved on April 22, 2003

**Upon motion (Butterfield/Hutchinson) duly adopted, the Board approved August Lion's first class restaurant license to sell malt and vinous beverages . Vote 3-0-2 (Ms. Tallman and Mr. Osha abstained).**

12. Ratify request to hang banner over Main Street approved on April 21, 2003

**Upon motion (Tallman/Butterfield) duly adopted, the Board approved Gifford's health Focus Team to hang a banner over Main Street for the walking program "Spring into Action" taking place on May 3, 2003 with the stipulation the banner meets the height requirements with traffic and to be taken down by Monday May 5, 2003. Vote 4-0-1 (Ms. Forbes abstained), motion carried.**

13. Burial Plot

**Upon motion (Butterfield/Osha) duly adopted, the Board approved to sell a four grave space in the Pleasant View Cemetery being in section I Lot 78 to LeRoy Green and appointed Peter Butterfield as signatory. Vote 5-0-0, motion carried.**

14. Warrants

**Upon motion (Butterfield/Tallman) duly adopted, the Board approved the warrants as presented. Vote 5-0-0, motion carried.**

15. RLF Committee

**Upon motion (Butterfield/Hutchinson) duly adopted, the Board appointed Marty Strange to the Revolving Loan Fund Committee. Vote 5-0-0, motion carried.**

**Upon motion (Butterfield/Hutchinson) duly adopted, the Board removed Larry Townsend from the Revolving Loan Fund Committee by request of Mr. Townsend. Vote 5-0-0, motion carried.**

16. Committee Reports

- a. Water/Sewer Committee met on April 30<sup>th</sup>  
Discussion: rewrite of water ordinance
- b. Police Committee met on April 21<sup>st</sup>  
Discussion: Update from Chief Krakowiecki and expansion of the Police District
- c. Fire Advisory Committee will meet on May 19<sup>th</sup>
- d. Highway Advisory Committee meeting to be scheduled.
- e. Capital Plan scheduled to meet on May 8<sup>th</sup> in the Municipal Building at 4:00 PM.
- f. Municipal Building Review Committee met on May 2<sup>nd</sup> in the Municipal Building.  
Discussion: Met with Black River Design regarding the current proposed design and estimated cost for reconstruction of the existing site. Mr. Hutchinson brought to the Board's attention that the MBRC would like to revisit another option of building a new building on another site.

**Upon motion (Forbes/Osha) duly adopted the Board approved for the Municipal Building Review Committee to come to the Board with a proposal of two options for the new municipal building. Vote 5-0-0, motion carried.**

- g. Budget Committee met on April 25<sup>th</sup>  
Discussion: March expenditures and the Committee requested a copy of the Boys and Girls Club contract.
- h. Chandler Center for the Arts: Ms. Forbes as exofficio had attended a meeting and the Trustees are in support of an amendment to allow alcohol for catered events.

17. Minutes

a. April 15, 2003

**Upon motion (Osha/Butterfield) duly adopted, the Board approved minutes of April 15, 2003 as written. Vote 3-0-2 (Tallman/Forbes abstained), motion carried.**

b. April 1, 2003

**Upon motion (Forbes/Hutchinson) duly adopted, the Board approved minutes April 1, 2003 as written. Vote 5-0-0, motion carried.**

18. Adjournment

**Upon motion (Butterfield/Forbes) duly adopted the Board moved to adjourn at 10:40 PM until the next scheduled Selectboard Meeting on May 20, 2003 at 7:00 PM in the Studio at RAVC. Vote 5-0-0, motion carried.**

Respectfully submitted,

/s/Cindy Spaulding  
Recorder

REFERENCE ONLY

**Randolph Selectboard--Public Hearing & Meeting  
May 20, 2003 in Studio at RAVC**

**Selectboard:** Peter Butterfield (Chair), Heather Tallman (Clerk), Jim Hutchinson, Kevin Osha (arrived at 6:43 p.m.)

**Municipal Staff:** Mardee Sanchez (Zoning Administration), Bert Moffatt (Interim Town Manager), Joyce Mazzucco (Town Clerk & Treasurer, Recorder) (arrived at 7:00 p.m.), James Akerman (Animal Control Officer)

**Public Attendees:** Joan Sax, Arthur Lefebvre, Claire Gillich, Phyllis Lefebvre, Bill Rice, Kip Farrington, Hugo Liepmann, Barbara Springer, Steve Springer, Jenny Carter, Bonnie Akerman, Robin Palmer (*The Times Argus*), Sandy Cooch (*The Herald of Randolph*), Loriann Osha, Al Floyd

Selectboard Chair Peter Butterfield called the hearing to order at 6:37 p.m. The purpose of the hearing was to discuss and take public comment on two proposed amendments to the Randolph Zoning Regulations. Proposal A is the rezoning of a portion of Stock Farm Road from RU5 to RU3. The floor was opened to discussion on Proposal A.

The following people participated in the discussion: Mardee Sanchez, Peter Butterfield, Kip Farrington, Arthur Lefebvre, Claire Gillich, Jim Hutchinson, Heather Tallman, Kevin Osha, Bert Moffatt, Joan Sax.

The discussion included: the differences between the RU3 district and the RU5 district, and the allowed uses; recommendation of the Planning Commission; overview of the history of the property (subdivision of the property, state law requiring the merger of non-conforming lots, the merged 2 lots of the Lefebvre's cannot be subdivided); no one wants to rezone, but would like the Lefebvres to be able to subdivide; several property owners do not want to have their property included in the proposed district; don't want to "mess up" adjoining properties, but want to have the same flexibility they enjoy; benefit of the doubt should go to the people, especially if they've been here a long time; clarification of what spot zoning is; what is conditional use; clarification of the roles of the Development Review Board (DRB) and the Planning Commission; what the appeal process is—appeal to the DRB for a variance, then Environmental Court.

Discussion was closed on Proposal A. Mr. Butterfield opened the floor for discussion on Proposal B—Flood Protection Regulations.

The following people participated in the discussion on the Flood Protection Regulations: Mardee Sanchez, Peter Butterfield, Jim Hutchinson, and Kevin Osha.

Discussion included: background on the current regulations; when the regulations were adopted (1991); proposed changes have been reviewed by the State and the regulations meet current standards; provisions changed by this proposal—provisions regarding recreational vehicles used for residence for a certain period of time must be anchored—not included in previous regulation; the Proposal B is recommended by the Planning Commission; types of zones in Randolph—

AE—A indicates it is in the 100 year flood plain and E indicates the flood plain elevations have been mapped; without these regulation changes property owners cannot purchase flood insurance.

There was no further discussion on Proposal B. Additional comments on Proposal A included: whether or not additional comments were received by Ms. Sanchez from property owners in the proposed district change wanting to be excluded from the district; any amendment changes would need to go to the Selectboard; confusion on the roles of the DRB and the Planning Commission; State Statute states any substantial changes to the proposal will require a new meeting to be held; comments on the types of uses permitted.

There was no further discussion.

**Upon motion (Osha/Hutchinson) the public hearing was adjourned at 7:20 p.m. Vote 4-0-0, motion carried.**

Mr. Butterfield called the regular Selectboard meeting to order at 7:20 p.m.

**1. Action on Proposed Zoning Regulations:**

- A. Proposal A: Stock Farm Road Rezoning—discussion followed. Each of the Selectboard members expressed their feeling on the proposal.

**Upon motion (Butterfield/Osha) duly adopted, Proposal A, Stock Farm Road Rezoning is not approved. Vote 4-0-0, motion carried.**

- B. Proposal B: Flood Protection Regulations—no further discussion on this proposal.

**Upon motion (Butterfield/Hutchinson) duly adopted, the Board approved Proposal B, Flood Protection Regulations. Vote 4-0-0, motion carried.**

**2. Public Comment:**

James Akerman, Animal Control Officer, discussed several problem areas with animal control. He presented the Selectboard handouts with information on the laws in Vermont regarding animal control, information on the number of calls responded to in the past year, appropriate title for position (Animal Control Office, not dog catcher/warden/constable/man). He clarified the scope of his job—he responds to calls regarding dogs, cats, ferrets and rabbits. Calls regarding cows, sheep or goats should be directed to the Department of Agriculture. He discussed the statute regarding a dog census. He also read a January 2, 2003 Memorandum from Melvin Adams on Mr. Akerman's employee evaluation. Mr. Akerman made some recommendations to the board regarding fee increases to support the enforcement of compliance with the Dog Ordinance, warrants to remove dogs. He also discussed problems with the White

property on the East Bethel Road—health issues. He told the Selectboard that dog attacks should be directed to the Health Officer, not the Animal Control Officer.

There was no further public comment

### **3. Interim Zoning:**

#### **A. Amend Burnt Rock Contract to include Randolph Center Design Control**

The Planning Commission has recommended the Burnt Rock contract be amended to include work for the Randolph Center Design Control. The cost to include this group will be about \$1,200-\$2,500. Discussion followed with the following individuals participating: Joan Sax, Bill Rice, Peter Butterfield, Jenny Carter, and Heather Tallman.

**Upon motion (Butterfield/Tallman) duly adopted, the Board approved amending the Burnt Rock contract, not to exceed \$2,855, to include the Randolph Center Design Control for the completion of contract tasks 1, 2, 3, 4, 5. Vote 4-0-0, motion carried.**

#### **B. Interim Zoning Requirements:**

Mr. Butterfield opened the discussion with a brief overview of the recent history regarding interim zoning, the status of the rewrite of the Town Plan by the Planning Commission. Ms. Sanchez discussed some information from a memo she had provided in a packet to the Selectboard members outlining the requirements to institute interim zoning, how it can be adopted, how it works, and a brief history of land development regulations in Randolph. The floor was opened to discussion. Participating in the discussion was: Mardee Sanchez, Peter Butterfield, Bill Rice, Joan Sax and Jenny Carter. Discussion included: the issues that led to the defeat of the revised zoning regulations in 1999; the description of the R2 district and minimum lot size; the need to conduct studies in a reasonable time; the need to take a closer look at the old proposal and interim zoning before considering the passing of interim zoning regulations; the need to make sure good documentation is put together to point out what is good—know what's in the proposal, understand the effects of the changes and know why the changes are needed; consideration of a joint meeting with the Planning Commission.

### **4. Participation in Environmental Court Appeal**

Ms. Sanchez gave an overview of the process taken—her decision to deny a permit, the appeal of permit denial by Kevin Blakeman to the Development Review Board (DRB), the DRB's decision to deny the appeal, and the appeal to Environmental Court. Ms. Sanchez did not argue the merits of the case or the decision of the DRB—she was informing the Selectboard of their need to defend or not defend the Town's position in the appeal. If the Selectboard chooses not to participate, then Mr. Blakeman can present his interpretation of the events leading up to the appeal to Environmental Court—the

court would hear a one-sided argument. The Selectboard will discuss this issue in Executive Session.

**5. Other Business:**

Mr. Bert Moffatt informed the Selectboard of the selection of a contractor for the water well development. The Water and Sewer Committee would like the Selectboard to authorize Mr. Moffatt or Barbara Stearns, Accounting Administrator, to sign on behalf of the Town. The winning bid was \$456,491 from Necco Construction in Waitsfield. The other bids ranged from \$475,000 to \$519,000. The engineer's estimate was \$399,000.

**Upon motion (Butterfield/Hutchinson) duly adopted, the Selectboard authorized Bert Moffatt to sign the contract with Necco Construction per bid for the water system improvement. Vote 4-0-0, motion carried.**

**6. Recreation Grant.**

Mr. Moffatt informed the Selectboard of a letter received from the State of Vermont regarding a grant awarded to the Town for \$67,000, which has been dormant. The Selectboard needs to pass a resolution to proceed with the grant by June 1<sup>st</sup> or the funds will be given back to the State. A detailed plan of how the money is to be used needs to be submitted by June 30<sup>th</sup>.

Discussion followed. The following people participated in the discussion: Loriann Osha, Peter Butterfield, Bert Moffatt, Heather Tallman, and Joyce Mazzucco. The discussion included: a question on how the funds will be used (roof on the rink?); a reminder to the Selectboard of public disapproval of the ice rink project; a description of the three tier project that was a point of contention a few years ago; the grant can be used to improve the ice rink, tennis courts and pool area; the Recreation Committee's commitment to ensure the skate rink serves the community; there is no money in the Capital Plan for three tier ice rink project; funds for the first stage was bonded and is being held in a separate account to be used for ice rink improvement.

There was no further discussion.

**Upon motion (Tallman/Butterfield) duly adopted, the Town of Randolph resolves to reaffirm their commitment to use the grant funds. Vote 4-0-0, motion carried.**

Mr. Moffatt discussed with the Selectboard the grant of \$120,000 for the Crocker Road Bridge. The original request was for \$250,000. Mr. Moffatt said the project should be scaled back to the grant amount. He also discussed the Shattuck Street project, and the amount of money to be spent on such a small street.

**7. Special Funds for Grant Park.**

Joyce Mazzucco, Town Treasurer, gave the Selectboard information regarding the Grant Park funds invested at Salomon Smith Barney. The current investment has lost value due to the current trends in the stock market. Ms. Mazzucco recommended changing the investment vehicle from the Salomon Smith Barney Fundamental Value Fund to the Franklin Templeton Fund. The Franklin Templeton Fund is a more conservative investment, and it offers a monthly income. There are ongoing expenses incurred for Grant Park. The monthly income would be used to cover these expenses. Mr. Hutchinson asked about the stock to bonds ratio in the current investment. There was no further discussion.

**Upon motion (Hutchinson/Butterfield) duly adopted, the Selectboard authorizes Joyce Mazzucco, Town Treasurer, to move the Grant Park investment from the current vehicle to the Franklin Templeton Fund. Vote 4-0-0, motion carried.**

**8. Small Business Revolving Loan Account.**

Ms. Mazzucco explained to the Selectboard the division of the current Revolving Loan Fund account into two separate accounts—one for the Town Revolving Loan Fund, and one for the Small Business Revolving Loan Fund. The bank selected for these accounts is Mascoma Savings Bank. Ms. Mazzucco discussed FDIC insurance, and the need for collateralization of funds with the Selectboard. Ms. Mazzucco asked to Selectboard to sign the paperwork appointing herself and Linda Nissl, Assistant Town Treasurer, as the designated signers on the accounts.

**Upon motion (Tallman/Butterfield) duly adopted, the Selectboard authorizes Joyce Mazzucco to move the Revolving Loan Funds to Mascoma Savings Bank, and to designate Joyce Mazzucco and Linda Nissl as authorized signers on the accounts. Vote 4-0-0, motion carried.**

**9. Committee Reports.**

- a. Water and Sewer Committee. Ms. Tallman reported the committee is in the process of rewriting the Water Ordinance. The next meeting is scheduled for June 11<sup>th</sup>.
- b. Police Committee. Mr. Butterfield reported the next meeting is scheduled for June 16<sup>th</sup> at the Municipal Building. The committee is working on expansion of the Police District, looking at a Litter Ordinance, and speeding issues.
- c. Fire Advisory Board. Mr. Osha reported the board met on May 13<sup>th</sup> at 7 p.m. Al Floyd informed the Fire Advisory Board the ladder truck is in Burlington, and will cost more to fix than originally thought. Mr. Osha informed the Selectboard that some of the generators are being hooked up at the fire stations. He also said the Fire Advisory Board recommends the Selectboard sign the contract with Hartford for dispatching. Mr. Osha also told the Selectboard the fire departments would like to be included in the budget process. The Fire Advisory Board also

made a motion and approved increasing amount of deductible from \$250.00 to \$500.00. The Town will pay the deductible only if the firefighter carries that coverage on the vehicle.

**Upon motion (Osha/Butterfield) duly adopted, the Selectboard gave approval for the Emergency Communications contract to be signed and reissued at the same price. Vote 4-0-0, motion carried.**

- d. Highway Committee. The Highway Committee did not meet last month. They will be meeting in June.
- e. Capital Budget and Capital Planning. The committee met on May 8<sup>th</sup> and discussed the current plan—what needs to be there, and recommends the hiring of a consultant to do another needs assessment. Mr. Hutchinson said the Town has accomplished a lot with the Capital Plan—there were glaring needs and many of these have been addressed. The economy will affect future projects. He is looking for up to \$3,500 to be used to hire the same consultants previously used for a review the capital plan. Mr. Hutchinson said he would like to see the plan get to a maintenance point, and to adjust the plans to today's fiscal realities.

**Upon motion (Hutchinson/Osha) duly adopted, the Selectboard approved the expenditure of up to \$3,500 to hire a consultant to review the Capital Plan. Vote 4-0-0, motion carried.**

- f. Municipal Building. The committee has not met since the last Selectboard meeting. Mr. Hutchinson has spoken with Black River Design regarding a second option, and it will cost about \$6,000 to go through the whole process for a second option. The Branchwood site has had the Phase 1 environmental assessment done. The next meeting is June 11<sup>th</sup>.
- g. Budget Committee. No report.
- h. Recreation Advisory Committee. Ms. Tallman said the next meeting is May 21<sup>st</sup>. The committee will go over the plan for the use of the grant money.

#### **10. Bond Issue.**

Ms. Mazzucco passed out a Schedule of Existing Debt from Barbara Stearns showing the breakdown by General Fund, Water, Sewer and Police. Mr. Hutchinson told the Selectboard the Town by State Statue may bond up to ten times the grand list value. He suggested looking at bonding limits.

#### **11. Other Business.**

The contract with the Orange County Sheriff's Department expires on June 30, 2003. A motion was made and seconded (Butterfield/Hutchinson) to renew the contract.

Discussion followed. Participating in the discussion was Kevin Osha, Robin Palmer, Joyce Mazzucco, Peter Butterfield, and Jim Hutchinson. Discussion included: what the contract covers; any grant money involved; expanded hours; the need for more information. The Selectboard tabled the signing of the contract until the next meeting.

There was a request from the Board of Listers to apply to the Property Valuation and Review Department for an extension for the filing of the Grand List.

**Upon motion (Butterfield/Tallman) duly adopted, the Selectboard approved signing the request for an extension for the filing of the Grand List. Vote 4-0-0, motion carried.**

Al Floyd informed the Selectboard there is a Homeland Security Grant application which needs to be completed by June 2<sup>nd</sup>. It is a match with in kind work.

**Upon motion (Butterfield/Tallman) duly adopted, the Selectboard gave their approval for Al Floyd to pursue the Homeland Security grant. Vote 4-0-0, motion carried.**

**12. Public Announcement.**

The Town of Randolph Water Department will be flushing water lines from June 2<sup>nd</sup> to June 30<sup>th</sup>.

**13. Town Manager Search.**

**Upon motion (Tallman/Butterfield) duly adopted, the Selectboard went into Executive Session.**

The next Selectboard meeting will be on June 3, 2003.

Respectfully submitted,

Joyce L. Mazzucco

Randolph Selectboard Meeting of June 3, 2003  
in the Studio at Randolph Area Vocational Center

Selectboard: Heather Tallman (Clerk), Peter Butterfield (Chairman), Jim Hutchinson, Kevin Osha and Phyllis Forbes

Municipal Staff: Cindy Spaulding (Recorder) and Nathaniel Gove (Media)

Public Attendees: Bruce MacDonald (VT Pure), Robin Palmer (*Times Argus*), Hugo Liepmann and Jonathan Walters

Mr. Butterfield called the meeting to order at 7:00 PM.

1. Committee Reports

- a. Water & Sewer— will meet on June 11<sup>th</sup> at 8:30 AM in the Municipal Building
- b. Discussion: Water Ordinance
- c. Police will meet on June 16 at 8:00 AM in the Municipal Building
- d. Fire will meet on June 10 at 7:00 PM in the Randolph Center Fire Station
- e. Highway will meet on June 12 at 7:00 PM in the East Randolph Community Hall.
- f. Capital Budget/Capital Plan will meet on June 12 at 4:30 PM in the Municipal Building.

The Capital Budget/Capital Planning Committee is looking for new members.

- g. Municipal Building will meet on June 11 at 12:00 PM in the Municipal Building
- h. Budget met on May 28 at 3:00 PM in the Municipal Building

Discussed: Budget problems with paying the RCFD firefighters in December when trying to budget for the next fiscal year. It has been suggested that the checks be printed in November and held until December. The Recreation budget is over budget by \$6000 due to the increase in repairing the Pavilion Building after vandalism. The vandalism will be passed on to the Police Advisory Committee. Other areas that the Budget Committee would like to review are the Police Department serving outside of the village and the Fire Department servicing the hospital on emergency calls.

- i. Recreation met on May 21<sup>st</sup> in the Municipal Building

Discussion: review fees for pool programs. The Advisory Committee proposed to adjust the private swimming lessons to \$40.00.

**Upon motion (Tallman/Hutchinson) duly adopted the Board approved to increase private swimming lessons to \$40.00 an hour and all other pool fees stay the same. Vote 5-0-0, motion carried.**

Randolph Selectboard Meeting of June 3, 2003  
in the Studio at Randolph Area Vocational Center

2. Vermont Pure Implementation Grant

Mr. Butterfield presented background history of Vermont Pures pipeline proposal on Rogers Road and the grant application would be for a feasibility study. He further explained that the application had been drafted, public hearings had been held and the former Board had approved applying for the grant.

Mr. Butterfield asked Mr. MacDonald if Vermont Pure could wait until the next round of VCDP grants to try and fund the feasibility study.

Mr. MacDonald agreed that VT Pure could wait until the next VCDP round that would take place in August and the company was currently working with a hydrogeologist and gathering bids for the study. The information would be used in the revised grant application being written by RACDC.

Mr. Walters asked who would pay for the pipeline once the study determines the cost. Mr. MacDonald stated that the project cost determines the term of economic payback and part of the parameters of the study would be to develop a reasonable payback.

3. Various Ordinances

- a. Dog Poop Ordinance—Mr. Butterfield suggested that the ordinance be tabled due as they need more time to look into enforcement issues of the ordinance.
- b. Alcohol—Mr. Butterfield read the proposed language as an amendment to the existing ordinance to read: “Alcohol will be allowed on municipal premises only when provided by a licensed caterer and then only with permission of the Selectboard, acting as Liquor Control Commissioners. The Selectboard, if it so approves, will then, issue a permit which will outline the conditions of used for said approval.”

The Board discussed that they should have a detailed ordinance. Mr. Hutchinson will look into this further with VLCT.

4. Other business

a. Scholarships

**Upon motion (Butterfield/Hutchinson) duly adopted the Board approved the Gifford Trust Scholarships in the amount of \$900 each for three graduates to be awarded on June 13th. Vote 5-0-0, motion carried.**

b. Municipal Bond Bank

**Upon motion (Butterfield Osha) duly adopted the Board approved the Municipal Bond sale for Series I. Vote 5-0-0, motion carried.**

c. AOT Bridge Inspection Report

The Board acknowledged receiving the Agency of Transportation’s yearly bridge inspection report.

Randolph Selectboard Meeting of June 3, 2003  
in the Studio at Randolph Area Vocational Center

d. Ms. Forbes brought to the Boards attention that she would like to Board to review the zoning laws for the Town as there are new businesses looking to move into Randolph. Mr. Butterfield explained zoning regulation process is with the Zoning Administrator and the DRB for drafting and enforcing.

5. Warrants

**Upon motion (Butterfield/Osha) duly adopted, the Board approved the warrants as presented. Vote 5-0-0, motion carried.**

6. Executive Session In

**Upon motion (Butterfield/Tallman) duly adopted the Board moved to go into executive session at 8:45 PM to discuss a contract matter. Vote 5-0-0, motion carried.**

7. Executive Session Out

**Upon motion (Butterfield/Tallman) duly adopted the Board moved to come out of executive session at 9:15 PM. Vote 5-0-0, motion carried.**

8. Legal Litigation

**Upon motion (Butterfield/Forbes) duly adopted, the Board agreed to support the DRB an environmental court case with Blakeman vs Town of Randolph. Vote 3-2-0 (Osha and Hutchinson), motion carried.**

9. Adjournment

**Upon motion (Osha/Hutchinson) duly adopted, the Board moved to adjourn until next scheduled meeting on June 17<sup>th</sup> at 7:00 PM in the Studio at RAVC. Vote 5-0-0, motion carried.**

Respectfully submitted,

/s/Cindy Spaulding, Recorder

Randolph Selectboard Special Meeting  
June 9, 2003 at Stagecoach Transportation Conference Room

Selectboard: Peter Butterfield, Heather Tallman and Jim Hutchinson. Absent were Kevin Osha and Phyllis Forbes

Municipal Staff: Bert Moffatt (Interim Town Manager) and Barbara Stearns (Accounting Administrator)

Mr. Butterfield called the meeting to order at 1:00 PM

1. Discussion with Town Manager's candidate

**Upon motion (Butterfield/Tallman) duly adopted the Board moved to go into Executive Session at 1:02 PM. Vote 3-0-0, motion carried**

**Upon motion (Tallman/Butterfield) duly adopted the Board moved to come out of Executive Session at 2:30 PM. Vote 3-0-0, motion carried.**

2. Homeland Security Grant for Fire Departments and Police Department

**Upon motion (Tallman/Hutchinson) duly adopted the Board appointed Barbara Stearns as signatory to the Homeland Security Grant in the amount of \$94,769.00. Vote 3-0-0, motion carried.**

3. Adjournment

**Upon motion (Hutchinson/Tallman) duly adopted, the Board moved to adjourn at 2:40 PM. Vote 3-0-0, motion carried.**

Respectfully submitted,

/s/Cindy Spaulding  
Recorder

**Randolph Selectboard Meeting of June 17, 2003  
at the Studio in RAVC**

Selectboard: Peter Butterfield (Chair), Heather Tallman (Clerk), Kevin Osha, Jim Hutchinson and Phyllis Forbes.

Municipal Staff: Cindy Spaulding (Recorder) and Nathaniel Gove (Media)

Public Attendees: Peter Gregory (TRORC), Kevin Geiger (TRORC) and M.D. Drysdale (*Herald of Randolph*).

Mr. Butterfield called the meeting to order at 7:03 PM.

1. Brownfields

Mr. Gregory explained that Two Rivers Ottauquechee had received grant monies from the EPA for Brownfields assessments. TRORC was soliciting public sites throughout the region that would benefit from such an assessment.

Mr. Greiger presented to the Board various levels of brownfield assessments: Level I- paper assessment used when a possible purchase of a commercial property. Mr. Geiger explained different levels of the assessment; Level II is based on Level \* with specific issues such as soil contamination; Level III proceeds with the clean-up of contaminated soils. The brownfields assessments at this time are for non-profits or municipalities.

2. Executive Session

**Upon motion (Osha/Tallman) duly adopted the Board moved to executive session at 7:20 PM to discuss a contract. Vote 5-0-0, motion carried.**

**Upon motion (Tallman/Hutchinson) duly adopted the Board moved to come out of executive session at 7:32 PM. Vote 5-0-0, motion carried.**

3. Small Business Loan

**Upon motion (Forbes/Tallman) duly adopted the Board approved Trilliam2000's application for \$7000. Vote 5-0-0, motion carried**

Policies & Procedures of Small Business Loan Committee

**Upon motion (Butterfield/Forbes) duly adopted the Board appointed Marty Strange as Chair and Elaine Soule as Vice Chair of the Small Business Loan Committee. Vote 5-0-0, motion carried.**

4. Railroad Land

Mr. Ingpen brought to the Board's attention that the business owners who lease land from the railroad have approached RACDC to coordinate the possibility of selling the railroad land to the individual business owners instead of the proposed selling of the land as a whole. The land is currently on the market to be sold as a whole in the amount of \$240,000.

**Randolph Selectboard Meeting of June 17, 2003  
at the Studio in RAVC**

The business owners are concerned if the land is sold as a whole the new property owner could increase their lease payment and some of them are trying to sell their business but are having difficulties with the land currently being sold in the market.

5. Environmental Assessment for 3 Randolph Avenue

**Upon motion (Tallman/Osha) duly adopted, the Board appointed Heather Tallman as signatory on the Environmental Assessment form for 3 Randolph Avenue. Vote 3-0-2 (Butterfield/Forbes recused).**

6. Sale of 2.4 acres of Branchwood Property

**Upon motion (Tallman/Osha) duly adopted, the Board approved 2.4 acres of Branchwood sale to Housing Vermont/RACDC and appointed Bert Moffatt, Interim Town Manager as signatory on the property sale. Vote 3-0-2 (Butterfield/Forbes recused).**

7. Parking Lots

**Upon motion (Tallman/Osha) duly adopted, the Board approved the transfer \$230,000 from the Revolving Loan Fund to pay back the Town for the Municipal Parking Lots Project. Vote 5-0-0, motion carried.**

8. Orange County Sheriff Contract

**Upon motion (Hutchinson/Osha) duly adopted, the Board approved the Orange County Sheriff's Contract not to exceed \$8,000 as outlined in the contract. Vote 5-0-0, motion carried.**

Discussion: The Selectboard would like to have Sheriff MacClure present at a future board meeting to discuss the services provided by Orange County Sheriff's Department.

9. Selectboard meeting for July are scheduled for the first and twenty-second.

10. Zoning Amendment for Foundry Park Public hearing scheduled for August 5<sup>th</sup> at 6:30 in the Studio at RAVC.

11. Request for Banners

**Upon motion (Butterfield/Forbes) duly adopted the Board approved for Gifford Medical Center to put their organizations 100 year celebration on the streetlight poles between July 1 and October 1, 2003 with the stipulation that they coordinate with the Chandler Music for the Arts which streetlights to be used. Vote 5-0-0, motion carried.**

The Board has asked Chandler Music Hall to submit a schedule of events that would require their banners to be put up on the streetlights.

**Randolph Selectboard Meeting of June 17, 2003  
at the Studio in RAVC**

12. Sewer Bond

Upon motion (Butterfield/Tallman) duly adopted, the Board approved Sewer Bond application in the amount of \$1,383,000 with the Vermont Agency of Natural Resources Revolving Loan Fund. Vote 5-0-0, motion carried.

13. Committee Reports

- Water and Seer met on June 11<sup>th</sup> proposed sewer allocation for Bruce and Cassandra Blanchard.

Upon motion (Tallman/Forbes) duly adopted the Board Approved Sewer allocation at 480 gallons per day for a four-bedroom house with conditions as outlined in the allocation. Vote 5-0-0, motion carried.

- Police Committee met on June 16  
Discussion: Table Litter ordinance draft as it is too cumbersome to enforce, possible expansion of Police District and the Stop/Yield signs have been put up on Highland and Maple Avenues to discourage speeding in the area.

The Board would like to the Chief of Police to present to the board allocation issues of officers spending time outside of the Police District.

- Fire Advisory met on June 10 at Randolph Center Fire Station  
Discussion concern for proposed development of Harlow Hill Partnership off of Route 66., the curb cut is too narrow for the fire trucks to turn around if there is a fire scene., Update on the emergency generators.
- Budget Committee will meet on June 18 at 3:00 PM in the Municipal Building.
- Highway Committee meeting to be scheduled.
- Capital Budget Committee met on June 12<sup>th</sup>  
Discussion: Reviewed planning process and begun capital asset inventory to update property and equipment.
- Municipal Building Review Committee met on June 11  
There was not quorum, Mr. Hutchinson will talk to all committee members about a different site location.
- Recreation Advisory Committee meets on June 18<sup>th</sup>  
The committee will review scope of work for the LCWF Grant. Announcement that Disc Golf Course will be opening on Sunday.

**Randolph Selectboard Meeting of June 17, 2003  
at the Studio in RAVC**

14. Other Business

- Mr. Osha presented a request for permission to program the UHF and VHF frequencies of the Town's emergency in to the Orange County Sheriff's new portables radios. Request passed onto Interim Town Manager.
- Interim Zoning Committee  
Ms. Forbes and Mr. Hutchinson volunteered to be on the Interim Zoning Committee.

15. Minutes

- May 6, 2003  
Upon motion (Tallman/Forbes) duly adopted the Board approved minutes of May 6, 2003 as amended. Vote 5-0-0, motion carried
- June 3, 2003  
Upon motion (Butterfield/Osha) duly adopted, the Board approved minutes of June 3, 2003 as written. Vote 5-0-0, motion carried.
- June 6, 2003 (Special)  
Upon motion (Butterfield/Hutchinson) duly adopted, the Board approved minutes of June 6, 2003 as written. Vote 5-0-0, motion carried.

16. Warrants

Upon motion (Butterfield/Hutchinson) duly adopted, the Board approved warrants as presented. Vote 5-0-0, motion carried.

17. Adjournment

Upon motion (Butterfield/Hutchinson) duly adopted, the Board moved to adjourn until next scheduled meeting on July 1, 2003 at 7:00 PM in the Studio at RAVC. Vote 5-0-0, motion carried.

Respectfully submitted,

Cindy Spaulding  
Secretary

Special Randolph Selectboard Meeting  
July 1, 2003 at the Studio in RAVC

Selectboard: Peter Butterfield, Phyllis Forbes, Heather Tallman and Jim Hutchinson

Mr. Butterfield called the meeting to order at 6:00 p.m.

1. Executive Session

**Upon motion (Tallman/Hutchinson) duly adopted the Board moved into executive session at 6:05 p.m. to discuss candidates for the Town Manager's position. Vote 4-0-0, motion carried.**

**Upon motion (Tallman/Hutchinson) duly adopted, the Board moved to come out of Executive Session at 7:00 p.m. Vote 4-0-0, motion carried.**

**No action was made.**

2. Adjournment

**Upon motion (Tallman/Hutchinson) duly adopted, the Board moved to adjourn Special meeting and start the regular Board meeting. Vote 4-0-0, motion carried.**

Respectfully submitted,

Heather Tallman  
Clerk

CSS

REFERENCE ONLY

Town of Randolph Selectboard  
Minutes of July 1, 2003 Meeting

**Attending:** Phyllis Forbes, Jim Hutchinson, Kevin Osha, and Peter Butterfield

**Recording:** dawn butterfield for C. Spaulding

**Community Members:** Rich Finigan, Mary Lincoln, Jeremy Ingpen, Robin Palmer (*Times Argus*), and Dickie Drysdale (*Herald of Randolph*)

**Convened:** 7:03 p.m.

Mr. Butterfield made introductions, and added two agenda items: 10: Playground in Randolph Center, and 11: Paving for Hedding Drive. He suggested that since two of the audience members were attending to present information on the playground, that agenda item #10 be first.

**Randolph Center Playground:** Rich Finigan presented (as a member of the Recreation Committee) history of the process and what was currently happening. He also provided blueprint-type plans of the proposed playground illustrating the placement of equipment behind the church, (which is the site the Randolph Recreation recommended last year). At the time Vermont Technical College leased the Center school, they agreed to store, and eventually relocate and pay for a new play area. They have also agreed that the area behind the Center church is a good spot. VTC is concerned the use of pressure-treated lumber in the climbing structure may pose an arsenic poisoning threat, but Mr. Finigan believes it is possible to seal the wood, and test it for arsenic leaching. Mary Lincoln gave testimony as a member of the Randolph Center Congregational Church. Church members' memory is that the field was to be used as community space, not as an intramural field, and none of them were aware that VTC had right of scheduling [events and/or activities on the space]. Church members haven't discussed the lease with VTC, "but not because of bad faith", Ms Lincoln stated, "it was just a fuzzy, flawed concept." The church is willing to take over the lease from VTC, if that would allay their concerns. Ms. Lincoln also talked about how important it is to Randolph Center community members that the wooden climbing structure be preserved. She said that Betsy Stratton was the driving force behind the community effort, and that the structure was built with thousands of hours of volunteer labor, and that people came hundreds of miles to work, prepare food, and so on. **Motion to accept the recommended site and to ask the Town Manager (or his designee) to negotiate with VTC and report back any problems was carried. PF/KO 4-0-0.**

**Resolutions for VCDP:** Selex were unable to vote on them because two members had to recuse themselves, and Heather Tallman was absent due to illness. During discussion of the procedure, conclusion was reached to ratify the previous decision at the special meeting on the 7<sup>th</sup>. **Warn for 6:30 p.m. on 7/7/03 for application.**

Town of Randolph Selectboard  
Minutes of July 1, 2003 Meeting

**Alcohol Ordinance:** Jim Hutchinson presented his findings. The Selex started discussing the issue of allowing alcohol to be served at special functions on Town property back in April of this year. There is currently an ordinance prohibiting alcohol use. Jim had a sample ordinance from Vermont League of Cities and Towns, and Bert Moffat provided him with some simpler wording. Jim brought both the samples to Peter Nowlan, the Town's lawyer and VCLT, and they both liked the simpler version. It seems to offer more flexibility and control. Mr. Nowlan recommended adding wording to the effect of "for public health and welfare", and that any "caterer" have dram shop insurance. There was discussion that, should the new ordinance be passed, there might be a lack of consistency in the long term due to the makeup of future Selectboards. Mr. Osha was concerned that this issue is not as simplistic as it may appear to be, and Ms. Forbes reminded him that it was community members who asked to have the issue reviewed. **Motion to have Mr. Nowlan draft a new ordinance for discussion next regular meeting carried. PF/JH 3-1-0.**

**Solid Waste Implementation Plan:** Motion to accept contract as written with Ross Environmental, Inc. for \$1,800 to complete SWIP revisions as mandated by the State with Mr. Butterfield as the signatory carried. **JH/KO 4-0-0.**

**VCDP (redux):** Mr. Butterfield recused himself (as an employee of CVCAC). Mr. Osha moved that the Town of Randolph move forward with the towns of Barre and Wolcott to seek funding under VCDP to receive funds for the implementation of a savings program for first-time homebuyers, that will be administered by CVCAC, and that Barb Stearns or Bert Moffat be authorized to sign on behalf of the Town. **Motion carried: KO/PF 3-0-1.**

**ANR/RLF:** Motion to ratify the board's 6/18/03 decision to appoint Barb Stearns as signatory for State ANR/RLF carried. **PB/JH 4-0-0.**

**Displacement and Relocation Plan:** Tabled until 7/7/03.

**Hedding Drive Paving:** Paving Hedding Drive will cost about \$18,000. Mr. Moffat recommended the bid from Blacktop out of West Lebanon, NH. Motion to accept that bid carried. **PB/KO 4-0-0.**

#### **Committee Reports**

**Police** committee hasn't met yet.

**Fire** committee meets next week.

**Capital** committee was postponed

**Municipal Building** committee is waiting on proposal from Black River.

**Recreation** committee: see Playground item.

**Budget** committee: Phyllis reported that while the committee questioned the \$8,000 cost to the Sheriff's office, they discovered it brings in \$13,000 in traffic fines. The budget committee decided not to push the issue of checks

Town of Randolph Selectboard  
Minutes of July 1, 2003 Meeting

to the fire departments, and on their next meeting 7/23, they will recommend that the Town no longer pay \$25 per year to the Railroad for "hitching rights".

**Other Business**

**Congratulations** to the Randolph Police Department: it won a first place award in the Municipal Category, Division 1, from the VT Law Enforcement Challenge.

**Stop Signs:** Mr. Butterfield reviewed the history of how the signs appeared on Maple and Highland. There was a lively discussion on the pros and cons of whether they actually slow traffic down. **The board agreed to invite Chief Krakoweicki and Jon Kaplan to speak about the issue at the 7/22/03 meeting.** Mr. Kaplan is a Maple Street area resident, and an expert on traffic-calming methods.

**Approval of Minutes:**

May 20, 2003: Motion to accept carried. KO/PF 4-0-0.

June 3, 2003: Motion to accept carried. KO/JH 4-0-0.

**Warrants:** Mr. Osha asked what the \$18,000 payment to a Kansas bank was; it's the lease amount for a snowplow. **Motion to approve the warrants carried. PB/KO 4-0-0.**

**Adjournment:** Motion to adjourn at 8:50 p.m. carried. **PB/JH 4-0-0.**

Respectfully submitted,

dawn butterfield  
Recorder

Emergency Selectboard Meeting  
July 8, 2003 at 41 South Main Street (Forbes residence)

Selectboard: Phyllis Forbes, Peter Butterfield, Jim Hutchinson and Heather Tallman.

Mr. Butterfield called the meeting to order at 8:09 p.m.

**Upon motion (Butterfield/Tallman) duly adopted, the Board moved into executive session at 8:10 p.m. to discuss candidates for the Town Manager position. Vote 4-0-0, motion carried.**

**Upon motion (Butterfield/Forbes) duly adopted, the Board moved to come out of executive session at 9:45 p.m. Vote 4-0-0, motion carried.**

**Upon motion (Butterfield/Hutchinson) duly adopted, the Board moved to offer the Town Manager position to Eric Strahl. Vote 4-0-0, motion carried.**

**Upon motion (Tallman/Forbes) duly adopted, the Board moved to adjourn at 9:48 p.m. Vote 4-0-0, motion carried.**

Respectfully submitted,

Heather Tallman  
Clerk

REFERENCE ONLY

## **Public Hearing Minutes Vermont Pure Transportation Options**

A public hearing was held at the Randolph Municipal Office, July 14, 2003 at 6pm.

Those present: For the Randolph Selectboard - Peter Butterfield, Chair; Heather Tallman, Jim Hutchinson. For Vermont Pure, Jack Baker. For RACDC, Jeremy Ingpen. No other members of the public attended.

Peter Butterfield called the meeting to order at 6.05 pm. A motion to open the meeting was moved by Peter Butterfield and seconded by Heather Tallman. Motion passed 3-0-0.

There was a general discussion of potential pipeline routes as shown in the preliminary submission to SHPO. Jack Baker pointed out that no decision had been made on the choice of a pipeline route.

Jim Hutchinson: Are the choices trucking or a pipeline?

Jack Baker: Basically, yes. This is the purpose of the study.

Heather Tallman: To what extent VT Pure has already determined the feasibility of a pipeline?

Jack Baker: There have been some very preliminary engineering estimates, but the purpose of the study is to do a more complete feasibility study. The payback on a pipeline also depends on water availability. That is why the study also includes a hydrogeological assessment.

Jim Hutchinson: To what extent can you predict the long-term output of the spring?

Jack Baker: Stream flow criteria already restrict the times when the Company can draw water. This is measured by the depth of water at the flume below the spring. We haven't drawn water from the spring during July for this reason. The study needs to look at the drawdown history and the correlation between drawdown and streamflow. It needs to assess the applicability of data from other brooks on which there is more complete data.

The Company wishes to start drawing water from a second spring on the site but in this case the State has indicated that it wishes to update the stream flow standards to tighter standards than those initially established. If this were done the Company would not be able to draw more water than at present. These limits on water extraction affect the economic feasibility of a pipeline.

Jim Hutchinson: There was some concern voiced at Town Meeting about the depletion of the aquifer.

Jack Baker: The Agency of Natural Resources has determined that drawing free flowing water from the spring(s) does not deplete the aquifer. It may affect stream flow. The Company is deeply concerned to protect the aquifer and to operate within standards that preserve the environment.

Jim Hutchinson: If the Company extracts 150,000 gallons a day, what percent of stream flow does this constitute?

Jack Baker: The percentage varies according to the time of year and the overall stream flow. The total extraction is a small percentage of total annual flow. The hydrogeological study is designed to clarify these questions.

There being no further discussion, Peter Butterfield moved to close the Public Hearing at 6.20 pm. Heather Tallman seconded. Motion passed 3-0-0.

Respectfully submitted,

Jeremy N. Ingpen

REFERENCE ONLY

Randolph Selectboard Special Meeting  
July 22, 2003 at Studio in RAVC

Selectboard: Heather Tallman (Clerk), Peter Butterfield (Chair), Jim Hutchinson, Phyllis Forbes and Kevin Osha.

Mr. Butterfield called the meeting to order at 5:35 PM.

1. Town Manager's Candidate discussion

**Upon motion (Butterfield/Tallman) duly adopted the Board moved to go into Executive Session at 5:40 p.m. to discuss contractual negotiations. Vote 4-0-1 (Osha abstained), motion carried.**

**Upon motion (Butterfield/Hutchinson) duly adopted the Board moved to come out of Executive Session at 7:01 p.m. ~~Vote 5-0-0~~, Vote 4-0-1 (Osha abstained), motion carried.**

**Upon motion (Hutchinson/Butterfield) duly adopted the Board agreed to offer contract terms to candidate as discussed. ~~Vote 5-0-0~~, Vote 4-0-1 (Osha abstained), motion carried.**

2. Adjournment

**Upon motion (Osha/Forbes) duly adopted, the Board moved to adjourn Special Selectboard meeting at 7:02 p.m. ~~Vote 5-0-0~~, Vote 4-0-1 (Osha abstained), motion carried.**

Respectfully submitted,

Heather Tallman  
Clerk

css

Randolph Selectboard Meeting (Regular)  
July 22, 2003 at Studio in RAVC

Selectboard: Heather Tallman (Clerk), Peter Butterfield (Chair), Jim Hutchinson, Phyllis Forbes and Kevin Osha.

Municipal Staff: Chief Jim Krakowiecki (Police), Cindy Spaulding (Recorder), and Nathaniel Gove (Media)

Public Attendees: Mitch Harness, Jane Harness, Jon Kaplan, Lisa McMahon, Les Vaughn, M.D. Drysdale (*Herald of Randolph*) and Robin Palmer (*Times Argus*).

Mr. Butterfield called the meeting to order at 7:10 p.m.

1. Public Comment

Mr. Harness briefed the Board on why one of the previous Selectboards had passed the Alcohol Ordinance. He stated that at the time there was an alcohol problem in the municipality fire departments, highway department and Town manager's office. The Board at that time felt that a nondiscriminatory "no alcohol" ordinance in any town building or vehicle" would send a message to the employees, keep the public safe and the Town from liability claims.

Mr. Harness strongly suggested to the Board that they do research on the problem with proposing an alcohol ordinance and the ramifications on how the permit rules with a liquor license and liability insurance. He also reminded the Board that they would need to hold a public hearing to hear public comment on the subject.

2. Traffic Calming/Stop Signs

Mr. Butterfield explained that the "STOP" signs were put on Highland Avenue and Maple Street Avenues after several complaints of speeding up and down the streets. The situation was brought before the Police Advisory and Fire Advisory Committees for review. Both The committees recommended that "STOP" signs be put in the areas of concern. This recommendation was brought to the interim Town Manager for approval. Several neighborhood residents' support having the signs on Maple and Highland, they have seen a difference in the way traffic has slowed down on the streets.

Mr. Kaplan, a resident of Maple Avenue, brought to the Board's attention that there is a statement in the state manual that Stop signs should not be used for speed control. He suggested that the stop signs should be on the smaller road and not the larger road, as they are on the Maple and Highland.

At this time the Board had agreed the stop signs would stay on Highland and Maple Avenues. *The Board requested that the Town Manager look into issues of the traffic ordinance and traffic signs regarding town liability, if the placements of signs are not covered by State statute.*

3. Pearl/Shattuck Streets Project

**Upon motion (Butterfield/Hutchinson) duly adopted the Board awarded the Pearl and Shattuck Streets project to E.A. Grandfield in the amount of \$383,569. Vote 5-0-0, motion carried.**

**Upon motion (Osha/Tallman) duly adopted, the Board appointed Bert Moffatt as signatory for the E.A. Grandfield contract. Vote 5-0-0, motion carried.**

Randolph Selectboard Meeting (Regular)  
July 22, 2003 at Studio in RAVC

4. Committee Reports

- Police will meet on Monday, July 28 at 8:30 a.m. in the Municipal office.
- Recreation will meet on Wednesday, August 13 at 7:00 p.m. in the Municipal office.
- Fire Advisory will meet on Tuesday, August 12 at 7:00 p.m. at Randolph Village Firehouse.
- Highway meeting to be scheduled
- Budget has been rescheduled to July 30 at 4:00 p.m. in the Municipal office.

5. Other Business

- a. Letter from White River Valley Ambulance commending Don Sweetser for his work on the E-911 project.

- b. Solid Waste Implementation Plan

**Upon motion (Butterfield/Forbes) the Board appointed Bert Moffatt to negotiate for a longer extension for the SWIP revision with the State of Vermont. Vote 5-0-0, motion carried.**

- c. Outside Consumption Permit

**Upon motion (Butterfield/Tallman) duly adopted the Board approved an outside consumption permit for the August Lion Unlimited for an event taking place on September 7, 2003 between the hours of 12:00 p.m. to 12:00 a.m. Vote 5-0-0, motion carried.**

- d. Sale of Burial Plots

**Upon motion (Butterfield/Tallman) duly adopted, the Board authorized the sale of burial plot to Mr. & Mrs. Stanley Wood. Vote 5-0-0, motion carried.**

**Upon motion (Butterfield/Tallman) duly adopted, the Board authorized the sale of burial plot to Pamela Shunda. Vote 5-0-0, motion carried.**

**Upon motion (Butterfield/Tallman) duly adopted, the Board authorized the sale of burial plot to Mr. & Mrs. Delbert Chase. Vote 5-0-0, motion carried.**

**Upon motion (Butterfield/Tallman) duly adopted, the Board authorized the sale of burial plot to Eva Lurman. Vote 5-0-0, motion carried.**

6. Meeting Minutes

The Board tabled special meeting minutes of July 1, 7 and 8 until next meeting.

July 1, 2003 (Regular)

**Upon motion (Butterfield/Hutchinson) duly adopted, the Board approved minutes of July 1, 2003 regular meeting as written. Vote 4-0-1 (Tallman abstained), motion carried.**

Randolph Selectboard Meeting (Regular)  
July 22, 2003 at Studio in RAVC

7. Warrants

**Upon motion (Butterfield/Osha) duly adopted the Board approved the warrants as presented. Vote 5-0-0, motion carried.**

8. Adjournment

**Upon motion (Butterfield/Osha) duly adopted the Board moved to adjourn until next scheduled meeting on August 5, 2003 at the Studio in RAVC at 6:30 p.m. Vote 5-0-0, motion carried.**

Respectfully submitted,

Cindy Spaulding  
Recorder

REFERENCE ONLY

Special Randolph Selectboard Meeting  
July 28, 2003 at the Studio in RAVC

Selectboard: Jim Hutchinson, Peter Butterfield, Heather Tallman and Kevin Osha

Public Attendees: Elaine Stockwell, Cora Benior, Doug Haggett, Corey Haggett, Robin Palmer and Walter Palmer

Mr. Butterfield called the meeting to order at 7:00 p.m.

Respectfully submitted,

Cindy Spaulding  
Recorders

REFERENCE ONLY

Special Randolph Selectboard Meeting  
July 28, 2003 at the Studio in RAVC

Selectboard: Jim Hutchinson, Peter Butterfield, Kevin Osha, and Heather Tallman

Municipal Staff: Barbara Stearns (Accounting Administrator) and Joseph Voci (Water/Wastewater Superintendent)

Public Attendees: Andres Torizzo (Ross Environmental), Elaine Stockwell, Cora Benoure, Doug Haggett, Cory Haggett, Robin Palmer and Walter Palmer.

Mr. Butterfield called the meeting to order at 7:02 p.m.

Mr. Torizzo presented an outline of the revised Tri-town Solid Waste Implementation Plan:

**Why revise the SWIP?**

- Agency of Natural Resources has established statewide solid waste management goals, contained in the Vermont Solid Waste Management Plan, effective November 2001.
- SWIPs approved under the 1989 Vermont Solid Waste Management Plan must be revised to confirm with the revised state plan.
- To document the municipalities waste management facilities and to articulate how solid waste will be managed.

**Tri-Town Quick Facts**

- Estimated annual per capital municipal Solid waste (MSW) disposal (2002) rate: 1,019 lbs/person/ year
- Estimated Daily per Capita Municipal Solid Waste (MSW) Disposal (2002) rate: 2.79 lbs/person/year
- Average per capita Municipal Solid Waste Disposal rate: 3.4 lbs/person/day
- Statewide Waste diversion Action Plan Goal: under 2.7 lbs/person/day

**Randolph Town Plan (1999) Solid Waste Goals**

- Commercial waste audits
- Promotion of home composting
- Model business program to promote methods to reduce waste generation
- Educational assistance to area schools
- Periodic Forums for groups of businesses or institutions to present information and programs
- A semi-annual newsletter
- Assisting any private or non-profit organization in the application for state or federal funds for waste reduction and recycling programs

**Waste Diversion Action Plan**

Goal: Reduce waste generation and reduce toxics use

Suggested Actions:

- a. Provide printed information on waste reduction and reducing toxics use at town office.
- b. Work with institutions and other businesses to use durable dishware instead of disposables
- c. Provide waste audits for businesses
- d. Mark and promote the 'Green Hotels in the Green Mountain State' Program
- e. Distribute information on natural lawn and garden care

Special Randolph Selectboard Meeting  
July 28, 2003 at the Studio in RAVC

Mr. Torizzo also presented further goals and criterias on Waste Diversion Action, Biosolids/Septage Management Plan, Household Hazardous Waste Management, Buy Recycled Plan, Illegal Disposal, Solid Waste Facilities Siting Criteria, Facilities included in the SWIP and Timeline budgeting.

No Action was taken.

Respectfully submitted,

Heather Tallman  
Clerk

REFERENCE ONLY

Randolph Selectboard Meeting  
August 5, 2003 at the Studio in RAVC

**Selectboard:** Peter Butterfield (Chair), Heather Tallman (Clerk), Kevin Osha, Jim Hutchinson and Phyllis Forbes

**Municipal Staff:** Mardee Sánchez (Zoning), Cindy Spaulding (Recorder), and Kristin Aulis (Media)

**Public Attendees:** Allan Rodgers (VTC), Jack Daniels (VTC), Marty Strange (RCC), Dana Dean, Al Floyd, Shane Clark (Alternative Energy Festival), dawn butterfield, Larry Bayle (BGCWRV), Mary Lincoln, and M.D. Drysdale (*Herald of Randolph*).

*Public Hearing*

Mr. Butterfield called the public hearing to order at 6:40 p.m.

Ms Sánchez presented an amendment to change the zoning in Foundry Park. The proposal is to change Foundry Park from Industrial to Commercial in order to allow retail stores and restaurants to occupy the Prince Street property previously owned by Vermont Castings.

Mr. Butterfield closed the public hearing at 6:50 p.m.

*Regular Board Meeting*

Mr. Butterfield called the meeting to order at 6:51 p.m.

1. Warrants

**Upon motion (Osha/Tallman) duly adopted the Board approved the warrants as presented. Vote 5-0-0, motion carried.**

2. Minutes tabled until August 19, 2003 meeting.

3. Appoint Signatory

**Upon motion (Butterfield/Hutchinson) duly adopted, the Board appointed Joseph Voci as signatory for change orders currently under contract or to be put to contract in 2003/2004 in the amount not to exceed \$1,000 (one thousand dollars). Vote 5-0-0, motion carried.**

4. Sale of Burial Plots

**Upon motion (Butterfield/Osha) duly adopted the Board authorized the sale of four burial plots at the Pleasant View Cemetery in the amount of \$160.00 to Mr. and Mrs. Erastus Tabor. Vote 5-0-0, motion carried.**

**Upon motion (Butterfield/Tallman) duly adopted, the Board authorized the sale of two burial plots at the Pleasant View Cemetery in the amount of \$80.00 to Ms. Sandra Sumner. Vote 5-0-0, motion carried.**

5. Randolph Center Playground

Mr. Rodgers, President of VTC, presented a proposal for the Randolph Center playground and proposed to spend up to \$20,000 for site work and acquiring playground equipment made of plastic-coated steel. This proposal is different than the one proposed by Mr. Finnigan at a previous meeting. The Randolph Center community and college officials are in disagreement about the location of the equipment and how much of the original equipment should be salvaged.

The Board requested that the Recreation Advisory Committee meet as a group, with the Randolph Center Community and VTC officials, to come up with a solution to the disagreement of location

Randolph Selectboard Meeting

August 5, 2003 at the Studio in RAVC

and equipment. Meeting scheduled for August 13<sup>th</sup> at 7:00 p.m. at the First Congregation Church in Randolph Center.

**Upon motion (Butterfield/Osha) duly adopted, the Board appointed the Recreation Advisory Committee to mediate a meeting between VTC officials and Randolph Center community on the location and type of equipment for the Randolph Center Playground. Vote 5-0-0, motion carried.**

6. Sign Ordinance

Ms. Sánchez presented to the board a draft amendment to the sign ordinance. Tabled until September 2, 2003 meeting.

7. Zoning Amendment to Foundry Park

**Upon motion (Butterfield/Hutchinson) duly adopted, the Board approved that zoning amendment for expanding Foundry Park to Commercial zoning. Vote 5-0-0, motion carried.**

8. Junkyard Ordinance/Policy

Ms. Sánchez brought to the Board's attention the difficulty enforcing the current junkyard ordinance and requested the possibility of having a civil ordinance in its place. She suggested that the town's ordinance be modeled after the Town of Weathersfield. Tabled for future meeting.

9. Alternative Energy Festival

Mr. Clark attended the Board meeting after finding out that the Vermont State Police (VSP) and Orange County Sheriff's Department (OSC) had denied the police portion of the assembly permit due to crowd control and staffing of night shift with VSP and OCS. Mr. Clark was advised by the Board to contact VSP and mention to them that AEF was contracting with Green Mountain Concert Security for the event and see if that would amend the current denial.

**Upon motion (Butterfield/Hutchinson) duly adopted, the Board would approve the Alternative Energy Festival contingent upon Vermont State Police with the approval of accepting AEF contracting a private security company and appointed Bert Moffatt as signatory for the permit application. Vote 5-0-0, motion carried.**

10. Other Business

a. Banner request

**Upon motion (Butterfield/Hutchinson) duly adopted, the Board approved Chandler Center of the Arts request to hang banners on the street light poles for the New World Festival. Vote 5-0-0, motion carried.**

b. Vermont Computing sent a letter to the board regarding offering a new service called "a do-it-yourself arcade and keeping their store open until 3:00 a.m. The Board referred this to Chief of Police.

c. Appoint Dog Officer

**Upon motion (Butterfield/Tallman) duly adopted, the Board appointed Pete Moulton as Animal Control Officer. Vote 5-0-0, motion carried.**

Randolph Selectboard Meeting  
August 5, 2003 at the Studio in RAVC

11. Adjournment

**Upon motion (Butterfield/Forbes) duly adopted, the Board moved to adjourn at 9:00 p.m. until next scheduled meeting on August 19, 2003 at 7:00 p.m. at the Studio in RAVC. Vote 5-0-0, motion carried.**

Respectfully submitted,

Cindy Spaulding  
Recorder

REFERENCE ONLY

Emergency Randolph Selectboard Meeting  
August 7, 2003 at 8 Highland Avenue (Tallman residence)

Selectboard: Peter Butterfield, Jim Hutchinson, Phyllis Forbes and Heather Tallman

Municipal Staff: Bert Moffatt (Interim Town Manager)

Mr. Butterfield opened the meeting at 6:30 p.m.

Discussion: strategy around the candidate for Town Manager's position declined the offer.

Result: reopen the search for the position again for three weeks.

**Upon motion (Tallman/Forbes) duly adopted, the Board moved to adjourn the meeting at 9:30 p.m. Vote 4-0-0, motion carried.**

Respectfully submitted,

Heather Tallman  
Clerk

REFERENCE ONLY

Randolph Selectboard Meeting  
August 19, 2003 at the Studio in RAVC

Selectboard: Peter Butterfield (Chair), Heather Tallman (Clerk), Jim Hutchinson, Phyllis Forbes and Kevin Osha

Municipal Staff: Bert Moffatt (Interim Town Manager), Patrick French (Lister), Cindy Spaulding (Recorder), Nathaniel Gove (Media)

Public Attendees: Janet Watton (Chandler Center for the Arts), Sharon Rives (Chandler Center for the Arts), Chris Costanzo (*Herald of Randolph, The*), Bob Race

Mr. Butterfield called the meeting to order at 7:05 p.m.

1. Public Comment

Mr. Race voiced his concerns that the Board has not fulfilled their obligations for hiring the second Town Manager's candidate and reopened the Town Manager's search.

2. Setting Tax Rate

**Upon motion (Butterfield/Tallman) duly adopted, the Board set the tax rate as follows: Municipal tax rate: .752; School statewide tax: 1.07; School local share tax rate: .817; Local agreement: .001; Police district: .47. Vote 5-0-0, motion carried.**

3. Chandler Center for the Arts Expansion

Ms. Watton and Ms. Rives gave a brief history of the Chandler Music Hall and presented future projects on expanding the Chandler Music for the Arts as outlined:

- a. inside and out to provide a safe and better place for performers, storage and technical facilities.
- b. need more restroom facilities and box office access.

The Trustees are currently in a Purchase and Sales agreement to purchase the Laundromat to the left of the Chandler. With the purchase of the Laundromat it will provide a place to build an extension off of the side of the Chandler to be used to for the patrons needs and expand programs for the space issue. Ms. Rives said that they are working with DuBois & King pro bono for engineering services and projected cost of the expansion.

4. Alcohol Ordinance

**Upon motion (Forbes/Tallman) duly adopted, the Board approved the wording for the Alcohol Ordinance with an amendment to include "non-profit covered by host liability insurance policy" after the Town's lawyer has reviewed the additional language. Vote 3-1-1 (Hutchinson opposed/Osha abstained), motion carried.**

Proposed Ordinance with inclusion:

*The use, possession or dispensing of alcoholic beverages on any property owned by the Town of Randolph is prohibited except by special permit of the Liquor Control Board of the Town of Randolph, VT. Such permits shall be granted on a case-by-case basis only to a licensed caterer in the State of Vermont who is covered by "Dram Shop Insurance" or a nonprofit organization covered by a host liability insurance policy. In addition to the above, the Liquor Control Board shall attach such conditions as, in their judgement, are required to protect the public health, safety or welfare of the Town of Randolph, VT.*

Randolph Selectboard Meeting  
August 19, 2003 at the Studio in RAVC

5. Allocation for Water/Sewer

**Upon motion (Tallman/Hutchinson) duly adopted, the Board approved Fay Sherman's request to amend this previous approved allocation request to a 3-bedroom instead of a 4 bedroom house with conditions as follows:**

- a) **The Town will provide the applicant with a manhole structure that the applicant will install to replace the existing manhole on Wallace Hill Road. The applicant will be responsible for all other new construction.**
- b) **The new 8-inch line to be constructed up to the property shall remain private. If constructed to the Town's satisfaction and specifications, the Town may take over the line when and if more houses are connected to it, but is not obligated to do so.**
- c) **Additional connections to the proposed 8-inch line up to the property will require an upgrade to at least 8 inches of the town- owned 4- and 6-inch sewer line on Wallace Hill Road from the end of the line to the existing 8-inch line near the intersection of Partridge Hill Road. Such upgrade shall be at the expense of the developer proposing to connect additional houses to the system.**
- d) **All construction is to be supervised and/or inspected by the Sewer Department prior to covering up. Vote 5-0-0, motion carried.**

6. Committee reports

- a. Fire Advisory met on August 12 discussion of accessing the fire hydrant on Central Street where a stockade fence was recently put up.
- b. Highway meeting to be scheduled.
- c. Municipal Building Review awaiting response from Black River Design on possibility of a building at the Branchwood property.
- d. Police Advisory to be scheduled waiting for information on the possibility of a Police District Expansion. Ms. Forbes mentioned that she had met with the Chief regarding the Police District and got many of her questions answered.
- e. Recreation Advisory will meet on August 20 at Ms. Tallman's residence to review the opinions of the Randolph Center Playground issue. A regular meeting is to be scheduled.

7. Sale of Burial Plots

**Upon motion (Butterfield/Tallman) duly adopted, the Board authorized the sale of eight burial plots at the Pleasant View Cemetery in the amount of \$320.00 to Inez Rowell, John Rowell, Janet Osha and Bethany Osha. Vote 5-0-0, motion carried.**

8. Awarding Bid

The Board wanted more information on how the cleaning services for the Police Station and the Kimball Library was handled in the past before they awarded the cleaning service bid to Diane Lake of Braintree.

9. Other Business

Mr. Butterfield wanted to thank Mrs. French and Mr. Webster for their help in resolving the solid waste issues that the Town recently faced.

Ms. Tallman verbally thanked the Water/Wastewater and Recreation Maintenance Departments for the outstanding work that they had done to keep the Town pool operational for the summer.

Randolph Selectboard Meeting  
August 19, 2003 at the Studio in RAVC

10. Approval of Minutes

**Upon motion (Butterfield/Osha) duly adopted, the Board approved the minutes of July 22, 2003 special meeting as amended. Vote 5-0-0, motion carried.**

**Upon motion (Tallman/Forbes) duly adopted, the Board approved the minutes of July 22, 2003 regular meeting as amended. Vote 5-0-0, motion carried.**

**Upon motion (Tallman/Butterfield) duly adopted, the Board approved the minutes of August 5, 2003 meeting as written. Vote 5-0-0, motion carried.**

11. Warrants

**Upon motion (Butterfield/Hutchinson) duly adopted, the Board approved the warrants as presented. Vote 5-0-0, motion carried.**

12. Adjournment

**Upon motion (Butterfield/Tallman) duly adopted, the Board moved to adjourn until next scheduled meeting on September 2, 2003 at the Studio in RAVC at 6:30 p.m. 5-0-0, motion carried.**

Respectfully submitted,

Cindy Spaulding  
Recorders

REFERENCE ONLY

Randolph Selectboard Meeting  
September 2, 2003 at Studio in RAVC

Selectboard: Peter Butterfield (Chair), Heather Tallman (Clerk), Jim Hutchinson, Kevin Osha and Phyllis Forbes

Municipal Staff: Mardee Sanchez (Zoning Administrator), Cindy Spaulding (Recorder) and Nathaniel Gove (Media)

Public Attendees: Doug Campbell (East Randolph Fire Department), Evelyn Sweetser, Marty Strange, Robin Palmer (*Times Argus*), Nancy Rice, and Bill Rice.

Mr. Butterfield called the meeting to order at 7:05 p.m.

1. Bid awards

a. Randolph Avenue

**Upon motion (Butterfield/Forbes) duly adopted, the Board accepted Morrill Construction's bid proposal for the Randolph Avenue Construction Project in the amount of \$526,784.75 and appointed Peter Butterfield as signatory. Vote 5-0-0, motion carried.**

b. Montague Golf Course

**Upon motion (Butterfield/Osha) duly adopted, the Board accepted Lamoille Construction's bid proposal for the Montague Golf Course Sewer Line Project in the amount of \$189,270.00 and appointed Peter Butterfield as signatory. Vote 5-0-0, motion carried.**

2. Public Comment

Mr. Campbell requested on behalf of the East Randolph Fire Department that the Fire Department members would like to conduct a Coin Drop on Route 14 in East Randolph.

**Upon motion (Osha/Forbes) duly adopted, the Board approved East Randolph Fire Department's request for a coin drop on September 13 and 14 between the hours of 8:00 a.m. to 4:00 p.m. on Route 14 and conditions outlined in letter. Vote 5-0-0, motion carried.**

3. Ordinance

a. Sign

**Upon motion (Butterfield/Osha) duly adopted, the Board approved the Sign Ordinance revisions as presented. Vote 5-0-0, motion carried.**

b. Junkyard tabled for draft form and a future agenda

c. Alcohol tabled *until October 7<sup>th</sup>*.

4. VCDP Grant Funds

a. Close out Scattered Housing Grant #0135/96CA(10)

**Upon motion (Butterfield/Hutchinson) duly adopted, the Board approved the Closeout Agreement #0135/96CA(10) for Scattered Site Housing Rehabilitation. Vote 3-0-2 (Butterfield and Forbes abstained).**

Randolph Selectboard Meeting  
September 2, 2003 at Studio in RAVC

b. White River Craft Center

**Upon motion (Tallman/Osha) duly adopted, the Board approved VCDP Grant agreement #0135/02IG(23) for White River Craft Center and appointed Barbara Stearns as signatory. Vote 3-0-2 (Butterfield and Forbes abstained).**

5. Committee Reports

- a. Capital Budget and Planning to be scheduled
- b. Municipal Building Review—Mr. Hutchinson will be meeting with Black River Design on an alternate site. Committee meeting to be announced.
- c. Budget Committee—Ms. Forbes suggested that the committee reviews each department budget with the supervisors and presents the budget to the Selectboard as a whole. Next meeting scheduled for September 27, 2003 at 4:00 p.m.
- d. Fire Advisory scheduled to meet on September 9, 2003. Ms. Forbes and Ms. Tallman stated that they had been approached by Mr. LaFrance of Randolph Center regarding a school bus parked at the Center Fire Station that had been used for fire drills. Mr. LaFrance asked when it would be removed as the fire training was over with. The Board agreed that the bus should be moved by the next Selectboard meeting of September 16<sup>th</sup>.
- e. Highway Advisory to be scheduled.
- f. Police Advisory meeting to be announced.
- g. Water and Sewer is scheduled for September 16, 2003 at 8:30 a.m. in the Municipal Building.
- h. Recreation Advisory—Ms. Tallman announced that the Randolph Center Playground equipment would be located behind the old school. The type of equipment is still being discussed. Meeting scheduled for September 10, 2003 at 7:00 p.m. in the Municipal Building.

6. Other Business

No other business, Mr. Butterfield made a few community announcements.

7. Warrants

**Upon motion (Butterfield/Osha) duly adopted, the Board approved the warrants as presented. Vote 5-0-0, motion carried.**

8. Minutes

Special Meeting minutes not available tabled for September 16<sup>th</sup> meeting.

Meeting of August 19, 2003

**Upon motion (Butterfield/Hutchinson) duly adopted, the Board approved minutes of August 19, 2003 as amended. Vote 5-0-0, motion carried.**

9. Executive Session in at 9:50 p.m.

**Upon motion (Butterfield/Osha) duly adopted, the Board moved into Executive Session to discuss compensation. Vote 5-0-0, motion carried.**

10. Executive Session out at 10:15 p.m.

**Upon motion (Tallman/Forbes) duly adopted, the Board moved to come out of Executive session. Vote 5-0-0, motion carried**

Randolph Selectboard Meeting  
September 2, 2003 at Studio in RAVC

11. Compensation

**Upon motion (Tallman/Hutchinson) duly adopted, the Board moved to appoint Mr. Butterfield to negotiate a compensation package with Mr. Moffatt, Interim Town Manager. Vote 5-0-0, motion carried.**

12. Adjournment at 10:18 p.m.

**Upon motion (Osha/Butterfield) duly adopted, the Board moved to adjourn until next scheduled meeting on September 16, 2003 at 7:00 p.m. in the Studio at RAVC. Vote -5-0-0, motion carried.**

Respectfully submitted,  
/s/Cindy Spaulding

REFERENCE ONLY

Special Randolph Selectboard Meeting  
September 16, 2003 at Stagecoach Transportation on L Street

Selectboard: Phyllis Forbes, Peter Butterfield, Jim Hutchinson, Kevin Osha and Heather Tallman

Municipal Staff: Bert Moffatt (Interim Town Manager)

Public Attendees: John Schempf

Mr. Butterfield called the meeting to order at 5:30 p.m.

**Upon motion (Butterfield/Hutchinson) duly adopted, the Board moved to go into executive session at 5:30 p.m. to interview a candidate for Town Manager. Vote 5-0-0, motion carried.**

**Upon motion (Butterfield/Hutchinson) duly adopted, the Board moved to come out of executive session at 6:55 p.m. Vote 5-0-0, motion carried.**

**Upon motion (Forbes/Hutchinson) duly adopted, the Board moved to offer the Town Manager position to John Schempf and appointed Mr. Hutchinson to negotiate the contract. Vote 5-0-0, motion carried.**

**Upon motion (Osha/Tallman) duly adopted, the Board moved to adjourn the special meeting at 6:58 p.m. Vote 5-0-0, motion carried.**

Respectfully submitted,

Heather Tallman  
Clerk

REFERENCE ONLY

Randolph Selectboard Meeting  
September 16, 2003 at Studio in RAVC

Selectboard: Peter Butterfield, Kevin Osha, Jim Hutchinson, Heather Tallman and Phyllis Forbes (arrival 8:11 p.m.)

Municipal Staff: Cindy Spaulding (Recorder), Nathaniel Gove (Media), Joseph Voci (Water/Wastewater Superintendent), and Bert Moffatt (Interim Town Manager)

Public Attendees: Robin Palmer (*Times Argus*), Jeremy Ingpen (RACDC), Todd Deuso (Casella Waste Management—arrival 8:10 p.m.) and M.D. Drysdale (*Herald of Randolph*—arrival 8:15 p.m.)

Mr. Butterfield called the meeting to order at 7:15 p.m.

1. Minutes of September 2, 2003

**Upon motion (Osha/Butterfield) duly adopted, the Board approved the Minutes of September 2, 2003 as amended. Vote 4-0-0, motion carried.**

2. Branchwood Property

**Upon motion (Butterfield/Osha) duly adopted, the Board appointed Bert Moffatt as signatory at the closing of the 2.4 acres of Branchwood property to Randolph Area Community Development Corporation. Vote 3-0-1 (Butterfield recused)**

3. Village School Project

**Upon motion (Butterfield/Hutchinson) duly adopted, the Board went into executive session at 7:30 p.m. to discuss a finance contract with RACDC. Vote 4-0-0, motion carried.**

**Upon motion (Hutchinson/Osha) duly adopted, the Board moved to come out of executive session at 7:50 p.m. Vote 4-0-0, motion carried.**

**Upon motion (Hutchinson/Tallman) duly adopted, the Board appointed Barbara Stearns as signatory for \$250,000 loan from the Revolving Loan Fund to RACDC for 28 North Main Street (Old Village School), with the interest rate to float during the lending on period for the duration and to be capped at three percent for the remainder of the loan. Vote 3-0-1 (Butterfield recused), motion carried.**

**Upon motion (Hutchinson/Tallman) duly adopted, the Board appointed Barbara Stearns as signatory for a grant agreement between the Town of Randolph and RACDC for 28 North Main Street (Old Village School) upon review from legal council. Vote 3-0-1 (Butterfield recused).**

4. Update on Projects given verbally by Mr. Moffatt and Mr. Voci

- Pearl/Shattuck Streets' project is 75% complete. It was suggested that a portion of the town owned property have something planted on it such as wild flowers or rye grass.
- Wellfield project is underway. Due to a wet summer, the ground is saturated and making it difficult to put in the ground. The cable will be encased in conduit buried. There may be an extra cost of \$4,800 to the project. It is four days behind schedule.

Randolph Selectboard Meeting  
September 16, 2003 at Studio in RAVC

- Prince Street Siphon bids came in higher than expected. The engineering firm projected the cost to be approximately \$40,000. The lowest apparent bidder came in over \$50,000. The board discussed looking into an alternative method for the siphon, reject the bids and re-bid in the spring
- Montague Golf Course Project has the line encased in concrete and it is in the stream. the Completion date for the project is December 30, Mr. Moffatt suggested that the Town hold 10% on the project until the spring..
- School/Brook Street project is scheduled to be bid out mid-October for a spring start. The project is projected to cost \$1.2 million.
- Randolph Avenue Project staging is complete.

5. Resolutions

**Upon motion (Butterfield/Tallman) duly adopted, the Board approved preliminary to apply for a Municipal Planning Grant, with the condition, that Mr. Hutchinson meet with Ms. Sanchez prior to the Board signing. Vote 5-0-0, motion carried.**

**Upon motion (Forbes/Hutchinson) duly adopted, the Board revised a resolution appointing Barbara Stearns as Grant Administrator for the close out of Exit 4 Municipal Planning Grant. Vote 5-0-0, motion carried.**

6. Delegate for Business Meeting at Town Fair on October 2, 2003

**Upon motion (Butterfield/Hutchinson) duly adopted, the Board appointed Barbara Stearns as voting delegate at the VLCT Town Fair Business meeting taking place on October 2, 2003. Vote 5-0-0, motion carried.**

7. Committee Reports

- Police Advisory Committee scheduled for 8:00 a.m. on September 29 2003 in the Municipal Building.
- Budget Committee meets on September 17, 2003 to review revenues.
- Fire Advisory: Mr. Osha brought to the attention of the Board that the committee members felt that the line item for building maintenance in the amount of \$1,000 was too little. The fire departments use at least \$500 for their overhead doors every year. Which leaves a remainder of \$500 for the rest of the fiscal year. The line items for dispatching and insurance should be one line item as they are an annual expenditure and the committee/fire chiefs have no idea what the budget portion should be. The Fire Departments' budgets will be submitted in the town office by October 16<sup>th</sup>.

Mr. Osha also mentioned that Chief Colette was concerned where the monies would come from to pay for \$2,500 bill from Gifford Medical Center for a stress test on one of the firefighters. The firefighter was at a training session, with the White River Valley Ambulance overseeing all stress levels for the firefighters on scene. The one firefighter had a high stress test and an ambulance attendant suggested to Chief Collette to have the firefighter get a full stress test at the hospital. The Board suggested that it be put through Workman's Compensation insurance first, then they would proceed after Workmans Compensation decision on the claim..

Randolph Selectboard Meeting  
September 16, 2003 at Studio in RAVC

8. Allocations

**Upon motion (Tallman/Butterfield) duly adopted, the Board approved Geraldine Wood's request for 13 Lincoln Avenue to connect to the public sewer at 336 gallons per day with the associated \$1680 allocation fee, with the stipulation that this building is a 3 bed room house and any additional bedrooms will require an additional allocation to be applied for and granted. Vote 5-0-0, motion carried.**

**Upon motion (Tallman/Butterfield) duly adopted, the Board approved Harlow Hill Partner's request for 1517 Harlow Hill Road to connect eight 2-bedroom condominium units to the public sewer at \$1792 gallons per day with the associated \$8960 allocation fee, contingent upon approval of the revised construction plans. Vote 5-0-0, motion carried.**

9. Resignation

**Upon motion (Tallman/Osha) duly adopted, the Board accepted with great regret Mr. Butterfield's resignation as Chair of the Selectboard. Vote 5-0-0, motion carried.**

10. Appoint Chair

**Upon motion (Butterfield/Osha) duly adopted, the Board appointed Jim Hutchinson as Chair of the Selectboard. Vote 5-0-0, motion carried.**

11. Warrants

**Upon motion (Forbes/Butterfield) duly adopted, the Board approved the warrants as presented. Vote 5-0-0, motion carried.**

12. Executive Session

**Upon motion (Hutchinson/Tallman) duly adopted, the Board moved into executive session at 9:00 p.m. to discuss a contractual issues. Vote 5-0-0, motion carried.**

**Upon motion (Butterfield/Forbes) duly adopted the Board moved to come out of executive session at 10:00 p.m. Vote 5-0-0, motion carried.**

13. Adjournment

**Upon motion (Osha/Hutchinson) duly adopted, the Board moved to adjourn until the next scheduled meeting on October 7, 2003 at 7:00 p.m. in the Studio at RAVC. Vote 5-0-0, motion carried.**

Respectfully submitted,

Cindy Spaulding  
Recorder

**Public Information/Special Selectboard Meeting  
September 30, 2003 at 7:00 p.m. in the Media Center at RUHS**

Selectboard: Heather Tallman, Peter Butterfield, Phyllis Forbes, Jim Hutchinson and Kevin Osha.

Municipal Staff: Celia Clark (Highway Supervisor), and Joyce Mazzucco

Public Attendees: Jessica Bickford, Daimon K. Sutton, Nicholas M. Dolpp, Lauren M. Drojarski, Nate Rittgarn, Cody C. Knoblock, Tim Corbett, Tom Morgan, John Mallory, Andrea Easton, Margaret Brady, Jeff Burr, Michael Memmoth, Brian Baril, Arthur Featherstonhaugh, David Pereira, David Bridges, Heidi McElroy, William Lewis, Jonathan Podolsky, Laura Taglainetti, Robin Palmer and John Zeichener.

Mr. Hutchinson called the meeting to order at 7:00 p.m.

1. Skateboard Park

Members of the Norwich University Architecture Department faculty and students presented to the Board and public a model and site plans for the new building at the Recreation Area Skate Park.

32% of grant—students labor is “donated”.

Q: Should \$100,000 be voted on?

A: Settled on never adding to \$100K without culling it out for separate vote. \$100,000 stands clear and free for skating rink improvement

Q: Does it require Development Review Board review? (ie: footprint not changing but expanding.)

A: We have been working on an idea that did not need the DRB. (Will check with Ms. Sanchez).

Q: Does this conflict with the Main Street Bridge?

A: It will not impact the project, it does not go near the ice rink.

Q: Keep in kind time sheets for Ms. Easton and Mr. Morgan?

A: Yes.

Q: Are there water and sewer allocation hookups?

A: The line is within 150 feet. The Water Resource Control Board may want to review the project.

**Upon motion (Forbes/Butterfield) duly adopted, the Board approved the Skateboard Park building as presented, pending the approval of the contract by the Town attorney. Vote 5-0-0, motion carried.**

**Public Information/Special Selectboard Meeting  
September 30, 2003 at 7:00 p.m. in the Media Center at RUHS**

**Upon motion (Butterfield/Osha) duly adopted, the Board appointed Jim Hutchinson as signatory for the contract between the Town of Randolph and Norwich University. Vote 5-0-0, motion carried.**

Ms. Forbes commended the Recreation Advisory Board and Norwich University students for their work on the project.

**2. Executive Session**

**Upon motion (Hutchinson/Tallman) duly adopted, the Board went in to Executive Session at 8:10 p.m. to discuss personnel matters. Vote 5-0-0, motion carried.**

**Upon motion (Forbes/Tallman) duly adopted, the Board came out of Executive Session at 9:15 p.m. Vote 5-0-0, motion carried.**

**3. Action**

**Upon motion (Butterfield/Hutchinson) duly adopted the Board adopted the job description for Director of Public Works as written and advertise the position. Vote 5-0-0, motion carried.**

**Upon motion (Hutchinson/Tallman) duly adopted, the Board promoted Barbara Stearns to the position of Assistant to the Town Manager and granted an increase in pay. Vote 5-0-0, motion carried.**

**4. Adjournment**

**Upon motion (Forbes/Tallman) duly adopted, the Board moved to adjourn until the next scheduled meeting on October 7, 2003 at 7:00 p.m. in the Studio at RAVC. Vote 5-0-0, motion carried.**

Respectfully submitted,

Heather Tallman  
Clerk

CSS

Randolph Selectboard Meeting  
October 7, 2003 at 7:00 p.m. at the Studio in RAVC

Selectboard: Jim Hutchinson, Phyllis Forbes, Peter Butterfield and Kevin Osha. Heather Tallman absent.

Municipal Staff: Patrick French (Lister), David Barnard (Cemetery), Cindy Spaulding (Recorder) and Nathaniel Gove (Media).

Public Attendees: Grace Wiggett (Lister), Julie Iffland (Planning Commission), Robin Palmer (*Times Argus*), Elaine Soule, M.D. Drysdale (*Herald of Randolph*), William Rice and Nancy Rice.

Mr. Hutchinson called the meeting to order at 7:10 p.m.

1. Randolph Center Cemetery

**Upon motion (Forbes/Butterfield) duly adopted the Board approved W.B. Roger's proposal for the Randolph Center Cemetery as outlined. Vote 4-0-0, motion carried.**

**Upon motion (Osha/Butterfield) duly adopted, the Board approved Andy Wirtz's three year contract for grounds keeping at the East Randolph and Randolph Center Cemeteries. Vote 4-0-0, motion carried.**

2. Reappraisal Contract

Mr. French presented to the Board background information on the reappraisal process and a proposal to contract a reappraisal company.

**Upon motion (Butterfield/Osha) duly adopted, the Board approved negotiating a contract for reappraisal in FY06 with Vermont Appraisal Company and appointed Mr. French to negotiate. Vote 3-0-1 (Forbes abstained), motion carried.**

3. Exit 4 Contract amendment

**Upon motion (Hutchinson/Osha) duly adopted, the Board approved the amendment to add Randolph Center Design Committee in Burnt Rock's contract. Vote 4-0-0, motion carried.**

**Upon motion (Osha/Forbes) duly adopted, the Board appointed Jim Hutchinson as signatory on the amended contract between Burnt Rock and the Town of Randolph. Vote 4-0-0, motion carried.**

4. Public Comment

Ms. Iffland updated the Board on the Planning commission's work on the Town Plan. The Town plan should be ready next spring.

She also requested that there be separate budget and line items for the Planning Commission in the FY05 budget. The Board suggested that Ms. Iffland review the budget with Ms. Stearns and Ms. Sanchez.

5. Ellis Property

Mr. Hutchinson presented that Mrs. Ellis wanted to donate the property around the new wellfields with restrictions. The restrictions are: ban all mobilized vehicles, no hunting or trapping, no

Randolph Selectboard Meeting  
October 7, 2003 at 7:00 p.m. at the Studio in RAVC

mountain bikes and no new structures. The restrictions would have to be enforced by the Town. The donated land could be used for future wells. The Water and Sewer committee supports this donation. The development rights have been sold to the Vermont Land Trust.

**Upon motion (Butterfield/Osha) duly adopted, the Board approved to accept the donation of the Ellis Property and appointed Jim Hutchinson as signatory on all closing documents. Vote 4-0-0, motion carried.**

6. State Revolving Loan Fund for Sewer

**Upon motion (Butterfield/Osha) duly adopted, the Board approved the State Revolving Loan Fund in the amount of \$1,343,000 to be paid back over 20 years at \$82,000 per year. Vote 4-0-0, motion carried.**

7. Ordinances

- a. Junk Yard — tabled until November 4, 2003 Selectboard Meeting
- b. Alcohol

**Upon motion (Forbes/Butterfield) duly adopted, the Board approved an amendment to the Alcohol Ordinance to read as: *The use, possession or dispensing of alcoholic beverages on any property owned by the Town of Randolph is prohibited except by special permit of the Liquor Control Board of the Town of Randolph, VT. Such permits shall be granted on a case-by-case basis only to a licensed caterer in the State of Vermont who is covered by 'Dram Shop Insurance'.* In addition to the above, the Liquor Control Board shall attach such conditions as, in their judgement, are required to protect the public health, safety or welfare of the Town of Randolph, VT. Vote 3-1-0 (Osha opposed), motion carried.**

8. Warrants

**Upon motion (Butterfield/Osha) duly adopted, the Board approved the warrants as presented. Vote 4-0-0, motion carried.**

9. Burial Plot

**Upon motion (Hutchinson/Butterfield) duly adopted, the Board approved the sale of six burial plots to Esther Boberg at the Pleasant View Cemetery. Vote 4-0-0, motion carried.**

10. Committee Reports

- a. Police will meet in October 8 2003 to discuss the possible Police District Expansion.
- b. Budget will meet on October 15, 2003 to discuss budgets with department supervisors.
- c. Capital Budget and Capital Plan will meet on October 16, 2003 to discuss the capital budget.
- d. Municipal Building Review meeting is to be scheduled.

Randolph Selectboard Meeting  
October 7, 2003 at 7:00 p.m. at the Studio in RAVC

11. Other Business

a. Randolph Avenue Engineering Services

**Upon motion (Butterfield/Hutchinson) duly adopted, the Board approved DuBois & King's contract for Randolph Avenue Engineering Services. Vote 4-0-0, motion carried.**

b. Closeout Winslow Block Grant—tabled until October 21, 2003.

c. Homeland Security Subgrant

**Upon motion (Osha/Hutchinson) duly adopted, the Board approved to accept the Homeland Security subgrant for the Randolph Fire Departments in the amount of \$15,119 and appointed Mr. Hutchinson as signatory. Vote 4-0-0, motion carried.**

12. Meeting Minutes

**Upon motion (Hutchinson/Forbes) duly adopted, the Board approved the minutes of July 1, 2003 (Special) as written. Vote 3-0-1 (Osha abstained not an attendee), motion carried.**

**Upon motion (Hutchinson/Butterfield) duly adopted, the Board approved the minutes of July 8, 2003 (Special) as written. Vote 3-0-1 (Osha abstained not an attendee), motion carried.**

**Upon motion (Osha/Hutchinson) duly adopted, the Board approved the minutes of July 28, 2003 (Special) as written. Vote 3-0-1 (Forbes abstained, not an attendee), motion carried.**

**Upon motion (Hutchinson/Butterfield) duly adopted, the Board approved the minutes of August 7, 2003 (Emergency) as written. Vote 3-0-1 (Osha abstained, not an attendee), motion carried.**

**Upon motion (Hutchinson/Osha) duly adopted, the Board approved the minutes of September 16, 2003 (Special) as written. Vote 4-0-0, motion carried.**

**Upon motion (Hutchinson/Butterfield) duly adopted, the Board approved the minutes of September 16, 2003 (Regular) as written. Vote 4-0-0, motion carried.**

13. Executive Session

**Upon motion (Hutchinson/Forbes) duly adopted, the Board moved into executive session at 9:30 p.m. to discuss personnel issues. Vote 4-0-0, motion carried.**

**Upon motion (Hutchinson/Butterfield) duly adopted, the Board move to come out of executive session at 10:00 p.m. Vote 4-0-0, motion carried.**

14. Action

**Upon motion (Hutchinson/Forbes) duly adopted, the Board moved to place a notice of the property tax due date in the *Herald of Randolph*. Vote 4-0-0, motion carried.**

Randolph Selectboard Meeting  
October 7, 2003 at 7:00 p.m. at the Studio in RAVC

15 Adjournment

**Upon motion (Osha/Butterfield) duly adopted, the Board moved to adjourn until the next scheduled regular meeting on October 21, 2003 at 7:00 p.m. in the Studio at RAVC. Vote 4-0-0, motion carried.**

Respectfully submitted,

Cindy Spaulding  
Recorder

REFERENCE ONLY

Special Selectboard Meeting  
October 8, 2003 at Municipal Building Meeting Room

Selectboard: Jim Hutchinson, Peter Butterfield and Phyllis Forbes

Public Attendees: Bill Burgess, Jr. and Ron Tatro of Burgess Consulting

The meeting was called to order at 1:30 p.m.

Discussion was held on the possible expansion or other alteration of the Randolph Police District in order to provide police services throughout the town on a more efficient, cost effective and equitable basis.

Mr. Burgess and Mr. Tatro advised that the legal issues should be investigated and understood before any action was planned. They further stated that the first step toward any action would need to be gathering of data relative to the type, location and number of calls being handled by the Randolph Police Department currently. Also the number, type and location of calls handled in the town outside the police district by other agencies currently.

No action was taken and the meeting was adjourned at 2:45 p.m.

Respectfully submitted,

Jim Hutchinson  
Selectboard Chair

REFERENCE ONLY

Special Selectboard Meeting  
October 8, 2003 at Municipal Building Meeting Room

Selectboard: Jim Hutchinson, Peter Butterfield and Phyllis Forbes

Public Attendees: Bill Burges, Jr. and Ron Tatro of Burgess Consulting

The meeting was called to order at 1:30 P.m.

Discussion was held on the possible expansion or other alteration of the Randolph Police District in order to provide police services throughout the town on a more efficient, cost effective and equitable basis.

Mr. Burgess and Mr. Tatro advised that the legal issues should be investigated and understood before any action was planned. They further stated that the first step toward any action would need to be gathering of data relative to the type, location and number of calls being handled by the Randolph Police Department currently. Also the number, type and location of calls handled in the town outside the police district by other agencies currently.

No action was taken and the meeting was adjourned at 2:45 p.m.

Respectfully submitted,

Jim Hutchinson  
Selectboard Chair

REFERENCE ONLY

Randolph Selectboard Meeting  
October 21, 2003 at 7:00 p.m. in the Studio at RAVC

Selectboard: Jim Hutchinson, Peter Butterfield, Kevin Osha and Heather Tallman. Absent: Phyllis Forbes.

Municipal Staff: Joseph Voci (Water/Wastewater Superintendent), Celia Clark (Highway Supervisor), Jim Krakowiecki (Chief of Police), Cindy Spaulding (Recorder) and Nathaniel Gove (Media).

Public Attendees: Jeremy Ingpen (RACDC), Robin Palmer (*Times Argus*) and Jon Kaplan.

Mr. Hutchinson called the meeting to order at 7:10 p.m.

1. Vehicle Purchase

Ms. Clark presented to the Board that the Highway Department is scheduled to replace a 1995 1-ton truck this year and the Town had gone out to bid for new vehicle. She recommended the purchase of a Ford F250  $\frac{3}{4}$  pick-up with a plow from Gateway Motors.

**Upon motion (Hutchinson/Butterfield) duly adopted, the Board approved the purchase of a Ford F250  $\frac{3}{4}$  ton pickup truck from Gateway Motors with a plow in the total amount of \$17391.27 (Seventeen thousand three hundred ninety-one dollars and twenty-seven cents). The Board reserves the decision for finance to a later meeting. Vote 4-0-0, motion carried.**

2. Salt/Sand Usage for Schools

**Upon motion (Butterfield/Hutchinson) duly adopted, the Board granted permission for the Highway Department to provide salt/sand to the Randolph Elementary School and Randolph Union High School and charge the schools at the end of the season. Vote 4-0-0, motion carried.**

3. RACDC Funding

**Upon motion (Hutchinson/Osha) duly adopted, the Board approved funding as three separate line items in the Town Budget as outline in the request. Vote 3-0-1 (Butterfield recused).**

**Upon motion (Hutchinson/Osha) duly adopted, the Board appointed Barbara Stearns as signatory for the VEDA disbursement agreement in connection with the construction of the new building at 28 North Main Street. Vote 3-0-1 (Butterfield recused).**

4. Traffic Calming Policy Proposal

Mr. Kaplan presented to the Board a Speeding Policy to follow for future speeding complaints from residents and neighborhoods. The Board suggested that Mr. Kaplan, the Highway Committee and Supervisor, Police Committee and Chief of Police review the proposed policy and come back to the Board in January for a final proposal.

5. Change Order 1272

**Upon motion (Butterfield/Hutchinson) duly adopted, the Board approved DuBois & King's to provide professional services on the Change Order revised 1272 in the amount of \$11,500 (Eleven thousand five hundred). Vote 4-0-0, motion carried.**

Randolph Selectboard Meeting  
October 21, 2003 at 7:00 p.m. in the Studio at RAVC

6. Water/Sewer Allocation for 26 Prince Street

**Upon motion (Tallman/Butterfield) duly adopted, the Board granted a water allocation of 1,750 gallons per day and 1,400 gpd for sewer with the following conditions: 1. Two internal and external cleanouts-shall be provided at locations to be approved by Water/Wastewater Superintendent; 2. The water connection (service line) and its exact location shall be approved by Water/Wastewater Superintendent. Such line shall be a minimum of 3-inches in diameter and shall serve the building as well as be used for rink maintenance with an outside frost-proof faucet for such a purpose; 3. As-built drawings shall be provided and approved by the Town. Such as-builts shall include ties to the external clean-out required in item #1. Vote 4-0-0, motion carried.**

7. Second Class Liquor License

**Upon motion (Hutchinson/Butterfield) duly adopted, the Board approved Messier's General Store a Second Class Liquor License. Vote 4-0-0, motion carried.**

8. Closeout Agreement: Winslow Block/Clara Martin Center

**Upon motion (Hutchinson/Tallman) duly adopted, the Board approved the Amended Closeout Agreement 0135/94CA(02) for the Winslow Block/Clara Martin Center. Vote 3-0-1 (Butterfield recused), motion carried.**

9. Tax Stabilization

The Board received a request for Tax Stabilization from JD Properties on 44 Hull Street. It has been directed to the Tax Stabilization, Small Business Revolving Loan Committee for review.

10. Committee Reports

- a. Fire Advisory met on October 14. Discussion: defibrillators on fire trucks to help out White River Valley Ambulance, Purchases for Homeland Security Grant, Budgets, Firefighter I course being taught at VTC.
- b. Recreation scheduled to meet on October 29 at 8:30 a.m. in the Municipal Building.
- c. Water/Sewer scheduled to meet on October 28 at 9:00 a.m. in the Municipal Building.
- d. Capital Budget met on October 15. Discussion: review highway conditions and determine Capital funding. Next meeting on October 30 to discuss the upcoming Capital Budget.
- e. Municipal Building Review scheduled to meet on October 23 at the Municipal Building to review Black River Design's new building and site proposal.

11. Approval of Minutes

**Upon motion (Hutchinson/Butterfield) duly adopted, the Board approved the minutes of September 30, 2003 (Special) as amended. Vote 4-0-0, motion carried.**

**Upon motion (Hutchinson/Butterfield) duly adopted, the Board approved the minutes of October 7, 2003 as written. Vote 3-0-1 (Tallman abstained), motion carried.**

Randolph Selectboard Meeting  
October 21, 2003 at 7:00 p.m. in the Studio at RAVC

12. Warrants

**Upon motion (Hutchinson/Butterfield) duly adopted, the Board approved the warrants as presented. Vote 4-0-0, motion carried.**

13. Other Business

- a. Flower Pots in front of Old Brook's Building on North Main Street

**Upon motion (Hutchinson/Butterfield) duly adopted, the Board granted permission for Mr. Jesse Sammis to remove the flower pots on the sidewalk in front of the Old Brooks Building at his expense. Vote 4-0-0, motion carried.**

- b. Ellis Property Donation

Mr. Hutchinson presented to the Board that Mrs. Ellis had modified her restrictions on the land to hunting, trapping and snowmobile. Mrs. Ellis has also asked that the Town waive the property taxes from July to October 20 as part of the condition to donate the land.

**Upon motion (Hutchinson/Butterfield) duly adopted, the Board approved to pay the taxes on the Ellis property from July 01, 2003 until October 20, 2003. Vote 4-0-0, motion carried.**

14. Alcohol Ordinance

**Upon motion (Hutchinson/Butterfield) duly adopted, the Board approved the amended Alcohol and Regulated Drug Ordinance. Vote 3-1-0 (Osha opposed), motion carried.**

15. Executive Session

**Upon motion (Hutchinson/Butterfield) the Board moved to go into Executive Session at 8:55 p.m. for contractual information. Vote 4-0-0, motion carried.**

**Upon motion (Butterfield/Hutchinson) duly adopted, the Board moved to come out of Executive Session at 9:20 p.m. Vote 4-0-0, motion carried**

No action taken on contractual information.

**Upon motion (Butterfield/Osha) duly adopted, the Board went into Executive Session at 9:25 to discuss personnel issues. Vote 4-0-0, motion carried.**

**Upon motion (Butterfield/Tallman) duly adopted, the Board moved to come out of Executive Session at 10:00 p.m. Vote 4-0-0, motion carried.**

16. Action

**Upon motion (Butterfield/Osha) duly adopted, the Board authorized that Barbara Stearns select the best candidate for the position of Animal Control Officer. Vote 4-0-0, motion carried.**

**Upon motion (Osha/Butterfield) duly adopted, the Board appointed Barbara Stearns, Bert Moffatt, Kevin Osha and Jim Hutchinson as a hiring committee to hire for the position of Director of Public Works. Vote 4-0-0, motion carried.**

Randolph Selectboard Meeting  
October 21, 2003 at 7:00 p.m. in the Studio at RAVC

**Upon motion (Hutchinson/Tallman) duly adopted, the Board approved to increase the rate of pay for Barbara Stearns by \$100.00 per week in conjunction with her new promotion to the position of Assistant tot the Town Manager. Vote 4-0-0, motion carried.**

**Upon motion (Tallman/Hutchinson) duly adopted, the Board authorized Jim Hutchinson to make a formal offer to Richard Schnaedter for the position of Town Manager. Vote 4-0-0, motion carried.**

17. Adjournment

**Upon motion (Tallman/Osha) duly adopted, the Board moved to adjourn at 10:30 p.m. until the next scheduled Selectboard meeting on November 4, 2003 at 7:00 p.m. in the Studio at RAVC. Vote 4-0-0, motion carried.**

Respectfully submitted,

Cindy Spaulding  
Recorder

REFERENCE ONLY

Randolph Selectboard Meeting  
November 4, 2003 at 7:00 p.m. in the Studio at RAVC

Selectboard: Peter Butterfield, Jim Hutchinson, Heather Tallman, Kevin Osha and Phyllis Forbes

Municipal Staff: Rick Schnaedter (Town Manager), Joseph Voci (Director of Public Works), Cindy Spaulding (Recorder) and Nathaniel Gove (Media)

Public Attendees: Annette Higby, Paul Kendall, Jennifer Colby, Ben Strange, M.D. Drysdale (*Herald of Randolph*), and Robert Mollica.

Mr. Hutchinson opened the meeting at 7:05 p.m.

1. Town Manager

Mr. Hutchinson introduced Mr. Richard Schnaedter as Randolph's New Town Manager. Members of the Board and Mr. Schnaedter signed a one year contract.

2. Grant Request Randolph Area Family Farms

Ms. Higby, on behalf of the Conservation Commission, recommends Randolph Area Family Farms be granted their request for \$1,000 from the Conservation Commission's fund. Randolph Area Family Farms will use the monies toward the publication of a guide to agriculture.

**Upon motion (Forbes/Butterfield) duly adopted, the Board approved Randolph Area Family Farms' grant request in the amount of \$1000 (one thousand) to be taken out of the Conservation Commission's Special fund. Vote 5-0-0, motion carried.**

3. Recreation Field Expansion

Mr. Kendall presented to the Board a proposal to acquire riverfront land near the Recreation field area, to possibly expand the disc golf course and hiking trails. Two of the three abutting landowners near the recreation area are willing to sell portion of their property. The monies will come from private funds to acquire the approximate 4 acres of river front land from Mr. & Mrs. Peter Butterfield and Dr. Yoshikawa. The property owners should get about \$6000 per parcel for the property acquired through private funds. Future usage of the land will be at the Town's discretion.

**Upon motion (Tallman/Forbes) duly adopted, the Board approved acquiring a portion river front property from Mr. & Mrs. Peter Butterfield and Dr. Yoshikawa to be purchased through private funds for the purpose of recreation. Vote 3-0-2, (Butterfield recused, Osha abstained).**

4. Route 66 Manhole Repair Bid

Mr. Voci presented to the Board two bids for the Route 66 Manhole repairs, the low apparent bidder was Green Mountain Pipeline. The repair project would start in the spring of 2004.

**Upon motion (Osha/Hutchinson) duly adopted, the Board approved Green Mountain Pipeline Services proposal in the amount of \$22,286.00 (twenty-two thousand two hundred eighty-six) to repair Route 66 Manholes. Vote 5-0-0, motion carried.**

5. Water and Sewer Allocation

**Upon motion (Tallman/Butterfield) duly adopted the Board approved Robert Mollica dba Randolph Animal Hospital sewer allocation of 1,200 gpd with an allocation fee of \$6000. Vote 5-0-0, motion carried.**

Randolph Selectboard Meeting  
November 4, 2003 at 7:00 p.m. in the Studio at RAVC

Discussion: Dr. Mollica requested that the board waive the sewer allocation fee due to three issues: he has had a problem with water pressure in the area; after State repaved Route 66 the drainage run off goes into his driveway and his leach field is failing and he has been the town pound for several years and have never charged the town for animals that have disrupted his pound by breaking a cage, etc. He suggested a five-year contract to be the town pound and charge \$25.00 a week for administrative costs to keep the pound available 24/7.

**Upon motion (Hutchinson/Forbes) duly adopted, the Board referred Dr. Mollica's request to waive the sewer allocation fee back to the Water/Sewer Advisory Committee. Vote 5-0-0, motion carried.**

**Upon motion (Tallman/Butterfield) duly adopted, the Board approved Lisa Bent dba Drop Dead Gorgeous Water allocation of 115 gpd with an allocation amount of \$304.75 and a sewer allocation of 83 gpd with an allocation of \$415.00. Vote 5-0-0, motion carried.**

6. Budget Committee Vacancy

Mr. Hutchinson announced that Paul Rea has resigned as a Budget Committee member.

**Upon motion (Hutchinson/Butterfield) duly adopted, accepted Paul Rea's resignation and appointed Nancy Smith to fill Mr. Rea's term until the next Town Meeting. Vote 5-0-0, motion carried.**

7. CVCAC Joint Consortium Grant Agreement

**Upon motion (Hutchinson/Tallman) duly adopted, the Board approved to entering a grant agreement with the Towns of Wolcott and Barre and appointed Barbara Stearns, Accounting Administrator and Richard Schnaedter, Town Manager as signatories. Vote 4-0-1 (Butterfield recused).**

8. Director of Public Works Announcement

**Upon motion (Hutchinson/Butterfield) duly adopted, the Board appointed Joseph Voci as interim Director of Public Works. Vote 5-0-0, motion carried.**

9. Finance Highway Pick-up Truck

**Upon motion (Hutchinson/Tallman) duly adopted, the Board approved to finance the pick-up truck out right with \$8000 (eight thousand) taken from this year's budget and to secure a loan for the remaining amount for one year with an interest rate of 2% (two percent). Vote 5-0-0, motion carried.**

10. Kimball Library parking

Library Trustees Terry Burgee and Becky Seymour sent a letter the Board addressing their concerns of parking on Main Street since the demolition of the Old Village School and the construction going on at 28 North Main Street. The Board referred this issue with Mr. Schnaedter for review. Mr. Ingpen will address the current parking situation with the construction manager on site.

Randolph Selectboard Meeting  
November 4, 2003 at 7:00 p.m. in the Studio at RAVC

11. Verizon Petition

**Upon motion (Tallman/Butterfield) duly adopted, the Board approved Verizon New England, Inc.'s petition and License for a conduit location on Randolph Avenue. Vote 5-0-0, motion carried.**

12. Burial Plots

**Upon motion (Hutchinson/Butterfield) duly adopted, the Board approved the sale of five burial plots to Ian & Diana Carlisle in the amount of \$200.00 (two hundred). Vote 5-0-0, motion carried.**

**Upon motion (Hutchinson/Butterfield) duly adopted, the Board approved the sale of two burial plots to Betty Lou Cota in the amount of \$80.00 (eighty). Vote 5-0-0, motion carried.**

13. Ordinances

a. Solid Waste & Junk

**Upon motion (Tallman/Hutchinson) duly adopted, the Board approved the Solid Waste and Junkyard ordinance as presented. Vote 5-0-0, motion carried.**

**Upon motion (Hutchinson/Tallman) duly adopted, the Board repeal the previous Solid Waste Ordinance. Vote 5-0-0, motion carried.**

b. Nuisance referred to Ms. Sanchez to draft and bring back to the Board in January 2004.

14. Fee schedule for zoning permits

**Upon motion (Butterfield/Forbes) duly adopted the Board approved the schedule fee for Zoning Permits to take effect January 2004. Vote 5-0-0, motion carried.**

15. Public Hearing Date set for Interim Zoning for December 2, 2003 at 7:00 p.m. in the Studio at RAVC.

16. Joint Meeting for the Budget committee and Selectboard is scheduled for December 2, 2003 at 5:00 p.m. in the Studio at RAVC.

17. Approval of Minutes

**Upon motion (Tallman/Hutchinson) duly adopted, the Board approved the meeting minutes of October 21, 2003 as written. Vote 5-0-0, motion carried.**

18. Warrants

**Upon motion (Hutchinson/Osha) duly adopted the Board approved the warrants as presented. Vote 5-0-0, motion carried.**

19. Projects

Mr. Voci presented an overview of the Randolph Avenue Project and Pinnacle Wells.

Randolph Selectboard Meeting  
November 4, 2003 at 7:00 p.m. in the Studio at RAVC

20. Executive Session

**Upon motion (Tallman/Osha) duly adopted, the Board moved to go into executive session at 9:25 p.m. to discuss contractual issues. Vote 5-0-0, motion carried**

**Upon motion (Tallman/Hutchinson) duly adopted, the Board moved to come out of executive session at 9:50 p.m. Vote 5-0-0, motion carried.**

21 Action Items taken

**Upon motion (Hutchinson/Osha) duly adopted, the Board moved to support the Recommendation of the Small Business Revolving Loan Committee for the White River Co-op. Vote 3-0-2, Butterfield & Forbes abstained)**

**Upon motion (Hutchinson/Butterfield) duly adopted the Board moved to support the recommendation of the Small Business Revolving Loan Committee for the Rosebud. Vote 4-0-1 (Tallman recused), motion carried.**

**Upon motion (Hutchinson/Butterfield) duly adopted, the Board moved to support the recommendation of the Small Business Revolving Loan Committee for Macris Development. Vote 4-0-0 (Tallman recused), motion carried.**

**Upon motion (Hutchinson/Butterfield) duly adopted, the Board approved the Policy and Procedures guidelines for the Small Business Revolving Loan Committee. Vote 5-0-0, motion carried.**

**Upon motion (Tallman/Butterfield) duly adopted the Board appointed Marty Strange as Chair to the Small Business Revolving Loan Committee. Vote 5-0-0, motion carried.**

22. Adjournment

**Upon motion (Hutchinson/Tallman) duly adopted, the Board moved to adjourn at 10:20 p.m. until the next scheduled meeting of November 18, 2003 at 7:00 p.m. in the Studio at RAVC. Vote 5-0-0, motion carried.**

Respectfully submitted,

Cindy Spaulding  
Recorder

Randolph Selectboard Meeting  
November 18, 2003 at the Studio in RAVC

Selectboard: Heather Tallman, Jim Hutchinson, Peter Butterfield, Kevin Osha and Phyllis Forbes

Municipal Staff: Richard Schnaedter (Town Manager), Cindy Spaulding (Recorder) and Nathaniel Gove (Media)

Public Attendees: Patsy French, Patrick French, Amy Simpson, Kate Shiver and J.D. Mascola

Mr. Hutchinson called the meeting to order at 7:10 p.m.

1. Legislature

Patsy French asked the Board what they felt was important to bring up in the legislature this session. The Board's top three concerns are a higher percentage of the PILOT funding, Main Street Bridge and Chelsea Mountain Road. Other concerns were that only 20% of the State Highway revenue go back into the State's Highway Budget. The other 80% go into the State's general fund.

2. Randolph Center Aerial Truck

Mr. Osha informed the Board that the current ladder truck housed at the Randolph Center Fire Station will no longer be certifiable by the State. The state requires any town that has more than five buildings with three stories or more have a ladder truck that can reach the top story. The ramifications of not having a certifiable ladder truck will increase the insurance for commercial business owners.

**Upon motion (Osha/Hutchinson) duly adopted, the Board tabled the Randolph Center ladder truck for the December 2, 2003 meeting. Vote 5-0-0, motion carried.**

3. Animal Control Officer

**Upon motion (Tallman/Osha) duly adopted, the Board appointed Carrie Livingston as Animal Control Officer. Vote 5-0-0, motion carried.**

4. VCDP Grant Agreements

a. Randolph Family Housing

**Upon motion (Tallman/Osha) duly adopted, the Board moved to accept VCDP Grant Agreement #07110-0135/02IG(09) for Randolph Family Housing and rescinded Dennis Brown as signatory and appointed Jim Hutchinson as signatory. Vote 3-0-2 (Butterfield/Forbes abstained), motion carried.**

b. White River Craft Center

**Upon motion (Tallman/Osha) duly adopted, the Board accepted VCDP grant agreement #07110-0135/02IG(23) for the White River Craft Center and appointed Richard C. Schnaedter as signatory. Vote 3-0-2 (Butterfield/Forbes abstained), motion carried**

Randolph Selectboard Meeting  
November 18, 2003 at the Studio in RAVC

5. Cater License

**Upon motion (Forbes/Tallman) duly adopted, the Board would grant Sambel's Restaurant Inc on the Airport a cater license to cater an event on December 5, 2003 at the East Randolph Community Hall, contingent on the effective date of the new alcohol ordinance. Vote 4-0-1 (Osha abstained), motion carried.**

6. Burial Plot

**Upon motion (Tallman/Butterfield) duly adopted, the Board approved the sale of one burial plot to the State of Vermont in the Pleasant View Cemetery in the amount of \$40.00 (forty dollars). Vote 5-0-0, motion carried.**

7. Other Business

a. Police District Expansion

**Upon motion (Forbes/Tallman) duly adopted, the Board appointed Richard Schnaedter to continue legal services with McNeil, Leddy and Sheahan and also consult with William Burgess to consult for the police District. Vote 4-1-0 (Osha opposed), motion carried.**

b. Resolution

**Upon motion (Osha/Butterfield) duly adopted, the Board appointed Richard C. Schnaedter as signatory to all projects currently under contract or to be up into contract 2003/2004. This supersedes the Resolution of August 5, 2003 appointing Joseph Voci as signatory on the same projects not to exceed \$1000.00 (one thousand dollars). Vote 5-0-0, motion carried.**

8. Warrants

**Upon motion (Hutchinson/Osha) duly adopted, the Board approved the warrants as presented. Vote 5-0-0, motion carried.**

9. Minutes of November 4, 2003

**Upon motion (Hutchinson/Tallman) duly adopted, the Board approved the minutes of November 4, 2003 Regular Selectboard meeting as amended. Vote 5-0-0, motion carried.**

10. Committee Reports

a. Water/Sewer Allocations

**Upon motion (Tallman/Forbes) duly adopted, the Board approved Ted Elzey's—12 ½ South Main Street:**

**Water allocation 12 employees x 15 gpd per employee - 180 gpd-145 gpd = 35 gpd for amount of \$92.75 (ninety-two dollars seventy-five cents).**

**Sewer allocation 180 gpd less 20% for municipal connection - 116 gpd = 28 gpd for an amount of \$140.00 (one hundred forty dollars). Vote 5-0-0, motion carried.**

Randolph Selectboard Meeting  
November 18, 2003 at the Studio in RAVC

**Upon motion (Tallman/Butterfield) duly adopted, the Board approved Scott Corse-37 Forest Street:**

**Sewer allocation 3 bedroom x 140 gpd per bedroom less 20% municipal connection = 336 gpd for an amount of \$1680.00 (one thousand six hundred eighty dollars). Vote 5-0-0, motion carried.**

- b. Fire Advisory Board met on Tuesday, November 11, 2003 and updated the run cards for the fire calls.
- c. Budget Committee has met several times in November and will meet again on November 19<sup>th</sup> to review revenues. A joint meeting with the Selectboard has been scheduled for November 25, 2003 at the Municipal Building to present all of the town's budgets.
- d. Municipal Building Review Committee will met on Thursday, November 20, 2003 at the Municipal Building to review the revised design from Black River Design.
- e. Capital Budget/Capital Plan to be scheduled after a meeting with DuBois & King on the Chelsea Mountain Road. The Town did receive a grant from VCDP for administration of the Capital Budget in the amount of \$10,465 (ten thousand four hundred sixty-five dollars).

11. Adjournment

**Upon motion (Hutchinson/Butterfield) duly adopted, the Board moved to adjourn until the next scheduled meeting of December 5, 2003 at 7:00 p.m. in the Studio at RAVC. Vote 5-0-0, meeting adjourned.**

Respectfully submitted,

/s/Cindy Spaulding, Recorder

Randolph Special Selectboard Meeting  
November 25, 2003 in the Municipal Building Conference Room

Selectboard: Peter, Butterfield, Jim Hutchinson, Kevin Osha, Phyllis Forbes and Heather Tallman

Budget Committee: Nancy Smith, Mary Hardy and Wayne Warner

Municipal Staff: Barbara Stearns and Richard C. Schnaedter

Public Attendees: Robin Palmer (*Times Argus*)

Mr. Hutchinson called the meeting to order at 6:00 p.m.

Discussion:

- Evaluate White River Valley Ambulance budget for next year
- Evaluate three Fire Departments (efficiency (East Randolph)
- Leave consulting monies under Selectboard line item. Mr. Butterfield suggested \$2000-3000
- Send changes to Fire Departments and invite them to attend the meeting of December 2, 2003
- East Randolph Community Hall is on three-phase electric along with the Fire Department

Respectfully submitted,

Heather Tallman

Clerk

REFERENCE ONLY

Randolph Selectboard Meeting  
December 2, 2003 at 7:00 p.m. in the Studio at RAVC

Selectboard: Kevin Osha, Peter Butterfield, Phyllis Forbes, Heather Tallman (Clerk) and Jim Hutchinson (Chair)

Municipal Staff: Richard Schnaedter (Town Manager), Mardee Sanchez (Zoning Administrator), Cindy Spaulding (Recorder) and Nathaniel Gove (Media)

Public Attendees: Frank Reed, Robert Dimmick (New Tech), Al Floyd and M.D. Drysdale (*Herald of Randolph*).

Mr. Hutchinson opened the Public Hearing on Interim Zoning at 7:20 p.m.

Ms. Sanchez proposed to the Board an extension for one year on two interim zoning regulations that were due to expire this year. The first interim amendment allows buildings already located within the COM District which were originally built and occupied as one- or two-family homes may continue to be used, or revert to use, as single- or two family residence. The second interim amendment governs telecommunications facilities shall not be within 500 feet of any residential dwelling unit. Ms. Sanchez suggested that the verbiage be changed to "A property that is currently undeveloped may not be developed as a telecommunications facility, if the facility is within 500 feet of any residential dwelling unit."

**Upon motion (Butterfield/Hutchinson) duly adopted the Board approved the wording of interim zoning on telecommunications and to extend the amendment for one year. Vote 5-0-0, motion carried.**

**Upon motion (Butterfield/Forbes) duly adopted, the Board approved the interim zoning within COM as presented. Vote 5-0-0, motion carried.**

**Upon motion (Hutchinson/Tallman) duly adopted, the Board moved to adjourn the Public hearing of Interim Zoning. Vote 5-0-0, motion carried.**

Mr. Hutchinson called the regular meeting to order at 7:30 p.m.

1. New Tech

Frank Reed, representative of New Tech Inc. presented to the Board the idea of composting the town's sludge.

**Upon motion (Butterfield/Osha) duly adopted, the Board approved to move forward with New Tech, Inc and appointed Mr. Schnaedter to negotiate the details. Vote 5-0-0, motion carried.**

Mr. Schnaedter will bring before the Board the details of the negotiations at the next meeting.

2. Ladder Truck

**Upon motion (Hutchinson/Butterfield) duly adopted the Board appointed Mr. Schnaedter and Chief Al Floyd to meet with Vermont Technical College to participate in the possible of a donation. Vote 5-0-0, motion carried.**

Randolph Selectboard Meeting  
December 2, 2003 at 7:00 p.m. in the Studio at RAVC

3. School/Brook Street Project

**Upon motion (Tallman/Butterfield) duly adopted the Board awarded the School Brook Streets Project contract to Munson Earth Moving in the amount of \$1,046,652.50. Vote 5-0-0, motion carried.**

4. Compensation Hearing on Main Street Bridge

**Upon motion Duly adopted the Board set the Compensation Hearing Date on January 5, 2004 at 3:00 p.m. at the North end by Cumberland Farms. Vote 5-0-0, motion carried**

5. Railroad Lease

Mr. Schnaedter presented to the Board that the Railroad sent a lease agreement to the Town of the area near the old feed store near the tracks. The Board decided without motion to decline leasing the property from the railroad.

6. Burial Plots

**Upon motion (Tallman/Hutchinson) duly adopted the Board approved of the sale of a single burial plot to John Brown in the amount of \$40.00 (forty dollars). Vote 5-0-0, motion carried.**

**Upon motion (Butterfield/Osha) duly adopted the Board approved the sale of eight burial plots to George and Rita MacEntire in the amount of \$320.00 (three hundred twenty dollars). Vote 5-0-0, motion carried.**

7. Repeal Ordinances

**Upon motion (Tallman/Forbes) duly adopted the Board repealed the Pool/Billiard and Dance Hall Ordinances. Vote 5-0-0, motion carried.**

8. Finance Highway Truck

**Upon motion (Forbes/Hutchinson) duly adopted, the Board approved a loan from Chittenden Bank in the amount of \$9,416.27 (nine thousand four hundred sixteen dollars and twenty-seven cents) with a 1.85% (one point eighty-five percent) interest rate for the purchase of a Ford F250 Pickup truck with plow from Gateway Motors. Vote 5-0-0, motion carried.**

9. Timber Sale Extension

**Upon motion (Hutchinson/Tallman) duly adopted the Board granted an extension date of January 1, 2004 for the Timber Sale contract between the Town of Randolph and Claude Molleur. Vote 5-0-0, motion carried.**

10. Committee Reports

- **Recreation Advisory Committee**—Ms. Tallman updated the Board on the Skating Rink project.

Randolph Selectboard Meeting  
December 2, 2003 at 7:00 p.m. in the Studio at RAVC

- **Highway Advisory Committee**—Mr. Osha commented how well the Salt Shed looked at the Center Highway Garage.
- **Municipal Building Review Committee** met on November 20, 2003 and approved the designers to get estimates for a new building or renovate the old building.

11. Warrants

**Upon motion (Tallman/Osha) duly adopted the Board approved the warrants as submitted. Vote 5-0-0, motion carried.**

12. Police District Discussion

The Board discussed with Mr. Schnaedter the questions, concerns and examples that they would like the consultant to review on the possibility of expanding the police district. Mr. Schnaedter will bring before the Board a list of their concerns and questions prior to meeting the consultant.

13. Approval of minutes

**Upon motion (Tallman/Osha) duly adopted, the Board approved the minutes of November 18, 2003 as written. Vote 5-0-0, motion carried.**

14. Adjournment

**Upon motion (Hutchinson/Tallman) duly adopted, the Board moved to adjourn at 9:15 p.m. until the next scheduled meeting of December 16, 2003 at 7:00 p.m. in the Studio at RAVC. Vote 5-0-0, motion carried.**

Respectfully submitted,

Cindy Spaulding  
Recorder

Randolph Selectboard & Budget Committee Meeting  
December 16, 2003 at 6:00 p.m. at the Studio in RAVC

Selectboard: James Hutchinson, Heather Tallman, Kevin Osha, Peter Butterfield, and Phyllis Forbes  
Budget Committee: Mary Hardy, Wayne Warner and Nancy Smith  
Municipal Staff: Barbara Stearns (Accounting Administrator) and Richard Schnaedter (Town Manager)

Motions

1. White River Valley Ambulance

Chairman Jim Hutchinson requested a copy of the White River Valley Ambulance charter and was told that the charter would not be available until after WRVA Board met. Since the charter was critical, as there is a portion in the charter outlining town funding, the Board needed to review the charter prior to approving WRVA funding.

**Upon motion (Hutchinson/Forbes) duly adopted, the Board moved to rescind the previous vote on the White River Valley Ambulance budget and place consideration of the budget on hold until the Selectboard receives the charter and other information, they requested. Vote 3-0-2, motion carried.**

2. **Upon motion (Osha/Tallman) duly adopted the Board approved the *General Fund* budget as presented minus the White River Valley Ambulance budget. Vote 5-0-0, motion carried.**
3. **Upon motion (Butterfield/Hutchinson) duly adopted, the Board approved the Police budget as presented. Vote 5-0-0, motion carried.**
4. **Upon motion (Tallman/Osha) duly adopted, the Board approved the Water budget as presented. Vote 5-0-0, motion carried.**
5. **Upon motion (Osha/Tallman) duly adopted, the Board approved the Wastewater budget as presented. Vote 5-0-0, motion carried.**

Mr. Hutchinson closed the joint meeting of the Budget Committee and Selectboard at 7:15 p.m.

Respectfully submitted,

Cindy Spaulding  
Recorder

Randolph Selectboard Meeting  
December 16, 2003 in the Studio at RAVC

Selectboard: Kevin Osha, Heather Tallman, James Hutchinson, Phyllis Forbes, and Peter Butterfield

Municipal Staff: Richard Schnaedter (Town Manager), Cindy Spaulding (Recorder), Joseph Voci (Director of Public Works) and Nathaniel Gove (Media)

Public Attendees: Albert Huntley and Al Floyd (Randolph Center Fire Department)

Mr. Hutchinson called the meeting to order at 7:23 p.m.

1. Public comment

Mr. Huntley expressed his concerns to the Board regarding the statement made about "disbanding the police department". Mr. Hutchinson explained that the Board was not disbanding the Police District, they were looking at the overall picture and trying to come up with a solution for the tax burden the Village for residents who are in the Police District.

2. Landfill Monitoring

Mr. Voci explained the engineering fees for landfill monitoring reports required by the post landfill closure certificate from the State. The current firm is charging the town approximately \$10,000 a year to compile a report and send it to the state. Mr. Voci has approached two engineering firms for the landfill monitoring report and both proposals came in under \$3,000. Mr. Voci asked the Board if the town could go with one of the other engineering firms. The Board agreed, no motion needed as the amount for the new contract falls under the Town's Purchase Policy.

**Upon motion (Forbes/Tallman) duly adopted, the Board moved to go into Executive Session to discuss contractual matters. Motion rescinded, as there was not a contract on the table to discuss.**

**Upon motion (Forbes/Osha) duly adopted, the Board requested that Mr. Schnaedter review bills from the past year for services provided by Lamoureux and Dickinson for the landfill monitoring report. Vote 3-2-0 (Butterfield and Hutchinson opposed), motion carried.**

3. Fire Truck

Mr. Floyd informed the Board that he did have a meeting with President Allan Rodgers of VTC regarding possibly funding the aerial truck with Vermont Technical College.

*(Mr. Butterfield left at 8:00 p.m.)*

4. Downtown Designation Renewal

**Upon motion (Hutchinson/Forbes) duly adopted, the Board moved to accept the Community Investment Agreement for the Downtown Designation and appointed Mr. Hutchinson as signatory. Vote 4-0-0, motion carried.**

5. Generator

**Upon motion (Hutchinson/Osha) duly adopted, the Board signed the Cooperative Federal Excess Property agreement for a gas generator (SS: 10529; VT ID: 53-77, FID: AG0002442354) housed at the Randolph Center Fire Station. Vote 4-0-0, motion carried.**

6. Manager's Report

a. Cemetery

**Upon motion (Osha/Tallman) duly adopted, the Board approved increasing the cemetery fees as presented. Vote 4-0-0, motion carried.**

Randolph Selectboard Meeting  
December 16, 2003 in the Studio at RAVC

b. Police District

**Upon motion (Forbes/Hutchinson) duly adopted, the board accepted Mr. Schnadter's outlined proposal for the Police District in the Manager's report. Vote 4-0-0, motion carried.**

7. Minutes

**Upon motion (Osha/Tallman) duly adopted, the Board approved the regular Selectboard minutes of December 2, 2003 as written. Vote 4-0-0, motion carried.**

8. Warrants

**Upon motion (Tallman/Hutchinson) duly adopted, the Board approved the warrants as presented. Vote 4-0-0, motion carried**

9. Liquor License

**Upon motion (Forbes/Tallman) duly adopted, the Board approved a first/second class liquor license for the Chang Thai Restaurant. Vote 4-0-0, motion carried.**

10. Grand List

**Upon motion (Forbes/Hutchinson) duly adopted, the Board accepted the Board of Listers corrections to the Grand list. Vote 4-0-0, motion carried.**

11. Committee Reports

- a. Fire Advisory Board met on December 9<sup>th</sup> to discuss the run cards for dispatching. They also had a dispatcher for Hartford come and give them feed back on services that dispatch could provide for them.
- b. Municipal Building Review Committee meeting is scheduled for December 18<sup>th</sup> to discuss the presentation to the Board and review the estimates from Black River Design.

12. Adjournment

**Upon motion (Osha/Hutchinson) duly adopted, the Board moved to adjourn at 8:55 p.m. until the next scheduled meeting on Tuesday, January 6, 2004 at the Studio in RAVC.**

Respectfully submitted,

Cindy Spaulding  
Recorder