

**Randolph Selectboard Meeting of January 3, 2005  
At the Studio in Randolph Area Vocational Center**

Selectboard Members: Jim Hutchinson (Chair), Larry Townsend, Heather Tallman (Clerk), Kevin Osha and Phyllis Forbes.

Municipal Staff: Richard Schnaedter (Town Manager), Cindy Spaulding (Recorder), and Brandon Sherwin (Media)

Public Attendees: John Benson, Walter Maxey, Doris Bowman, Irma Hartigan and Al Floyd

Mr. Hutchinson called the meeting to order at 7:03 p.m.

1. Street Name request

Mr. Benson presented a request to dedicate a road or street in honor of Mr. Richard Kelley for the past 40 years of service he had performed for the Randolph community. It was suggested to name the North Main Street entrance of the municipal parking lot in Mr. Kelley's honor. The entrance to the Municipal Parking Lot is not owned by the Town. It was suggested to have the Highway Committee review other areas of Town that could be named in Mr. Kelley's honor.

**Upon motion (Townsend/Hutchinson) duly adopted, the Board referred the name request to the Highway Committee for a recommendation to be brought before the Selectboard at the February 1, 2005 regular meeting. Vote 5-0-0, motion carried.**

2. Minutes of December 21, 2004

**Upon motion (Hutchinson/Townsend) duly adopted, the Board approved the minutes of December 21, 2004 Selectboard meeting as written. Vote 5-0-0, motion carried.**

3. Municipal Building Charge

**Upon motion (Forbes/Townsend) duly adopted, the Board approved the charge to the Municipal Building Committee as presented. Amendment to add item seven: *Perform other duties as directed by the Selectboard.* Vote 5-0-0, motion carried.**

4. Memo of Understanding to Planning Commission (Tabled until January 18, 2005)

5. FY06 Budget

Ms. Forbes informed the Board that the FY06 budget is still being reviewed by the Budget Committee. Tabled for a future meeting.

6. FY06 Capital Budget

Mr. Hutchinson presented the general fund capital budget for Fiscal Year 06 to the Board. Mr. Hutchinson explained the Capital Budget Committee's process and that the five-year Capital Plan is a work in progress.

**Upon motion (Forbes/Townsend) duly adopted, the Board accepted the General Fund Capital Budget for Fiscal Year 2006 as presented. Vote 5-0-0, motion carried.**

7. Committee reports (no reports)

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8. Manager's Report

Mr. Schnaedter informed the Board that the Manager's report did not have any action items. He highlighted that the water rate item has been sent to the Water and Sewer Committee for a recommendation to a future Selectboard meeting.

9. Other Business

- Schedule separate joint meetings with Planning Commission and Budget Committee

**Upon motion (Hutchinson/Townsend) duly adopted, the Board scheduled joint meeting with the Planning Commission on Wednesday, January 12, 2005 at 6:00 p.m. in location to be determined: area of discussion: seven member vs. nine members, member appointment and zoning process. Vote 5-0-0, motion carried.**

**Upon motion (Townsend/Forbes) duly adopted, the Board scheduled a joint meeting with the Budget Committee on Wednesday, January 12, 2005 at 7:30 p.m. in a location to be determined. Vote 5-0-0, motion carried.**

10. Executive Session

**Upon motion (Forbes/Tallman) duly adopted, the Board moved to go into Executive Session at 8:03 p.m. to discuss a personnel issue. Vote 5-0-0, motion carried**

**Upon motion (Osha/Townsend) duly adopted, the Board moved to come out of Executive Session at 8:47 p.m., Vote 5-0-0, motion carried.**

No action taken.

11. Warrants

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

12. Adjournment

**Upon motion (Hutchinson/Osha) duly adopted, the Board moved to adjourn at 9:15 p.m. until the next scheduled meetings on January 12, 2005 at 6:00 p.m. in a location to be determined. Vote 5-0-0, motion carried.**

Respectfully submitted,

Cindy Spaulding  
Recorder

Special Selectboard Meeting of January 12, 2005  
Gifford Medical Center Conference Room East, Randolph

Selectboard: Heather Tallman, Jim Hutchinson, Larry Townsend, Phyllis Forbes and  
Kevin Osha

Municipal Staff: Richard C. Schnaedter

Public Attendees: Julie Iffland, Hugo Leipmann and Ken Preston (Planning Commission),  
Tom Schersten, Wayne Warner, Mary Hardy and Nancy Smith (Budget  
Committee).

Mr. Hutchinson called the meeting to order at 6:15 p.m.

1. Planning Commission

Mr. Townsend opened the discussion by asking, "How can the Selectboard and Planning  
Commission work together?"

Consensus was that it is very important to work together during the process of compiling zoning  
instead of waiting until the public hearing process.

Ms. Iffland stated that the Planning Commission received a one-year extension on the planning  
grant. We need to show a draft project by May 31, 2005.

Ms. Forbes asked, "What is a template?"

Ms. Iffland explained that the consultant takes the finished sections and fills in statutory  
requirements to form a draft plan. She proposed to have meetings by neighborhood or zone or  
topic. It was agreed that we need to unit the time of taking input to bring closure to the issue.

Ms. Forbes asked Ms. Iffland to explain the process that the Planning Commission will go  
through at the Town meeting of this year.

Ms. Iffland agreed to talk to the consultant to develop a schedule and schedule an information  
forum.

Mr. Townsend and Ms Forbes will attend as liaisons to the Planning Commission.

**Upon motion (Townsend/Tallman) duly adopted, the Board approved to increase the  
Planning Commission membership from seven members to nine members. Vote 5-0-0,  
motion carried.**

**Upon motion (Tallman/Forbes) duly adopted, the Board appointed Hugo Leipmann, Jerry  
Larkin and Jay Strand to the Planning Commission to fill three vacancies. Vote 5-0-0,  
motion carried.**

**Upon motion (Tallman/Osha) duly adopted, the Board moved to adjourn meeting with  
Planning Commission at 7:35 p.m. Vote 5-0-0, motion carried.**

Special Selectboard Meeting of January 12, 2005  
Gifford Medical Center Conference Room East, Randolph

2. FY06 Budget

Mr. Hutchinson called the meeting to order at 7:40 p.m.

The Board and Budget Committee reviewed and discussed the Town's fiscal year 2006 budget.

**Upon motion (Townsend/Forbes) duly adopted, the Board adjourned the meeting at 9:30 p.m. until next scheduled of February 1 at 7:00 p.m. in the VIP Kitchen at Randolph Area Vocational Center. Vote 5-0-0, meeting adjourned.**

Respectfully submitted,

Heather Tallman  
Clerk

HT:css

REFERENCE ONLY

Randolph Selectboard Meeting of January 18, 2005  
At the Studio in Randolph Area Vocational Center

Selectboard Members: Larry Townsend, Jim Hutchinson, Phyllis Forbes and Kevin Osha (arrived 6:10 p.m.). Absent: Heather Tallman

Municipal Staff: Richard Schnaedter (Town Manager), Cindy Spaulding (Recorder), Patrick French (Assessor) and Joseph Voci (Director of Public Works—arrived 6:45 p.m.)

Attendees: Mary Hardy (Budget Committee), Wayne Warner (Budget Committee), M.D. Drysdale (*Herald of Randolph, The*), Philip Mamber, and Laura Ranker (Randolph Area Community Development Corporation—arrived 7:00 p.m.)

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

1. Review Budget FY06

- a. Lister's Department
- b. Police Department
- c. Water and Sewer Department

The Budget Committee recommends the FY06 Budget as presented to the Selectboard with the exception to review the Lister/Assessor's Budget.

2. Public Hearing Randolph Family Housing Close-out Grant (0135/02IG(09))

Mr. Hutchinson called the Public Hearing to order at 7:15 p.m.

Mr. Hutchinson explained that the Town had received a \$460,000 grant from the Vermont Community Development Program. The public hearing was to obtain the views of the citizens on community development, and to furnish information concerning the range of community development activities under taken under this program and to give affected citizens the opportunity to examine the statement of the use of the funds. The VCDP funds were used as follows: \$450,000 for new construction of 12 units of safe affordable housing on Pearl Street (eight units) and Randolph Avenue (four units) and \$10,000 was used for general administrative activities. Other resources totaling \$1,514,170 were used in the project for acquisition, new construction, demolition, relocation and program management.

Comment from M.D. Drysdale: "*Excellent project and very well executed.*"

Mr. Hutchinson closed the Public Hearing at 7:18 p.m.

Randolph Selectboard Meeting of January 18, 2005  
At the Studio in Randolph Area Vocational Center

Mr. Hutchinson called the regular Board meeting to order at 7:19 p.m.

3. Public Comment

Phil Mamber presented a request to have an article warned on the Town Meeting Warning to support a government health care plan, this article is advisory only. The suggested language for article is as follows:

*"Whereas the rising cost of health insurance is placing an increasingly unupportable burden on town and school budgets, the voters of the Town of Randolph upon the Selectboard, the School Board, the Governor and our State Legislators to support and actively work for the creation of the Universal and Comprehensive Health Insurance System, which is publicly financed and accountable to the citizens of Vermont, and which will reduce costs by eliminating most current administrative expenses? (Pursuant to the Town Charter this article is advisory only)*

**Upon motion (Forbes/Townsend) duly adopted the Board moved to put the article regarding healthcare in the Town Meeting Warning. Vote 4-0-0, motion carried.**

4. Certificate of Highway Mileage

**Upon motion (Hutchinson/Townsend) duly adopted, the Board approved the Certificate of Highway Mileage. Vote 4-0-0, motion carried.**

5. Caterer License

**Upon motion (Townsend/Hutchinson) duly adopted, the Board approved New England Culinary Institute's request for vinous beverages for a reception at the Chandler Music Hall on February 19, 2005 between the hours 4:30 p.m. and 10:00 p.m. Vote 3-1-0 (Osha opposed), motion carried.**

6. White River Valley Ambulance Representative

**Upon motion (Hutchinson/Townsend) duly adopted, the Board appointed Carole Shearer as Randolph's representative to the White River Valley Ambulance Board of Directors. Vote 4-0-0, motion carried.**

7. Meeting Minutes

**Upon motion (Townsend/Hutchinson) duly adopted, the Board approved the minutes of January 3, 2005 as written. Vote 4-0-0, motion carried.**

8. Manager's Report

- Solid Waste Implementation Plan (SWIP)

Mr. Schnaedter outlined the Solid Waste Implementation Plan and suggested a meeting with the Selectboards of the towns of Braintree and Brookfield to review the SWIP as part of the tri-town agreement. The Board directed Mr. Voci and Mr. Schnaedter to ask the consultant to present a draft of the SWIP with the comments from the State before having a meeting with towns of Braintree and Brookfield's Selectboards.

Randolph Selectboard Meeting of January 18, 2005  
At the Studio in Randolph Area Vocational Center

8. *Manager's report continued*

- Sand Policy

It was brought to the Board's attention that there have been several incidents and concerns over the Town's sand permit policy. The main concern is the safety of staff and residents and private vehicles using the Highway Garage yards to get to the sand piles and the cost impact of residents with sand permits removing sand by the pick-up truckloads. Mr. Voci mentioned for safety reasons that there is a "Public Sand Pile" near the gate at the village garage on Hedding Drive and he is working on a more safe way for residents to obtain sand at the Center Highway Garage. At this time the Board will leave the sand permit policy as written and enforce the up to two-five gallon buckets of sand per visit to the sand pile. It was suggested that this issue be brought up to the voters at Town Meeting on March 1, 2005.

9. Announcement

Mrs. Forbes announced that the Boys and Girls Club of White River Valley would be providing babysitting services at Town Meeting. The services will be located in the gallery at the Chandler Music Hall.

10. Committee Reports

- Fire Advisory met on January 11th. The Fire Advisory Board is requesting that the ACT 250 requests be sent to them two weeks prior to the FA meeting. The committee will be doing a walk thru in the new DuBois & King Building (28 North Main Street) and Chandler Music Hall (71-73 North Main Street).
- Highway Committee pending a meeting. Mr. Osha did note that he has received a few calls with regards to Depot Square changing to Kelley Square or renaming the Municipal Parking Lot to Kelley Way.
- Municipal Building Committee met on January 17 and reviewed the architects interested in the renovations of the municipal building. The committee will meet with the architects on January 31.
- Capital Planning/Capital Budget Committee will meet on January 27th.

11. Town Meeting

The Selectboard scheduled signing the warning for Town Meeting for January 26, 2005 at 7:00 p.m. in the Municipal Building and the information meeting for February 22, 2005 at 6:00 p.m. in the Randolph Area Vocational Center

Mrs. Forbes suggested during Town Meeting that the ice rink open free of charge and that coffee and hot chocolate be provided. She also suggested that the community have a "bring a dish or desserts meet your neighbor".

Randolph Selectboard Meeting of January 18, 2005  
At the Studio in Randolph Area Vocational Center

12. Rapid Response Plan

An updated Emergency Rapid Response Plan was submitted to Vermont Emergency Management (VEM) in December 2004. The Town was informed by VEM that the front page needs to be signed by the current Selectboard Chair. Mr. Hutchinson signed the updated RRP. No action needed at this time. This will be readdressed at the Organizational Meeting in March 2005.

13. Warrants

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

14. Memo of Understanding

**Upon motion (Hutchinson/Forbes) duly adopted, the Board approved the Memorandum of Understanding to the Planning Commission as printed. Vote 4-0-0, motion carried.**

15. NewTech letter

Mr. Schnaedter informed the Board that the issue of monitoring the discharge from NewTech, Inc. at 11 Hedding Drive has not been resolved. The Board directed Mr. Schnaedter to meet with legal council and have legal council notify Mr. Dimmick, owner of NewTech, for a conclusion ruling.

16. Adjournment

**Upon motion duly adopted, the Board moved to adjourn at 8:45 p.m. until next scheduled special meeting on January 26, 2005 at 7:00 p.m. in the Municipal Building. Vote 4-0-0, meeting adjourned.**

Respectfully submitted,

/s/Cindy Spaulding  
Recorder

Special Selectboard Meeting on January 26, 2005  
Municipal Building Conference Room in 7 Summer Street

Selectboard: Heather Tallman, Jim Hutchinson, Larry Townsend, Kevin Osha and Phyllis Forbes  
Budget Committee: Wayne Warner, Mary Hardy and Nancy Smith  
Municipal Staff: Richard C. Schnaedter, Cindy Spaulding and Patrick French  
Attendees: Robin Palmer (*Times Argus, The*)

Mr Hutchinson called the meeting to order at 7:03 p.m.

1. Budgets discussion

- Planning/Zoning: Mr. Warner presented a memo from Mardee Sanchez regarding the \$20,000 the Planning Commission requested from the Selectboard. It was suggested to cut a total of \$1,000 (Advertising \$500 and Printing \$500) from the budget.
- Lister/Assessor: It was suggested to defer the last payment of \$12,000 for the town wide reappraisal until the FY07 Budget.

**Upon motion (Townsend/Tallman) duly adopted the Board approved the Town Budget as follows: General Funds \$2,342,533; Capital Improvements \$2,468,703; Special Appropriations \$52,055; Police Department \$438,230; Water Department \$604,569; and Sewer \$571,840. Vote 5-0-0, motion carried.**

- Schedule joint meeting with Budget Committee on April 5, 2005 to discuss strategies on FY07 budget process. Items for discussion Cemetery, Lister/Assessor, Police and Zoning/Planning Commission Departments.

2. Adjournment

**Upon motion (Tallman/Townsend) duly adopted, the Board moved to adjourn at 8:40 p.m. until Selectboard meeting of February 1, 2005 at 7:00 p.m. in the VIP Kitchen at Randolph Area Vocational Center.**

Respectfully submitted,

Cindy Spaulding  
Recorder

Special Selectboard Meeting of January 28, 2005  
In the Town Manager's office of the Municipal Building

Selectboard: Jim Hutchinson, Larry Townsend and Kevin Osha. Absent were Phyllis Forbes and Heather Tallman.

Municipal Staff: Richard C. Schnaedter (Town Manger), Barbara Stearns (Accounting Administrator) and Cindy Spaulding (Recorder)

Public Attendees: None

Mr. Hutchinson called the meeting to order at 7:40 a.m.

1. Warning of Town Meeting

**Upon motion (Townsend/Osha) duly adopted, the Board approved the Town Meeting Warning as printed. Vote 3-0-0, motion carried.**

2. Adjournment

**Upon motion (Hutchinson/Osha) duly adopted, the Board moved to adjourn at 7:45 a.m. until the next meeting of February 1, 2005 at 7:00 p.m. in the VIP Kitchen at Randolph Area Vocational Center. Vote 3-0-0, meeting adjourned.**

Respectfully submitted,

Cindy Spaulding  
Recorder

**Randolph Selectboard Meeting of February 1, 2005  
At the VIP Kitchen in Randolph Area Vocational Center**

Selectboard: Jim Hutchinson, Larry Townsend, Heather Tallman and Kevin Osha.  
Absent was Phyllis Forbes.

Municipal Staff: Richard C. Schnaedter (Town Manager), Cindy Spaulding (Recorder),  
Joseph Voci (Director of Public Works) and Brandon Sherwin (Media)

Public Attendees: none

Mr. Hutchinson called the meeting to order at 7:20 p.m.

1. Water Rates

It was presented to the Board to raise water rates from \$5.00 to \$6.50 per 100 cubic feet with a minimum charge for 1,200 cubic feet, or \$78 per quarter. The Water District is running a deficit of approximately \$93,000 due to an over estimate of revenue and the loss of revenues due in part to the loss of big customers such as Waterbury Companies and Montague Golf Course.

**Upon motion (Townsend/Osha) duly adopted, the Board moved to raise the water district rates to \$6.50 per 100 cubic foot with a minimum charge for 1,200 cubic feet or \$78.00 (seventy-eight) per quarter effective March 1, 2005. Vote 4-0-0, motion carried.**

2. Septic Issue

Fay and Doris Sherman received prior approval, with provisions, to connect a 3-bedroom house on Lodestar Hill Road to the sewer system on Wallace Hill Road. The Shermans did not construct their sewer line in accordance to the approved plan. Instead, they constructed a 4-inch line that ties into the sewer line instead of an 8-inch line going into a newly constructed manhole as approved. The Water & Sewer Committee recommends the Sewer Commissioners take enforcement action.

**Upon motion (Hutchinson/Osha) duly adopted, the Board moved to refer the Fay and Doris Sherman's sewer line issue of back to the Water and Sewer Committee and Municipal Staff to work out the original approved agreement. Vote 4-0-0, motion carried.**

3. DRB Request

Joel Tillberg, Secretary of DRB, requested the removal of Emanuel Farrow as a member of the DRB pursuant to DRB Rules of Procedure §202. Mr. Farrow has been absent from four consecutive DRB meetings and public hearings.

**Upon motion (Osha/Townsend) duly adopted, the Board moved to table the DRB's request to remove Mr. Farrow from the DRB, until February 22, 2005. Vote 4-0-0, motion carried. (Tabled until February 22, 2005)**

4. AOT Annual Financial Plan

**Upon motion (Hutchinson/Townsend) duly adopted, the Board approved the Annual Financial Plan for Town Highways to submit to the Agency of Transportation. Vote 4-0-0, motion carried.**

5. AOT Grant request

**Upon motion (Hutchinson/Townsend) duly adopted, the Board approved to apply for an Agency of Transportation Town Highway Class 2 grant in the amount of \$150,000 for the Chelsea Mountain Road. Vote 4-0-0, motion carried.**

**Randolph Selectboard Meeting of February 1, 2005  
At the VIP Kitchen in Randolph Area Vocational Center**

6. Manager's report

a. Garden Club hanging baskets

**Upon motion (Hutchinson/Townsend) duly adopted, the Board moved to table until the February 22, 2005 meeting, the Garden Club's request to hang flower baskets on the light poles. Vote 4-0-0, motion carried.**

b. Chamber of Commerce request for Town logo

**Upon motion (Hutchinson/Townsend) duly adopted, the Board enthusiastically approved Randolph Chamber of Commerce's request as long as they have final approval of the design. Vote 4-0-0, motion carried.**

c. I Lease for You, Inc. Delinquent Taxes & Brownfields

Mr. Schnaedter reported to the Board that he was notified that I Lease For You, Inc. has recently cleaned up the contaminated portion of its property at 1073 Beanville Road, but continue to monitor the test wells on the property for a period of time. The property is ready to go up for tax sale but before the sale can commence the Agency of Natural Resources has proposed to enter into an agreement with the town to contemplate the brownfield portion of the property, especially if the town considers to subdivide the possible contaminated portion of the property and sell the remainder. The Board referred the issue back to Mr. Schnaedter to follow up with George Desch of ANR.

d. Hazard site in East Randolph

It was reported that there has been an abandon structure in East Randolph that recently was demolished by the property owners without a zoning permit. The structure site is now a cellar hole with demolition debris, which poses a safety issue to the residents and neighbors of the property. The Selectboard asked Mr. Schnaedter to look into this with legal counsel.

e. Aeration Equipment for Sewer Treatment Plant

One of the aerators' dissolved oxygen controllers at the Sewer Treatment became non-operational and not repairable. The parts for the dissolved oxygen controller are no longer are available.

7. Committee Reports

a. Capital Budget/Capital Plan Committee met on January 27, 2005. Discussed were a five-year capital plan and the debt services on past and future projects. The next meeting will be announced at a later date.

b. Municipal Building Committee met on January 31, 2005. Discussed were interviews with architects. The committee will be calling back two architects for a second interview. Next meeting is scheduled for February 7, 2005 at 2:00 p.m. in the Municipal Building Conference Room.

8. Liquor Licenses

a. Class 2

**Upon motion (Osha/Townsend) duly adopted, the Board approved a class 2 license for Rinker's Interstate Services on Route 66 to sell beer and wine. Vote 4-0-0, motion carried.**

b. Tobacco

**Upon motion (Osha/Townsend) duly adopted, the Board approved a Rinker's Interstate Services on Route 66 license request to sell tobacco products. Vote 4-0-0, motion carried**

**Randolph Selectboard Meeting of February 1, 2005  
At the VIP Kitchen in Randolph Area Vocational Center**

c. Caterer

**Upon motion (Tallman/Hutchinson), duly adopted, the Board approved Aramark's caterer's license to sell malt and vinous beverages at the VTC open house on February 16, 2005 between the hours of 5:00 p.m. and 7:00 p.m. Vote 4-0-0, motion carried.**

9. Warrants

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

10. Meeting Minutes

**Upon motion (Townsend/Hutchinson) duly adopted, the Board approved the regular meeting minutes of January 18, 2005 as presented. Vote 3-0-1 (Tallman abstained), motion carried.**

**Upon motion (Hutchinson/Tallman) duly adopted, the Board approved the special meeting minutes of January 26, 2004 as presented. Vote 4-0-0, motion carried.**

**Upon motion (Osha/Townsend) duly adopted, the Board approved the special meeting minutes of January 28, 2005 as presented. Vote 3-0-1 (Tallman abstained), motion carried.**

11. Other Business

The Board would like to set up a meeting with the Selectboards of the towns of Braintree and Brookfield to discuss the Solid Waste Implementation Plan, Tri-Town Agreement, Kimball Library Services, Recreation programs and the White River Valley Ambulance. The location and time to be announced at a future date.

12. Adjournment

**Upon motion (Hutchinson/Osha) duly adopted, the Board moved to adjourn at 8:50 p.m. until next scheduled meeting of February 22, 2005 at 6:00 p.m. in the VIP Kitchen of the Randolph Area Vocational Center. Vote 4-0-0, motion carried.**

Respectfully submitted,

/s/ Cindy Spaulding

Cindy Spaulding  
Recorder

Special Selectboard Meeting of February 15, 2005  
Municipal Building Conference Room, 7 Summer Street, Randolph

Selectboard: Jim Hutchinson, Kevin Osha and Larry Townsend. Absent: Phyllis Forbes and Heather Tallman

Municipal Staff: Richard C. Schnaedter

Public Attendees: Patrick French and Michael Penrod (Municipal Building Committee)

Mr. Hutchinson called the meeting to order at 5:35 p.m.

1. Municipal Building Architect/Construction

Mr. Hutchinson informed the Board that the Municipal Building Committee had met and interviewed two architects, Black River Design and DuBois & King, Inc. DuBois and King's presentation was a team concept putting together construction, architectural and engineering. They (D&K) proposed a 14-month construction. Mr. Hutchinson advised that the MBC voted 6 to 0 in favor of DuBois and King, Inc. proposal. Further discussion and questions.

**Upon motion (Townsend/Osha) duly adopted, the Board accepted the Municipal Building Committee's recommendation to award the Municipal Building renovations to DuBois & King, Inc, and to move forward and proceed with the construction. Vote 5-0-0, motion carried.**

2. Adjournment

**Upon motion (Osha/Townsend) duly adopted, the Board moved to adjourn meeting until next scheduled meeting of February 22, 2005 at 6:00 p.m. in the VIP Kitchen of Randolph Area Vocational Center.**

Respectfully submitted,

/s/ Richard C. Schnaedter

Richard C. Schnaedter  
Town Manager

RCS:css

**Randolph Selectboard Meeting of February 22, 2005**  
**VIP Kitchen in Randolph Area Vocational Center**

Selectboard: Jim Hutchinson, Heather Tallman, Larry Townsend and Kevin Osha.  
Absent was Phyllis Forbes

Municipal Staff: Richard C. Schnaedter (Town Manager), Cindy Spaulding (Recorder), Brandon Sherwin (Media), Joseph Voci (Director of Public Works) and Barbara Stearns (Accounting Administrator)

Public Attendee: Pamela J. Neff, Agnes R. Pietryka, Ken Goss, Wayne Warner (Budget Committee), Mary Hardy (Budget Committee), Patrick French, Matthew Murawski, Sarah Murawski and William Johnson.

A. Informational Meeting

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

Mr. Hutchinson explained the Australian ballot items and proposed budget. He presented background of the fiscal year 2006 budget process.

Mr. Hutchinson and Mr. Schnaedter explained that the large increase in the budget was due to the rising costs of health care and the capital budget. The capital budget increase is due to equipment replacement, and the future bonding for the Municipal Building renovations, Main Street Bridge and Chelsea Mountain Road. Mr. Hutchinson opened the floor to public comment.

Q: What percentage is the budget up?

A: Five point two percent

Q: Why did the operating Zoning Department's expenditures go from \$54,000 to \$82,000?

A: Zoning Administrator increased her hours from half time to three quarter time at the previous Selectboard's request. This also includes health insurance costs. The other reason is for consultant fees for the Zoning Regulations.

Q: Why did the library budget increase?

A: The increase is due to the rising costs of insurance, building improvements and purchasing of reading material.

Q: The Police Department budget is going down, how many officers are on the force? Do they have jurisdiction in East Randolph?

A: The Police District is the old Village area only; this was part of the merger between the Town and Village of Randolph back in 1982. The Police District is funded by the residents in the district. The Vermont State Police cover the rest of Randolph and Orange County Sheriff's Department assists in the surrounding area on a contract basis.

Q: The Health Officer's salary is only \$2,400, why?

A: The Health Officer's position is paid monthly stipend.

Mr. Townsend noted that the increase in the Lister's budget is due to the reappraisal.

Q: Do most towns have persons working part time?

A: Yes, part-time positions are not unique. Increases for employee wages for are projected at three percent per the union contract.

Mr. Townsend made note that the Town would not be going in to this budget year with a surplus as it did last year.

Q: The Town Clerk's salary went down?

A: The Town Clerk's salary is prorated to different departments.

Ms. Tallman explained that the budget has increases, but it is just bare bones. If there were more cuts, services for programs would suffer the cuts.

**Randolph Selectboard Meeting of February 22, 2005**  
**VIP Kitchen in Randolph Area Vocational Center**

Q: What is the landfill closure fund?

A: Money set aside as required by the State to monitor the closed landfill for the next thirty years.

Q: Why have the Capital Project expenditures gone up?

A: The expenditures include bonding for the Municipal Building Renovations at \$1.2 million, Chelsea Mountain Road at \$400,000 and the Main Street Bridge at \$500,000 (10% project cost).

Mr. Warner (Budget Committee) commended Ms Stearns and Mr. Schnaedter for their time and effort to make the budget process run smoothly.

Mr. Hutchinson closed the public hearing at 6:35 p.m.

Regular Selectboard Meeting

Mr. Hutchins called the meeting to order at 6:37 p.m.

1. Public Comment

a. Junk Vehicles and Trash in East Randolph

Ms. Neff stated that she was pleased that East Randolph received a \$15,000 grant for revitalization of East Randolph's downtown. She is concerned that there are several junk vehicles, houses with trash around them along Route 14 (East Randolph), and a demolition site that still has not been properly covered for safety reasons. She asked who is accountable for enforcing the junk ordinance and making sure East Randolph is cleaned up. The Board informed Ms. Neff that there is a judicial process for the ordinance violations she had mentioned.

b. Visiting Nurse Association of New Hampshire and Vermont

Ms. Pietryka thanked the Selectboard and the residents of Randolph for their special appropriation support to the Visiting Nurses Association of New Hampshire and Vermont. She would like to know, if a representative of the VNA should attend Town Meeting on March 1, 2005. The Board suggested that a representative be at the meeting to answer any questions that the residents may have.

Mr. Hutchinson tabled the regular Selectboard meeting at 6:59 p.m. to open the Public Hearing on proposed zoning ordinance amendments. (Board meeting reconvened after hearing.)

B. Zoning Amendments

Mr. Hutchinson called the public hearing to order at 7:00 p.m. Mr. Hutchinson explained that the public hearing was to hear public comment on proposed zoning amendments for residences and veterinary facilities in the IND District and the residences in the COM District.

Mr. Murawski commented that he just purchased a property on Beanville Road and the proposed zoning amendments protects their property value and offers an opportunity for his spouse to open a veterinarian clinic in the area.

Mr. Johnson from Century 21 commented that it took 1 ½ year to sell the property that Mr. and Dr. Murawski had purchased, because the zoning was industrial and did not grandfather residences that are currently in the zoned area.

**Randolph Selectboard Meeting of February 22, 2005**  
**VIP Kitchen in Randolph Area Vocational Center**

**Upon motion (Hutchinson/Townsend) duly adopted, the Board tabled action on zoning amendments for residences and veterinary facilities in the IND District and the residences in the COM district until the March 15, 2005 regular Selectboard meeting. Vote 4-0-0, motion carried.**

Mr. Hutchinson closed the public hearing at 7:16 p.m.

*Regular Selectboard Meeting (reconvened)*

Mr. Hutchinson reconvened the Regular Selectboard meeting at 7:17 p.m.

2. Garden Club's request

**Upon motion (Townsend/Tallman) duly adopted, the Board approved the Garden Club's request to hang flower baskets on the light poles in the downtown district for one year and re-evaluate the request next spring. Vote 4-0-0, motion carried.**

3. Authorize Tax Sale Purchase

**Upon motion (Townsend/Hutchinson) duly adopted, the Board authorized Mr. Schnaedter to purchase Terry White's mobile home at 1703 East Bethel Road for delinquent taxes. Vote 4-0-0, motion carried.**

4. DRB request

**Upon motion (Osha/Tallman) duly adopted, the Board moved to remove Emanuel Farrow from the Development Review Board for non-attendance at four consecutive DRB meetings as outlined in the Rules of Procedures of the DRB and to advertise the vacancy. Vote 4-0-0, motion carried.**

5. Road Name Request

**Upon motion (Hutchinson/Osha) duly adopted, the Board approved the road name "Laughing Waters Way" located off Town Highway 28. Vote 4-0-0, motion carried.**

6. Liquor/Tobacco License Renewals

a. Floyd's Store

**Upon motion (Osha/Townsend) duly adopted, the Board approved Floyd's Store, Inc.'s Class 2 License to sell malt and vinous beverages. Vote 4-0-0, motion carried.**

**Upon motion (Tallman/Hutchinson) duly adopted, the Board approved Floyd's Store, Inc.'s request to sell tobacco products. Vote 4-0-0, motion carried.**

b. Champlain Farms

**Upon motion (Townsend/Osha) duly adopted, the Board approved Champlain Farms' Class 2 License to sell malt and vinous beverage. Vote 4-0-0, motion carried.**

**Upon motion (Townsend/Tallman) duly adopted, the Board approved Champlain Farms' request to sell tobacco products. Vote 4-0-0, motion carried.**

c. Village Pizza

**Upon motion (Townsend/Tallman) duly adopted, the Board approved Village Pizza's Class 2 License to sell malt and vinous beverages. Vote 4-0-0, motion carried.**

**Randolph Selectboard Meeting of February 22, 2005**  
**VIP Kitchen in Randolph Area Vocational Center**

d. Montague Golf Course

**Upon motion (Townsend/Tallman) duly adopted, the Board approved Montague Golf Course's Class 2 License to sell malt and vinous beverages. Vote 4-0-0, motion carried.**

7. Manager's Report

Mr. Schnaedter and Mr. Voci explained the policy for thawing water lines in the Town's water district.

8. Water/Sewer Allocation

a. Harlow Hill Partners, Inc and Roman Catholic Diocese of Burlington, VT

Allocation applications for Harlow Hill Partners, Inc and the Roman Catholic Diocese of Burlington, Vermont applied for water/sewer allocations in early to mid-2004. At the request of the applicants the allocations were put on hold. The Water and Sewer Committee informed the applicants that unless the applications were reactivated, they (W/S Committee) would be denied without prejudice. There was no response from one applicant and the other did not have a problem with action being taken.

**Upon motion (Tallman/Townsend) duly adopted, the Board denied without prejudice the water and sewer allocations for Harlow Hill Partners, Inc. proposed project for five residential duplexes on Greenhouse Avenue and the Roman Catholic Diocese of Burlington, Vermont proposed project for a new church on Hebard Hill Road. Vote 4-0-0, motion carried.**

b. Laura Wilber and James Spinks—33 Central Street

Ms. Wilber and Mr. Spinks are converting the house at 33 Central Street into a two family and adding a total of two bedrooms.

**Upon motion (Tallman/Townsend) duly adopted, the Board approved a water allocation of 135 gpd at \$357.75 and sewer allocation of 112 gpd for the one bedroom apartment and a water allocation of 68 gpd \$180.20 and sewer allocation of 56 gpd at \$280.00 for the fourth bedroom. Vote 4-0-0, motion carried.**

9. Committee Reports

a. Appointment of Recreation member

**Upon motion (Townsend/Hutchinson) duly adopted, the Board tabled appointing an advisory member to the Recreation Committee until April 5, 2005 meeting. Vote 4-0-0, motion carried.**

b. Child Sitting at Town Meeting

**Upon motion (Tallman/Townsend) duly adopted, the Board approved to advertise babysitting services at Town Meeting in the Herald. Vote 4-0-0, motion carried.**

9.VCDP Grant Agreement

Mr. Ingpen presented the status of the Revolving Loan Fund and background information on the grant agreement between the Town of Randolph and Vermont Community Development Program for the Beanville Road feasibility study. The issue was tabled until March 15, 2005 Selectboard meeting.

**Randolph Selectboard Meeting of February 22, 2005  
VIP Kitchen in Randolph Area Vocational Center**

10. Warrants

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

11 Meeting Minutes

- a. January 12, 2005 (Joint with Planning Commission and Budget Committee)

**Upon motion (Townsend/Hutchinson) duly adopted, the Board approved the joint meeting minutes of January 12, 2005 as written. Vote 4-0-0, motion carried.**

- b. February 1, 2005 (Regular meeting)

**Upon motion (Hutchinson/Townsend) duly adopted, the Board approved the minutes of February 1, 2005 as written. Vote 4-0-0, motion carried**

- c. February 15, 2005 (Special)

**Upon motion (Townsend/Hutchinson) duly adopted, the Board approved the minutes of February 12, 2005 as written. Vote 3-0-1 (Tallman abstained), motion carried.**

12. Other Business

- a. White River Valley Ambulance

Mr. Townsend informed the Board that WRVA is having financial hardship with the turn over in personnel and to be prepared for an increase in the future.

- b. Osha's departure

Mr. Hutchinson, Mr. Townsend and Ms. Tallman expressed their thanks for the years Mr. Osha has served as a Board member.

13. Adjournment

**Upon motion (Townsend/Hutchinson) duly adopted, the Board moved to adjourn at 8:15 p.m. until next meeting of March 2, 2005 at 7:00 p.m. in the VIP Kitchen of Randolph Area Vocational Center. Vote 4-0-0, motion carried.**

Respectfully submitted,

/s/Cindy Spaulding

Cindy Spaulding  
Recorder

**Randolph Selectboard Meeting of March 2, 2005  
At the VIP Kitchen in Randolph Area Vocational Center**

Selectboard: Jim Hutchinson, Larry Townsend, Tom Schersten, Heather Tallman and dawn butterfield.

Municipal Staff: Richard C. Schnaedter (Town Manager) and Cindy Spaulding (Recorder)

Public Attendees: none

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

1. Welcome

Mr. Hutchinson, Mr. Townsend, and Ms. Tallman welcomed Mr. Schersten and Ms. butterfield to the Board and expressed their appreciation to Mr. Osha and Ms. Forbes for their years served on the Board.

2. Public Comment

No public comment

3. Nominations for Selectboard Chair and Clerk

**Upon motion (Townsend/Tallman) duly adopted, the Board appointed Mr. Jim Hutchinson as Chair of the Selectboard for one year. Vote 5-0-0, motion carried.**

**Upon motion (Townsend/Hutchinson) duly adopted, the Board appointed Ms. Heather Tallman as Clerk of the Selectboard for one year. Vote 5-0-0, motion carried.**

4. Appointments

**Upon motion (Townsend/Hutchinson) duly adopted, the Board appointed Richard Schnaedter as Town Manager, Delinquent Tax Collector, Director of Civil Defense and Representative to Two Rivers Transportation Advisory Committee; Patrick French as Assessor; Anne 'Milo' Cutler as Animal Control Officer/Enforcement Officer; Gretchen Kidder as Health Officer; John Daley as Inspector of Lumber, Shingles & Wood, Weigher of Coal; Robert Mollica as Pound Keeper; Mardee Sanchez as Sewage Officer, Sign Officer, Town Engineer, Tree Warden and Zoning Administrator (term expires 2008); Jim Kennedy as Stagecoach Representative; David Barnard as Superintendent of Cemeteries; Jennifer Colby as Two Rivers-Ottawaquechee Regional Commission Representative; Frank Reed as Alternate Representative to Two Rivers-Ottawaquechee Regional Commission; Peter Butterfield as Town Service Officer; and Carole Shearer as White River Valley Ambulance Representative. Vote 5-0-0, motion carried.**

5. Appointments of Committee Chairs, Liaisons, and Exofficio

**Upon motion (Hutchinson/butterfield) duly adopted, the Board appointed dawn butterfield as Budget Committee Exofficio and Chandler Center for the Arts Exofficio; Jim Hutchinson as Capital Budget/Capital Planning Committee Chair and Municipal Building Chair; Heather Tallman as Recreation Advisory Committee Chair and Water/Sewer Committee Chair; Larry Townsend as Police Advisory Committee Chair and Planning Commission Liaison; and Tom Schersten as Fire Advisory Liaison, Highway Committee Chair and Planning Commission Liaison Alternate. Vote 5-0-0, motion carried.**

**Randolph Selectboard Meeting of March 2, 2005  
At the VIP Kitchen in Randolph Area Vocational Center**

6. Appoint Committee Members

a. Capital Plan/Capital Budget Committee

**Upon motion (Hutchinson/Townsend) duly adopted, the Board appointed Timothy Angell, Harvie Porter, Larry Richburg and Marty Strange to the Capital Plan/Capital Budget Committee. Vote 5-0-0, motion carried.**

b. Conservation Commission

**Upon motion (Hutchinson/Tallman) duly adopted, the Board appointed Charles Cooley and Clinton Wigren to the Conservation Commission for a four-year term (term expires 2009). Vote 5-0-0, motion carried.**

c. Development Review Board

**Upon motion (Hutchinson/Townsend) duly adopted, the Board appointed Ken Currier and Joel Tillberg for a three year term (expires 2008) and Scott Berkey as alternate for a two year term (expires 2007) to the Development Review Board. Vote 5-0-0, motion carried.**

d. Fence Viewers

**Upon motion (Townsend/Hutchinson) duly adopted, the Board appointed Timothy Angell, Mitchell Harness and Kermit LaBounty as Fence Viewers. Vote 5-0-0, motion carried.**

e. Fire Advisory Board

**Upon motion (Hutchinson/Townsend) duly adopted, the Board appointed Kermit LaBounty as Chair of the Fire Advisory Board. Vote 5-0-0, motion carried.**

f. Highway Advisory Committee

**Upon motion (Hutchinson/Townsend) duly adopted, the Board appointed Nan Gwin, Michael Penrod and Stewart Skrill to the Highway Committee. Vote 5-0-0, motion carried.**

g. Municipal Building Committee

**Upon motion (Hutchinson/Townsend) duly adopted, the Board appointed Dennis Brown, Jeffrey Ellis, Patrick French, Ned Herrin, Joyce Mazzucco, Michael Penrod, and Barbara Stearns to the Municipal Building Committee. Vote 5-0-0, motion carried.**

h. Planning Commission

**Upon motion (Townsend/Hutchinson) duly adopted, the Board appointed Julie Iffland and Christopher Sargeant to the Planning Commission for a four year term (expires 2009). Vote 5-0-0, motion carried.**

i. Police Advisory Committee

**Upon motion (Hutchinson/Townsend) duly adopted, the Board appointed Dennis Brown, Priscilla Smith, George Trask and Allen Wright to the Police Advisory Committee. Vote 5-0-0, motion carried.**

j. Recreation Advisory Committee

**Upon motion (Hutchinson/Townsend) duly adopted, the Board appointed Andrea Easton and Jennifer Guarino to the Recreation Advisory Committee. Vote 5-0-0, motion carried.**

**Randolph Selectboard Meeting of March 2, 2005  
At the VIP Kitchen in Randolph Area Vocational Center**

k. Revolving Loan Fund/Tax Stabilization Request Business Review Board

**Upon motion (Hutchinson/Townsend) duly adopted, the Board appointed Sarah Isham, Elaine Soule, Judith Soules and Marty Strange to the Revolving Loan Fund Committee/Tax Stabilization Request Business Review Board. Vote 5-0-0, motion carried.**

l. Town History Committee

**Upon motion (Hutchinson/Townsend) duly adopted, the Board appointed Ruth Allen and Miriam Herwig to the Town History Committee. Vote 5-0-0, motion carried.**

m. Water and Sewer Advisory Committee

**Upon motion (Hutchinson/Townsend) duly adopted, the Board appointed Tom Davis, Patrick French, Mary Hardy, Don Maynard and Gerry Reymore to the Water and Sewer Advisory Committee. Vote 5-0-0, motion carried.**

n. Official Newspapers

**Upon motion (Hutchinson/Townsend) duly adopted, the Board appointed *The Herald of Randolph*, *The Times Argus*, and *Valley News* as official newspapers for the Town of Randolph. Vote 5-0-0, motion carried.**

o. Town Forest Committee

**Upon motion (Hutchinson/Townsend) duly adopted, the Board appointed Stephen Springer to the Town Forest Committee. Vote 5-0-0, motion carried.**

*Discussion: Propose to combine the Town Forest Committee with the Conservation Commission.*

**Upon motion (Hutchinson/Townsend) duly adopted, the Board moved to delay signing the Organizational List of Appointments until a printed copy is available. Vote 5-0-0, motion carried.**

7. Renewal of Liquor and/or Tobacco Licenses

a. Cumberland Farms

**Upon motion (Tallman/butterfield) duly adopted the Board approved Cumberland Farms' Class 2 License to sell malt and vinous beverages. Vote 5-0-0, motion carried.**

**Upon motion (Townsend/Hutchinson) duly adopted, the Board approved Cumberland Farms' request to sell tobacco products. Vote 5-0-0, motion carried.**

b. Shaws'

**Upon motion (Townsend/Hutchinson) duly adopted, the Board approved Shaws' Class 2 License to sell malt and vinous beverages. Vote 5-0-0, motion carried.**

**Upon motion (Hutchinson/Townsend) duly adopted, the Board approved Shaws' request to sell tobacco products. Vote 5-0-0, motion carried.**

c. Tewksbury's Country Store

**Upon motion (Hutchinson/Townsend) Duly adopted, the Board approved Tewksbury's Country Store's Class 2 License to sell malt and vinous beverages. Vote 5-0-0, motion carried.**

**Upon motion (Tallman/Hutchinson) duly adopted, the Board approved Tewksbury's Country Store's request to sell malt and vinous beverages. Vote 5-0-0, motion carried.**

**Randolph Selectboard Meeting of March 2, 2005  
At the VIP Kitchen in Randolph Area Vocational Center**

d. Three Stallion Inn

**Upon motion (Townsend/Hutchinson) duly adopted, the Board approved the Three Stallion Inn's Class 1 Restaurant License. Vote 5-0-0, motion carried.**

8. Minutes

**Upon motion (Townsend/Tallman) duly adopted, the Board approved the minutes of February 22, 2005. Vote 3-0-2 (butterfield and Schersten abstained), motion carried.**

9. Warrants

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

10 Water/Sewer Allocation

**Upon motion (Tallman/Townsend) duly adopted, the Board approved George Makris-40 seat restaurant at 3 Salisbury Street (dba East Garden) water allocation of 1053 gpd at \$2,790.45 and sewer allocation of 936 gpd at \$4,680.00. Vote 5-0-0, motion carried.**

*Discussion: In 1989, the State of Vermont issued a Wastewater permit for a 46-seat restaurant at 3 Salisbury Street. This may be appealed.*

11. Other Business

a. Retreat/Orientation

The Board scheduled a retreat/orientation for the new Board members scheduled for March 15, 2005 at 5:00 p.m. in the VIP Kitchen of Randolph Area Vocational Center.

12. Executive Session

**Upon motion (Hutchinson/Townsend) duly adopted, the Board moved to go into executive session at 8:05 p.m. to discuss a contract. Vote 5-0-0, motion carried.**

**Upon motion (Townsend/Hutchinson) duly adopted, the Board moved to come out of executive session at 8:25 p.m. Vote 5-0-0, motion carried.**

*Action: No action was taken.*

13. Adjournment

**Upon motion (Hutchinson/Townsend) duly adopted, the Board moved to adjourn until the next scheduled meeting of March 15, 2005 at 5:00 p.m. in the VIP Kitchen of Randolph Area Vocational Center. Vote 5-0-0, motion carried.**

Respectfully submitted,

/s/ Cindy Spaulding  
Cindy Spaulding  
Recorder

Randolph Selectboard Orientation of March 15, 2005  
VIP Kitchen in Randolph Area Vocational Center

Selectboard: Jim Hutchinson, Larry Townsend, Heather Tallman, Tom Schersten, and dawn butterfield.  
Municipal Staff: Richard Schnaedter (Town Manager), Barbara Stearns (Accounting Administrator), Jim Krakowiecki (Police Chief), Patrick French (Assessor), and Joseph Voci (Director of Public Works).  
Public Attendees: None.

Mr. Hutchinson called the meeting to order and explained the purpose of this meeting was to have the Municipal Staff present their jobs to the newly elected board members.

Mrs. Stearns discussed her responsibilities and duties as the Accounting Administrator for the Town.

Mrs. Mazzucco presented her responsibilities and duties as the Town Clerk & Treasurer.

Chief Krakowiecki explained his duties and responsibilities as Chief of Police in the Police District. The police force currently has one Chief, four full-time officers, two part-time officers and one trainee.

Mr. Voci explained his duties as Director of Public Works and that he oversees the Highway, Water/Wastewater Departments, and the Recreational Department's Facilities.

Mr. French explained his duties as the Town's Assessor as well the functions of the Listers and the reappraisal process.

Meeting adjourned at 7:00 p.m.

Respectfully submitted,

Heather Tallman  
Clerk

HT:css

Randolph Selectboard Meeting of March 15, 2005  
VIP Kitchen in Randolph Area Vocational Center

Selectboard: Jim Hutchinson, Larry Townsend, Heather Tallman, Tom Schersten and dawn butterfield

Municipal Staff: Richard Schnaedter (Town Manager), Cindy Spaulding (Recorder), Joseph Voci (Director of Public Works), Brandon Sherwin (Media), and Patrick French (Assessor).

Public Attendees: Ben Merrill, William Brigham, Ted Elzey, Stephen Reid, Bill (Zhi Biao) and Annie Lu, and Jeremy Ingpen (arrived at 8:15 p.m.).

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

1. Public Comment

Mr. Elzey informed the Board that the Rotary Club, as a centennial project, was interested in moving the clockwork from the former train depot to the proposed municipal building. It was brought to the Board's attention that the clock works was a gift from West Randolph Grange 229 to the Village of Randolph in 1942 (recorded in Town Land records Book 57, page 227). When the Town and Village merged, the Town assumed ownership. The former train depot at 2 Salisbury Street was recently purchased by Mr. Jesse Sammis, III. The Board requested that Mr. Schnaedter contact Mr. Jesse Sammis III regarding the clock works and report to the Selectboard at the April 5 meeting.

2. East Garden

Mr. Reid, speaking on behalf of Mr. & Mrs. Lu, requested that the Board reconsider its decision to require additional water and sewer allocations for a new restaurant at 3 Salisbury Street. There is new information that a Water Supply/Wastewater Permit was issued by the State of Vermont on March 1989, for a 46-seat restaurant. In addition, in the State's archive files is a 1989 letter from the town stating an allocation has been granted for the restaurant.

**Upon motion (butterfield/Townsend) duly adopted, the Board granted permission for Mr. & Mrs. Lu (dba: East Garden) to open their business and referred the water and sewer allocations for reconsideration back to the Water and Sewer Committee for a recommendation in light of information regarding the grandfathered Water/Sewer Disposal permit issued in 1989. Amendment to motion: Mr. and Ms. Lu should be aware it is possible that the allocation will be owed. Vote 5-0-0, motion carried.**

*Observation: Mr. Reid did explain to the Lus that the Selectboard would allow the business to open, the request to waive the allocation was going back before the Water and Sewer Commission for a recommendation. If the Water & Sewer Committee reviews the additional information and recommends that the allocation is owed, they would have pay the allocation fees. Mr. & Mrs. Lu verbally acknowledged that they understood that they might need to pay the allocation.*

3. AOT Structures Grant

**Upon motion (Hutchinson/Townsend) duly adopted, the Board approved to apply for an AOT Structures Grant for the Braley Covered Bridge. Vote 5-0-0, motion carried.**

4. Zoning Amendments

**Upon motion (Townsend/Schersten) duly adopted, the Board approved zoning amendments for residences in the COM & IND Districts and Vet Clinics in IND District as presented. Vote 5-0-0, motion carried.**

Amendments as follows:

Add §6.7 COMMERCIAL DISTRICT (COM)

*Notwithstanding the above, buildings already located within the COM District which were originally built and occupied as single- or two-family homes may continue to be used, or revert to use, as single- or two-family residences.*

Add §6.8 INDUSTRIAL DISTRICTS (I) or (IND)

*Notwithstanding the above, buildings already located within the IND Districts which were originally built and occupied as single- or two-family homes may continue to be used, or revert to use, as single- or two-family residences.*

Add §5.17.13 ONE- AND TWO-FAMILY RESIDENCES IN THE COM and IND DISTRICTS

*Notwithstanding the Chart of Permitted and Conditional Uses, buildings already located within the COM and IND Districts which were originally built and occupied as single- or two-family homes may continue to be used, or revert to use, as single- or two-family residences.*

Insert the following in the Chart of Permitted and Conditional Uses:

*In the IND and COM District columns and the single- and two-family dwellings row, insert an asterisk (“\*”) where a “P” or “C” would go, and at the bottom of that page add “\*see §5.17.13.*

Amend the List of Uses by Zoning District as follows:

*Under the heading of “INDUSTRIAL DISTRICT”, include “Veterinary hospitals and facilities” with the other Conditional Uses.*

5. Liquor Licenses

a. White River Coop

**Upon motion (Tallman/butterfield) duly adopted, the Board approved White River Co-Op’s Second Class License to sell malt and vinous beverages. Vote 5-0-0, motion carried.**

b. Messier's General Store

**Upon motion (Townsend/butterfield) duly adopted, the Board approved Messier's General Store's Tobacco License. Vote 5-0-0, motion carried.**

**Upon motion (Townsend/Schersten) duly adopted, the Board approved Messier's General Store's Second Class License to sell malt and vinous beverages. Vote 5-0-0, motion carried.**

c. M & M Beverage Centers

**Upon motion (Townsend/Tallman) duly adopted, the Board approved M & M Beverage Centers' Tobacco License. Vote 5-0-0, motion carried.**

**Upon motion (Schersten/Townsend) duly adopted, the Board approved M & M Beverage Centers' Second Class License to sell malt and vinous beverages. Vote 5-0-0, motion carried.**

d. Debbie's Corner Café

**Upon motion (Townsend/Tallman) duly adopted, the Board approved Debbie's Corner Café's First Class Restaurant License to sell malt and vinous beverages. Vote 5-0-0, motion carried.**

6. Committee Reports

Mr. Schersten informed the Board the Fire Advisory Board had to rescheduled their meeting until the evening of March 15, 2005 due to bad weather on March 8, 2005.

Ms. Butterfield informed the Board that the Trustees for the Chandler Center of the Arts meeting was rescheduled due to the bad weather on March 8, 2005.

Mr. Hutchinson informed the Board that the Municipal building committee has met with the design team and things are moving at a fast pace.

**Upon motion (Tallman/butterfield) duly adopted, the Board appointed Annette Higby to the Conservation Commission (term to expire 2008). Vote 5-0-0, motion carried.**

7. Rapid Response Plan

**Upon motion (Hutchinson/Townsend) duly adopted, the Board approved the updated Rapid Response Plan as presented. Vote 5-0-0, motion carried.**

Randolph Selectboard Meeting of March 15, 2005  
VIP Kitchen in Randolph Area Vocational Center

8. VCDP Grant Agreement (Beanville)

**Upon motion (Townsend/butterfield) duly adopted, the Board approved VCDP Municipal Planning Grant Agreement #07110-0135/04MP(07) for the Beanville Road Infrastructure. Vote 5-0-0, motion carried.**

**Upon motion (Townsend/Hutchinson) duly adopted, the Board appointed Randolph Area Community Development to administer grant agreement #07110-135/04MP(07). Vote 5-0-0, motion carried.**

9. Warrants

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

10. Minutes

**Upon motion (Townsend/Hutchinson) duly adopted, the Board approved the meeting minutes of March 2, 2005 as written. Vote 5-0-0, motion carried.**

11. Other Business

Mr. Ingpen explained to the Board the relationship between the Town of Randolph and Randolph Area Community Development Corporation.

12. Adjournment

**Upon motion (Townsend/Hutchinson) duly adopted, the Board moved to adjourn at 8:35 p.m. until regular scheduled Selectboard meeting of April 5, 2005 at 7:00 p.m. in the VIP Kitchen of Randolph Area Vocational Center. Vote 5-0-0, motion carried.**

Respectfully submitted,

Cindy Spaulding  
Recorder

Randolph Selectboard Meeting of April 5, 2005  
VIP Kitchen in Randolph Area Vocational Center

Selectboard: Jim Hutchinson, Larry Townsend, Heather Tallman, and dawn butterfield.  
Absent: Tom Schersten

Municipal Staff: Richard Schnaedter (Town Manager), Cindy Spaulding (Recorder) and  
Joseph Voci (Director of Public Works)

Public Attendees: Annie Lu, Kevin Haupt, David Wakefield, Marty Kraus, Art Rollins,  
Annemarie Rollins, John Mazzucco, Joyce Mazzucco, Robin Palmer (*Times Argus*) and  
M.D. Drysdale (*Herald of Randolph*).

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

1. Public Comment

2. Dog Issue

Mr. Haupt, Mr. Wakefield, Mr. & Mrs. Rollins and Mr. Mazzucco voiced their concerns about dog owners allowing their dogs to defecate on public streets and neighbor's lawns. They felt this was a violation of the dog ordinance, health hazard and polluting the area streams due to storm water runoff. After discussion, it was determined to take the educational approach and asked Mr. Haupt to work on a summary of the current ordinance, which will be mailed to all dog owners by the Town Clerk's office. The Board also asked Mr. Schnaedter to review other towns' *pooper-scooper* ordinances. Further review of issue was tabled until the June or July Selectboard meeting.

3. Manager's Report

a. Clock

Mr. Schnaedter informed the Board that Mr. Sammis had no intention of turning over the clock to the Town of Randolph, as he had purchase the former train depot and all of its fixtures. The Board requested that the Town Attorney review the clock deed, Land Records Book 57, page 227, before taking further action. Tabled for a future Selectboard meeting.

b. Braley Covered Bridge

Mr. Schnaedter stated that Mr. Weaver of VTrans had approached the Town with an alternative option for the Braley Covered Bridge. Mr. Weaver's proposal is to put the covered bridge in Historical Preservation, thus the cost of preserving and maintaining the bridge will be the responsibility of the State. The only requirement from the state is to obtain an easement from the Town. The Town would retain ownership and report any maintenance issues to VTrans.

**Upon motion (Tallman/butterfield) duly adopted, the Board approved to send a letter of interest to VTrans for the historical preservation of Braley Covered Bridge. Vote 3-1-0 (Townsend dissenting), motion carried.**

Randolph Selectboard Meeting of April 5, 2005  
VIP Kitchen in Randolph Area Vocational Center

c. New Tech

It was reported that NewTech has not complied with the Board's 60-day order to work with Mr. Schnaedter and Mr. Voci to resolve the alleged violation of unmetered gray water with polymers being discharged into New Tech's floor drain and into the sewer treatment facility.

**Upon motion (Tallman/Hutchinson) duly adopted, the Board will warn a meeting of the Sewer Commissioners on April 26, 2005 at 7:00 p.m. to review compliance with New Tech's sewage violation order. Vote 4-0-0, motion carried.**

*Suggested participants for public hearing, Mr. Peter Nowlan (Town Attorney), Mr. Schnaedter (Town Manager), Mr. Voci (Director of Public Works), Owner of New Tech, New Tech's attorney, and any other representative from New Tech.*

d. Vacant lot foundation in East Randolph

The Health Officer, Zoning Administrator and Town Attorney are working on a solution to the risk and/or danger of the unsecured foundation. The zoning permit requires that the foundation hole be filled in by May 1, 2005. If the owners do not comply by that time, the Town could legally pursue a zoning violation

4. Committee Reports

a. Water/Sewer

- East Garden Chinese Restaurant

Representatives for East Garden were not available, issue tabled until April 19, 2005

- Wayne Warner/Bowling Alley

**Upon motion (Tallman/Townsend) duly adopted, the Board approved Wayne and Karen Warner's water allocation of 1,215 gpd and a sewer allocation of 1018 gpd. Vote 4-0-0, motion carried.**

- Lake Champagne Camp Ground

**Upon motion (Townsend/Hutchinson) duly adopted, the Board denied Lake Champagne Campgrounds request to have two sewer meters be treated as one account. Vote 4-0-0, motion carried.**

- Georgiana Arms Reimbursement

**Upon motion (Hutchinson/Tallman) duly adopted, the Board moved to table Georgiana Arms' request for reimbursement of a jet pump and pressure tank in the amount of \$750 (seven hundred fifty) until the feasibility study can be conducted on the Route 66 pressure problem area. Vote 4-0-0, motion carried.**

Randolph Selectboard Meeting of April 5, 2005  
VIP Kitchen in Randolph Area Vocational Center

- Route 66 Water Pressure

**Upon motion (Tallman//Townsend) duly adopted, the Board approved the Water/Sewer Committee to hire Bannon Engineering to provide a feasibility study of Route 66 pressure problem area in the amount not to exceed \$3,000 (three thousand). Vote 4-0-0, motion carried.**

- b. Police Committee met on the morning of April 5 and discussed the repercussions of the Police Department being under staffed, as well as a Safety forum scheduled from April 28 at VTC's Langevin House between the hours of 6:30 p.m. and 8:30 p.m. Speakers for this event will be Chief Krakowiecki of Randolph Police Department, Ray Keefe of Vermont State Police, representatives from Orange County Sheriff Department and Vermont Technical College.
- c. Recreation Committee Appointments

**Upon motion (Tallman/Townsend) duly adopted, the Board appointed Ben Merrill, Gerry Reymore and Tamara Shawver-Morgan to the Recreation Advisory Committee. 4-0-0, motion carried.**

- d. Budget Committee recently reviewed the February expenditures and noticed that the Randolph Center Fire Department's vehicle maintenance line is 281.27% over budget due to the purchase of the aerial ladder truck and repairs one of the tankers. There is a joint meeting of the Budget Committee and Selectboard scheduled for April 19, 2005.

5. Set meeting for Public Hearing/VCDP Grant Application

There is a will be a public hearing on April 19<sup>th</sup> at 7:00 p.m. in the VIP Kitchen to take public comment on a VCDP grant application for handicap accessibility at the Municipal Building.

6. Liquor and Tobacco Licenses

- a. Aramark

**Upon motion (Townsend/Hutchinson) duly adopted, the Board approve the renewal of Aramark's First Class Restaurant License to sell malt and vinous beverages. 4-0-0, motion carried.**

**Upon motion (Townsend/Hutchinson) duly adopted, the Board approved Aramark's Cater License to sell malt and vinous beverages on April 11, 2005 between the hours of 5:00 p.m. and 7:00 p.m. in the Old Dorm Lounge for the Advisory Board's Dinner. Vote 4-0-0, motion carried.**

- b. Ashley's Bar

**Upon motion (Townsend/Tallman) duly adopted, the Board approve Jake's Full Circle, LLC. (dba: Ashley's Bar) First Class Cabaret license to sell malt and vinous beverages. Vote 4-0-0, motion carried.**

c. Randolph Smart Shop

**Upon motion (Townsend/Hutchinson) duly adopted, the Board approved the renewal of Midway Oil Corporation's (dba: Randolph Smart Shop) Second Class License to sell malt and vinous beverages. Vote 4-0-0, motion carried.**

**Upon motion (Townsend/Hutchinson) duly adopted, the Board approved Midway Oil Corporation's (dba: Randolph Smart Shop) license to sell tobacco products. Vote 4-0-0, motion carried.**

d. Brooks Pharmacy

**Upon motion (Tallman/Townsend) duly adopted, the Board approved the renewal of PJC of Vermont, Inc.'s (dba: Brooks Pharmacy #369) Second Class License to sell malt and vinous beverages. Vote 4-0-0, motion carried.**

**Upon motion (Townsend/Hutchinson) duly adopted the Board approved the PJC of Vermont, Inc.'s (dba: Brook Pharmacy #369) license to sell tobacco products. Vote 4-0-0, motion carried. Vote 4-0-0, motion carried.**

7. Warrants

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

8. Minutes

**Upon motion (Townsend/Tallman) duly adopted, the Board approved the minutes of March 15, 2005 regular Selectboard meeting at written. Vote 4-0-0, motion carried.**

**Upon motion (Townsend/butterfield) duly adopted, the Board approved the minutes of March 15, 2005 Selectboard orientation meeting at written. Vote 4-0-0, motion carried.**

9. Other Business

a. Casella

Mr. Deuso sent a memo to the Board requesting the increase for a bag of trash from \$2.50 to \$3.00.

**Upon motion (Hutchinson/Townsend) duly adopted, the Board moved to table Casella's request for an increase until April 19, 2005 Selectboard meeting and invite Mr. Deuso to attend. Vote 4-0-0, motion carried.**

Randolph Selectboard Meeting of April 5, 2005  
VIP Kitchen in Randolph Area Vocational Center

b. Award bid

**Upon motion (Hutchinson/Townsend) duly adopted, the Board awarded the feasibility study for Beanville Road Infrastructure to Dubois and King in the amount of \$22,000 (twenty two thousand) and administration fees be paid to Randolph Area Community Development in the amount of \$2,000 (two thousand). Vote 4-0-0, motion carried.**

10. Adjournment

**Upon motion (Townsend/Hutchinson) duly adopted, the Board moved to adjourn until next scheduled meeting of April 19, 2005 at 7:00 p.m. in the VIP Kitchen of Randolph Area Vocational Center. Vote 4-0-0, motion carried.**

Respectfully submitted,

Cindy Spaulding  
Recorder

REFERENCE ONLY

**Randolph Selectboard Meeting of April 19, 2005**  
**VIP Kitchen in Randolph Area Vocational Center**

**Selectboard:** Jim Hutchinson, Larry Townsend, and dawn butterfield (recording).  
Absent: Tom Schersten, Heather Tallman

**Municipal Staff:** Richard Schnaedter (Town Manager) and Joseph Voci (Director of Public Works)

**Public Attendees:** Mary Hardy and Wayne Warner (Budget Committee), John Benson, Jeremy Ingpen, Cory Haggett, Jeffrey Tucker, Todd Deuso, Robin Palmer (*Times Argus*) and M.D. Drysdale (*Herald of Randolph*).

Mr. Hutchinson made two announcements:

A Public Hearing of the Sewer Commissioners will be held on May 3, 2006 at 6:00 p.m. (before the regular Selectboard meeting) to review compliance with NewTech's sewage violation order.

A reminder of the Safety forum scheduled from April 28 at VTC's Langevin House between the hours of 6:30 p.m. and 8:30 p.m. Speakers for this event will be Chief Krakowiecki of Randolph Police Department, Ray Keefe of Vermont State Police, representatives from Orange County Sheriff Department and Vermont Technical College.

Mr. Hutchinson called the Public Hearing on the Accessibility Grant to order at 7:05 p.m.

Mr. Hutchinson introduced the topic and gave a brief overview of the plans to seek a grant for an elevator to make the renovated Town Hall accessible to citizens with handicaps. The project may also be necessary in order to comply with ADA standards. Chair closed the hearing.

Mr. Hutchinson called the regular Selectboard meeting to order at 7:05 p.m.

1. Public Comment

John Benson reported his committee's recommendation to name the road between the United Church and Champlain Farms Kelley Way in honor of Dick Kelley. He suggested a ceremony on Memorial Day featuring speakers Ted Nelson, Bob Dean, and Bert Moffat and an unveiling of the new street sign by Mrs. Kelley. Mr. Hutchinson thanked the Fire Departments for their work. Mr. Townsend suggested that ~~Carl~~ Karl Haupt be invited, as well.

## 2. Joint Meeting with Budget Committee

Committee Chair Wayne Warner introduced the four areas where the Budget Committee could focus its efforts in addition to regular budgetary oversight.

a. Police: Mr. Warner said several people had called to tell him they couldn't make it to the Safety meeting, and he hoped there would be more than one. Mr. Townsend assured him there will be. He is concerned that some people believe that their taxes will be significantly reduced if the Police Department is expanded. Mrs. Hardy suggested bringing a preliminary budget to the meeting. Mr. Schnaedter said there was one in the report. Mr. Hutchinson said a real issue is that because of changes locally an statewide we are spending money outside the police district. Mr. Warner questioned whether that is necessary.

b. Cemetery: Mr. Warner said that he may not have time to devote to working on this issue. Mr. Hutchinson said the Selectboard would be looking at it from a policy issue and will talk with Dave Barnard. The budget committee will table the issue until later.

c. Listers' Office: Discussion around whether a full time position is warranted. Mr. Townsend asked for legwork on comparing other towns with similar grand lists. Mrs. Hardy asked for a letter of introduction, which Mr. Schnaedter will give her. Mr. Townsend also asked that the committee look at how often other towns reappraise; 10, 5, 3 years.

d. Planning and Zoning: How many hours are realistically needed for this position? The committee should look at look at the various jobs that Ms. Sanchez does that get lumped under P & Z. The Selectboard recommended the budget committee focus on the Listers' Office. The committee and the Selectboard will meet jointly again in August.

## 3. Accessibility Grant

**Upon motion (Townsend/butterfield) duly adopted, the Board approved application to the Vermont Community Development for an Accessibility Modification Grant. Vote 3-0-0, motion carried.**

## 4. Liquor License

**Upon motion (Townsend/Hutchinson) duly adopted, the Board approved East Garden's application for a First Class License to sell malt and vinous beverages. 3-0-0, motion carried.**

## 5. Historical Committee

**Upon motion (butterfield/Townsend) duly adopted, the Board approved the appointment of Ms. Harriet Chase to the Randolph Historical Committee. 3-0-0, motion carried.**

( Ms. Chase will be taking the place of Mrs. Mim Herwig).

6. Road Names

a. TH83:

**Upon motion (Townsend/Hutchinson) duly adopted, the Board approved renaming TH83 “Leonard Drive”. 3-0-0, motion carried.**

b. Alron Corporation’s six house development:

**Upon motion (butterfield/Townsend) duly adopted, the Board approved the street name “Red Maple Lane”. 3-0-0, motion carried.**

Mr. Townsend asked if the new road would be maintained by the Town, and if so, is it up to standard? Mr. Schnaedter said that it would be a Class 4 road, but if it upgrades, the Town should request that it be up to standard.

7. Other Business

Chelsea Mountain Road: Mr. Tucker of D&K reported on the project. They are pushing hard to get the bids out for the ditching and culverts. The work should be done in May and June. The paving should be done in July. The estimate for total job with paving is still between \$700K and 1 million. Mr. Tucker has spoken with the city of Barre who has done a lot of this paving method. They told him it’s probably the most economical way to go. The road will last 10–15 years with good maintenance, although only 5–7 years if not well-maintained. The Selectboard can make a decision on the second phase by the end of May; there should be as much information on paper then as possible. Mr. Voci stated that the ditching is an unknown factor: some of the houses on the road don’t even have them. Mr. Tucker recommends doing the job this year because of fuel prices. The State will contribute \$138K.

8. Casella

Mr. Deuso gave an overview of Casella’s request to raise dump fees to \$3 a bag. Casella showed a \$40K loss over the past year, primarily because of the cost of “free” recycling. Recycled material is not mixed in with regular waste; it is sorted, bailed, and shipped to other sites at a cost of \$29 a ton plus trucking. Mr. Deuso said the increase would make up about \$15K a year. Mr. Haggett said he was concerned that the dump would shut down another day to save more money. Mr. Deuso replied that the volume doesn’t warrant that and that he would have to formally request it. He believes that people could save more money by recycling better. Mr. Hutchinson stated that he believes it is very important to keep recycling free.

**Upon motion (Townsend/Hutchinson) duly adopted, the Board approved Casella’s request to raise the fee for a bag of trash from \$2.50 to \$3.00. 3-0-0, motion carried.**

## 9. Manager's Report

Mr. Schnaedter received a letter from a person offering to provide back-up services to our animal control officer on a per-call/per diem basis. In summer, it gets much busier, rabies incidents increase, and the animal control officer hasn't had a vacation yet. He will look into it further.

## 10. Committee Reports

a. Police: Mr. Townsend invited participation in the Safety Meeting 4/28, 6:30-8:30 at the Langevin House in Randolph Center.

b. Municipal Building: June 13<sup>th</sup> is the possible "dirt moving date". Design contract is being reviewed by the Town's attorney. The plan is for the least possible disruption to Town business. He said that there will be a small basement under the new section; if it's too large, we would have to go to another level of fire protection. Mr. Hutchinson also stated that Mr. Jesse Sammis had very generously offered the old Town clock (formerly on the Depot building) back to the Town, where it will be fitted into the design of the new municipal building.

## 11. Warrants

**Upon motion (Townsend/Hutchinson) duly adopted, the Board approved the warrants as presented. Vote 3-0-0, motion carried.**

## 12. Minutes

**Upon motion (Townsend/Hutchinson) duly adopted, the Board approved the minutes of April 5, 2005 regular Selectboard meeting as amended. Vote 3-0-0, motion carried.**

## 13. Other Business (continued)

Mr. Voci reported on the Skateboard Park. It was cleaned by the Highway Department and a volunteer crew. They also had a group meeting to discuss safety issues, vandalism, and parental concerns about younger skater's safety. It was not well attended by youth, although Mr. Voci stressed that the adults want to work with the skaters.

14. Adjournment

Mr. Hutchinson repeated announcements about the Public Hearing for the New Tech/sewer issue and the Safety Meeting. He also announced that the Town of Randolph would be working on Green-Up Day with the Boys and Girls Club, the Rotary, and the Chamber of Commerce. Green-Up Day is on Saturday May 7, 2005. Mr. Hutchinson announced the Hazardous Household Waste Collection Day at the Transfer Station; also on May 7, open to residents of Randolph, Brookfield, and Braintree.

**Upon motion (Townsend/butterfield) duly adopted, the Board moved to adjourn until regular scheduled meeting of May 3, 2005 at 6:00 p.m. Vote 3-0-0, motion carried.**

Respectfully submitted,

/s/ dawn butterfield

dawn butterfield

REFERENCE ONLY

Special Selectboard Meeting of April 25, 2005  
at the Town Manager's Office in the Municipal Building

Selectboard: Jim Hutchinson, Larry Townsend and Dawn Butterfield. Absent were Tom Schersten and Heather Tallman

Municipal Staff: Richard C. Schnaedter (Town Manager) and Cindy Spaulding (Secretary)

Mr. Hutchinson called the meeting to order at 7:55 a.m.

1. Liquor License

**Upon motion (Townsend/Butterfield) duly adopted, the Board approved the renewal of China Jade's renewal of a First Class Restaurant License to sell malt and vinous beverages. Vote 3-0-0, motion carried.**

2. Adjournment

**Upon motion (Townsend/Hutchinson) duly adopted, the Board moved to adjourn until regular scheduled meeting of May 3, 2005 at 6:00 p.m. Vote 3-0-0, motion carried.**

Respectfully submitted,

/s/ Cindy Spaulding

Cindy Spaulding  
Secretary

Public Hearing of the Sewer Commissioners  
May 3, 2005 at Randolph Technical Career Center

Sewer Commissioners: Jim Hutchinson, Heather Tallman, Larry Townsend, Tom Schersten and dawn butterfield

Municipal staff: Richard Schnaedter (Town Manager), Aaron Perez (Water/Wastewater Operator), Joseph Voci (Director of Public Works,) and Cindy Spaulding (Recorder)

Public Attendees: Robert Dimmick (NewTech, Inc), Mary Hardy, Patrick French, Peter Nowlan (Town's legal council), and Jason R. Lewis.

Mr. Hutchinson called the public hearing to order at 6:00 p.m.

Mr. Hutchinson explained that this was a public hearing of the Sewer Commissioners to determine the appropriate penalty and/or remedy of the Selectboard's October 5, 2004 findings that NewTech, Inc. was in violation of the sewer ordinance of the Town of Randolph.

Mr. Nowlan informed the audience that the alleged violation could not be assessed, so the Selectboard at its' September Public Hearing gave New Tech representative sixty (60) days to meet with the Town of Randolph representatives to resolve the issue in a less formal session.

Mr. Dimmick of NewTech and Mr. Voci, representative of the Town of Randolph presented their proposals and stated that the parties could not agree on a course of action. The Board voiced their disappointment that neither side could come up with a remedy and that it was back before the board for final decision. (Both NewTech's proposal and the Town's proposal guidelines were presented and read— see attached.)

**Upon motion (butterfield/Townsend) duly adopted, the Board moved to go into deliberative session at 6:30 p.m. Vote 5-0-0, motion carried.**

**Upon motion (Townsend/Hutchinson) duly adopted, the Board moved to come out of deliberative session at 6:45 p.m. Vote 5-0-0, motion carried.**

Mr. Hutchinson reconvened the hearing at 6:46 p.m.

**Upon motion (Townsend/Tallman) duly adopted, the Board ordered (NewTech at its' 11 Hedding Drive facility) that all floor drains and access other than toilet and personal wash facility shall be permanently stoppered to prevent any further unauthorized discharges into the Town of Randolph's Wastewater Facility. Vote 5-0-0, motion carried.**

**Upon motion (Townsend/Hutchinson) duly adopted, the Board moved to close the Public Hearing at 6:48 p.m. Vote 5-0-0, motion carried.**

Respectfully submitted,

*/s/Cindy Spaulding*

Cindy Spaulding  
Recorder



11 Hedding Drive  
Randolph, Vt. 05060-1032  
Phone: 1-800-210-2361 Fax: 1-802-728-9163  
Email: [dewater91@msn.com](mailto:dewater91@msn.com)

April 4, 2005

Mr. Richard C. Schnaedter, Town Manager  
Town Of Randolph  
P.O. Drawer B  
Randolph, Vermont 05060

Dear Mr. Schnaedter,

Thank you for your letter of March 22, 2005. I am writing to clarify my understanding of our several meetings and correspondence over the past months. It is my understanding that we have been discussing two issues related to our use of water and floor drains at 11 Hedding Drive, what NewTech currently does in our building and what NewTech proposes to do in terms of sending reclaim water to the Randolph POTW.

#### **CURRENT CONDITION**

NewTech, like Stagecoach, has floor drains in buildings that connect to the Randolph POTW. By an earlier letter I sought information about other facilities in Randolph having floor drains that deliver water to the Randolph POTW. I have not yet received a reply. NewTech, like Stagecoach, washes vehicles in buildings with Town of Randolph water and the wash water goes down the floor drain to the Randolph POTW. The amount of water used by NewTech, like Stagecoach, is metered and our use falls within our allocation. NewTech has a trap in our system to remove oil. I do not know if Stagecoach has a trap in their system.

#### **PROPOSED CONDITION**

NewTech would like to send additional water, reclaim water, to the Randolph POTW using the floor drain system. We have done this on one occasion to assist the Town of Randolph as part of their management of the POTW at the request of the Director of Public Works.

NewTech proposes a two stage implementation process to send increasing amounts of reclaim water to the Randolph POTW. Each stage includes increased monitoring to minimize risk to the integrity of the Randolph POTW. I gave an outline of these two stages to you earlier this year. Below, briefly, is a basic description of each stage. Stages will allow for realizing income to cover costs associated with upgrading required at each stage.



**Stage 1 (1-15,000 additional gallons per day)**

To implement this stage, a flow meter and a pH sensor will be installed in the system in order to continually measure flow and pH. NewTech will provide the town with a quarterly report of flowage and pH. Flowage will equal that measured by the flow meter minus the amount measured as inflow by the water meter. Each month, the town can choose two days on which to measure BOD and TSS in the reclaim water. NewTech will pay for these tests. Additional tests could be taken by the town at the expense of the town. NewTech would like to pay the town \$0.005 per gallon for the additional flow.

**Stage 2 (15,001-50,000 additional gallons per day)**

To implement this stage, an ORP sensor and a BOD sensor will be added to the system and will control an actuating valve. NewTech will provide the town with a quarterly report of flowage, ORP, BOD, and pH. Flowage will equal that measured by the flow meter minus the amount measured as inflow by the water meter. NewTech would like to pay the town \$0.005 per gallon for the additional flow.

The proposal to provide additional gallons to the Randolph POTW is one way that NewTech can provide additional employment in Randolph while paying the town for additional service. The state has written NewTech and stated that such an arrangement, for additional gallons per day, is acceptable and is within the purview of the town.

I sincerely hope that what I have outlined above in terms of additional gallons per day is of interest to the Town of Randolph. I am happy to answer questions and attend meetings that move toward a long term relationship between NewTech and the town.

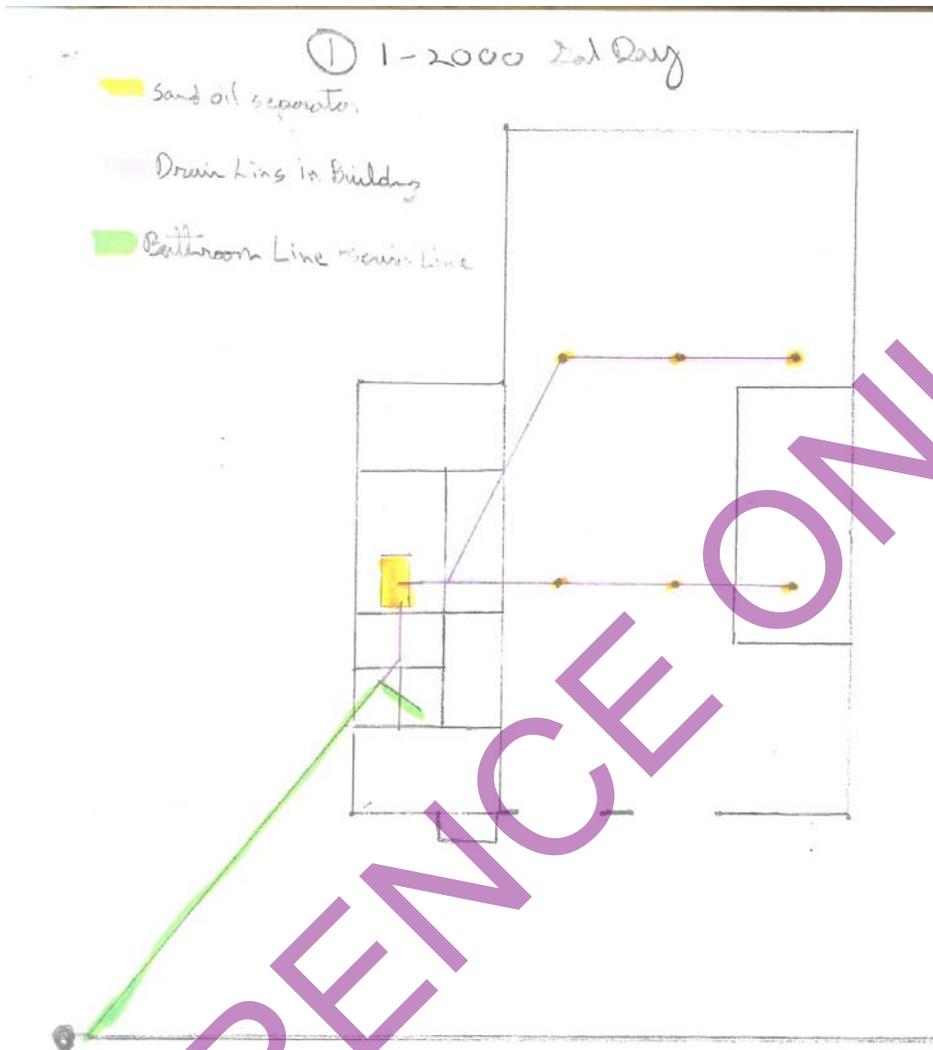
Thank you for your time.

Sincerely,

A handwritten signature in black ink, appearing to read "Robert Dimmick", is written over the word "Sincerely,".

Robert Dimmick  
President

cc ✓ Randolph Select Board  
Michael Marks

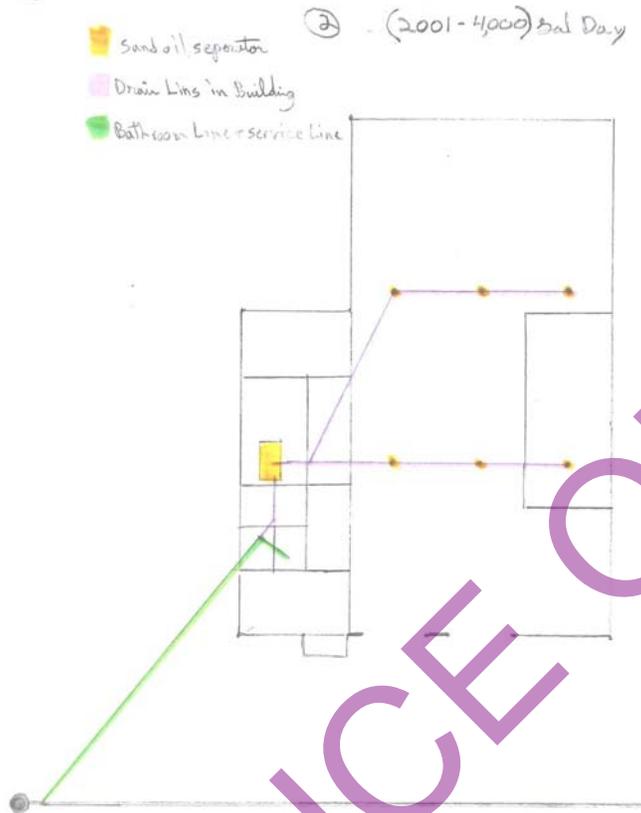


**1-2,000 Gallons/day**

1. This is our current sewer allocation.
2. Sand/oil separator already in place.

**Income potential for the Town of Randolph**

Standard sewer rates



#### 2001 – 4,000 Gallons/day

1. We will do a Ph test on each load and record the results. If the Ph level is not between 5 and 9.5, we will adjust accordingly.
2. The waste will be put into a transfer tanker for processing.
3. When processing waste through our dewatering system, the solids will stay in the dewatering container while the reclaimed water from the waste will be to the floor drains at a rate not to exceed 40 GPM.
4. We will install a pump in the sand/oil separator to pump all discharges from washing screens to a transfer tanker for later processing.
5. At the end of each quarter, we will submit a report to the Dept. of Public Works (DPW) which will contain the total amount of reclaimed water that was discharged and the results of the Ph tests.
6. Each month, on a day of their choosing, the DPW can require a BOD and TSS test of a sample of reclaimed water. This test will be at our expense. Additional tests will be at the expense of the DPW.

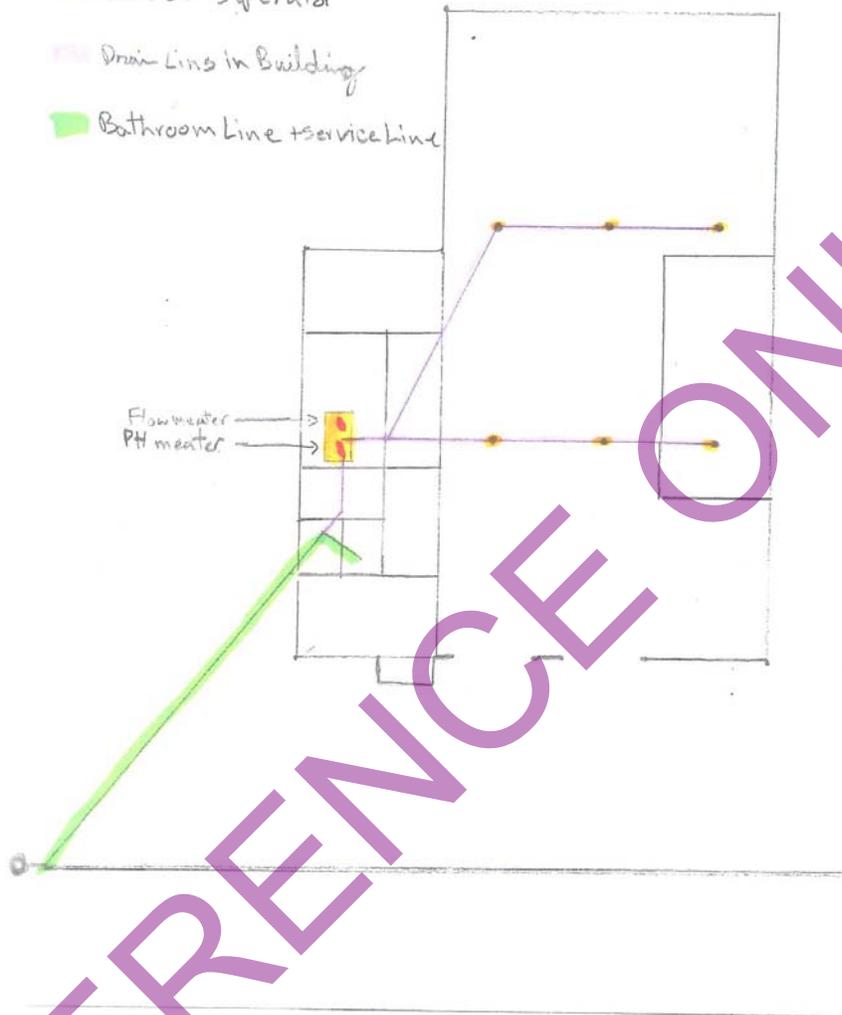
#### Income potential for the Town of Randolph

We will pay: \$0.005/gal

\$10 - \$20/day or \$3,650 - \$7,300/year

③ (4,001-15,000) Gal Day

- sand oil separator
- Drain Lines in Building
- Bathroom Line + service line



#### 4,001 – 15,000/Gallons/day

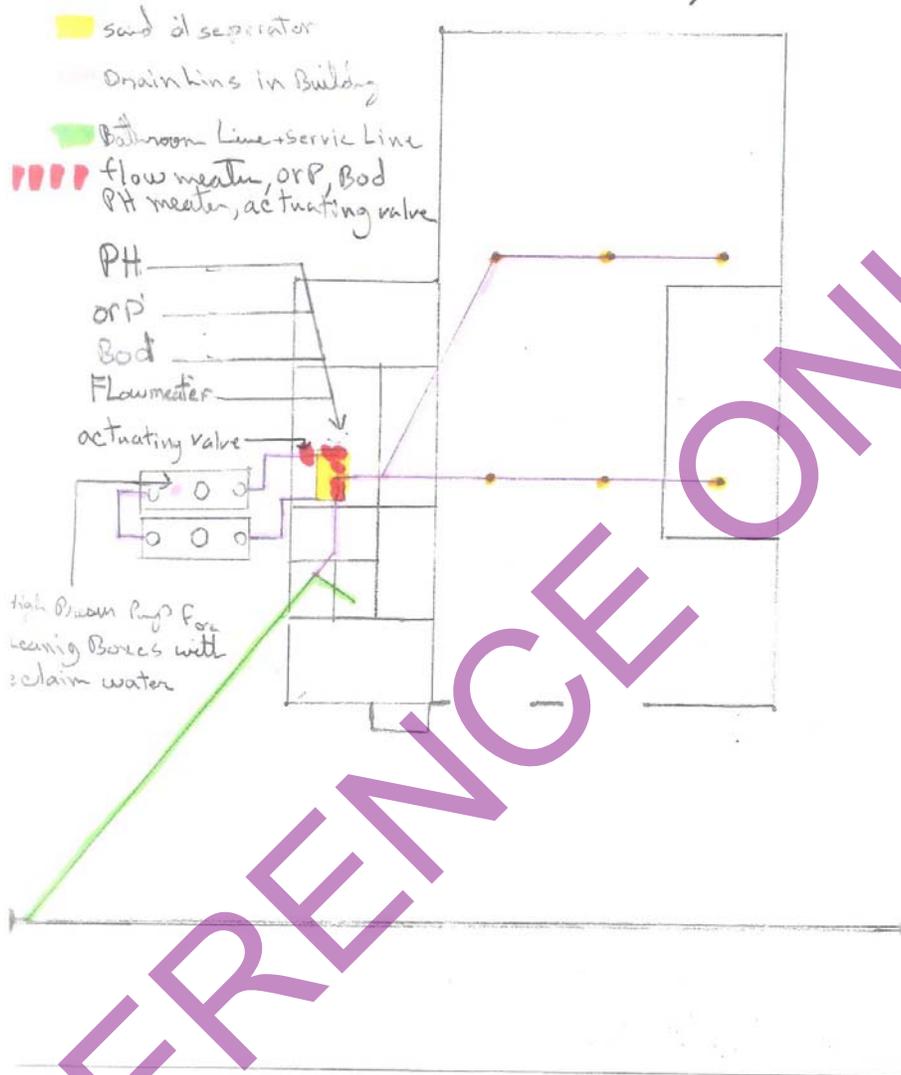
1. We will add a flow meter and Ph Sensor to the system.
2. We will provide a quarterly report which will provide the readings from the flow meter and Ph Sensor for the days that processing took place.
3. Each month, on two days of their choosing, the DPW can require a BOD and TSS test of a sample of reclaimed water. These tests will be at our expense. Additional tests will be at the expense of the DPW.

#### Income potential for the Town of Randolph

We will pay: \$0.005

\$20 - \$75/day or \$7,300 – \$27,375/year

④ (15,001-50,000) Gal Day



### 15,001 – 50,000 Gallons/day

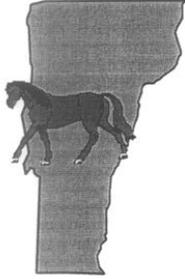
1. We will add ORP and BOD sensors to the system that will control an actuating valve.
2. We will provide a quarterly report that will provide the readings from the Ph, ORP and BOD sensors, as well the flow meter for the days that processing took place.

### Income potential for the Town of Randolph

We will pay: \$0.005/gal.

\$75 - \$250/day or \$27,375 - \$91,250/year

# TOWN OF RANDOLPH, VERMONT



P O DRAWER B  
7 SUMMER STREET  
RANDOLPH, VT 05060-0017

April 28, 2005

To: Town of Randolph Selectboard / Sewer Commissioners

From: Joe Voci, Diector of Public Works

CC: Town Manager

Subject: New Tech Discharge

The attached pages are the minimum suggested required parameters as presented to NewTech's Representative, Robert Dimmick on the proposal meeting of November 29, 2004. As outlined in the November 29<sup>th</sup> correspondence the following requirements provide an outline of acceptable methods that would be required for discharge into the publicly owned wastewater collection system. As you will note, New Tech's proposal falls far short of these parameters. I will attempt in this memo to explain in clear terms the reason for such parameters. I will out line these to correspond to the existing numbered format.

1. Flowmeter and associated chart recording device. These devices allows the sewer department to properly bill for sewage sent to the collection system. The chart recorder gives a record of time and quantity of discharges. The chart recorder is important to understand when the discharges occurred in conjunction with the pH, BOD, and TSS measurement.
2. An oil and grease removal system protects the WWTP from unusual and lethal loading as it pertains to the activated sludge process and sludge removal in regards to contamination.
3. The pH monitoring and chart recording system is essential to the health of our activated sludge process. To low or high of a pH could kill our process and directly cause effluent permit violations. Septage is notoriously low in pH and it is common practice for haulers to add lime to the load. This practice also at times gets overdone and causes another lethal reaction of to high a pH. The chart recorder again is essential as it will correspond to the flow and assist the sewer department understand that the discharge pH is taken at the same time the flow is by matching both charts.
4. BOD and TSS sampling is a test of organic strength and solids composition in the water. These test will tell the wastewater operator if New Tech's dewatering systems are working correctly or not. As Mr. Dimmick stated his screens holes are 740 microns at the Sewer Hearing

**Website:**  
[www.randolphvt.com](http://www.randolphvt.com)

**Town Manager**  
Phone (802) 728-5433  
Fax (802) 728-5818  
[manager@municipaloffice.randolph.vt.us](mailto:manager@municipaloffice.randolph.vt.us)

**Town Clerk**  
Phone (802) 728-5682  
[clerk@municipaloffice.randolph.vt.us](mailto:clerk@municipaloffice.randolph.vt.us)

**Lister**  
Phone (802) 728-6739  
[lister@municipaloffice.randolph.vt.us](mailto:lister@municipaloffice.randolph.vt.us)

**Planning & Zoning**  
Phone (802) 728-9724  
[zoning@municipaloffice.randolph.vt.us](mailto:zoning@municipaloffice.randolph.vt.us)

**Police Department**  
Phone (802) 728-3671  
[police@municipaloffice.randolph.vt.us](mailto:police@municipaloffice.randolph.vt.us)

**Public Works Director**  
Phone (802) 728-4048  
[DPW@municipaloffice.randolph.vt.us](mailto:DPW@municipaloffice.randolph.vt.us)

**Highway Department**  
Phone (802) 728-5650 (Village)  
(802) 728-5110 (Town)  
[highway@municipaloffice.randolph.vt.us](mailto:highway@municipaloffice.randolph.vt.us)

**Water/Sewer Department**  
Phone (802) 728-9079  
[Stp01@municipaloffice.randolph.vt.us](mailto:Stp01@municipaloffice.randolph.vt.us)

the threshold for dissolved solids is 45 microns which indicates that his screen holes are 16.44 times larger. Thus if polymer is not dosed at the correct level the solids would then go through his screens and exceed plant limitations for oxygen demand and suspended solids. This test would ensure that New Tech' were operating their systems correctly and not overloading the WWTP.

5. A streaming current monitor/controller is commonly used to control polymer addition to prevent too much or too little polymer from discharging into the system. This will help ensure the proper amount of polymer is used. Too much polymer in the system can coagulate solids in our collection system cause sewer backups and be damaging to the WWTP activated sludge process. Too little or too much polymer also will inhibit coagulation and flocculation which in turn will allow solids bypass previously noted in #4.

6. A control valve would be a way to allow the sewer department to stop all flows from the floor drain system in the event of non-compliance this would only be used under the direct authorization of the Sewer commission or Town Manager.

7. By accepting only residential waste we are protecting our process from toxic loads which could greatly harm the biological process and jeopardize our sludge removal and cost. Our WWTP does not have the capability to remove most industrial constituents.

8. A control manhole allows the sewer department to spot check / sample the discharge from New Tech's facility to ensure both compliance and to isolate the source of contamination if any. This is common for all industrial facilities.

9. The reporting requirements are also common to facilities having pretreatment discharge parameters such as those previously stated and it proves compliance to previous stated parameters.

10. This should be self-explanatory.

Thank you for your time in reviewing this and your support in protecting our town's wastewater treatment systems. As you are all well aware, this is a publicly owned treatment system that is required by both the EPA and the State of Vermont Agency of Natural Resources to be maintained protected for the good of the system and the receiving waters it flows into.

November 29, 2004

Town of Randolph – New Tech Inc. Floor Drain –Sewer Discharge Meeting.

There are presently 2 options for discharge into the collection system and to the Town of Randolph POTW. The first option is to cease and desist all discharges and permanently stopper all non-metered discharge points. The second option is to install monitoring, control and instrumentation equipment as well as adherence to reporting requirements as outlined below.

The following are the requirements for discharge of liquids into the non-metered drain system at New Techs Facility located at 11 Hedding Drive. The liquids disposed of shall not exceed any of the constituents previously outlined in the current Town of Randolph Sewer Ordinance.

1. Require New Tech Inc. to purchase, install, maintain, and calibrate an effluent flow metering device complete with daily chart recording and tamper proof totalizer. The effluent flow metering device shall meter all previously non-metered sources. The charts shall be changed daily. An exception shall be made for weekend chart changing requirements provided that no weekend discharges occur and the control valve (see requirement 6) is shut off. All calibrations shall be to the manufacturers specifications. A calibration log shall be kept and maintained on site for a period of three years and shall be made available to the Sewer Superintendent upon request. The meter totaling device must be able to be accessed from the building exterior to facilitate meter reading by the sewer Superintendent or his designee.
2. Require New Tech Inc. to purchase, install and maintain an oil and grease removal/recovery system
3. Require New Tech Inc. to purchase, install, maintain and calibrate a constant flow inline pH monitoring device complete with daily chart recorder. The pH probe shall be located down stream of the effluent side of the flow metering device. The charts shall be changed daily. An exception shall be made for weekend chart changing requirements provided that no weekend discharges occur and the control valve (see requirement 6) is shut off. All calibrations shall be to the manufacturers specifications. A calibration log shall be kept and maintained on site for a period of three years and shall be made available to the Superintendent upon request. No discharge is allowed with a pH Greater than 9.5 Standard units or a pH lower than 5.0 Standard units.
4. Require New Tech Inc. that all discharges be monitored by a composite sampling for BOD5 and TSS and tested at a Certified Vermont wastewater laboratory using the latest edition of "Standard Methods for the Examination of Water and Wastewater. All discharges shall have no greater BOD and TSS than 200 mg/l. Sampling procedures must be submitted in writing and approved by the Town of Randolph Water and Sewer committee and the Superintendent
5. Require New Tech Inc. install and maintain and calibrate a streaming current monitor/controller or similar system to prevent excess polymer from entering the waste stream This system shall be designed and certified by a Vermont Professional Registered engineer. All calibrations shall be to the manufacturers specifications. A calibration log shall be kept and maintained on site for a period of three years and shall be made available to the Superintendent upon request.

6. Require New Tech Inc. install a control valve on the effluent side of the non-metered drain system and prior to building sanitary sewer system complete with locking capabilities.
7. Require New Tech Inc that only residential wastewater and sludge's are to be dewatered that are discharged into the sewer system and all commercial / industrial waste are not allowed with out written authorization from the Sewer Superintendent.
8. Design, Construct and maintain a suitable control manhole located outside the New Tech Inc.'s building and the sewer main on New Tech's lateral for periodic spot sampling by the Superintendent or his designee. The design must be approved by the Town of Randolph Water and Sewer committee and shall conform to current engineering standards for sanitary sewer structures. The structure shall have a minimum opening of 30".
9. A monthly written report to the Town of Randolph as to quantity in gallons and origin of all dewatered material received, discharged to the POTW, daily maximum and minimum pH and daily BOD and TSS results. A copy of the daily pH and flow charts shall accompany this report. A quarterly report as to the status of oil and grease recovery system and a copy of all calibration logs for the reporting quarter.
10. The Town of Randolph reserves the right to stop all discharges from the floor drain system if the previous outlined parameters are not met.

REFERENCE ONLY

## TOWN OF RANDOLPH

IN RE: APPEAL OF NEW TECH, INC.

A special meeting of the Selectboard for the Town of Randolph was convened at 6:00 p.m. on May 3, 2005 for the purpose of determining the penalty/remedy for the violation of the sewer ordinances for the Town of Randolph and New Tech, Inc. Present at the hearing were: James Hutchinson, Chair, Lawrence Townsend, Heather Tallman, Tom Schersten and dawn butterfield, members of the board. Also present were Richard Schnaedter, Town Manager, Cindy Spaulding, Recorder, Peter M. Nowlan, Counsel for the Town of Randolph, Joseph Voci, Director of Public Works, Aaron Perez, a member of the Public Works Department, Robert Dimmick, Principal of New Tech, Inc. Patrick French, Mary Hardy, and Jason Lewis, members of the public, and M. Dickey Drysdale, of The Herald of Randolph, were also present.

On September 28, 2004, the Selectboard had held a hearing to determine whether a violation of the sewer ordinances had been committed by New Tech, Inc. At the conclusion of that hearing the board entered certain findings of fact and conclusions of law determining that New Tech, Inc., had, in fact, violated the sewer ordinances of the Town of Randolph. At that time the representatives of New Tech, Inc., requested an opportunity to meet with representatives of the Town of Randolph to resolve a less formal fashion the issues regarding future use of the floor drain by New Tech, Inc. Accordingly, the Selectboard for the Town of Randolph did not take action with regard to penalty/remedy in September, 2004. Rather, it gave the New Tech, Inc., sixty (60) days to meet with representatives of the Town of Randolph and engage in discussions regarding proposals to address the concerns of the Town of Randolph.

The informal meetings failed to result in an agreement between representatives of New Tech, Inc., and representatives of the Town of Randolph, with regard to a remedy for the found violation.

At the May 3, 2005 hearing, Robert Dimmick, New Tech, Inc., referred to an April 5, 2005 letter New Tech, Inc., had addressed to the Town Manager with regard to proposed solutions. Robert Dimmick provided an oral supplement to that proposal.

At the May 3, 2005 hearing, Joseph Voci, Director of Public Works, referred the Selectboard to his November 29, 2004 memo describing two (2) options to deal with the floor drain and to his April 28, 2005 memo supplemental to that. Joseph Voci gave an oral supplement with regard to his proposals and indicated his concern was to protect the integrity of the wastewater treatment plant. He was more concerned with being able to monitor the chemicals and materials that were introduced into the plant than he was with regard to measure the flow.

At 6:30 p.m., the Selectboard entered a deliberative session. At the deliberative session only the members of the Selectboard and their counsel, Peter M. Nowlan, were present.

At 6:45 p.m. the Selectboard closed the deliberative session and resumed the public meeting.

Town of Randolph  
RE: New Tech, Inc.  
May 3, 2005  
Page 2

On a motion made by Larry Townsend, seconded by Heather Tallman, and unanimously carried, the Board resolved that all floor drains and access to the sewer treatment facility, other than through the toilet and personal wash facility, shall be permanently stoppered not later than June 3, 2005, to prevent any further unauthorized discharges.

And it is SO ORDERED.

Dated at Randolph, Vermont this 3 day of May, 2005.

  
James Hutchinson

  
Lawrence Townsend

  
Heather Tallman

  
Thomas Schersten

*tu3 Tom*  
  
dawn butterfield

REFERENCED ONLY

Randolph Selectboard Meeting of May 3, 2005  
At the VIP Kitchen of Randolph Technical Career Center

**Selectboard:** dawn butterfield, Jim Hutchinson, Heather Tallman, Tom Schersten and  
Larry Townsend

**Municipal Staff:** Richard Schnaedter (Town Manager), Joseph Voci (Director of Public Works)  
and Cindy Spaulding (Recorder)

**Public Attendees:** Annie Lu, Stephen Reid, Jason Lewis, M.D. Drysdale (*Herald of Randolph,  
The*), Max Bryant, Gus Meyer and Josh Plavin

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

1. Announcement

Mr. Hutchinson announced that May 7, 2005 was Household Hazardous Waste  
Collection Day at the Randolph Transfer Station. This event is open to the residents of  
Randolph, Braintree, and Brookfield.

2. Public Comment—none

3. Solid Waste Implementation Plan (SWIP)

**Upon motion (Tallman/Townsend) duly adopted the Board approved the revised  
Solid Waste Implementation Plan. Vote 5-0-0, motion carried.**

**Upon motion (Hutchinson/butterfield) duly adopted the Board appointed Mr.  
Richard Schnaedter as signatory to the Solid Waste Implementation Plan. Vote 5-0-  
0, motion carried.**

4. East Garden Allocation Reconsideration

**Upon motion (Hutchinson/butterfield) duly adopted, the Board approved not to  
assess water and sewer allocation fees for the East Garden Restaurant at 3 Salisbury  
Street since allocation for the 46-seat restaurant was granted to the building in the  
late 1980's. Vote 5-0-0, motion carried.**

5. Boys and Girls Club Contract

Mr. Meyers, Mr. Brandt and Dr. Plavin reviewed and edited the three year Boys and Girls Club Contract with the Selectboard.

**Upon motion (Tallman/Hutchinson) duly adopted, the Board approved the contract as amended for the Boys and Girls Club of White River Valley to provide for recreation service for a period of three years expiring FY2008, as amended. Vote 5-0-0, motion carried.**

**Upon motion (Hutchinson/butterfield) duly adopted, the Board appointed Mr. Richard Schnaedter as signatory for the Boys and Girls Club contract. Vote 5-0-0, motion carried.**

6. Appoint member to Development Review Board

**Upon motion (Schersten/Townsend) duly adopted, the Board appointed Krista Rumrill to the Development Review Board with a term to expire 2006. Vote 5-0-0, motion carried.**

7. Stipulation Property Valuation & Review

**Upon motion (Hutchinson/butterfield) duly adopted, the Board tabled the Stipulation Property Valuation until May 17, 2005 meeting. Vote 5-0-0, motion carried.**

8. Sale of Burial Plot

**Upon motion (Townsend/Hutchinson) duly adopted, the Board approved the sale of a double burial plot in the Randolph Center Cemetery to Eleanor Fortune in the amount of \$470.00 (four hundred seventy). Vote 5-0-0, motion carried.**

9. Caterer License

**Upon motion (Townsend/Hutchinson) duly adopted, the Board approved Radio Bear Coffeehouse's request to cater malt and vinous beverages & spirituous liquors at the Chandler Music Hall on May 6, 2005 between 7:00 p.m. and midnight. Vote 5-0-0, motion carried.**

10. Proclamation

**Upon motion (Hutchinson/butterfield) duly adopted, the Board approved a proclamation for Municipal Clerks Week, May 1 through May 7, 2005 and extended their appreciation to Joyce L. Mazzucco. Vote 5-0-0, motion carried.**

11. Meeting Minutes

a. April 19, 2005 (Regular)

**Upon motion (Townsend/Hutchinson) duly adopted, the Board approved the minutes of April 19, 2005 as amended. Vote 3-0-2 (Schersten/Tallman abstained), motion carried.**

b. April 25, 2005 (Special)

**Upon motion (Townsend/Hutchinson) duly adopted, the Board approved the minutes of April 25, 2005 Special meeting as written. Vote 3-0-2 (Schersten/Tallman abstained) motion carried.**

12. Manager's Report

a. Outstanding Award

Mr. Schnaedter announced that the Wastewater Treatment Facility staff received a recognition award; the award will be presented on May 17, 2005. Tom Schersten will attend the award banquet on behalf of the Selectboard.

b. Traffic Study

Mr. Schnaedter informed the Board that Two Rivers Ottauquechee Planning Commission would begin a traffic study of the four-way intersection of Vermont Routes 12 and 66 (Central Street, Elm Street and Forest Street) in a few weeks.

c. Truck for Cemetery Department

Mr. Schnaedter reported that the current Cemetery Department truck will not pass inspection and could cost too much to repair it for inspection. He suggested it be replaced with a newer truck and proposed to purchase a 1997 GMC pickup from School Street Garage for approximately \$8,500. Mr. Schnaedter did explain that the Cemetery Department budget would show a deficit at the end of FY2005, but would have a surplus in FY2006.

**Upon motion (Townsend/Hutchinson) duly adopted, the Board approved the purchase of a 1997 GMC pickup truck from School Street Garage in the amount of \$8,500 (eight thousand five hundred) for the Cemetery Department. Vote 5-0-0, motion carried.**

d. Community Advisory Board

Mr. Schnaedter presented a letter from Lt. Ray Keefe, of the Vermont State Police Bethel Barracks, outlining a proposed Community Advisory Board inviting the Selectboard to appoint a person to serve on it.

**Upon motion (Hutchinson/Townsend) duly adopted, the Board appointed Larry Townsend to represent Town of Randolph on the newly formed Community Advisory Board. Vote 4-0-1 (Townsend abstained), motion carried.**

e. Grafton Resolution

**Upon motion (Tallman/Hutchinson) duly adopted, the Board moved to adopt the Grafton Resolution. Vote 1-4-0 (Schersten supportive), motion defeated.**

13. Warrants

**Upon motion (Tallman/Hutchinson) duly adopted, the Board approved the warrants as presented including a \$55,000 invoice from DuBois and King for the Municipal Building Renovation Project. Vote 5-0-0, motion carried.**

14. Committee Reports

a. Municipal Building—Mr. Hutchinson reported that the floor plans and electrical/telephone locations are completed. Breaking ground for the project is tentatively scheduled for the second or third week in June. Mr. Hutchinson would like to send a letter to Mr. Sam Sammis for the donation of the clockworks to the town.

b. Police Advisory—Mr. Townsend reported that the Police Safety Forum's audience was not well attended, there were several good suggestions regarding the current situation and the future goals. It was suggested to send out a town wide questionnaire on the subject. The Police Advisory Committee will pursue this at the next meeting.

15. Braley Cover Bridge

**Upon motion (Hutchinson/Tallman) duly adopted, the Board approved the Easement of Historical Preservation of Braley Covered Bridge between the Town of Randolph and State of Vermont Agency of Transportation. Vote 5-0-0, motion carried.**

16. Other Business

a. New Committee

**Upon motion (Townsend/Hutchinson) duly adopted, the Board moved to create a Lined Landfill Advisory Committee to pursue the possibility of creating a new lined landfill to be located on Landfill Road. Vote 5-0-0, motion carried.**

**Upon motion (Hutchinson/Tallman) duly adopted, the Board appointed Larry Townsend as Chair of the Lined Landfill Advisory Committee. Vote 4-0-1 (Townsend abstained).**

**Upon motion (Tallman/Hutchinson) duly adopted, the Board approved the confidentiality agreement between the Town of Randolph and Casella Waste Management as presented. Vote 5-0-0, motion carried.**

17. Adjournment

**Upon motion (Townsend/butterfield) duly adopted, the Board moved to adjourn at 9:00 p.m. until the next scheduled meeting of May 17, 2005 at the VIP Kitchen in Randolph Technical Career Center at 7:00 p.m. Vote 5-0-0, motion carried.**

Respectfully submitted,

*/s/ Cindy Spaulding*

Cindy Spaulding  
Recorder

Randolph Selectboard Meeting of May 17, 2005  
at the VIP Kitchen in Randolph Technical Career Center

Selectboard: Jim Hutchinson, Larry Townsend, Tom Schersten, dawn butterfield, and Heather Tallman (arrived 7:15 p.m.)

Municipal Staff: Richard Schnaedter (Town Manager), Cindy Spaulding (Recorder) and Brandon Sherwin (Media)

Public Attendees: Kevin Harty, Joe Barry, Perry Armstrong, Georgianna Arms, Patrick French, Susan Rockwell, Jeremy Ingpen, Jim Lucenti, and Robert Mollica.

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

1. Public Comment

a. Energy Efficiency

Mr. French suggested that the Town look into saving money on electrical efficiency. The Board will have the street lights reviewed by the Town Manager in conjunction with Efficiency Vermont.

b. Route 66 Water Pressure

Mr. Armstrong and Mrs. Arms commented that the water quality and pressure on Route 66 is getting worse and requested that a long term solution be considered. The Board informed Mr. Armstrong and Mrs. Arms that Bannon Engineering has been contracted to review the water pressure problem on Route 66 and the report should be back in a few months.

Mr. Hutchinson read Ms. Sanchez's memo referencing the Water/Sewer's recommendation to reimburse the Arms, Mollica, Lucenti and Armstrong, upon their request and documentation a one-time cost up to \$750 (seven hundred fifty) each as payment for the installation of a pressure tank and pump because of the situation on the four properties. *Mr. Lucenti arrived after the discussion and Mr. Hutchinson recapped the discussion to Mr. Lucenti.*

2. Stipulation

The Town of Randolph appealed the State's recent equalization study in January of 2005. The State and the Listers Office have agreed to a proposed re-determination, which is acceptable to both parties. Mr. French asked the Board to authorize Mr. Hutchinson to sign the resulting stipulation when it arrives. *(The document was not available at the time of the meeting.)*,

**Upon motion (Townsend/Hutchinson) duly adopted the Board moved to accept the Stipulation agreement and appointed Mr. Hutchinson as signatory. Vote 4-0-0, motion carried.**

3. Braintree Contract

Mr. French reported to the Board that the Town of Braintree's Fire Contract is up for renewal and has increased to just under \$47,000 (forty-seven thousand). This is based upon operating costs and the capital funding increases.

Randolph Selectboard Meeting of May 17, 2005  
at the VIP Kitchen in Randolph Technical Career Center

4. Grand List Extension

Mr. French brought to the Board attention that the Listers' are requesting an extension for the 2005 Grand List completion.

**Upon motion (Hutchinson/Townsend) duly adopted, the Board moved to extend the Grand List update to July 29, 2005. Vote 5-0-0, motion carried.**

5. White River Craft Center

Mr. Harty requested the Board's approval to allocate up to \$10,000 of Grant #0135/02IG(23) to carry out an in-depth organizational assessment and request a nine month extension on the grant itself to March 31, 2006.

**Upon motion (Townsend/Schersten) duly adopted, the Board moved to approve White River Craft Center's request to allocate up to \$10,000 of VCDP Grant #0135/02IG(23) for an in-depth organizational assessment to be conducted by Randolph Area Community Development Corporation. Vote 5-0-0, motion carried.**

**Upon motion (Hutchinson/Townsend) duly adopted, the Board moved to request an extension from VCDP Grant #0135/02IG(23) to March 31, 2006. Vote 5-0-0, motion carried.**

6. Town Policies

a. Journal Entry

**Upon motion (butterfield/Townsend) duly adopted, the Board moved to adopt a "Journal Entry" policy as presented. Vote 5-0-0, motion carried.**

b. On-line Banking

**Upon motion (Townsend/Hutchinson) duly adopted, the Board moved to adopt an "On-line Banking" policy as presented. Vote 5-0-0, motion carried.**

7. Manager's Report

- East Randolph's Open Foundation

Mr. Schnaedter reported to the Board that the Health Officer has sent a Notice of Intent to Mr. Stothart and Ms. Costello outlining her concerns for the safety of their property at 137 Vermont Route 14S in East Randolph. The Zoning Administrator also sent a notice of violation to Mr. Stothart and Ms. Costello. The deadline for the zoning violation is May 18, 2005. More information will be available for the June 7<sup>th</sup> meeting.

- Main Street Bridge

Mr. Schnaedter received a fax from the Agency of Transportation informing the town that the Main Street Bridge is not on the new schedule of bridges for construction in 2006.

- Award Announcement

It was reported that the Randolph Police Department received first place in the Vermont Law Enforcement Challenge. Along with this award also comes prizes. The awards banquet is scheduled for September 7, 2005.

Randolph Selectboard Meeting of May 17, 2005  
at the VIP Kitchen in Randolph Technical Career Center

8. Contracts

a. Orange County Sheriff

**Upon motion (Townsend/Hutchinson) duly adopted, the Board moved to accept Orange County Sheriff's contract for Police Services outside of the Police District for FY2006 not to exceed \$8,000. Vote 5-0-0, motion carried.**

b. Hartford Police Department

**Upon motion (Hutchinson/butterfield) duly adopted, the Board moved to accept the Town of Hartford's contract to provide 24/7 Emergency Communications for the Randolph Fire Departments for FY2006 not to exceed \$12,608. Vote 5-0-0, motion carried.**

c. Boys and Girls Club

**Upon motion (Tallman/butterfield) duly adopted, the Board moved to accept the Boys and Girls Club of White River Valley's contract as amended for three years to expire June 30, 2008. Vote 5-0-0, motion carried.**

**Upon motion (butterfield/Tallman) duly adopted, the Board appointed Mr. Hutchinson as signatory for the BGC contract. Vote 5-0-0, motion carried.**

d. DuBois & King, Inc

**Upon motion (Townsend/Schersten) duly adopted, the Board approved the Contract Document for Expansion of the Municipal Building as presented. Vote 5-0-0, motion carried.**

**Upon motion (Townsend/Schersten) duly adopted, the Board appointed Mr. Hutchinson as signatory to the contract. Vote 5-0-0, motion carried.**

**Upon motion (Townsend/butterfield) duly adopted, the Board approved the Professional Services Contract for the Municipal Building with Professional Construction Inc. as presented. Vote 5-0-0, motion carried.**

**Upon motion (Townsend/butterfield) duly adopted, the Board appointed Mr. Hutchinson as signatory on the contract. Vote 5-0-0, motion carried.**

9. Committee Reports

a. Water/Sewer

o Thomas Langlois—21 School Street

**Upon motion (Tallman/Townsend) duly adopted, the Board moved to approve Mr. Langlois' request for water allocation of 135 (one hundred thirty-five) gallons per day (gpd) with a fee of \$357.75 (three hundred fifty seven dollars and seventy-five cents) and sewer allocation of 112 (one hundred twelve) gpd with a fee of \$560.00 (five hundred sixty dollars) for a one bedroom apartment at 21 School Street. Vote 5-0-0, motion carried.**

Randolph Selectboard Meeting of May 17, 2005  
at the VIP Kitchen in Randolph Technical Career Center

- o Gifford Medical Center—44 South Main Street

**Upon motion (Tallman/Townsend) duly adopted, the Board moved to approve Gifford Medical Center's request for water allocation of 1,440 (one thousand four hundred forty) gpd with a fee of \$3,816.00 (three thousand eight hundred sixteen dollars) and a sewer allocation of 1,280 (one thousand two hundred eighty) gpd with a fee of \$6,400.00 (six thousand four hundred) for 32 (thirty-two) additional seats for expansion of the Radiology Department and Cafeteria at Gifford Medical Center. Vote 5-0-0, motion carried.**

b. Highway Advisory

Mr. Schersten reported that the Highway committee met on May 16 at 6:00 p.m. Discussion was the 4-way intersection (Forest, Central and Elm Streets), No parking signs on South Pleasant Street (approximately two to three spaces on the side of Ashley's Bar) to make it easier for large delivery trucks to enter Randolph Avenue, gravel supplies and sand sheds.

**Upon motion (Townsend/Schersten) duly adopted, the Board moved to put "No Parking" signs on South Pleasant Street (side of Ashley's Bar) between the hours of 7:00 a.m. and 5:00 p.m. Vote 5-0-0, motion carried.**

*Mr. Schnaedter will direct the Public Works Department to install "No Parking" signs in the area and to give ample notification to the public.*

c. Lined Landfill

Mr. Townsend inquired how many persons had sent letters of interest for the committee. Mr. Schnaedter stated that Ms. Hardy was the only person who had sent a letter of interest to the Town. Mr. Townsend mentioned that he had been approached by Joan Sax, Nan Gwin and Mitch Harnness to serve on the committee. Mr. Hutchinson volunteered to draft a charge for the committee to examine the feasibility of opening a lined landfill in the Town of Randolph.

10. Approval of Minutes

a. Sewer Commissioners of May 3, 2005

**Upon motion (butterfield/Tallman) duly adopted, the Board approved the Sewer Commissioner's minutes of May 3, 2005 as written. Vote 5-0-0, motion carried.**

b. Selectboard meeting of May 3, 2005

**Upon motion (butterfield/Tallman) duly adopted, the Board approved the Selectboard minutes of May 3, 2005 as written. Vote 5-0-0, motion carried.**

11. Warrants

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

Randolph Selectboard Meeting of May 17, 2005  
at the VIP Kitchen in Randolph Technical Career Center

12. Other Business

a. Neighborly Farms

**Upon motion (Hutchinson/butterfield) duly adopted, the Board approved renewal of Neighborly Farms of Vermont blanket permit for four buses to use the Ridge Road and Curtis Road between May 15 and October 15<sup>th</sup>. Vote 5-0-0, motion carried.**

b. Municipal Bond Bank

**Upon motion (Hutchinson/Townsend) duly adopted, the Board approved a Vermont Municipal Bond Bank application in the amount of \$1,650,000 (one million six hundred fifty thousand) to fund the Capital Projects.. Vote 5-0-0, motion carried.**

c. Announcements

Mr. Hutchinson announced that the Selectboard received an email from Mrs. Barbara Stearns stating that she would be retiring on July 1, 2005. They would like to conduct an exit interview with Mrs. Stearns at her convenience.

Mr. Hutchinson announced that the dedication for Kelley Way will take place shortly after the Memorial Day Parade on May 30, 2005.

13. Adjournment

**Upon motion (Townsend/butterfield) duly adopted, the Board moved to adjourn at 8:55 p.m. until the next scheduled meeting of June 7, 2005 at 7:00 p.m. in the VIP Kitchen of the Randolph Technical Career Center.**

Respectfully submitted,

/s/ Cindy Spaulding

Cindy Spaulding  
Recorder

Selectboard Meeting of June 7, 2005  
in the VIP Kitchen of Randolph Technical Career Center

Selectboard: James Hutchinson, Lawrence Townsend, Heather Tallman and Tom Schersten.  
Absent was dawn butterfield

Municipal Staff: Richard C. Schnaedter (Town Manager), Cindy Spaulding (Recorder), Brandon Sherwin (Media) and Joseph Voci (Director of Public Works).

Public Attendees: Wayne Warner, Aaron Guyette, Jeremy Ingpen (arrived 8:00 p.m.) and Peter Nowlan (arrived 8:30 p.m.)

Mr. Hutchinson called the meeting to order at 7:25 p.m.

1. Public Comment—none
2. Route 66 Pressure Tanks

Mr. Voci reported that the suggestion of having pressurized water tanks in the houses to give more pressure to the homes affected on Route 66 would not have the adequate minimum 20 pounds of fire flow pressure and it does not meet the Water Supply Rule Standards. Mr. Voci agreed with the previous recommendation of the Water/Sewer Committee that a short term solution is to allow each home owner to purchase their own pressure system and reimburse the residents no more than \$750.00 (seven hundred fifty) each. The report from Bannon Engineering should suggest a long term solution to the problem.

**Upon motion (Townsend/Tallman) duly adopted, the Board approved the Water and Sewer recommendation for a one time payment of \$750 (seven hundred fifty dollars) each resident of Route 66 affected by the water pressure issue (Armstrong, Arms, Mollica and Lucenti). Vote 4-0-0, motion carried.**

3. Flags

The Board received an email from Mr. Chase of the Rotary Club requesting permission to put America flags on the downtown light poles for Memorial Day.

**Upon motion (Tallman/Townsend) duly adopted, the Board approved the Rotary Club's request to put American Flags up on the street lights in the downtown to be put up for Memorial Day and taken down after Labor Day. Vote 4-0-0, motion carried.**

The Board requested a reminder be sent to the Rotary Club.

4. Manager's Report

Mr. Schnaedter gave a brief overview of his report on Street Lighting and Storage Sheds.

- a. Chelsea Mountain Road

Mr. Schnaedter presented a memo from DuBois & King recommending that the bid for Chelsea Mountain Road Drainage Improvements be awarded to Duranleau Construction Corporation.

**Upon motion (Townsend/Tallman) duly adopted the Board awarded the Chelsea Mountain Road Drainage Project to Duranleau Construction, not to exceed \$99,600 (ninety-nine thousand six hundred dollars). Vote 4-0-0, motion carried.**

4 (a) continued

**Upon motion (Hutchinson/Townsend) duly adopted, the Board approved DuBois & King to move forward with soliciting bids for future paving and reclaiming of Chelsea Mountain Road. Vote 4-0-0, motion carried.**

- b. Status Report from Zoning Administrator/Junkyard & Solid Waste Enforcement Officer

**Upon motion (Townsend/Hutchinson) duly adopted, the Board tabled junkyard enforcement issue until next scheduled meeting of June 21, 2005. Vote 4-0-0, motion carried.**

**Upon motion (Hutchinson/Townsend) duly adopted, the Board moved to table accepting a Planning Commission member's resignation until it is provided in writing to the Selectboard. Vote 4-0-0, motion carried.**

5. Authority Certificate Municipal Resolution

**Upon motion (Tallman/Hutchinson) duly adopted, the Board appointed Joyce L. Mazzucco (Town Clerk and Treasurer) and Linda K. Nissl (Assistant Town Clerk and Assistant Treasurer) as signatories on the Towns Charter One Bank /Citizen Bank Certificate of Deposit account. Vote 4-0-0, motion carried.**

6. Sale of Burial Plot

**Upon motion (Tallman/Townsend) duly adopted, the Board approved the sale of a two space burial plot in the Randolph Center Cemetery to Steve Swinchoski. Vote 4-0-0, motion carried.**

7. Warrants

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

8. Meeting Minutes

**Upon motion (Tallman/Hutchinson) duly adopted, the Board approved the Selectboard minutes of May 17, 2005 as written. Vote 4-0-0, motion carried.**

9. Committee Reports

Mr. Townsend reported that the Police Advisory Committee meeting is scheduled for June 13, 2005 in the Municipal Building Conference room; the main topic for discussion is a Police Expansion Survey to be possibly printed in the local newspaper.

Mr. Schnaedter presented the Board with a letter of resignation from Carole Shearer appointed town representative to the White River Valley Ambulance Board of Directors. Mr. Townsend will stay on as interim representative until a new representative can be appointed.

**Upon motion (Townsend/Schersten) duly adopted, the Board accepted Carole Shearer's resignation as Randolph's representative to the White River Valley Ambulance Board of Directors. Vote 4-0-0, motion carried.**

10. Gifford Trust Fund

**Upon motion (Townsend/Tallman) duly adopted, the Board approved the Gifford Trust Fund Scholarships as requested by Mr. William Robinson of Randolph Union High School. Vote 4-0-0, motion carried.**

11. Other Business

- a. Town Fair (tabled until June 21, 2005 Regular Selectboard Meeting)
- b. Caterer's License

**Upon motion (Tallman/Townsend) duly adopted, the Board approved Aramark's request for a caterer's license to cater an event to take place on June 24, 2005 between the hours of 4:00 p.m. and 11:00 p.m. in the Old Dorm Lounge at Vermont Technical College. Vote 4-0-0, motion carried.**

- c. Revolving Loan Fund Update

Mr. Ingpen reported to the Board on the status of the Revolving Loan Fund and the payment status of all businesses that have loans through the Small Business Revolving Loan Fund.

- d. Correspondence to Department of Public Safety

A letter was presented to the Board for signature stating that the Municipal Building basement space is not intended to be used for meetings with groups of 50 or more persons

**Upon motion (Tallman/Townsend) duly adopted, the Board approved the letter to the Vermont State Department of Public Service Fire Safety Division stating that the basement space in the Municipal Building at 7 Summer street is not intended for assembly type purposes (groups of 50 or more). Vote 4-0-0, motion carried.**

- e. Charge to Lined Landfill Review Committee

Mr. Hutchinson presented to the Board the charge and recommended the name for the newly formed Landfill Committee. It was recommended that the name of the committee be: Lined Landfill Review Committee.

**Upon motion (Hutchinson/Townsend) duly adopted, the Board approved the charge and new name as Lined Landfill Review Committee. Vote 4-0-0, motion carried.**

12. Executive Session

- a. Contractual

**Upon motion (Hutchinson/Tallman) duly adopted, the Board moved into executive session at 8:40 p.m. for contractual reasons. Vote 4-0-0, motion carried.**

**Upon motion (Hutchinson/Tallman) duly adopted, the Board moved to come out of executive session at 8:49 p.m. Vote 4-0-0, motion carried.**

Action:

**Upon motion (Hutchinson/Schersten) duly adopted, the Board approved a Small Business Revolving Loan to Wayne and Karen Warner dba: Valley Bowling in the amount of \$20,000 (twenty thousand dollars) at an interest rate of 4% (four percent) to be paid over five years. Vote 4-0-0, motion carried.**

- b. Contractual

**Upon motion (Hutchinson/Tallman) duly adopted, the Board entered into executive session at 8:55 p.m. to discuss a contract. Vote 4-0-0, motion carried.**

**Upon motion (Hutchinson/Townsend) duly adopted, the Board moved to come out of executive session at 9:06 p.m.**

Action: No action taken.

c. Legal

**Upon motion (Hutchinson/Townsend) duly adopted, the Board moved into executive session at 9:07 p.m. to discuss a legal matter. Vote 4-0-0, motion carried.**

**Upon motion (Hutchinson/Townsend) duly adopted, the Board moved to come out of executive session at 9:45 p.m.**

Action: No action taken.

13. Adjournment

**Upon motion (Tallman/Hutchinson) duly adopted, the Board moved to adjourn at 9:46 p.m. until the next scheduled meeting of June 21, 2005 at 7:00 p.m. in the VIP Kitchen of the Randolph Technical Career Center. Vote 4-0-0, motion carried.**

Respectfully submitted,

Cindy Spaulding  
Recorder

REFERENCE ONLY

Randolph Selectboard of June 21, 2005  
at VIP Kitchen in Randolph Technical Career Center

Selectboard: Larry Townsend, Jim Hutchinson, Heather Tallman and dawn butterfield.  
Absent: Tom Schersten.

Municipal Staff: Richard C. Schnaedter (Town Manager), Cindy Spaulding (Recorder), Brandon Sherwin (Media), Joseph Voci (Director of Public Works) and Barbara Stearns (Accounting Administrator- arrived at 6:30 left at 7:00 p.m.), Joyce Mazzucco (Town Clerk/Treasurer arrived at 7:00 p.m. departed at 7:55 p.m.)

Public Attendees: Arnie Spahn, Priscilla Spahn, Brent Kay, and Carl Roof (All attendees arrived at 7:00 p.m. departed 7:35 p.m.) and M. D. Drysdale (*Herald of Randolph* arrived at 8:15 p.m.)

Mr. Hutchinson called the meeting to order at 6:30 p.m.

1. Personnel Issue

**Upon motion (Hutchinson/Townsend) duly adopted, the Board entered into executive session at 6:31 p.m. to discuss a personnel issue. Vote 4-0-0, motion carried.**

**Upon motion (butterfield/Tallman) duly adopted, the Board moved out of executive session at 7:00 p.m. Vote 4-0-0, motion carried.**

*Action: No action taken*

2. Public Comment—none

3. Grant Request for Reparative Justice Center

Mr. & Mrs. Spahn, Mr. Kay, and Mr. Roof explained that they each represented different aspects of the Randolph Reparative Board and they would like to pursue a planning grant to explore the possibility of establishing a Criminal Reparative Justice Center in Randolph. One of the requirements is that the town be the recipient of the grant. The grant would be a 25% match by the Town, which could be in-kind services (i.e. telephone, postage or space for the committee to meet).

**Upon motion (butterfield/Hutchinson) duly adopted, the Board moved to support a Planning Grant to explore the possibility of establishing a Criminal Reparative Justice Center in the amount of \$5,000 (five thousand). Vote 4-0-0, motion carried.**

4. Tax Anticipation Borrowing

Ms. Mazzucco stated that a review of the Town's finances indicates the Town will need to borrow funds in the form of a Tax Anticipation note to cover the upcoming expenses as one fiscal year is ending and another one begins. She sent requests for proposals to financial agencies and presented to the Board a comparative summary of the bids and made her recommendation.

**Upon motion (Townsend/Tallman) duly adopted, the Board approved the borrowing of \$550,000 (five hundred fifty thousand) in the form of a Tax Anticipation Note from the Randolph National Bank at 2.7% interest rate and to invest with BankNorth at a 3.8% interest rate. Vote 4-0-0, motion carried.**

Randolph Selectboard of June 21, 2005  
at VIP Kitchen in Randolph Technical Career Center

*A special meeting is to be scheduled week of June 27, 2005 to sign final papers (Time date and location to be announced).*

5. Manager's Report

Mr. Schnaedter gave a brief overview of Ms. Sanchez's memo on junk cars, junk yards, etc. He presented his manager's report verbally.

- Scrap Metals

**Upon motion (Townsend/Hutchinson) duly adopted, the Board accepted Hodgdon Brothers proposal option 1 to remove all scrap metals and tires at the Highway Center Garage, Highway Village Garage and the compactor at the landfill at no charge. Vote 4-0-0, motion carried.**

- Chief Operator Position

**Upon motion (Townsend/Tallman) duly adopted, the Board approved the promotion of Aaron Perez to Chief Operator for the Water/Wastewater Department effective July 1, 2005. Vote 4-0-0, motion carried.**

6. Contracts

- a. Braintree Fire Services

**Upon motion (Townsend/butterfield) duly adopted, the Board moved to send a letter to the Town of Braintree providing a detailed explanation of the fire services fee, and to bill one quarterly payment at least last year's rate with a 5 percent step increase, and the remaining amount will be tabled until a joint meeting between the Boards. Vote 4-0-0, motion carried.**

- b. Central Vermont Humane Society

**Upon motion (Tallman/Townsend) duly adopted, the Board approved Central Vermont Humane Society's contract in the amount of \$350 (three hundred fifty) for cruelty/neglect investigations and impoundment of cats. Vote 4-0-0, motion carried.**

**Upon motion (Tallman/Hutchinson) duly adopted, the Board appointed Richard Schnaedter as signatory on the CVHS contract. Vote 4-0-0, motion carried.**

7. Appoint Auditors

**Upon motion (Townsend/Hutchinson) duly adopted, the Board appointed Sullivan, Powers and Company auditors for FY2005 and accept the terms of the contract in the amount of \$12,000 (twelve thousand). Vote 4-0-0, motion carried.**

8. Warrants

**Upon motion (Tallman/Townsend) duly adopted, the Board moved to accept the warrants as presented. Vote 4-0-0, motion carried.**

Randolph Selectboard of June 21, 2005  
at VIP Kitchen in Randolph Technical Career Center

9. Banner Request

**Upon motion (Tallman/butterfield) duly adopted, the Board approved Chandler Center for the Arts' request to hang banners on the town's light poles during the New World Festival in September and hang four to six flags on the day of the festival. Vote 4-0-0, motion carried.**

10. Meeting Minutes

- a. Sewer Commissioners (June 7, 2005)

**Upon motion (Tallman/Hutchinson) duly adopted, the Board approved the minutes of June 7, 2005 Sewer Commissioner's meeting as written. Vote 3-0-1 (butterfield abstained).**

- b. Selectboard (June 7, 2005)

**Upon motion (Townsend/Tallman) duly adopted, the Board approved the minutes of June 7, 2005 Selectboard regular meeting as written. Vote 3-0-1 (butterfield abstained).**

11. Committee Reports

- a. Police Advisory met on Monday June 13, 2005 there was no quorum. The meeting will be rescheduled.
- b. Water & Sewer met on Thursday, June 9, 2005, there are no allocation requests. Next meeting scheduled for July 14, 2005 at 8:30 a.m. in the Municipal Building.
- c. Library Trustees are anticipating a short fall in projected income. They are not sure if they will make up the short fall by withdrawing funds from the endowment or make a request for additional funds to the Selectboard. The short fall is approximately \$5,000-\$6,000 (five thousand to six thousand). There is also a concern about the lighting in the youth area and the elevator that needs to be inspected. Mr. Hutchinson offered his assistance, to help communicate to the contractors and architects.
- d. Budget Committee met on Tuesday, June 21<sup>st</sup>. They discussed the revenues from recreation programs and questioned does the Town keep the revenue or will the Boys and Girls Club? It was discussed that the Boys and Girls Club will keep the majority of the revenue from the summer programs with the exception of the day camp money collected in June 2005.

13. Old Business

- e. Town Fair Nominations

Mr. Hutchinson gave an overview of the Town Fair categories for nominations.

**Upon motion (Townsend/Tallman) duly adopted, the Board appointed Jim Hutchinson as nominator for the categories. Vote 4-0-0, motion carried.**

Randolph Selectboard of June 21, 2005  
at VIP Kitchen in Randolph Technical Career Center

f. Resignation

**Upon motion (Tallman/Townsend) duly adopted, the Board accepted Jerry Larkin's resignation from the Planning Commission. Vote 4-0-0, motion carried.**

g. Speed limit reduction requests

**Upon motion (Townsend/Hutchinson) duly adopted, the Board referred the request for a speed reduction on Route 14 in East Randolph to the Highway Advisory Committee. Vote 4-0-0, motion carried.**

**Upon motion (Hutchinson/Townsend) duly adopted, the Board referred the request of a speed reduction from 35 MPH to 25 MPH on Crocker Road to the Highway Advisory Committee. Vote 4-0-0, motion carried.**

h. Rental of former Fish & Game Dance Hall at the Landfill.

**Upon motion (Hutchinson/Townsend) duly adopted, the Board moved to table the rental request until further information can be obtained. Vote 4-0-0, motion carried.**

14. Adjournment

**Upon motion (Hutchinson/Townsend) duly adopted, the Board moved to adjourn at 8:30 p.m. until the next scheduled meeting of July 7, 2005 at 7:00 p.m. in the VIP Kitchen of Randolph Technical Career Center. Vote 3-0-1 (Tallman abstained), meeting adjourned.**

Respectfully submitted,

Cindy Spaulding  
Recorder

Special Selectboard Meeting of June 28, 2005  
in the Municipal Building Conference Room at 7 Summer Street

Selectboard: Jim Hutchinson, Tom Schersten, Larry Townsend and dawn butterfield. Absent was Heather Tallman.

Municipal Staff: Richard Schnaedter (Town Manager), Joyce Mazzucco (Town Clerk/Treasurer) and Cindy Spaulding (Recorder)

Public Attendees: none

Mr. Hutchinson called the meeting to order at 8:05 a.m.

1. Tax Anticipation Note

Ms. Mazzucco presented documents for the Tax anticipation Borrowing as approved at the Selectboard Meeting of June 21, 2005 item 4. Documents presented: Municipal Corporate Authorization Resolution, Non-Arbitrage and Use of Proceeds Certificate, Municipal Borrowing Resolution and Tax Anticipation Note.

2. Gift for Retiree

**Upon motion (Hutchinson/Townsend) duly adopted, the Board moved to contribute \$200.00 (two hundred dollars) to Barbara Stearns as a gift for years of service to the Town. Vote 4-0-0, motion carried**

Discussion: Ms. Butterfield brought to the Board's attention that she had received a phone from a citizen protesting to use taxpayer's money to pay for a retirement gift. However, all Board members agreed that it was a small contribution for years served and gifts like this have been given in the past.

3. Crabapple Tree Appeal

**Upon motion (Hutchinson/Schersten) duly adopted, the Board moved to table the appeal of the Tree Warden's decision on the Crabapple Tree until July 5, 2005 at 8:00 p.m. in the VIP Kitchen of Randolph Technical Career Center.**

4. Set Public Hearing Date for the Infrastructure Study on Beanville Road :  
VCDP Grant: 0135/04PG(07)

**Upon motion (Townsend/butterfield) duly adopted, the Board set a public hearing date to obtain public comment on the feasibility study of the infrastructure for Beanville Road Industrial/Commercial area, July 19, 2005 at 6:30 p.m. in the VIP Kitchen of Randolph Technical Career Center at 17 Forest Street. Vote 4-0-0, motion carried.**

5. Adjournment

**Upon motion (Hutchinson/Townsend) duly adopted, the Board moved to adjourn until next scheduled meeting of July 5, 2005 at 7:00 p.m. in the VIP Kitchen of Randolph Technical Career Center. Vote 4-0-0, motion carried.**

Respectfully submitted,

Cindy Spaulding  
Recorder

**Randolph Selectboard Meeting of July 5, 2005**  
**At VIP Kitchen in Randolph Technical Career Center**

Selectboard: Larry Townsend, Jim Hutchinson, Heather Tallman, dawn butterfield and Tom Schersten.

Municipal Staff: Richard Schnaedter (Town Manager), Joseph Voci (Director of Public Works) and ~~Patrick French (Assessor).~~

Public Attendees: Patrick French, Barbara Stearns (left at 7:10 p.m.), Letitia H. Ryjeski, Leigh Wright, William Kevan, and Rosalie M. Angell

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

1. Announcement

Mr. Hutchinson announced a notice of public hearing for \$25,000 (twenty-five thousand dollars) of VCDP Grant, to obtain public comment of the Water/Sewer line extension to include Waterbury Companies.

2. Contract

**Upon motion (Hutchinson/Townsend) duly adopted, the Board approved Ms. Stearns proposal to provide financial consulting service to the town. Vote 5-0-0, motion carried.**

3. Committee reports

a. Fire Advisory

Mr. Schersten reported that the Fire Advisory reviewed applications for Fire Services, they advised Mr. Rilling to install a 6" water line, Mr. Blakeman to have a second access to his proposed development on Sunset Hill. They also recommended a check list for new construction in the Town of Randolph and suggested that a sprinkler system and fire lane be installed at the Municipal Building. Persons being issued burn permits should contact Hartford dispatch when they will be burning. The Board would like to see a reminder advertised in the local newspaper.

b. Highway Advisory

Mr. Schersten reported that the Highway committee reviewed the speed limit reduction requests for Crocker Road and Vermont Route 14 by the Armstrong farm in East Randolph.

**Upon motion (Schersten/Hutchinson) duly adopted, the Board moved to keep the speed limit of 35 mph on Crocker Road and requested additional signage be put up to warn vehicles of upcoming intersection. Vote 5-0-0, motion carried.**

**Upon motion (Townsend/butterfield) duly adopted, the Board approved to petition the State of Vermont Agency of Transportation for a speed reduction on Route 14S from Armstrong's farm to North (outside the East Randolph village limits) with a suggested change to 35 mph, they would also like the State to review Route 66 and Chelsea Mountain Road. Vote 5-0-0, motion carried.**

4. Festival Application

**Upon motion (Tallman/Hutchinson) duly adopted, the Board approved Chandler Center for the Arts' state Festival Permit Application. Vote 5-0-0, motion carried.**

**Randolph Selectboard Meeting of July 5, 2005**  
**At VIP Kitchen in Randolph Technical Career Center**

5. Manager's Report

Landfill: The burn pile down at the landfill had been closed down for a few days until The Town and Casella Waste Management put together a plan for better control over the burn pile and compost pile at the Landfill as requested by the State of Vermont.. Recently, there were several "un-burnable" materials found in the burn pile, these materials will have to be removed and transported to Newport at \$36 per ton for construction debris.

6. Warrants

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

7. Other Business

a. Petition

**Upon motion (Hutchinson/Tallman) duly adopted, the Board moved to refer the Sunset Hill Neighborhood petition to the Planning Commission for review. Vote 5-0-0, motion carried.**

8. Minutes of Meeting

a. June 21, 2005 (Regular)

**Upon motion (Hutchinson/Townsend) duly adopted, the Board approved the minutes of June 21, 2005 regular Selectboard Meeting as written. Vote 4-0-1 (Schersten abstained), motion carried.**

b. June 28, 2005 (Special)

**Upon motion (Hutchinson/Schersten) duly adopted, the Board approved the minutes of June 28, 2005 Special Selectboard Meeting as written. Vote 4-0-1, (Tallman abstained), motion carried.**

9. Chelsea Mountain Road

It was reported that the road improvements to Chelsea Mountain Road will cost \$46,907 (forty-six thousand nine hundred seven dollars).

**Upon motion (Hutchinson/Townsend) duly adopted, the Board approved DuBois & King, Inc.'s amendment to the Chelsea Mountain Road Engineering contract. Vote 5-0-0, motion carried.**

10. White River Valley Ambulance Representative

**Upon motion (Hutchinson/butterfield) duly adopted, the Board moved to place an ad to replace the representative the White River Valley Ambulance Board of Directors. Vote 5-0-0, motion carried.**

11. Adjournment (Board meeting)

**Upon motion (butterfield/Townsend) duly adopted, the Board moved to adjourn meeting at 8:10 p.m. to open a Public Hearing on the Tree Warden's decision. Vote 5-0-0, motion carried.**

**Randolph Selectboard Meeting of July 5, 2005**  
**At VIP Kitchen in Randolph Technical Career Center**

12. Public Hearing on the Tree Warden's decision of the Flowering Crabapple tree located in front of the Municipal Building at 7 Summer Street.

Mr. Hutchinson called the Public Hearing to order at 8:15 p.m. and turned the hearing over to Mr. Nowlan.

Mr. Nowlan explained the procedure to all attendees of the public hearing.

Ms. Rosalie Angell commented that the tree appeared in the drawings of the architect. Mr. Leigh Wright commented that "we are losing an important part of the green space. Mrs. Letitia Rydjeski commented that the Town's residences voted on the east expansion. We should leave the green space alone and should expand the Municipal Building on the east side.

Mr. Hutchinson closed the meeting at 8:39 p.m.

**Upon motion (butterfield/Schersten) duly adopted, the Board moved to go into executive session at 8:40 p.m. for a deliberative session. Vote 4-1-0 (Townsend opposed)**

**Upon motion (Hutchinson/Townsend) duly adopted, the Board moved out of executive session at 8:45 p.m. Vote 5-0-0, motion carried.**

*Action:*

**Upon motion (Townsend/Schersten) duly adopted, the Board approved the affirmative action of the Tree Warden regarding the flowering crabapple tree. Vote 5-0-0, motion carried.**

13. Adjournment

**Upon motion (Tallman/butterfield) duly adopted, the Board moved to adjourn at 8:50 p.m. until the next scheduled meeting on July 19, 2005 at 6:30 p.m. in the VIP Kitchen of Randolph Technical Career Center. Vote 5-0-0, motion carried.**

Respectfully submitted,

Heather Tallman  
Clerk

HT:css

Public Hearing of the Randolph Selectboard on July 19, 2005  
Jumpstart Room at Randolph Technical Career Center

Selectboard: Jim Hutchinson, Larry Townsend, dawn butterfield, and Heather Tallman.  
Absent: Tom Schersten

Municipal Staff: Richard C. Schnaedter (Town Manager), Cindy Spaulding (Recorder),  
Joseph Voci (Director of Public Works) and Brandon Sherwin (Media)

Public Attendees: Jeremy Ingpen, Russell Rohloff, Lynnette Whitney and Marty Strange.

PUBLIC HEARING—VCDP Grant: 0135/04PG (07)

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

Mr. Hutchinson explained that the public hearing was to obtain the views of the citizens of Randolph on the planning study which addresses Water/Sewer line extension to include the Waterbury Companies site to permit future industrial/commercial park expansion and new road access from Beanville Road and JD Properties Park (former Ethan Allen Plant) on Hull Street and other commercial/industrial properties, the impact to any historic and archaeological resources that may be affected by the study.

Mr. Ingpen gave a brief overview of how the Town obtained the \$25,000 from Vermont Community Development Program to do the feasibility study in the Beanville Road area. And the RFP process that awarded DuBois & King, Inc. the contract for the study.

Mr. Rolhoff, representative of DuBois & King, presented a display of the proposed feasibility study. The study would consist of:

1. Increase water capacity in the area of Waterbury Companies.
2. Sewer line expansion up to Landfill Road
3. Proposed Road extension to Hull Street off of Beanville Road.

Mr. Hutchinson opened the floor for questions and public comment. There was no public comment or questions.

Mr. Hutchinson concluded the Public Hearing at 6:53 p.m.

Respectfully submitted,

Cindy Spaulding  
Recorder

Randolph Selectboard Meeting of July 19, 2005  
Jumpstart Room of Randolph Technical Career Center

Selectboard: Jim Hutchinson, Larry Townsend, dawn butterfield, and Heather Tallman.  
Absent: Tom Schersten

Municipal Staff: Richard C. Schnaedter (Town Manager), Cindy Spaulding (Recorder),  
Joseph Voci (Director of Public Works) and Brandon Sherwin (Media)

Public Attendees: Jeremy Ingpen, Russell Rohloff, Lynnette Whitney, Marty Strange, and  
Emily Kaminsky. (All public attendees left at 7:30 p.m.)

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

1. Public Comment —*no public comment*
2. Town Logo Update

Mr. Strange gave a brief background on the town logo. The graphics student at RTCC did a survey of the public on what they would like to see for a “logo”. There is a strong sense for the Morgan horse and in the heart of Vermont. The Chamber would like to place “Welcome” signs with the town logos at in various locations where the community meets, not at the beginning of the town line. The Chamber will raise money to pay for a one side sign, if the area community would like to have a two sided sign, then the community would have to raise the money for the second side. The Selectboard will have final approval of the logo.

3. Committee Reports

- a. Fire Advisory (not available)
- b. Water & Sewer

- Pauline Frankenburg

**Upon motion (Tallman/Townsend) duly adopted the Board approved Pauline Frankenburg’s allocation requests for 405(four hundred five) gpd of water and 210 (two hundred ten) of sewer, with the associated fees of \$1073.25 (one thousand seventy-three dollars and twenty-five cents) and \$1050 (one thousand fifty dollars), respectively, for the three-bedroom single-family dwelling in Rilling subdivision off of Elm Street. Vote 3-0-1 (Hutchinson abstained).**

- Gifford Medical Center

**Upon motion (Tallman/Townsend) duly adopted, the Board approved Gifford Medical Center’s allocation of an additional 2,408 (two thousand four hundred eight) gpd of water and 2,140 (two thousand one hundred forty) gpd of sewer, with the associated fees of \$6,381.20 (six thousand three hundred eight-one dollars and twenty cents) and \$10,700.00 (ten thousand seven hundred dollars) respectfully, the 10 additional beds and 5 additional employees associated with the nursing facility addition. Vote 4-0-0, motion carried.**

- Sci-Test, Inc.

**Upon motion (Tallman/Townsend) duly adopted, the Board approved Sci-Test, Inc.’s allocation of an additional 205 (two hundred five) gpd of sewer with the respective \$1025.00 (one thousand twenty five dollars) allocation fee, for a total allocation of 700 (seven hundred) gpd. Vote 4-0-0, motion carried.**

Randolph Selectboard Meeting of July 19, 2005  
Jumpstart Room of Randolph Technical Career Center

4. Community Capital of Central Vermont (CCoCV)

Ms. Kaminsky explained that CCoCV is a non-profit lender seeking to expand its micro and small business lending activities to the Town of Randolph. Currently their services have been throughout Washington County and three towns in Orange County: Washington, Williamstown and Orange. The organization has recently begun working with RACDC to expand their services to the Town of Randolph. In 2004 the agency received a Nonprofit Community Development Organization (NCDO) from the State of Vermont Community Development Program (VCDP). In order for the agency to expand into Orange County, VCDP requires the agency to obtain designation from the town's legislative body. This designation would be non-exclusive. (*Ms. Butterfield recused herself from discussion and vote as the agency is closely tied with her employer*).

**Upon motion (Townsend/Hutchinson) duly adopted, the Board designated Community Capital of Central Vermont as nonprofit community development organization (NCDO) to carry out community development activities in the Town of Randolph. Vote 3-0-1 (Butterfield abstained).**

5. Manager's Report

Mr. Schnaedter presented his report verbally.

- a. Invitation to attend the TAC Meeting on July 28. Mr. Hutchinson will attend.
- b. Skating Rink Slab—invoice from Dubois & King for engineering services is gratis.
- c. Chelsea Mountain Road—the Highway crew and Duranleau Construction have begun to ditch the road sides. Mr. Voci and Mr. Schnaedter attended a pre-bid meeting for repaving.
- d. Finance Director—new hire John Clough will start on August 15.

6. Landfill Lease

Mr. Schnaedter and Mr. Voci are working with Mr. Gaudette to find a place to rent. The Landfill building is not available.

7. Warrants

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

8. Minutes of July 5, 2005

**Upon motion (Tallman/Townsend) duly adopted, the Board approved the minutes of July 5, 2005 Selectboard meeting as amended. Vote 4-0-0, motion carried.**

*Amendment: Move Mr. Patrick French out of Municipal Staff attendees in to Public Attendees. Mr. French attended the meeting as a resident not a staff member.*

Randolph Selectboard Meeting of July 19, 2005  
Jumpstart Room of Randolph Technical Career Center

9. Other Business

a. Computer Appraisal

**Upon motion (Tallman/Townsend) duly adopted, the Board approved Computer Appraisal Services License Agreement for Property Valuation and Review. Vote 4-0-0, motion carried.**

b. Business Meeting Delegate

**Upon motion (Hutchinson/Tallman) duly adopted, the Board appointed Richard Schnaedter as voting delegate for the Town of Randolph at the 2005 VLT Annual Business Meeting to be held on Wednesday, September 14, 2005 in Killing Grand Hotel and Conference Center. Vote 4-0-0, motion carried.**

c. Bike Race

APPGAP Promotions has submitted a request to use the public roads in Randolph for a stage of Green Mountain Stage Race scheduled on Saturday, September 3, 2005. Tabled until August 2<sup>nd</sup> meeting.

10. Adjournment

**Upon motion (Hutchinson/Tallman) duly adopted, the Board moved to adjourn at 7:58 p.m. until next regular meeting of August 2, 2005 at 7:00 p.m. Vote 4-0-0, motion carried**

Respectfully submitted,

Cindy Spaulding  
Recorder

**JOINT MEETING**  
**Randolph Selectboard and the**  
**Water and Sewer Advisory Committee**  
**MEETING MINUTES**

**Monday, July 25, 2005**

Randolph Municipal Building – 7 Summer Street

**PRESENT**

Selectboard Members Jim Hutchinson, Heather Tallman, dawn butterfield, and Larry Townsend (Tom Schersten was absent), Committee Members Tom Davis, Don Maynard, Mary Hardy and Pat French (Gerry Reymore was absent and Heather Tallman is the Committee Chair), and Staff Joe Voci and Mardee Sanchez.

Public Kevin Blakeman and Martin Harris.

Chair Hutchinson called the meeting to order at 6:02 PM.

Although there were specific agenda items, the discussion blended all items together.

Jim invited Joe to overview the 1272 Order<sup>1</sup> and the general condition of the public sewer system. Joe stated the following:

- The Town was issued its first 1272 Order in 1998. This Order was last amended in October 2003. The Order requires the Town to, in a nutshell, take action to cease direct discharges to the waters of the state, specifically Ayers Brook and the Third Branch of the White River.
- The direct discharges, or overflows, as they're called, occur generally when the system components are unable to handle the flows, usually during rain events, and thus bypass the system components and discharge directly into the rivers. Randolph has three such overflow pipes: at the wastewater treatment facility on Hedding Drive, at the Route 66 pump station (next to the Chamber of Commerce building) and at the manhole on Prince Street.
- Improvements have been made (see below) and Dubois & King is undertaking a final engineering study, as required in the Order, and it is anticipated the Order will be lifted in January 2006. The Town should not overflow after the Order is lifted or it will likely be fined and put under another Order which will require more extensive (and expensive) improvements.
- Many improvements have been made and the system no longer overflows. With respect to the Route 66 pump station, 15 manholes have been repaired on the line down Route 66, a new pump impeller in the station have been installed, as has new instrumentation.
- The pump station has two pumps. One turns on, pumping sewage out of the 700-gallon wet well, when the level in the wet well is at 1 foot. The overflow out of the wet well is at 6 feet. The pump station should only have to run one pump at a time to keep up with flows into the wet well. This is a state requirement because it is not uncommon for the running pump to clog or otherwise become inoperative and the other pump is needed to

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<sup>1</sup> 1272 Order refers to an order issued by the Secretary of the Vermont Agency of Natural Resources pursuant to 10 VSA §1272.

handle the flows. It also allows for both pumps to run if flows are exceedingly high. When this happens at the Route 66 pump station, an alarm is sounded and personnel check out the situation. Both pumps have not run simultaneously since 2004.

- While the above-mentioned improvements have stopped the pump station bypasses for the past 1½ years, the pump station barely keeps up with peak flows, as Joe has monitored the station during heavy rain events.

The Selectboard and Committee members discussed what options there are to improve the Route 66 line and/or the pump station. The following options were discussed:

- Add a third pump at the station. This would allow two pumps to run at once while still having one back-up pump. This would increase the capacity of the station. Joe thought there might be room in the station, but it would take some extra piping and instrumentation. It also might require a larger force main out of the pump station and a new manhole into which the force main ends. A very rough estimate of this option was \$30,000 - \$50,000.
- Replace the sewer line and manholes from VTC to the pump station. This line is old and, as peak flows occur during rain events, infiltration is a problem. The cost of this option is astronomical. This option would not increase the pump station capacity.
- Line the sewer line from VTC to the pump station. This, too, would be costly, though not as costly as total pipe and manhole replacement.

Jim summarized the two main questions: 1) where is the Town with respect to existing allocations and future development/new applications? and 2) does the Town want to promote development on Route 66 and, if so, with how is the sewer situation to be dealt?

With respect to question #1, there are two approved allocations that have not been connected: Kevin Blakeman for 8 bedrooms and Lake Champagne Campground for 3 campsites. It was noted that when the facility to serve the 3 campsites is connected, it will also be utilized by 9 more campsites for which an allocation has not yet been granted. Potential new customers or existing customers that may be seeking additional allocations are VTC, Clearsource, Randolph Center residents (as septic systems fail along the main road) and Sam Sammis's 172 acres at the interstate. Joe indicated that no improvements are needed to handle the outstanding allocations. Tom stressed that additional allocations are less of a problem than the existing infiltration.

With respect to question #2, it was noted that the Town Plan indicates development should occur at the interstate and along Route 66. There is no money or projected money in the capital budget for improvements to the pump station or the Route 66 sewer line. Don questioned whether existing users should support development along Route 66 or if the developer should bear the costs of required improvements. With the Beanville Road area being another "growth area", Joe added that the wastewater treatment facility will need upgrading, likely in the next 10 years. This will, obviously, be a tremendous expense that the Town should start saving for now.

The meeting went back to the discussion about a third pump at the station, as it was felt this might buy the Town another 10 years until the plant needed replacing. Joe was going to do a single pump test to determine the actual pump capacity of the existing pumps, however, a study would be needed to ascertain how much extra capacity a third pump would actually result in, what it would cost and what other improvements would be necessary if a third pump were added. Joe was also going to look into grants that may be available to conduct such a study. Mardee was going to look into how the sewer user rate structure affects the Town's ability to qualify for money for construction.

*Heather made a motion, seconded by Jim, to direct the Water and Sewer Advisory Committee at its next meeting to not recommend approval of any further sewer allocations that would utilize the Route 66 line. The motion passed 4-0-0.*

The Water and Sewer Advisory Committee, Mardee, and members of the public left at 7:25 PM as the Selectboard entered into executive session with Joe to discuss personnel issues. The Selectboard exited the executive session at \_\_\_\_\_ PM.

\_\_\_\_\_ made a motion to adjourn. The motion passed 4-0-0 and the meeting adjourned at \_\_\_\_\_ PM.

Respectfully submitted,

Approved:

Mardee Sánchez

\_\_\_\_\_

REFERENCE ONLY

Sewer Commissioners Meeting of August 2, 2005  
Jumpstart Room at Randolph Technical Career Center

Selectboard: Jim Hutchinson, Heather Tallman and dawn butterfield. Absent: Tom Schersten and Larry Townsend.

Municipal Staff: Cindy Spaulding (Recorder), Joseph Voci (Director of Public Works) and Brandon Sherwin (Media)

Public Attendees: Jeremy Ingpen and Ben Merrill (*Herald of Randolph, The*)

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

Mr. Hutchinson explained that the sewer commissioners were reviewing the final decision on an order for NewTech, Inc. to stopper their floor drains at 11 Hedding Drive, so that discharging of solids will not occur in the future. The commissioners agreed to a solution to rectify the situation, to include record keeping, controlled manhole, dewatering hours of operation, acceptable material for discharge and polymers.

Mr. Voci reported that NewTech, Inc. is having difficulties receiving shipped parts for fulfill their obligation to the agreement by August 2, 2005. New Tech has given the Sewer Department and the Director of Public Works freedom to tour NewTech's facility at any time to review their progress with the agreement. Mr. Voci felt that New Tech is working diligently to fulfill their obligations to rectify any future discharging of solids in the floor drains of NewTech's facility and request that the commissioners extend their final action for 60 (sixty) days.

**Upon motion (Hutchinson/butterfield) duly adopted, the Sewer Commissioners moved to suspend action on New Tech's order to stopper their floor drains until October 4, 2005. Vote 3-0-0, motion carried.**

**Upon motion (Hutchinson/Tallman) duly adopted, the Sewer Commissioner moved to adjourn the meeting at 7:10 p.m. until October 4, 2005. Vote 3-0-0, motion carried.**

Respectfully submitted,

/s/Cindy Spaulding

Cindy Spaulding  
Recorder

Randolph Selectboard Meeting of August 2, 2005  
Jumpstart Room at Randolph Technical Career Center

Selectboard: Jim Hutchinson, Heather Tallman and dawn butterfield. Absent: Tom Schersten and Larry Townsend.

Municipal Staff: Cindy Spaulding (Recorder), Joseph Voci (Director of Public Works) and Brandon Sherwin (Media)

Public Attendees: Jeff Tolbert (Prahna Pictures), Jeremy Ingpen (RACDC), Gary Kessler (Green Mountain Stage Race), Ben Merrill (*Herald of Randolph, The*), Kevin Blakeman, Karen Kerin, Alan Heath, Terry Heath, Hugo Liepmann and Steven Springer.

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

1. Public Comment — No Public Comment
2. Water 1<sup>st</sup>

Mr. Liepmann explained that Water 1<sup>st</sup> is an advocate group of Randolph residents. Water 1<sup>st</sup> would like to apply for a federal grant to map ground water in Randolph Vermont. This grant requires an obligation in the amount of \$6,000.00 (six thousand dollars) from the Town. The total cost to map the groundwater is over \$25,000 (twenty five thousand dollars). Groundwater mapping would locate underground resources such as aquifers. The maps would facilitate finding water for wells; protecting water resources from destruction and avoiding contamination of water resources. Mr. Liepmann, on behalf of Water 1<sup>st</sup>, requested \$6,000 (six thousand) from the Selectboard to fund the grant..

Mr. Ingpen advised if this is a federal funded organization, that Randolph Area Community Development Corporation or Two-Rivers Ottauquechee Regional Commission should review the grant application on behalf of the Town. The Selectboard asked dawn butterfield on behalf of the Budget Committee to see where they could possible come up with the funding for the grant.

**Upon motion (Hutchinson/butterfield) duly adopted, the Board moved to table Water 1<sup>st</sup> request of \$6,000 (six thousand dollars) until first meeting of September. Vote 3-0-0, motion carried.**

3. Town Forest/Rabbit Track

Mr. Steve Springer stated that he and the Orange County Forester Dave Paganelli were approached by Terry W. Sheehan of T.W. Tree Forestry Consulting of Perkinsville, VT (abutter to the Town Forest) asking for a suitable section of the Rabbit Track property as a log landing and trucking area. It was suggested by Mr. Paganelli and Mr. Springer, if T.W. Tree Forestry Consulting were to make the necessary and improvements to the Rabbit Track, the company may be able to use the road to access the logs. Mr. Paganelli has drafted a Special Use Permit to the Town Forest.

**Upon motion (Hutchinson/Tallman) duly adopted, the Board approved special use permit to Terry Sheehan of T.W. Forestry Consulting of Perkinsville, Vermont access to the Town Forest/Rabbit Track as outlined in the contract with a bond in the amount of \$1,000 (one thousand dollars) to be held in escrow by the Town Treasurer; appointed Mr. Stephen Springer as designee to work with the county forester and appointed Mr. Richard Schnaedter as signatory on the contract. Vote 3-0-0, motion carried.**

4. Green Mountain Stage Race

Mr. Kessler presented, on behalf of Green Mountain Stage Race, a request to use the public roads in Randolph to conduct a bicycle stage race on September 3, 2005. The race route starts in Roxbury on Route 12A north to Northfield (Junctions of Route 12A & Route 12) proceeding down Route 12 to Randolph and back up to Roxbury on Route 12A. Mr. Kessler did explain that the Vermont State Police or County Sheriffs would be stationed at each key intersection of the route and each race groups will be lead by a Vermont State Police Officer or a County Sheriff and EMS personnel will accompany the race. The Board felt that this satisfied their safety concerns and that of Chief Krakowiecki.

**Upon motion (Hutchinson/butterfield) duly adopted, the Board granted consent for APP GAP Promotion to hold the 5<sup>th</sup> Annual Green Mountain Stage Race on September 3, 2005 using Route 12 and 12A through Randolph as outlined in the consent form and naming Randolph as insured on a third party insurance policy provided by the United States Cycling Federation. Vote 3-0-0, motion carried.**

*Mr. Kessler of APP GAP Productions, Mr. Liepmann of Water 1<sup>st</sup> and Mr. Springer left the meeting at 8:00 p.m.*

5. Sunset Hill Project

Ms. Kerin explained to the Board that she and Mr. Blakeman were at the board meeting to discuss the recent Water/Sewer Committee's decision for a second sewer allocation for the Sunset Hill Project, Town's sewer capacity and the situation with the Route 66 Pumping Station. Ms. Kerin and Mr. Blakeman gave background information regarding the second sewer allocation request for the Sunset Hill Project and felt that allocation should be granted, it is not the fault of the project that the Route 66 Pumping Station can not handle the sewer capacity in that area and the Town is on a 1272 order with the State of Vermont since 1998. Both Kerin and Blakeman tried to debate several times on the Development Review Board decision to deny a nine-unit request for the project. The Selectboard firmly stated several times that the Board had no jurisdiction over the Development Review Board and its decision is a different process. There was a small debate between the Heaths, Mr. Blakeman and Ms. Kerin.

*Ms. Kerin, Mr. Blakeman, Mr. & Mrs. Heath left the meeting at 9:00 p.m.*

6. Chelsea Mountain Road

Mr. Voci reported to the Board that there was only one bid for the Chelsea Mountain Road from Gorman Brothers in the amount of \$892,105.50 (eight hundred ninety-two thousand one hundred five dollars and fifty cents). This bid came in 18% (eighteen percent) higher than anticipated by DuBois & King, Inc. Mr. Voci suggested that the Board reject the bid and look for an alternative solution to Chelsea Mountain Road for another year.

**Upon motion (Hutchinson/butterfield) duly adopted, the Board rejected Gorman Brother's bid in the amount of \$892,105.50 (eight hundred ninety-two thousand one hundred five dollars and fifty cents) for repaving of Chelsea Mountain Road. Vote 3-0-0, motion carried.**

7. Underwater Solutions

Mr. Voci reported that the Town has received two bids for cleaning and inspecting of the North Reservoir. He recommended awarding the bid to Underwater Solutions as they were the lowest apparent bidder and they cleaned and inspected the reservoir five years ago. Funding for this will come from the Water Capital Budget.

**Upon motion (Tallman/Hutchinson) duly adopted, the Board approved Underwater Solutions proposal to clean the North Reservoir as outlined in the proposal. Vote 3-0-0, motion carried.**

8. Resignation of Budget Committee Member

**Upon motion (Tallman/butterfield) duly adopted, the Board accepted Nancy Smith's resignation from the Budget Committee with regrets and requested that the vacancy be advertised immediately. Vote 3-0-0, motion carried.**

9. Committee Reports

a. Recreation

Ms. Tallman requested on behalf of the Boys and Girls Club to provide half-price season passes to the pool and skating rink half way through their appropriate seasons.

**Upon motion (Tallman/butterfield) duly adopted, the Board approved to offer half-price season passes half way through the season effective immediately. Vote 3-0-0, motion carried.**

Randolph Selectboard Meeting of August 2, 2005  
Jumpstart Room at Randolph Technical Career Center

10. Minutes

- a. July 19, 2005 (Public Hearing)

**Upon motion (Hutchinson/Tallman) duly adopted, the Board approved the minutes of July 19, 2005 Public Hearing as written. Vote 3-0-0, motion carried.**

- b. July 19, 2005 (Regular)

**Upon motion (Tallman/Hutchinson) duly adopted, the Board approved the minutes of July 19, 2005 regular Selectboard meeting as written. Vote 3-0-0, motion carried.**

- c. July 25, 2005 (Special)

**Upon motion (Tallman/Hutchinson) duly adopted, the Board approved the minutes of July 25, 2005 Selectboard joint meeting with the Water/Sewer Committee as amended. Vote 3-0-0, motion carried.**

11. Warrants

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

12. Other Business

- a. RACDC Update

Mr. Ingpen gave a brief over view of Randolph Area Community Development Corporation. (See attached) In summary, there would not be any economic development in the Town of Randolph without support from the Selectboard.

13. Executive Session

- a. Contractual

**Upon motion (Tallman/Hutchinson) duly adopted, the Board moved to go into executive session at 9:20 p.m. with Mr. Ingpen to discuss legal contractual issues. Vote 3-0-0, motion carried.**

**Upon motion (Tallman/Hutchinson) duly adopted, the Board came out of executive session with Mr. Ingpen at 9:40 p.m. Vote 3-0-0, motion carried.**

*Action: no action taken*

Randolph Selectboard Meeting of August 2, 2005  
Jumpstart Room at Randolph Technical Career Center

b. Personnel

**Upon motion (Tallman/butterfield) duly adopted, the Board moved into executive session at 10:00 p.m. with Mr. Voci to discuss personnel issues.**

**Upon motion (Hutchinson/Tallman) duly adopted, the Board moved to come out of executive session at 10:30 p.m. Vote 3-0-0, motion carried.**

*Action taken:*

**Upon motion (Hutchinson/butterfield) duly adopted, the Board moved to rescind Mr. Voci's resignation as Director of Public Works (DPW) and reappointed him as DPW; and grant him one more week of vacation, other details of employment to be worked out. Vote 3-0-0, motion carried.**

14. Adjournment

**Upon motion (butterfield/Hutchinson) duly adopted, the Board moved to adjourn regular meeting at 11:00 p.m. until next scheduled meeting on August 16, 2005 at 7:00 p.m. in the Jumpstart Room at Randolph Technical Career Center.**

Respectfully submitted,

/s/Cindy Spaulding

Cindy Spaulding  
Recorder

Selectboard Meeting of August 16, 2005  
Jumpstart Room at Randolph Technical Career Center

Selectboard: Heather Tallman, Larry Townsend, Jim Hutchinson, Tom Schersten and dawn butterfield (arrived at 7:15 p.m.)

Municipal Staff: Richard Schnaedter (Town Manager), John Clough (Finance Director), Cindy Spaulding (Recorder) and Brandon Sherwin (Media)

Public Attendees: Hugo Liepmann, David DeSimone and Roxanne DeSimone  
Jeffrey Tucker, Aaron Guyette, and Mary Hardy (Budget Committee)

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

1. Public Comment —no public comments
2. Ground Water Mapping

Mr. DeSimone from the Vermont State Department of Conservation, Geology & Mineral Resources Division, gave a brief presentation on the process of ground water mapping. Geologic studies are proposed to examine the Town's glacial overburden and bedrock aquifers. The geologic map of surface deposits serve as a source for percolation rates, soils information and land use potential for planning purposes.

3. Chelsea Mountain Road

Mr. Tucker of DuBois & King, Inc updated the Board on Chelsea Mountain Road Improvements and presented a letter outlining different options: 1. Accept Gorman Brothers bid and proceed with the project, 2. Negotiate with the sole bidder that results in an acceptable constructed product of a cost significantly less than the bid. 3. Reject the bid and re-advertise the project for construction in late fall of 2006. Also discussed was the difference in price and quality of cold mix and hot mix for the paving process. This item tabled until September 6, 2005 meeting for more information.

4. Purchase of DPW Vehicle

**Upon motion (Townsend/Schersten) duly adopted, the Board approved the purchase of a 2000 Chevrolet S-10 pick-up truck from School Street Garage, Inc. in the amount of \$10,950 (ten thousand nine hundred fifty) for the Public Works Director. Vote 4-0-0, (Tallman did not take part in discussion or motion; she was out of the room for motion), motion carried.**

*The funding for this purchase will come from the Cemetery Department and Water Equipment fund as outlined in DPW memo.*

5. Sale of Burial Plots

- a. Lawrence

**Upon motion (Hutchinson/Townsend) duly adopted, the Board approved the sale of a four (4) gravesite burial plot in East Randolph Cemetery to Ernest Lawrence in the amount of \$240.00 (two hundred forty dollars). Vote 4-0-0 (Tallman did not take part in discussion or motion; she was out of the room for motion), motion carried.**

Selectboard Meeting of August 16, 2005  
Jumpstart Room at Randolph Technical Career Center

b. Hackett

**Upon motion (butterfield/Townsend) duly adopted, the Board approved the sale of sixteen (16) burial plots in the Pleasant View Cemetery. Vote 4-0-0 (Tallman did not take part in discussion or motion; she was out of the room for motion), motion carried.**

6. Manager's Report

Mr. Schnaedter presented his Manager's report verbally, outlining issues at 10 Dudley Street, Landfill Status, and the Fire Advisory's plan review.

7. Warrants

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

8. Budget Committee Vacancy

**Upon motion (Townsend/butterfield) duly adopted, the Board appointed Phyllis Forbes to the Budget Committee to fill the vacancy until next Town Meeting (March 2006). Vote 5-0-0, motion carried.**

9. Minutes

a. August 2, 2005 (Sewer Commissioners)

**Upon motion (Hutchinson/Tallman) duly adopted, the Board approved the August 2, 2005 Sewer Commissioners minutes as written. Vote 3-0-2 (Townsend and Schersten abstained), motion carried.**

b. August 2, 2005 (Selectboard)

**Upon motion (Hutchinson/Tallman) duly adopted, the Board approved the August 2, 2005 Selectboard minutes as written. Vote 3-0-2 (Townsend and Schersten abstained), motion carried.**

10. Other Business

a. Tax Rates

Mr. Hutchinson mentioned that Mr. French had approached him to schedule a Special Meeting of the Selectboard to set the tax rate. Special Meeting of the Selectboard is scheduled for Monday August 22, 2005 at 8:00 a.m. in the Municipal Building Conference Room.

b. Signs

Mr. Hutchinson reported that he was notified by a resident of South Randolph Road that there is no "STOP" sign at the intersection of Davis Road and South Randolph Road. Mr. Schnaedter mentioned that the Davis Road signs had been down for sometime and the new ones had recently arrived in Town. The "STOP" sign may have been removed when the street signs came up missing. This issue has been directed to the Highway Committee.

Selectboard Meeting of August 16, 2005  
Jumpstart Room at Randolph Technical Career Center

c. Compliment

The Board has received a few letters commending the good work of the Randolph Police Department and would like to extend their "THANK YOUs" to the Police Department for a job well done.

d. Meeting

Mr. Hutchinson mentioned that he had attended a Transportation Advisory meeting at Two Rivers-Ottawaquechee Planning Commission; he had spoken to several State Agency of Transportation staff about the Main Street Bridge.

e. Status of Tri-Town Agreement Meeting

Mr. Hutchinson has been in contact with both Braintree and Brookfield Selectboards to schedule a meeting of all boards. The suggested dates are August 23, 24 or 26. He will let the other board members know as soon as the meeting has been scheduled.

11. Adjournment

**Upon motion (Townsend/butterfield) duly adopted, the Board moved to adjourn at 8:30 p.m. until next scheduled meeting, a special meeting to be held on August 22, 2005 at 8:00 a.m. in the Municipal Building.**

Respectfully submitted,

*/s/Cindy Spaulding*

Cindy Spaulding  
Recorder

Special Selectboard Meeting of August 22, 2005  
Municipal Building Conference Room, 7 Summer Street

Selectboard: Jim Hutchinson, Larry Townsend and dawn butterfield. Absent: Heather Tallman and Tom Schersten.

Municipal Staff: Richard Schnaedter (Town Manager), John Clough (Finance Director), Patrick French (Assessor), and Cindy Spaulding (Secretary/Recorder).

Public Attendees: M.D. Drysdale (*Herald of Randolph*) and Robin Palmer (*Times Argus*).

Mr. Hutchinson called the meeting to order at 8:05 a.m.

1. Set FY2006 Tax Rate

**Upon motion (Townsend/Hutchinson) duly adopted, the Board set the municipal tax rate of \$2.67 per \$100 of the assessed value for homestead and \$2.6115 per \$100 of the assessed value for non-residential; police district rate \$.53 both homestead and non-residential; for the total townwide plus police district tax rate of \$3.20 for homestead and \$3.1415 non-residential. Vote 3-0-0, motion carried.**

2. Assembly Permit

**Upon motion (butterfield/Townsend) duly adopted, the Board approved the New World Festival assembly permit for the event to take place on September 4, 2005 between the hours of noon and midnight. Vote 3-0-0, motion carried.**

3. Warrant

**Upon motion (Hutchinson/Townsend) duly adopted, the Board approved the warrant as presented. Vote 3-0-0, motion carried.**

4. Adjournment

**Upon motion (Townsend/Hutchinson) duly adopted, the Board moved to adjourn at 8:25 a.m. until next scheduled meeting on September 6, 2005 at 7:00 p.m. in the Jumpstart Room of Randolph Technical Career Center. Vote 3-0-0, meeting adjourned.**

Respectfully submitted,

/s/ Cindy Spaulding  
Cindy Spaulding  
Secretary/Recorder

Special Randolph Selectboard Meeting of August 26, 2005  
Municipal Building Conference Room, 7 Summer Street

Randolph Selectboard: Jim Hutchinson, Larry Townsend and dawn butterfield.  
Absent: Tom Schersten and Heather Tallman

Brookfield Selectboard: William Johnson and Michael McPhetres

Braintree Selectboard: Jocelyn Stohl and Walter Palmer

Support Staff: Cindy Spaulding (Secretary/Recorder—Randolph) and Michelle Keyes (Administrative Assistant—Braintree)

Me. Hutchinson called the meeting to order at 9:15 a.m.

Mr. Hutchinson explained that the three boards were meeting to discuss the agenda items as they are provided or shared between the towns. The agenda items listed should be: Tri-town Solid Waste District, Shared Services, White River Valley Ambulance (WRVA), Radio Systems and Other Business.

1. Tri-Town Solid Waste District

a. Draft Plan update

Mr. Hutchinson gave a brief overview of the status of the SWIP. At this time the SWIP is back at the State level for review after the town has submitted its responses to questions arisen from the submission of the August 2003 draft.

b. Cost sharing

Braintree and Brookfield cost share for the Household Hazardous Waste Day with the Town of Randolph.

c. Possible future landfill

Randolph has formed a Lined Landfill Review Committee to review the possibility of opening a future landfill. This committee was formed to survey the costs of opening and operating a new landfill. It was suggested to have representatives from Braintree and Brookfield. Braintree and Brookfield will solicit interested residents of their towns to serve.

d. Possible new members

The Boards agreed to form a Tri-town Trash Committee. This committee will review the function of trash in the tri-town district and research a new contractor to lease the Randolph Transfer Station as Casella's contract to operate the transfer station expires in 2007. The representation will consist of a member of each town's Selectboard. Appointment of each member will come from the respective board at their town's next Selectboard meeting. This item has been scheduled for the September 6 meeting of the Randolph Selectboard.

2. Shared Services

a. Recreation

Braintree and Brookfield agreed that the funding of recreational events provided by Randolph should be passed onto non-residents at a higher rate.

Special Randolph Selectboard Meeting of August 26, 2005  
Municipal Building Conference Room, 7 Summer Street

b. Library

Brookfield has its own library. Kimball Library is used by the residents of Braintree. The Braintree Board agreed that the costs should be shifted to the individuals and not the Town. There is an appropriation for the Kimball Library in FY2006 that will be paid to the Library, but it is suggested that the Library Trustees be asked to look into an increase in their fees.

3. White River Valley Ambulance

All three boards agreed that WRVA provides excellent service to the area. WRVA was highly praised for their service to the towns.

4. Radio Systems

The radio systems are shared on a school bus level at this time. Ms. Stohl stated that the Town of Braintree is pursuing VHF frequency radios, repeaters and other radio equipment. At this time, the Randolph Center Fire Department on behalf of Braintree has submitted an application for grant funding through homeland security in the amount of \$34,000. If the grant is awarded, it would benefit Braintree and other municipalities that would like to share in the cost. The radio frequency and repeater would be owned by the Town of Braintree.

5. Future Joint meetings

All boards agreed to meet twice a year. Next scheduled meeting is April 10, 2006 at 9:00 a.m., tentative location Braintree Town Offices.

6. Other Business

a. Braintree Fire Service Contract

Mrs. Stohl is concerned of the costs of the fire contract with Randolph. Historically, the contract was with Randolph Village Fire Department only. Over the years, the cost has increased and shifted to fund all three of Randolph's Fire Departments. Mrs. Stohl would like to investigate a different method to pay per fire scene instead of a per capita. Randolph Board verbally agreed and requested that the Fire Advisory Board review the possibility of a per call cost instead of per capita for Braintree. Braintree requested a copy of the price sheet used to bill for fire calls. Payment for fire services pending outcome of cost review.

b. Gravel

Brookfield has its own gravel pit. Braintree and Randolph share a gravel pit at this time located in Braintree. Braintree is pursuing a contract to acquire a gravel pit that would only be available to them.

7. Adjournment

Meeting adjourned at 11:15 a.m. until next scheduled meeting on April 10, 2006 at 9:00 a.m. in the Town of Braintree's offices. Future meetings will be held in early spring and late summer/early fall. The location will rotate between the three towns.

Respectfully submitted,

*/s/Cindy Spaulding*  
Cindy Spaulding  
Secretary/Recorder

Selectboard Meeting of September 6, 2005  
Jumpstart Room at Randolph Technical Career Center

Selectboard: Jim Hutchinson, Larry Townsend, dawn butterfield, Tom Schersten and Heather Tallman (arrived at 7:40 p.m.)

Municipal Staff: Richard Schnaedter (Town Manager), John Clough (Finance Director), Patrick French (Assessor), Joseph Voci (Director of Public Works), Cindy Spaulding (Recorder) and Heather Vilbirt (Media)

Public Attendees: Aaron Guyette (DuBois & King, Inc.), Hugo Leipmann (Water 1<sup>st</sup>), Wayne Warner (Budget Committee), Mary Hardy (Budget Committee), Richard Lewis (Vermont Appraisal), Ted Nelson (Vermont Appraisal), Robin Palmer (*Times Argus*), M.D. Drysdale (*Herald of Randolph*) and Pam Neff.

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

1. Public Comment—none
2. Reappraisal Presentation

Mr. French introduced the representatives of Vermont Appraisal Company, Ted Nelson and Richard Lewis onsite supervisor. Mr. Lewis informed the board that the appraisal company came in the July 4th week to set up and get familiar with the Town of Randolph. Vermont Appraisal has started on the east side of I-89 on Route 14 first, and on to Route 12 south of the Village. By mid-winter they will be working on commercial and village areas. At this time they are setting up appointments and doing inspections. The company looks at raw land sales to build a land schedule, and reviews recent sales in the past year to compile a sample for their data.

Residents are notified by correspondence to contact the appraisal company to set up an appointment to view the property. The appraisal company will follow up on all correspondence by telephone as all properties must be appraised.

Each property's value is determined by the land, location, and buildings (quality and quantity). These are based upon the sales in the past year and building costs for a cost comparison. Using sales determines and defines the value of properties.

Mr. French strongly requested that the residents please call and set up the appointments as soon as they receive the notices in the mail for their section of Town. It would make the reappraisal go smoother.

3. Chelsea Mountain Road Status

Aaron Guyette of DuBois and King, Inc. presented a cost comparison for the Chelsea Mountain Road Project and discussed the difference between hot mix and cold mix asphalt.

**Upon motion (Townsend/Tallman) duly adopted, the Board moved to rebid the Chelsea Mountain Road Project using cold mix option after January 1, 2006. Vote 5-0-0, motion carried.**

Selectboard Meeting of September 6, 2005  
Jumpstart Room at Randolph Technical Career Center

4. Police District Mapping

Mr. Townsend mentioned that he has been approached by residents in the Police District. The residents are concerned that their property is in the Police District and the properties across the road are not. A letter from Mr. and Mr. Price of 12 Vermont Route 66 was presented to the Board.

**Upon motion (Townsend/Hutchinson) duly adopted, the Board moved to direct the Police Advisory to review the police district map. Vote 5-0-0, motion carried.**

5. Groundwater Mapping

A memo from Mr. Jeremy Ingpen was presented to the Board on his evaluation of Water 1<sup>st</sup> proposal on ground water mapping.

**Upon motion (Hutchinson/Townsend) duly adopted, the Board moved to table funding request for Groundwater Mapping until September 20, 2005 meeting. Vote 5-0-0, motion carried.**

6. Committee Reports

- a. Highway met on August 29, 2005, Mr. Schersten reported that Jon Kaplan has resigned. Other discussion at the meeting was a blinking "Stop" sign at the intersection of Forest, Elm and Central Streets. This type of light would be solar powered.
- b. Fire Advisory met on August 9, 2005, Mr. Schersten reported that the Fire Advisory had moved to increase wages for fire personnel in January, 2006. Also, the Fire Advisory feels that the 1997 standards that they set in place for new structures and driveways is not being taken serious. It was mentioned that the standards are only suggested recommendations and have no legal recourse.
- c. Budget Committee met on August 29, 2005. Mr. Warner requested that he would like better communications between the Selectboard and Budget Committee. Getting all committee members together is getting difficult and he would like to have full attendance at all meetings. The meeting dates and times are being reviewed to accommodate all committee members.

7. Delinquent Tax Sale

**Upon motion (Hutchinson/Schersten) duly adopted, the Board authorized Mr. Schnaedter to bid on the I Lease for You delinquent property tax sale not to exceed \$85,000. Vote 5-0-0, motion carried.**

8. Coin Drop

**Upon motion (Tallman/Townsend) duly adopted, the Board approved East Randolph Fire Department's request to conduct a coin-drop on Route 14 in front of the Fire Station between the hours of 9:00 a.m. and 6:00 p.m. on September 17 and 18. Vote 5-0-0, motion carried.**

9. Street Names

**Upon motion (Tallman/Hutchinson) duly adopted, the Board approved "Rosewood Drive". Vote 5-0-0, motion carried.**

**Upon motion (butterfield/Tallman) duly adopted, the Board approved "Mariah Lane". Vote 5-0-0, motion carried.**

Selectboard Meeting of September 6, 2005  
Jumpstart Room at Randolph Technical Career Center

10. NewTech Contract

**Upon motion (Hutchinson/Townsend) duly adopted, the Board approved to renew a three year contract with NewTech, Inc. for hauling leachate from the closed lined landfill to the wastewater facility as presented. Vote 5-0-0, motion carried.**

11. Caterer Licenses

**Upon motion (Hutchinson/Townsend) duly adopted, the Board approved Agramark's request to cater a cash bar/cocktail reception on October 15, 2005 on the patio of Judd Hall (rain location is inside Judd Hall) between the hours of 5:00 p.m. to 7:00 p.m. Vote 5-0-0, motion carried.**

**Upon motion (Tallman/Townsend) duly adopted, the Board approved Sambel's request to cater the Snowmobile Raffle on November 11, 2005. Vote 5-0-0, motion carried.**

12. Tri-Town Trash Committee

**Upon motion (Hutchinson/Townsend) duly adopted, the Board moved for Randolph to participate in the Tri-town Trash Committee and appoint a member of the Selectboard to the committee. Vote 5-0-0, motion carried.**

**Upon motion (Tallman/Hutchinson) duly adopted, the Board appointed Larry Townsend as a representative to the Tri-town Trash Committee. Vote 4-0-1 (Townsend abstained), motion carried.**

13. Manager's Report

Mr. Schnaedter briefly presented his report verbally covering the budget process schedule, Status on Emerson Terrace and a raving review for the Water/Wastewater Department. The Selectboard commended the Water/Wastewater Department personnel for their outstanding inspection of the Wastewater Treatment Facility.

14. Warrants

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

15. Minutes

a. August 16, 2005

**Upon motion (Hutchinson/Townsend) duly adopted, the Board approved the regular Selectboard minutes of August 16, 2005 as written. Vote 5-0-0, motion carried.**

b. August 22, 2005

**Upon motion (Townsend/Hutchinson) duly adopted, the Board approved the Special Selectboard minutes of August 22, 2005. Vote 3-0-2 (Schersten/Tallman abstained)**

Selectboard Meeting of September 6, 2005  
Jumpstart Room at Randolph Technical Career Center

c. August 26, 2005

**Upon motion (Hutchinson/Townsend) duly adopted, the Board approved the Randolph, Braintree and Brookfield Special Joint Selectboard minutes of August 29, 2005. Vote 3-0-0 (Schersten/Tallman) abstained, motion carried.**

16. Other Business

a. Junk Cars

Ms. Neff requested a status report in writing on the junk vehicles in East Randolph. Mr. Schnaedter stated that he would provide an update of the situation in the next seven business days.

b. Fire Service Contract

**Upon motion (Hutchinson/Tallman) duly adopted, the Board approved the 2005 Fire Services Contract for the Town of Braintree in the amount of \$46,759 (forty-six thousand seven hundred fifty nine dollars) based on 95% of equalized tax rate. Vote 5-0-0, motion carried.**

c. Forest Committee Appointments

**Upon motion (Hutchinson/Townsend) duly adopted, the Board appointed Gerry Reymore, Sean Ross and Sidney McLam to the Town Forest Committee. Vote 5-0-0, motion carried.**

17. Executive Session

**Upon motion (Hutchinson/Townsend) duly adopted, the Board moved to go into Executive Session at 9:30 p.m. to discuss a personnel issue. Vote 5-0-0, motion carried.**

**Upon motion (Townsend/Hutchinson) duly adopted, the Board moved to come out of Executive Session at 10:45 p.m. Vote 5-0-0, motion carried.**

*Action: No Action taken*

18. Adjournment

**Upon motion (Hutchinson/Townsend) duly adopted, the Board moved to adjourn at 10:52 p.m. until next scheduled regular meeting of September 20, 2005 at 7:00 p.m. in the Jumpstart Room of Randolph Technical Career Center. Vote 5-0-0, motion carried.**

Respectfully submitted,

*/s/ Cindy Spaulding*

Cindy Spaulding  
Recorder

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Randolph Selectboard Meeting of September 20, 2005  
Jumpstart Room, Randolph Technical Career Center

Selectboard: Jim Hutchinson, Larry Townsend, dawn butterfield and Heather Tallman. Absent: Tom Schersten.

Municipal Staff: Richard Schnaedter (Town Manager), Cindy Spaulding (Recorder) and Heather Vilbirm

Public Attendees: Debbie Price

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

1. Public Comment

Mrs. Price voiced her concern that her property and a neighbor's property is taxed for the Police District, but was told that their properties were not in the Police District. Mr. Townsend stated that the Police District issue will be before the Police Advisory Committee on September 27. .

2. Municipal Planning Grant

Mr. Hutchinson explained that the Municipal Planning grant was for Phase two of the East Randolph Downtown, the town has no financial match to this grant.

**Upon motion (Tallman/Hutchinson) duly adopted, the Board approved the Municipal Planning Grant and appointed Mardee Sanchez as Grant Administrator. Vote 4-0-0, motion carried.** *The Planning Commission appointed Mr. Chris Sargeant to sign on behalf of their commission.*

3. Dog Issues

Mr. Hutchinson informed the board that he had received a complaint from a Randolph resident, who stated the neighbor's dogs are taking over the complaint's property. The board will review the current dog ordinance, state statutes and sample ordinances from other towns. They requested that the Animal Control Officer attend the scheduled meeting.

4. Committee Reports

a. Water & Sewer

**Upon motion (Tallman/Townsend) duly adopted, the Board approved Valley Bowling's request for an additional 75 gpd of water allocation for the fire sprinkler system allocation as stated in memo. Vote 4-0-0, motion carried.**

**Upon motion (Townsend/Hutchinson) duly adopted, the Board approved Mr. Leonards' request for sewer allocation of 24 gpd for two employees in the converted office space at 27 South Main Street. Vote 4-0-0, motion carried.**

b. Recreation Advisory had a round table discussion of the Boys and Girls Club contract. The committee is satisfied that the BGC is upholding their contract.

The committee has been reviewing funding to upgrade the tennis courts on School Street. One problem in the past for funding is that the Town did not own the property.

c. Planning Commission has interviewed candidates for a vacancy on the committee.

d. Capital Budget/Capital Planning meets on September 27, 2005 at 7:30 p.m.

5. Manager's Report

Mr. Schnaedter presented a brief overview of his report covering:

Delinquent tax property owned by I Lease for You has been paid in full.

Update on junk cars in East Randolph

Police Department received first place award for Vermont's Chief's Challenge. Request to sell prize of a Radar unit valued a \$1,700 (one thousand seven hundred).

**Upon motion (Townsend/Hutchinson) duly adopted, the Board approved the Police Department's request to sell a radar unit to South Royalton Police Department in the amount of \$1,500 (one thousand five hundred), the monies will be used to update the computers at the Randolph Police Department. Vote 4-0-0, motion carried.**

6. Road Name Request

**Upon motion (Tallman/Hutchinson) duly adopted, the Board approved the road name "Holbrook Ridge Road", this road is a private drive off of Route 12 and to the right of Hemlock Terrace. Vote 4-0-0, motion carried.**

7. Sign Request

Ms. Sanchez submitted a memo pertaining to Two Main Street Partners, LLC proposing a sign on the side of its building at 2 South Main Street.

**Upon motion (Hutchinson/butterfield) duly adopted, the Board approved Two Main Street Partners, LLC's request to erect a sign on the side of its building at 2 South Main Street with the condition that the sign be placed nine feet from the bottom of the sign to the ground as required in the sign ordinance. Vote 4-0-0, motion carried.**

8. Liquor License

**Upon motion (Townsend/Tallman) duly adopted, the Board approved Valley Bowling's request for a first class liquor. Vote 4-0-0, motion carried.**

9. Warrants

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

10. Ground Water Funding

Mr. Hutchinson stated that he had spoken to Two Rivers-Ottawaquechee Regional Planning Commission regarding the benefits of ground water mapping the town. The only benefit would be locating aquifers at the wellhead protection areas, where the aquifer may extend past the required protection area. Even though the legislature has mandated groundwater mapping, funding for such a project from the State is not in the near future. The Board would like to give it more thought and having funding sources in place prior to committing to the project.

11. Public Hearing Dates

**Upon motion (Townsend/Hutchinson) duly adopted, the Board set a public hearing date of October 18 at 6:30 p.m. to hear the Beanville Road Infrastructure Study. Vote 4-0-0, motion carried.**

**Upon motion (Hutchinson/Townsend) duly adopted, the Board set a public hearing date of October 18 at 6:45 p.m. to obtain public comment on the close out of VCDP Grant 0135/02IG(01) Village School Rehabilitation. Vote 4-0-0, motion carried.**

12. Other Business

a. Future Development of Route 66

The Board will host a round table discussion with the Water/Sewer Advisory Committee and area businesses and residents of Route 66 to collect information regarding the future development of Route 66.

**Upon motion (Townsend/Hutchinson) duly adopted, the Board moved to have a public meeting on October 6 at 9:00 a.m. at the Three Stallion Inn to discuss the future development of Route 66 and upgrade of the Route 66 sewer system. Vote 4-0-0, motion carried.**

b. White River Valley Ambulance

The Board received the first draft of White River Valley Ambulance's budget for FY2007.

c. Emergency Management

The Board questioned their role in the Rapid Response Plan for the Town in light of the recent hurricane disaster in Mississippi and Louisiana. Their roles were explained by Mr. Schnaedter.

13. Minutes

**Upon motion (Hutchinson/Tallman) duly adopted, the Board approved the minutes of September 6, 2005 as written. Vote 4-0-0, motion carried.**

14. Executive Session

**Upon motion (Hutchinson/Townsend) duly adopted, the Board enter into executive session at 8:20 p.m. to discuss a personnel issue. Vote 4-0-0, motion carried.**

**Upon motion (Hutchinson/Townsend) duly adopted, the Board moved out of executive session at 9:35 p.m. Vote 4-0-0, motion carried.**

*Action: No action taken      Participants in executive session: Tallman, butterfield, Hutchinson, Townsend and Schnaedter.*

15. Adjournment

**Upon motion (Hutchinson/butterfield) duly adopted, the Board moved to adjourn until regular scheduled meeting on October 4, 2005 at 7:00 p.m. in the Jumpstart Room of Randolph Technical Career Center. Vote 4-0-0, motion carried.**

Respectfully submitted,

*/s/ Cindy Spaulding*

Cindy Spaulding  
Recorder

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REFERENCE ONLY

Randolph Selectboard Meeting on October 4, 2005  
Jumpstart Room at Randolph Technical Career Center

Selectboard: dawn butterfield, Jim Hutchinson, Larry Townsend and Tom Schersten. Heather Tallman arrived at 7:40 p.m.

Municipal Staff: Richard Schnaedter (Town Manager), Cindy Spaulding (Recorder), Joseph Voci (DPW) and Heather Vilbrin (Media). Anne 'Milo' Cutler arrived at 8:30 p.m.

Public Attendees: M.D. Drysdale (*Herald of Randolph, The*), Robin Palmer (*Times Argus, The*), Garry Kessler (APPGAP) arrived at 7:15 p.m., Robert Dimmick (NewTech, Inc.) arrived at 7:15 p.m., Pamela Neff arrived at 8:15 p.m.

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

1. Announcement

Mr. Hutchinson announced there is a Public Hearing scheduled for October 18, 2005 regarding the VCDP funds of \$25,000 for the Beanville Road Feasibility Study.

2. Road Name Request

Mr. Sweetser sent a memo to the Selectboard requesting a correction of a road name.

**Upon motion (Hutchinson/butterfield) duly adopted, the Board approved correcting Hemlock Terrace to Hemlock Lane. Vote 4-0-0, motion carried.**

3. Sale of Burial Plots

a. Garrow

**Upon motion (Hutchinson/Townsend) duly adopted, the Board approved the sale of a three (3) gravesite burial plot in the Randolph Center Cemetery to Mr. and Mrs. Robert Garrow. Vote 4-0-0, motion carried.**

b. Tucker

**Upon motion (Townsend/Hutchinson) duly adopted, the Board approved the sale of a two gravesite burial plot in the Pleasant View Cemetery to Mr. and Mrs. Floyd Tucker. Vote 4-0-0, motion carried.**

4. Bike Race

The Board had invited Mr. Gary Kessler back to the Selectboard meeting to report on the Green Mountain Stage Race that took place on September 3, 2005. Mr. Kessler stated that the race went quite well, with the exception of an incident in another town. Board members butterfield and Hutchinson stated that they were impressed with the event. Gifford Medical Center submitted a concern that they were not notified by the Town or race officials that the race was taking place. Mr. Kessler stated that he had contacted Gifford's Emergency Room of the race.

(Mr. Kessler left the meeting at 7:19 p.m. Mr. Dimmick arrived to the meeting at 7:19 p.m.)

5. Recess

**Upon motion (Hutchinson/butterfield) duly adopted, the Board moved to recess the meeting at 7:20 p.m. to conduct the Sewer Commissioner's meeting that was originally scheduled at 7:00 p.m. Vote 4-0-0, motion carried.**

Randolph Selectboard Meeting on October 4, 2005  
Jumpstart Room at Randolph Technical Career Center

6. Sewer Commissioners

Mr. Hutchinson called the meeting of the Sewer Commissioners to order at 7:20 p.m.

Mr. Voci presented to the Board an Operational and Discharge Parameters agreement between the Town of Randolph and NewTech. Mr. Voci recommended not stoppering the floor drain at the NewTech Facility at 11 Hedding Drive. Mr. Dimmick was also present for the meeting and agreed with the 17 steps outlined in the discharge parameter agreement.

**Upon motion (Hutchinson/Schersten) duly adopted, the Board moved to accept the Operational and Discharge Parameters between the Town of Randolph and NewTech, Inc.; and also to rescind the order to stopper the floor drain at the NewTech's facility at 11 Hedding Drive. Vote 4-0-0, motion carried.**

The Board commended Mr. Voci and Mr. Dimmick for coming up with the agreement.

**Upon motion (Hutchinson/Townsend) duly adopted, the Board moved to adjourn the meeting of the Sewer Commissioners and reconvene the regular Selectboard meeting at 7:25 p.m. Vote 4-0-0, motion carried.**

(Mr. Dimmick left the meeting at 7:28 p.m.)

7. Caterer License

**Upon motion (Townsend/Hutchinson) duly adopted, the Board approved Aramark Educational Services request to cater a reception with bar on October 27, 2005 between the hours of 3:30 p.m. and 5:00 p.m. in the Old Dorm Lounge. Vote 4-0-0, motion carried.**

8. Warrants

**Upon motion (Townsend/Hutchinson) duly adopted, the Board moved to approve the warrant as presented. Vote 4-0-0, motion carried.**

Mr. Townsend reported that he had recently been contacted by Amy Estey of White River Valley Ambulance regarding their appropriation for the Town. WRVA is concerned that the Town has paid a higher amount than the voters had approved, by approximately \$4,000 dollars... The Board requested Mr. Schnaedter to look into the issue and report back to the Board on October 18, 2005 meeting.

9. Managers Report

Mr. Schnaedter presented a letter the Town had received from Dawn Terrill, Secretary of the Agency of Transportation. The letter outlined the bi-annual onsite inspection of the Main Street Bridge and outlining future federal funding to advance highway projects. Mr. Hutchinson stated that the Board was reviewing funding for the town's match of the Main Street Bridge Project.

The Police Department is pursuing funding to secure a grant for a school officer. The Police Chief has an open dialog with the school district to commit to fund 50% of the officer's salary.

Randolph Selectboard Meeting on October 4, 2005  
Jumpstart Room at Randolph Technical Career Center

10. Committee Reports

Mr. Townsend reported that there was a meeting of the White River Valley Ambulance Board of Directors. The meeting reviewed WRVA's budget for upcoming budget year. The budget will increase for all towns by five point one percent (5.1%). A final draft will be available at a meeting on November 10, 2005.

Mr. Schersten reported that the Fire Services Advisory Committee met on September 13 and reviewed three issues:

- a. Fire services for the Town of Braintree
- b. Research for two new fire trucks using Capital Budget funds
- c. Using police officers to direct traffic in an emergency to direct traffic, during morning and evening rush hours at the hazardous intersection of Routes 12N and 66.

*Discussion of having the Police Department direct traffic at the hazardous intersection of Routes 12 and 66 may be impossible, due to a staffing shortage. It was suggested, before committing to traffic control, look into having Orange County Sheriff's Department to direct traffic for one week as they are under contract with the Town. Mr. Schnaedter will contact Orange County Sheriff's Department*

(Ms. Tallman arrived at the meeting at 7:40 p.m. Ms. Neff arrived at the meeting at 7:50 p.m.)

11. Public Comment

Ms. Neff addressed her concerns that there is nothing being done by the zoning administrator on properties she has reported to as violating the Solid Waste/Junk ordinance in the past year. Mr. Schnaedter responded that some of the violations are in the court system and the court system is a slow process. Ms. Neff stated that she spoke with the zoning administrator on a few others that were not in the court system and the ZA explained to her that nothing had been done with one property as the vehicles in question were registered according the property owner. The Board directed Mr. Schnaedter to look into the issue and report back to the Board on October 18, 2005.

12. Crocker Road Bridge

**Upon motion (Hutchinson/Townsend) duly adopted, the Board approved the final report on Crocker Bridge (TH 78 B 27) and signed the Town Highway Special Funds form requesting final payment of \$28,551.00 (twenty-eight thousand five hundred fifty dollars) from the Agency of Transportation, District 4. Vote 5-0-0, motion carried.**

13. Minutes

**Upon motion (Townsend/Hutchinson) duly adopted, the Board approved the minutes of September 20 Selectboard meeting as written. Vote 5-0-0, motion carried.**

(Mr. Ingpen arrived to the meeting at 8:10 p.m.)

14. Other Business

Mr. Ingpen informed the Board that Randolph Area Community Development Corporation was awarded a grant to do a feasibility study on the 4.5 acres at the end of Salisbury Street (former Ethan Allen Plant #1). RACDC may be acquiring the property as a gift.

Randolph Selectboard Meeting on October 4, 2005  
Jumpstart Room at Randolph Technical Career Center

Mr. Townsend reported to that he and Mr. Hutchinson had been approached by an individual interested in the former Branchwood property as retail. Question has come up if the property is sub-dividable and the zoning issue of proposed gateway commercial district. It was mentioned that the Selectboard could sell the property without going before the registered voters.

(Milo Cutler, Animal Control Officer arrived at 8:30 p.m.)

15. Dog Issues

Mr. Hutchinson explained that there have been complaints about dogs running at large and a question of the current dog ordinance. Ms. Cutler reported that the ordinance is outline to refer to the State statute. There are several dogs in Randolph that run at large and are not registered. There is one particular pack of dogs that may be feral as well. It would not be fair to single out the owner of the pack without going after all unregistered dogs in Randolph. A sub-committee consisting of dawn butterfield, Jim Hutchinson and Ms. Cutler has been formed to review the current ordinance and revise a more enforceable ordinance.

16. Executive Session

**Upon motion (Hutchinson/Townsend) duly adopted, the Board moved to go into executive session at 8:50 p.m. to discuss a contractual matter on a Small Business Revolving Loan request. Vote 4-0-0, motion carried (Schersten was not in the room for vote).**

*Participants in executive session: Jeremy Ingpen, Richard Schnaedter, Heather Tallman, dawn butterfield, Larry Townsend, Jim Hutchinson and Tom Schersten.*

**Upon motion (Hutchinson/Tallman) duly adopted, the Board moved to come out of executive session at 10:25 p.m. Vote 4-0-0, motion carried. (Schersten not in room for vote)**

*Action:*

**Upon motion (Hutchinson/Tallman) duly adopted, the Board approved Vermont Computing's request for Small Business Revolving Loan Fund in the amount of \$11,000 (eleven thousand dollars) to be paid over the next five years at a four percent (4%) interest rate. Vote 4-0-0, motion carried (Schersten not in room for vote.)**

17. Adjournment

**Upon motion (Townsend/butterfield) duly adopted, the Board moved to adjourn at 10:30 p.m. until the next scheduled meeting of October 18, 2005 at 7:00 p.m. Vote 4-0-0, motion carried (Schersten not in room for vote).**

Respectfully submitted

*/s/ Cindy Spaulding*

Cindy Spaulding  
Recorder

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**JOINT MEETING**  
**Randolph Selectboard and the**  
**Water and Sewer Advisory Committee**  
**MEETING MINUTES**

**Thursday, October 6, 2005**

Three Stallion Inn – 665 Stock Farm Road

**PRESENT**

Selectboard Members Jim Hutchinson, Heather Tallman, and Larry Townsend (Tom Schersten and dawn butterfield were absent), Committee Members Tom Davis, Don Maynard, Mary Hardy and Pat French (Gerry Reymore was absent and Heather Tallman is the Committee Chair), and Staff Rick Schnaedter, Joe Voci and Mardee Sanchez.

Public Tom Manazir and Jack Daniels (Vermont Technical College); Laura Kent (Vermont Technical Enterprise Center), Pierre LaFrance (Lake Champagne Campground), Marty Strange (Randolph Area Chamber of Commerce), Sen. Mark McDonald, Rep. Patsy French, Father John Milanese (Sts. Donatian and Rogatian Catholic Church), Sam Sammis (Interstate 89 @ Randolph, LLC), Jim Morgan (Clear Source), Karl Rinker (Rinker's Snack Shop), Dick Drysdale (*The Herald*), Dan Baginski, Karen Kerin, James Dwinell and Kevin Blakeman.

Water and Sewer Committee Chair Tallman called the meeting to order at 9:14AM. Tallman made opening remarks and introductions before turned the meeting over to Selectboard Chair Hutchinson.

Hutchinson explained that it has come to the Selectboard's attention that there is a sewer system capacity issue at the Route 66 pump station (PS) which could affect development along the Route 66 corridor. The Selectboard and Water and Sewer Committee held the meeting with property owners and other who have an interest in future development along the Route 66 corridor to first, inform them of the nature and extent of the issue and second, to hear from them as to what their 5-10 year plans may be for expansion or new development. It was noted that the newly adopted Town Plan also indicates that this corridor be developed further.

Hutchinson invited Voci to overview the issue (see Selectboard minutes of July 25, 2005 for such information).

Kevin Blakeman, who owns property on Sunset Hill Road, questioned if Voci knows what is actually flowing through the PS. Voci indicated that he knows some but that complete flow monitoring devices are not installed at the PS. Further in the meeting, Mr. Blakeman explained the situation concerning his proposed development of a 9-unit multi-family building that has only received approval for 8 of its 18 bedrooms which brought the limited PS capacity issue to light. He reiterated some problems he has encountered in the town allocation review process.

Sam Sammis, who owns property at Exit 4, overviewed his plans to develop a mixed use project with office, light industrial, support retail and some residential uses. He is at the beginning of the planning and the state permitting processes. He said he doesn't know exact square footages nor expected sewer capacity needs, but does anticipate about 8% building coverage and 20% lot coverage that will be clustered to preserve scenic views, etc. There is on-site water already, he indicated that has at least 50 gallons per minute capacity. Mr. Sammis indicated that he could have ballpark sewer allocation figures by next month.

Karl Rinker, who owns the Mobil gas station and Rinker's Snack Shop at Exit 4, questioned the status of the state's proposal of several years ago to either connect both rest areas on Interstate 89 north of Exit 4 to the Randolph sewer system or to abandon both rest areas and open a rest area off the interstate at Exit 4. Hutchinson indicated that during his tenure on the Selectboard he has never been approached by the state. Further in the meeting, Mr. Rinker indicated that he is in the beginning design stages of completely rebuilding his business (i.e. new building and new gas pumps) that would result in at least 2 additional sets of pumps. He indicated he didn't have a time frame for when this project might happen.

Fr. John Milanese, representing the local catholic church which owns property at the corner of Hebard Hill Road and Route 66, indicated that the church intends to building a new parish facility and, eventually, a new parish house, on its property. About 5 years ago, a campaign to fund the project was begun and is coming to an end. The parish facility will have a capacity of about 300 seats and he anticipates construction beginning within 5-10 years.

Jim Morgan, CEO of Clear Source (formerly Vermont Pure Springs), which has a bottling and distribution facility on Route 66, indicated that in the peak months of June – August, the plant operates 24 hours a day, 6 days a week. While there are no specific long-term plans, he could provide some information on a 2-3 year projection. He did indicate that the Randolph Center facility is the "anchor platform" for future growth of the company and in 2006 there could be a \$3.5m facility upgrade. In response to a question by James Dwinell, this project may result in minimal additional sewer demands from up to 20 additional employees.

Jack Daniels, Dean of Administration at VTC, explained that on the books for VTC in the next 2 years is an addition to the SHAPE (Student Health and Physical Education) facility which has an indoor pool and racquetball and basketball courts and perhaps also a 10,000 SF addition for a campus center with dining (an existing eatery, The Rathskeller, would be closed). In 3-5 years, a 20,000 SF academic building is proposed that would support existing programs. No additional residential space is proposed. VTC has about 550 students living on campus, with overall enrollment of both full- and part-time students of 800-900. There are minor fluctuations in enrollment over the years, but overall it stays fairly steady. With respect to the Vermont Tech Enterprise Center, that program is a work-in-progress. It currently has less than the 70 employees that used to work there when Dubois & King was there, but expects it could be at that number of employees in 5 years. With respect to the veterans' cemetery, Mr. Daniels hadn't heard about an administration building for veterans' affairs being built there that Mr. La France mentioned. Mr. Daniels said he could get more information on the college's 5-10 year plan, but probably not until spring.

Pierre LaFrance, owner of the Lake Champagne Campground on Furnace Road, explained he recently constructed a force main to connect the campground to the public sewer. Only 30 of the 123 sites are currently connected but he plans on connecting them as the situation allows.

Dan Baginski, abutter to property of Mr. Blakeman on Sunset Hill Road, expressed concerns over development along Route 66 and Sunset Hill Road.

Karen Kerin, engineer for Mr. Blakeman, indicated that she has clients who want to building cluster housing in Exit 4/Route 66 area and the side roads. She thinks housing, not industrial uses, will create the biggest increase in sewer demand in the future.

James Dwinell had questions about the 1272 order and when it might be lifted, and other general questions about the sewer capacity situation.

Committee member Don Maynard outlined the problem and possible solutions (again, see minutes from July 25, 2005).

Selectboard member Larry Townsend questioned if the 10% of the treatment plant capacity allocated for infiltration and inflow could be allocated for actual uses. Voci indicated that the state does not allow the Town to provide any new or increases in allocations when the treatment plant is at 80% capacity.

After closing remarks by Chair Hutchinson, the meeting adjourned at 10:38 AM.

Respectfully submitted,

Approved:

Mardee Sánchez

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REFERENCE ONLY

Public Hearing for Beanville Road Infrastructure  
October 18, 2005 at 6:30 p.m. in the Jumpstart Room of Randolph Technical Career Center

Selectboard: Jim Hutchinson, Heather Tallman and dawn butterfield. Absent were Larry Townsend and Tom Schersten.

Municipal Staff: Richard C. Schnaedter (Town Manager), Cindy Spaulding (Recorder) and Heather Vilbrin (Media)

Public Attendees: Joseph Voci (resident), Stephen Mackenzie & Lynnette A. Whitney (DuBois & King), and Jeremy Ingpen (Randolph Area Community Development Corporation).

Mr. Hutchinson called the public hearing to order at 6:30 p.m.

Mr. Hutchinson explained that this public hearing is to obtain views of the citizens on community development, to furnish information concerning the range of community development activities that have been under taken under the Vermont Community Development Program (VCDP) and to give affected citizens the opportunity to examine the statement of use of \$25,000 funded by VCDP. The funds received have been used to accomplish a study of Water and Sewer line extensions to permit future industrial/commercial park expansion and a new road access from Beanville Road and JD Properties on Hull Street and other commercial/industrial properties, the impact to any historical and archaeological resources that may be affected by the study.

Mr. Hutchinson introduced Mr. Jeremy Ingpen of Randolph Area Community Development Corporation (RACDC). Mr. Ingpen explained that RACDC assisted the Town in obtaining the VCDP planning Grant and contracted with DuBois & King (D&K) to conduct the study.

Mr. Ingpen introduced Stephen Mackenzie and Lynnette Whitney of D&K. Mr. Mackenzie explained that the study was to provide an alternative road route to industrial/commercial property off of Beanville Road to Hull Street as well as water and sewer infrastructure along Beanville Road near the former Waterbury Companies property.

Ms. Whitney provided details of the report on utilities (water and sewer), transportation improvement (connection of Beanville Road to Hull Street by way of a railroad crossing) and archaeological study. These details include cost and suggested phases to the area as a project. All costs for the phases do not include administrative, engineering or attorneys' fees as well as costs to obtain the proper permits and right of ways (ROW). All information on the phase can be found in the appendix of the study. There are three phases:

Infrastructure costs:

Phase I	\$155,000 (sewer) \$ 84,000 (water)
Phase II	\$195,000 (sewer) \$175,000 (water)
Phase III	\$126,000 (sewer) \$105,000 (water)

Public Hearing for Beanville Road Infrastructure  
October 18, 2005 at 6:30 p.m. in the Jumpstart Room of Randolph Technical Career Center

Questions as follows:

Q: Is the proposed phases within reason for future capacity?

A: Yes

Q: Can Phase II be broken into two separate phases?

A: Phase II can be broken into Phase II a and II b

Q: Is it necessary to have a pump station to pump sewage to the next area?

A: Yes, a pump station would be required as that is a brook in the area and no on site septic is allowed.

Q: Can Phase II be built without Phase I?

A: It is not recommended.

#### Transportation

Alternative 1A alignment of a road with an underpass under the railroad tracks \$2.7 million

Alternative 1B alignment of road with an overpass (reroute train) \$2.1 million

Alternative 2 building a new crossing with bridges to cross the brook \$5.4 million

It was suggested with Alternative 1A would be more feasible. Both Alternative 1A and 1B are close in quality, but there is still an issue of rerouting the train and there are unknowns at this time with the railways as they are trying to phase out rail crossings.

Archeological Findings are important. Use of any federal funds would require an archeological study. There are a few sites that have historical significance.

Mr. Hutchinson closed the public hearing at 7:10 p.m.

Respectfully submitted,

*/s/ Cindy Spaulding*

Cindy Spaulding  
Recorder

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Selectboard Meeting of October 18, 2005  
At 7:00 p.m. in the Jumpstart Room of Randolph Technical Career Center

Selectboard: Jim Hutchinson, Heather Tallman and dawn butterfield. Absent were Larry Townsend and Tom Schersten.

Municipal Staff: Richard C. Schnaedter (Town Manager), Cindy Spaulding (Recorder), Joseph Voci (Public Works Director), Patrick French (Assessor) and Heather Vilbrin (Media).

Public Attendees: None

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

1. Coin Drop

The board reviewed a coin drop request from the Randolph Technical Career Center's (RTCC) Business Management Program Class. There are several concerns for the safety of the students at the areas requested to solicit the coin drop.

**Upon motion (Tallman/butterfield) duly adopted, the Board approved RTCC's Business Management Program's request to conduct a coin drop with the following conditions: Coin drop will be conducted on October 29, 2005 between the hours of 10:00 a.m. and 2:00 p.m., in front of the Kimball Library and 28 North Main Street, provide proof of liability insurance, wear the appropriate safety vests, no more than two persons at a time, all must be over the age of 16 (under the supervision of an adult at all times), contact the Chief Krakowiecki for final advisement, weather permitting (rain or shine allowed, snow or freezing rain not permitted). Vote 3-0-0, motion carried.**

2. Grand List Corrections

Mr. French presented to the board 12 corrections to the Grand List. These corrections were explained individually. (see submitted from Assessor)

**Upon motion (Hutchinson/butterfield) duly adopted, the Board approved the corrections to the Grand List as presented. Vote 3-0-0, motion carried.**

3. Reappraisal Update

Mr. French gave a brief update on the reappraisal process. There have been 330 letters sent out and 90% of the inspections of these 330 properties have been done. The reappraisal company should be finished with the outlying area of Randolph and focus on the village area around the first of 2006.

4. Road Name

Mr. Don Sweetser, E9-1-1 Coordinator submitted a request to name Town Highway #7 (Class 4 road), Museum Lane. The Board was concerned that in if naming a road that was Class 4, the Town would have to maintain it as if it were a Class 3. Mr. Voci and Mr. Schnaedter assured the Board naming the road does not change the Class of the road and the residents would have to petition the Board to reclassify the road.

**Upon motion (butterfield/Tallman) duly adopted, the Board approved to name TH#7 off of the Ridge Road at the Brookfield/Randolph town line to Museum Lane. Vote 3-0-0, motion carried.**

*Mr. French left the Board meeting at 7:45 p.m.*

5. Liquor License

**Upon motion (Hutchinson/Tallman) duly adopted, the Board approved Patrick's Place (formerly Deb's Corner Café) request for a first class liquor license. Vote 3-0-0, motion carried.**

6. Sale of Burial Plots

a. Knudson

**Upon motion (Tallman/Hutchinson) duly adopted, the Board approved the sale of a two grave burial plot in the East Randolph Cemetery to Ernest Knudson. Vote 3-0-0, motion carried.**

b. Blaisdall

**Upon motion (Tallman/Hutchinson) duly adopted, the Board approved the sale of a single burial plot in the East Randolph Cemetery to Vincent Blaisdall. Vote 3-0-0, motion carried.**

7. Discussion of Town Owned Property

**Upon motion (Tallman/Hutchinson) duly adopted, the Board moved to table discussion of town-owned property to a future meeting when all board members are present. Vote 3-0-0, discussion tabled.**

8. Committee Reports No committee reports available.

9. Manager's Report

Mr. Schnaedter gave a brief outline of his manager's report with highlights for the following:

a. Braintree Fire Service Contract

*The board was informed by Mr. Schnaedter that the Town of Braintree Selectboard had a meeting on September 27, 2005 where they moved to pay \$33,500 the Town of Randolph for fire services. The Randolph Selectboard is very concerned as it would be unfair for the taxpayers of Randolph to be funding the balance of Braintree's fire service contract. The Randolph Selectboard will be looking into this further.*

b. Covered Bridges (see Manager's Report)

c. Parking Ordinance

**Upon motion (Hutchinson/butterfield) duly adopted, the Board approved amendment 7 of the Town of Randolph Traffic, Parking and Speed Ordinance. Vote 3-0-0, motion carried.**

*Ordinance reads: 7. It shall be unlawful to park any vehicle on the SOUTH WEST corner of Pleasant Street from the corner of Merchants Row to the entrance onto Back Street. Between the hours of 7:00 a.m. until 5:00 p.m. Monday through Friday.*

d. White River Valley Ambulance invoice (See Manager's report.)

10. Warrants

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

11. Meeting Minutes

- a. October 4, 2005 Regular

**Upon motion (Hutchinson/Tallman) duly adopted, the Board approved the minutes of October 4, 2005 regular meeting as written. Vote 3-0-0, motion carried.**

- b. October 6, 2005 Special

**Upon motion (Hutchinson/Tallman) duly adopted, the Board moved to table the minutes of October 6, 2005 joint meeting with the Water and Sewer Advisory Committee as attended Selectboard member Mr. Townsend was not present to vote. Vote 3-0-0, motion carried.**

12. Other Business

- a. Planning Commission

**Upon motion (Tallman/Hutchinson) duly adopted, the Board appointed Sherri Strickland to the Planning Commission to complete the term of Dr. Larkin which expires March 2006. Vote 3-0-0, motion carried.**

- b. November Schedule

**Upon motion (butterfield/Tallman) duly adopted the Board moved to schedule the November board meetings to the second and fourth Tuesday and to resume normal meeting dates to the first and third Tuesday in December. Vote 3-0-0, motion carried.**

*November meetings will be held on the 8<sup>th</sup> and 22<sup>nd</sup>.*

13. Adjournment

**Upon motion (butterfield/Hutchinson) duly adopted, the Board moved to adjourn at 8:15 p.m. until their next scheduled meeting of November 8, 2005 at 7:00 p.m. in the Jumpstart Room of Randolph Technical Career Center. Vote 3-0-0, meeting adjourned.**

Respectfully submitted,

*/s/ Cindy Spaulding*

Cindy Spaulding  
Recorder

***Note: These minutes on the website are informational only. To obtain an official copy, stop in at the Town Clerk's office during business hours.***

Randolph Selectboard Meeting on November 8, 2005  
Jumpstart Room in Randolph Technical Career Center

Selectboard: Heather Tallman (left at 8:45 p.m.), Jim Hutchinson, Larry Townsend, dawn butterfield (arrived at 7:20 p.m.) and Tom Schersten (arrived at 8:20 p.m.).

Municipal Staff: Richard C. Schnaedter (Town Manager), Cindy Spaulding (Recorder), Joseph Voci (Director of Public Works), and Patrick French (Assessor).

Public Attendees: Harriet Chase (Historical Society), Ron Sanford (Historical Society), Lori Churchill (Mid- State Riding Club, Julie Kinney (Mid-State Riding Club), Robin Palmer (*Times Argus*), M.D. Drysdale (*Herald of Randolph*), Jeremy Ingpen, and Jill Williams.  
Mr. Hutchinson called the meeting to order at 7:00 p.m.

1. Public Comment

Ms. Churchill expressed her concerned of traffic flowing through town during the Fantasy Parade last year and has requested to keep traffic off of Main Street during the parade for the safety of the public and animals in the parade. She suggested that traffic be detoured as it is for other parades during the year.

**Upon motion (Townsend/Hutchinson) duly adopted, the Board approved to have the traffic flow detoured during the Fantasy Parade on December 3, 2005 at 12:00 p.m. until parade is over. Detour route is Route 12S across Main Street Bridge on to Prince Street left on to Pleasant Street: Route 12N right on to Merchants Row, left on to Pleasant Street, right into Prince Street and left on to Main Street Bridge. Vote 3-0-0, motion carried.**

2. Historical Society

Ms. Chase requested permission from the Board for the Historical Society take possession of a mill stone found in the Town forest on Tatro Hill. The Randolph Historical Society would use the mill stone as a monument or memorial. Ms. Chase has done extensive research on the property where the stone rests and can find no reason for a mill stone be in that area.

**Upon motion (Hutchinson/Townsend) duly adopted, the Board granted Randolph Historical Society permission to remove the mill stone from the Town Forest on Tatro Hill and take it to Mr. Dale Barnard for cleaning and preparation for a monument, with the condition that if a person or persons comes forward claiming the mill stone and they have proof that it belong to them, it would be returned to its rightful owner. Vote 3-0-0, motion carried.**

3. Assessor's Update

Mr. French reported that the current Use revenue for FY2006 is approximately \$20,000 (twenty thousand dollars). This amount is above the budget amount projected.

4. Reappraisal

Mr. French updated the Board that the reappraisal is going well, Vermont Appraisal Company has visited over 450 (four hundred fifty) properties, half of the town should be done by January 1, 2006. The goal is to have all properties reappraised by June 1, 2006.

5. Grand List Correction

Mr. French presented to the Board there are seven corrections to the Grand List. These corrections were explained individually. (See submitted report from Assessor)

**Upon motion (Hutchinson/Townsend) duly adopted, the Board approved the corrections to the Grand List as presented. Vote 3-0-0, motion carried.**

6. Water and Sewer Allocations

a. Potwin's request for water and sewer bill adjustment at 87 Radio Drive

**Upon motion (Tallman/Hutchinson) duly adopted, the Board approved to adjust Jeff and Ginger Potwin's sewer bill for 87 Radio Drive to reflect the average quarterly billing of 1,500 (one thousand five hundred) cubic feet for the billing period ending August 29, 2005. Vote 3-0-0, motion carried.**

*Ms. butterfield arrive at 7:20 p.m.*

b. Vermont Wooden Box Company/Sherman V. Allen

Vermont Wooden Box Company (VWBC) is proposing to move to Foundry Park at 12 Prince Street, Suite 3. VWBC is requesting that all but 150 gallons per day (gpd) be transferable

**Upon motion (Hutchinson/Townsend) duly adopted, the Board approved Vermont Wooden Box's request for water allocation of 250 (two hundred fifty) gpd with an allocation fee of \$662.50 (six hundred sixty-two dollars fifty cents) and sewer allocation 235 (two hundred thirty-five) gpd with an allocation fee of \$1,175.00 (one thousand one hundred seventy-five dollars), contingent on Public Work's approval of the waste stream based on the material safety data sheets. Vote 4-0-0, motion carried.**

**Upon motion (Tallman/Hutchinson) duly adopted, the Board moved to consider 100 (one hundred) gpd water and 85 (eighty-five) gpd sewer of the Vermont Wooden Box's allocation transferable as a one-time event, with the contingency that the business moves to another location within the town's water and sewer district, otherwise the allocations stay with the building (building allocation for Suite 3: 150 (one hundred fifty) gpd of water and 150 (one hundred fifty) of sewer. 4-0-0, motion carried.**

7. Joint Meeting Minutes

The Board reviewed the minutes of the joint meeting with the Water and Sewer Advisory Board on October 6, 2005.

**Upon motion (Townsend/Hutchinson) duly adopted, the Board moved to add the following: "Mr. Townsend voice his concerned that development of the capital improvement to the system should be paid for by whom—developer or capital expenditure budget or combination.". Vote 3-0-1 (butterfield abstained), motion carried.**

**Upon motion (Hutchinson/Townsend) duly adopted, the Board moved to approve the joint meeting minutes of October 6, 2005 as amended. Vote 3-0-1 (butterfield abstained), motion carried.**

8. Health Officer

**Upon motion (Hutchinson/Townsend) duly adopted, the Board appointed Gretchen Kidder as Health Officer for the Town of Randolph with term to expire November 30, 2008. Vote 4-0-0, motion carried.**

9. Lined Landfill Committee

**Upon motion (Hutchinson/Townsend) duly adopted, the Board appointed Devin Bigalo, Nan Gwin, Mary Hardy and Frank Reed to the Lined Landfill Review Committee. Vote 4-0-0, motion carried.**

10. Tri-town Trash Committee

**Upon motion (Hutchinson/Townsend) duly adopted, the Board moved to participate in the Tri-town Trash Committee along with the appointees of Braintree and Brookfield. Vote 4-0-0, motion carried.**

11. Meeting Minutes

**Upon motion (Hutchinson/Tallman) duly adopted, the Board approved the minutes of the October 18, 2005 Public Hearing as written. Vote 3-0-1 (Townsend abstained), motion carried.**

**Upon motion (Tallman//Hutchinson) duly adopted, the Board approved the meeting minutes of October 18, 2005 Regular meeting as written. Vote 3-0-1 (Townsend abstained), motion carried.**

12. Town Properties

The Board proposed to review a policy and procedures to buy and sell town owned property. Mr. Townsend voiced that the town should not be in the business of owning property, property should be on the grand list.

**Upon motion (Townsend/butterfield) duly adopted, the Board moved to contact an attorney to review a Buying and Selling Property Policy with a notation negotiations of property be private until Purchase and Sales Agreement... (Rescinded by Townsend/butterfield)**

**Upon motion (Townsend/Hutchinson) duly adopted, the Board moved to table the purchase and sales policy for a future meeting and directed Mr. Schnaedter to contact Vermont League of Cities and Towns for information. Vote 4-0-0, motion carried.**

13. Chelsea Mountain Road

**Upon motion (Tallman/Townsend) duly adopted, the Board approved a partial requisition Agency of Transportation Grant Grant for Town Highway Class 2 Program Grant Number THR40006-301 for the preparation work to the Chelsea Mountain Road in the amount of \$96,568.38 (ninety-six thousand five hundred sixty-eight dollars and thirty-eight cents). Vote 4-0-0, motion carried.**

14. Appoint Signatories to Vermont Community Development Program (VCDP) Grants

**Upon motion (Tallman/Townsend) duly adopted, the Board appointed Richard Schnaedter and James Hutchinson as signatories on VCDP Grant #0135/01IG (01) Incubator and Grant#0135/02IG(02) Village School. Vote 4-0-0, motion carried.**

15. Manager's Report

Mr. Schnaedter gave a brief overview of the Manager's report  
Covered Bridges and Main Street Bridge  
Traffic Study of the Route 66 and Route 12 intersection (Elm. Forest and Central Street)

*Mr. Schersten arrived at 8:05 p.m.*

16. Committee reports

a. Fire Advisory

Mr. Schersten reported that the Fire Advisory Committee is very concerned with the way the Town of Braintree has been discussing the fire contract between the two towns. It was suggested that the Town of Braintree, Town of Randolph and the Fire Departments meet to review the current way the contract is being billed. It is important for Braintree know that when a fire occurs in that town that more than the Randolph Village Fire Department responds.

b. Capital Budget/Capital Planning will meet on November 10, 2005 at 7:30 p.m. in the Municipal Building.

c. Whiter River Valley Ambulance Budget meeting will take place on November 10, 2005 at 5:30 p.m. at the White River Valley Ambulance Station in Bethel.

*Ms. Tallman left at 8:30 p.m. Ms. Williams arrived at 8:31 p.m.*

17. Warrants

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

18. Salisbury Square Project

Mr. Ingpen reported to the Board that Vermont Housing and Conservation Board (VHCB) awarded the Randolph Area Community Development Corporation \$45,800 for a feasibility and planning study on the redevelopment of the Ethan Allen property on Salisbury Street for affordable housing. He requested that a letter of support be submitted to Mr. Rick DeAngleis.

**Upon motion (Townsend/Hutchinson) duly adopted, the Board moved to send a letter of support for Randolph Area Community Development Corporation's Salisbury Square Project and appointed Mr. Schnaedter as signatory. Vote 4-0-0, motion carried.**

18 Other Business

a. Sherman Allen Property

The Board received a memorandum from Peter Nowlan regarding the redevelopment of the old Vermont Castings building on Prince Street. The current owner, Sherman V. Allen, is in the process of changing the ownership of the property to a condominium type ownership; he has a revolving loan on the property and is requesting that the town grant a partial release of its mortgage upon the sale of each unit of the condos. (See submitted memo for details.)

**Upon motion (Hutchinson/Townsend) duly adopted, the Board approved to convert the Sherman V. Allen Property note to a condo type ownership and release each unit from the mortgage upon payment of determined funds; and appointed Mr. Schnaedter as signatory on the documents. Vote 4-0-0, motion carried.**

b. Dog Issue

Ms. Williams questioned the Board what they were doing about vicious dogs. There are a few dogs on the East Bethel Road that roam freely and have killed a few cats and are known to have bitten a few people. She is concerned for the safety of the neighbors, her family and her animals. The Board expressed that there is a process and the accused dogs are on their owned property as the property is family owned. They also informed her that the owner of the dogs has an arrest warrant out for him as he has in contempt for non-payment of municipal tickets written for the dogs roaming off of the property in the past year.

c. Transfer Funds

**Upon motion (Hutchinson/butterfield) duly adopted, the Board approved the transfer of funds of half the School Taxes to the Randolph School District account. Vote 4-0-0, motion carried.**

d. Announcements

- Household Hazardous Waste

Mr. Hutchinson announced that Household Hazardous Waste Day on October 29 was a success, there were 130 residents of Randolph

- Donations

Mr. Hutchinson announced that the Town had a food donation drop for the Randolph Food Bank in the Municipal Office. Donations of money would be appreciated for the Food Bank as well as this holiday season may be more difficult for families with the price of fuel up very high.

19. Executive Session

**Upon motion (Hutchinson/butterfield) duly adopted, the Board moved to go into executive session at 9:00 to discuss a personnel issue. Vote 4-0-0, motion carried.**

**Upon motion (Hutchinson/Schersten) duly adopted, the Board moved to come out of executive session at 10:00 p.m.**

***Action:***

***Upon motion (Hutchinson/Townsend) duly adopted, the Board approved Mr. Schnaedter's employment contract with the following amendments: 1. Employer contribution to ICMA Retirement Plan increased to \$3,000 (three thousand dollars), 2. Annual vacation leave increase to four weeks, 3. Severance pay from sixty days to ninety days and 4. Annual pay increase effective July 1, 2006. Vote 4-0-0, motion carried.***

20. Adjournment

**Upon motion (butterfield/Schersten) duly adopted, the Board moved to adjourn until next scheduled meeting of November 22, 2005 at 7:00 p.m. in the Jumpstart Room of Randolph Technical Career Center. Vote 4-0-0, motion carried.**

Respectfully submitted,  
/s/ Cindy Spaulding

Cindy Spaulding  
Recorder

***Note: These minutes on the website are informational only. To obtain an official copy, stop in at the Town Clerk's office during business hours.***

Randolph Selectboard of November 22, 2005  
Jumpstart Room at Randolph Technical Career Center

Selectboard: Jim Hutchinson, Larry Townsend, Heather Tallman and dawn butterfield. Absent: Tom Schersten

Municipal Staff: Richard Schnaedter (Town Manager), and Cindy Spaulding (Recorder).  
Absent: Heather Vilbrin (Media)

Public Attendees: M.D. Drysdale (*Herald of Randolph*)

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

1. Public Comment – none
2. Braintree Fire Contract

Mr. Hutchinson stated that he has called the Braintree Selectboard Chair, Jocelyn Stohl and left voice mail messages in regards to the fire service contract. He has reiterated in the voice messages that this year's fire contract is not up for discussion, and that payment is due. The Selectboard will take into consideration future billing of the fire service contract with Braintree.

3. Road Name Request

The Board received a memo from E-9-1-1 Coordinator; Don Sweetser for a new road name off of Guy Rochman's long driveway on Moxley Drive, this road name will be for future development off of Dr. Rochman's driveway. (Moxley Drive is 2.2 miles east of Chelsea Mountain Road) (See memo from E-9-1-1 Coordinator for details)

**Upon motion (Townsend/Tallman) duly adopted, the Board approved the road name road Danoli Farm Drive. Vote 4-0-0, motion carried.**

4. Emergency Management Discussion

Mr. Hutchinson gave a brief overview of the recent Emergency Director's Workshop that took place in White River Junction on November 15<sup>th</sup>. Mr. Hutchinson stated that he learned about the structure of the Emergency Management system and how it works on a local, state and federal level. There has been concern with getting emergency preparation information out to the general public. He stated that there is a new handout published by Vermont Emergency Management with information for Family Disaster Preparation that will be distributed to the hospital, schools and other locations. There was more discussion of Randolph's readiness in a disaster situation, there are a few areas of preparation that needs to be addressed; the Emergency Command Center at the Municipal Building will have the emergency generator put back as the expansion of the Municipal Building is being held up in litigation for two years. An Emergency Management Coordinator needs to be appointed: the Town Manager is the Emergency Management Director for the town. The Board requested Mr. Schnaedter to look into funding for the Emergency Command Center through possible grants.

**Upon motion (Hutch/butterfield) duly adopted, the Board appoint Cindy Spaulding as Emergency Management Coordinator. Vote 4-0-0, motion carried.**

Randolph Selectboard of November 22, 2005  
Jumpstart Room at Randolph Technical Career Center

5. Town-Owned Properties

Mr. Hutchinson stated that the Vermont League of Cities and Towns (VLCT) had been notified, inquiring about other towns that would have policies in place addressing the procedures of selling or purchasing town-owned property. VLCT referred to the State Statute regarding the requirements of town-owned properties. The Board discussed the Branchwood Property on Pearl Street and the Chase Property on Elm Street near the retaining wall. The Board is considering offering the Branchwood property for sale, either as a whole or in parts. The property (2.4 acres) is and has an appraised value of \$240,000 (appraisal value based upon the property being rezoned Gateway Commercial as stated in the Town Plan). It was suggested to possibility put the question on the town meeting warning, for the voters in March.

The Board would like to pursue an ordinance that would address abandon buildings or attractive nuisances. Mr. Hutchinson will contact the Vermont League of Cities and Towns for ordinances in other towns.

6. Committee reports

- a. Water/Sewer Committee on November 16, 2005. The following information was agreed upon by consensus of the three attending committee members:

- OTE, LLC requested additional water and sewer allocations for a retail store at 12 1/2 South Main Street.

**Upon motion (Tallman/Townsend) duly adopted the Board approved OTE, LLC's request for a water allocation of 104 gallons a day (gpd) with an allocation fee of \$275.60 (two hundred seventy-five dollars and sixty cents) and sewer allocation of 92 gpd with an allocation fee of \$460.00 . Vote 4-0-0 motion carried.**

- Ken Rajesky requested an abatement of water and ser at 1 Hale Street

**Upon motion (Tallman/Hutchinson) duly adopted, the Board moved to deny Mr. Rajesky's request to abate the water and sewer bill at 1 Hale Street as Mr. Rajesky does not own 1 Hale Street at this time. Vote 4-0-0, motion carried.**

The Board questioned if Route 66 is on the Water and Sewer's agenda for future discussion. Ms. Tallman mentioned that she would be sending letters out to the attendees of the meeting from October and requested to review a planning grant for the engineering of Route 66 infrastructure. There was also a question of residents on the water and sewer system that may be outside of the boundaries. .

- b. White River Valley Ambulance Board of Directors met on November 10<sup>th</sup>. Mr. Townsend reported that the budget was presented with an increase of *1.5 percent town appropriation and overall total of .6 percent from last year*~~2.4 percent increase.~~

Randolph Selectboard of November 22, 2005  
Jumpstart Room at Randolph Technical Career Center

- c. Lined Landfill Review Committee met on Friday, November 18. Mr. Townsend reported that they took a tour of the landfill, and reviewed the lay of the land. The next meeting on December 9 at 7:00 p.m. in the Municipal Building.
- d. Planning Commission met on November 17<sup>th</sup>. Mr. Townsend reported that the Planning Commission is ready to have a public hearing on the Exit 4 overlay. This Public Hearing is tentatively scheduled for sometime in December.
- e. Police Advisory will meet at December 5 at 8:00 a.m. The main topic for discussion is safety in the Police Station—this was brought to light with the recent shooting that took place in Barre Town.
- f. State Police Advisory Board met earlier this month. Mr. Townsend stated that they took a tour of the new Royalton barracks and noticed that the barracks are more secure than ever.
- g. Tri-town Trash Committee will be meeting in the future.
- h. Capital Budget/Capital Planning met November 17<sup>th</sup>. Mr. Hutchinson reported that the committee took public testimony on the tennis courts. The public attendees suggested pursuing grants.
  - Tennis Courts: Mrs. Tallman as the Recreation Advisory Committee Chair requested to review funding through two grants Land Water Conservation Fund (50/50 match, State funded) and United States Tennis Association (federally funded).

**Upon motion (Tallman/Townsend) duly adopted the Board approved for the Recreation Advisory Board to review grants through the USTA or LWCF to fund repairs to the tennis courts on School Street. Vote 4-0-0, motion carried.**

Mr. Hutchinson further reported that the Capital Budget/Capital Planning Committee reviewed funding of the Chelsea Mountain Road and Main Street Bridge.

- Main Street Bridge: There is a maintenance agreement with the State Agency of Transportation that the Town of Randolph has a ten percent match of all bills for the rebuilding of Main Street Bridge. Financing of the MSB for FY2007 is already included in the Capital Budget. The amount is \$75,000 towards the local share of ten percent.
- Chelsea Mountain Road: Mr. Hutchinson reported that Mr. Voci of Public Works has reported that the town has enough gravel to help with the base course of Chelsea Mountain Road. This would cut some of the cost of the project. It was suggested to borrow the money to fund the project from the Municipal Building fund and pay it back over the next five years.

Randolph Selectboard of November 22, 2005  
Jumpstart Room at Randolph Technical Career Center

- **Municipal Building:** The expansion of the building has been delayed approximately two years with the current litigation in the court system. There are two appeals in the court systems at this time: 1. Development Review Boards decision approving the expansion is in Environmental Court. 2. Tree Warden's decision to remove the crabapple tree and the Selectboard's decision to uphold the Tree Warden's decision is in Orange County Superior Court. A one year delay is costing approximately \$50,000 per year. That is 2 ½ cents on the tax rate. The expansion project will not proceed until both cases have been resolved. However either appeal can still be appealed to the Supreme Court.

7. Request from Treasurer

The Selectboard received a request from Joyce Mazzucco, Town Clerk and Treasurer, requesting to pay an additional \$500 to be applied to the principal on the Randolph National Bank Mortgage in order to avoid a balloon payment at the end of the mortgage.

**Upon motion (Townsend/Tallman) duly adopted, the Board approved to pay an additional \$500 (five hundred dollars) per month to be applied towards the Randolph National Bank Drive-thru mortgage and make it retroactive June 2005. Vote 4-0-0, motion carried.**

8. Joint Consortium Grant Agreement

**Upon motion (Hutchinson/Townsend) duly adopted, the Board moved to rescind the Joint Consortium appointee vote on November 8, 2005. Vote 4-0-0, motion carried. (The motion on November 8 was voted by dawn butterfield, this a conflict of interest with her employer)**

**Upon motion (Hutchinson/Townsend) duly adopted, the Board appointed Mr. Richard Schnaedter and Mr. Jim Hutchinson as designates on the joint consortium resolution grant 07110-0192/02IG (20). Vote 3-0-1 (butterfield abstained), motion carried.**

9. Manager's Report

Mr. Schnaedter gave a brief overview of his report verbally. Mr. Schnaedter asked the Board if they were interested in the correspondence from the Department of Building and General Services for a Department of Corrections Work Camp at the landfill location. (Details are in the correspondence from Department of Building & General Services). The Board did question what type of individuals would be housed at the work camp.

**Upon motion (Townsend/Hutchinson) duly adopted, the Board approved sending a letter of interest to the Department of Buildings & General Services for the Department of Corrections Work Camp Facility. Vote 3-1-0 (Tallman opposed), motion carried.**

Randolph Selectboard of November 22, 2005  
Jumpstart Room at Randolph Technical Career Center

9. Appointee to Lined Landfill Review Committee

**Upon motion (Townsend/Hutchinson) duly adopted, the Board appointed Joan Sax to the Lined Landfill Review Committee. Vote 4-0-0, motion carried.**

10. Warrants

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

11. Minutes

**Upon motion (Tallman/Townsend) duly adopted, the Board approved the minutes of November 8, 2005 as presented. Vote 4-0-0, motion carried**

12 Adjournment

**Upon motion (Townsend/Hutchinson) duly adopted, the Board moved to adjourn until next scheduled meeting on December 6, 2005 at the Jumpstart Room in Randolph Technical Career Center at 7:00 p.m. Vote 4-0-0, motion carried.**

Respectfully submitted,

*/s/ Cindy Spaulding*

Cindy Spaulding  
Recorder

***Note: These minutes on the website are informational only. To obtain an official copy, stop in at the Town Clerk's office during business hours.***

Randolph Selectboard of December 6, 2005  
Jumpstart Room at Randolph Technical Career Center

Selectboard: Jim Hutchinson, Larry Townsend, dawn butterfield, Tom Schersten and Heather Tallman

Municipal Staff: Richard Schnaedter (Town Manager), Cindy Spaulding (Recorder), Heather Vilbrin (Media) and Patrick French (Assessor).

Public Attendees: Laura Churchill (Mid-state Riding Club), Robin Palmer (*Times Argus*)

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

1. Public Comment

Ms. Churchill gave a brief overview of the outcome of the Fantasy Parade on Saturday, December 3, 2005. The weather was good and highways were well maintained. During the parade, the siren went off and the emergency vehicles used a different route around the parade event. She was apprehensive on how the animals would react to the loud noise, but all prevailed nicely. Ms. Churchill said that in her point of view the parade went well. Mr. Schnaedter confirmed that it went well and was well attended, with more participation than in previous years.

2. Update on Grand list

Mr. French gave an overview of the updates to the grand list. It consisted of seven property value changes.

**Upon motion (Townsend /Hutchinson) duly adopted, the Board approved the seven updates to the grand list as presented. Vote 5-0-0, motion carried.**

3. Reappraisals

Mr. French reported that there have been approximately seven hundred reappraisals done to date, and that they would like to be up to nine hundred before the end of the calendar year.

4. Tax appeal

Mr. French gave a brief background of the court case that took place between MT Associates and the Town of Randolph that took four years to get a final verdict. This was a four year appeal with the Supreme and Superior courts. This is a important decision for Assessors and Listers because it clearly establishes the rights of Towns to make corrections in appraisals when errors or inequities are found. The Town of Randolph prevailed.

Mr. French read a certificate of no appeals on suit pending for the grand list. Once this certificate is signed, no one can challenge the grand list for that year. The certificates presented are for 2001–2004.

**Upon motion (Hutchinson/Townsend) duly adopted, the Board approved locking up the grand lists for tax years 2001–2004. Vote 5-0-0, motion carried**

5. Policies

a. Grant Policy

Copy of the grant policy with change, amended to the last sentence of the second paragraph, Mr. Hutchinson read the amendments. No limitations on the policy, town is the grantee.

**Upon motion (Hutchinson/Townsend) duly adopted, the Board moved to adopt a policy relating grants. Vote 5-0-0, motion carried.**

b. Requests for Special Appropriations for the Town Meeting Warning

Mr. Hutchinson read a memo regarding the current procedure, and the state statute. Mr. Hutchinson would like to have the Selectboard review the way special appropriation funds are issued to social service agencies. Mr. French explained the background of how the current policy for special appropriation articles involved.

Other items on the Town Meeting Warning are frivolous questions should not be warned, such as the war in Iraq, Health Care, etc. Mr. Townsend questioned when enough is enough?

6. Committee Reports

a. Lined Landfill meets December 9, 2005 at 7:00 p.m. to 9:00 p.m.: Municipal Office Police Committee met on Monday, December 5, there was a discussion of safety in the police station, Chief Krakowiecki and Mr. Schnaedter are reviewing the safety procedures for the Police officers and community.

b. Appointees to Lined Landfill Committee

**Upon motion (Townsend/Hutchinson) duly adopted, the Board appointed Jason Lewis to the Lined Landfill Committee, Vote 5-0-0, motion carried.**

c. Capital Budget

Will be discussing the Water/Sewer Capital Budget for Route 66 pressure issue. Mr. Schnaedter is looking into grants available to fund the project. Next meeting is the first Thursday in January

d. Fire Advisory

Will be meeting on December 12, investigating new trucks, Mr. Schersten mentioned that a new tanker is to Randolph Center. Mr. Townsend suggested that purchasing a tanker for Randolph Village Fire Department and move old tanker to Randolph Center Fire Department. Mr. Townsend does not want to favor either department. Reserve fund idea for the Capital Budget, borrow on the reserve fund. The long term capital budget plan is \$70,000.

Randolph Selectboard of December 6, 2005  
Jumpstart Room at Randolph Technical Career Center

Request for proposal increase of salary of officers, effective of January 1<sup>st</sup>. Minimum wage increases on January 1<sup>st</sup>, Mr. Townsend questioned if it is in the budget. Discussion further that the Fire District bylaw indicates that all firefighters or officers get paid.

7. Braintree Fire Contract

Mr. Hutchinson updated the Board that the Braintree Selectboard is reviewing a proposal for the Fire Service Contract. At this time the current fire service bill has not been fully paid. It was suggested that the Fire Advisory be included in discussions.

8. Manager's Report

Mr. Schnaedter gave a brief overview of his report covering the directing of traffic on November 29 at the Route 12 and 66 intersections. There was further discussion on the traffic flow at the intersection of Routes 12 and 66 with a possible widening of Central Street right side to accommodate traffic going on to Route 66 with out a stop. A thank you note from the Chandler Music Hall to Chief Krakowiecki; Announcement of Orange County Budget Hearing taking place in Chelsea on December 19, 2005 at 7:00 p.m. Discussion further on the traffic direction at the intersection of Routes 66 and 12.

9. Warrants

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

10. Appointees to VCDP Grant

**Upon motion (Townsend/Schersten) duly adopted, the Board appointed Jim Hutchinson and Richard Schnaedter as signatories for VCDP # 0135/02IG(23) , White River Craft Center. Vote 5-0-0, motion carried.**

11. Right of Way Request

**Upon motion (Tallman/Hutchinson) duly adopted, the Board approved Verizon New England's request to locate poles and wires on Chelsea Mountain Road & Moxley Hill in East Randolph. Vote 4-0-0, motion carried.**

12. Minutes

**Upon motion (Townsend/Hutchinson) duly adopted the Board approved the minutes of November 22, 2005 as amended. Vote 4-0-1 (Schersten abstained), motion carried.**

13. Other Business

a.. Holbrook Road

Mr. Hutchinson mentioned that Holbrook Road was named a few weeks ago; in 1956 the town converted it to a trail. Mr. Hutchinson contacted Vermont League of Cities and Towns and they suggested a contract with the owner for a liability.

Randolph Selectboard of December 6, 2005  
Jumpstart Room at Randolph Technical Career Center

b. Meeting Schedule

Mr. Hutchinson requested changing the Board meeting schedule for January – April from the first and third Tuesdays to the second and fourth Tuesdays of the month.

**Upon motion (Townsend/butterfield) duly adopted the Board moved to table scheduling the winter Selectboard meetings until December 20, 2005 meeting. Vote 5-0-0, motion carried.**

14. Adjourned

**Upon motion (Townsend/Hutchinson) duly adopted, the Board moved to adjourned at 8:15 p.m. until the next scheduled meeting on December 20, 2005 at 7:00 p.m. in the Technical Academics Room in Randolph Technical Career Center. Vote 5-0-0, motion carried.**

Respectfully submitted,

*/s/ Cindy Spaulding*

Cindy Spaulding  
Recorder

*Note: These minutes on the website are informational only. To obtain an official copy, stop in at the Town Clerk's office during business hours.*

Randolph Selectboard of December 20, 2005  
Technical Academics Room at Randolph Technical Career Center

Selectboard: Larry Townsend, Heather Tallman, Jim Hutchinson, and Tom Schersten.  
Absent: dawn butterfield

Municipal Staff: Richard Schnaedter(Town Manager), Cindy Spaulding (Recorder), Heather Vilbrin (Media), Joseph Voci (Director of Public Works), Patrick French (Assessor).

Public Attendees: Ron Stanford (Historical Society), Harriet Chase (Historical Society), Sidney McLam (Forest Committee), Ginny Brees (Habitat for Humanities), Stephen Springer (Forest Committee), Michael Penrod (Habitat for Humanities), Al Floyd (Randolph Center Fire Department), Jay Collette (Randolph Village Fire Department), Ken Preston (Randolph Center Fire Department), Walter Maxey (East Randolph Fire Department), Larry Thurston (Randolph Village Fire Department), Michael Marshall (Randolph Village Fire Department), Shawn Ross (Forest Committee), Kermit LaBounty (Fire Advisory Chair), and Tim Angell (Randolph Center Fire Department).

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

1. Public Comment

No public comment

2. Update on Town Forest

Mr. Springer presented a memo to the Selectboard on the assumed responsibility of the committee and their mission. The Forest Committee will act as managers of the town's forests (Rabbit Track, Tatro Hill, and the Ellis Property), responsibilities include drafting policies and procedures for public use of the properties, boundary maintenance, etc. All policy and procedures of the Forest Committee will come before the Selectboard for approval.

There were four questions brought before the Board. After a review of the questions:

Name of Committee: *Randolph Forest Committee" or RFC.*

Tasks: *add Other duties as assigned by the Selectboard and Inform the community of the opportunities.*

Revenue: Operating revenue is primarily from timber and firewood sales, these fund presently are included in the Randolph Conservation Fund, which is under the direction of the Conservation Commission.

The board agreed to the mission and responsibilities of the RFC as presented with the suggested amendments. (No official motion made)

Once the parcels are in shape Ellis and Rabbit Track, wonderful places for recreation and educational purposes. Ellis property has a wonderfully beautiful waterfall, further discussion on the layout in the area of the waterfall. Sensitive area near the waterfall, want the town want to enjoy the trails and the properties. Further discussion on the management of the Town Forest areas.

4. Placement of Mill Stone

Mr. Sanford on behalf of the Historical Society requested that the mill stone be placed the entrance path to the Historical Society on 6 Salisbury Street as originally requested in November. The only obstacle to place the stone, is the property is leased by the railroad. Mr. Schnaedter mentioned that it shouldn't be a problem as the millstone is not a permanent structure. There were suggestions to place the stone at the Gazebo or the Kimball Library front lawn.

The Board agreed to have the millstone placed at the path entrance of the Historical Society at 6 Salisbury Street. (no formal motion made)

5. Equipment needs

a. Fire Trucks

Chief Floyd presented to the Board pictures of the deterioration of the 1985 International Tanker/Pumper at the Randolph Center Fire Department. This fire truck is inadequate to function and has been taken out of service. A sub-committee was formed to look into a new or used fire truck to replace the 1985 International. Chief Floyd presented a material for a 2004 Peterbilt New Lexington that is available through Fire Tech (local broker in Randolph) with a price tag of \$160,000. The proposed truck has over 2,000 miles on it and has been used for training purposes only at its current location.. Chief Floyd further discussed the details of the proposed fire apparatus.

Chief Collette mentioned that the Randolph Village Fire Station would be needing a truck in the near future and suggested to order a new truck now to lock in a price as it takes two years to build a new fire truck. The approximate cost for a cab and chaise is \$250,000.

Mr. LaBounty suggested purchasing the proposed truck for RCFD, ordering the second truck for RVFD and funding it over the next five years as there will be money in the Capital Budget to cover the expense.

The Selectboard is concerned high price of the fire trucks and how it would be funded to purchase both trucks as this would tie up the entire fire truck fund for the next five years. Mr. Hutchinson explained that the Capital Budget Committee had set aside \$70,000 last year for fire equipment with a \$3000 increase due to inflation. The Board discussed further on various means of funding the fire trucks.

Mr. Collette strongly spoke to the requirements needs and certification that is needed to run a safe Fire Department, the fire trucks is one of the mostly important. The life expectancy of a fire truck with a high price tag would be 25 to 30 years. The requests are not the departments' wants; it is what is required and necessity to function adequately. Other discussion formed around the replacement of fire trucks schedule and how it has not been followed. (The 1999 ISO report for the Fire Departments was presented.)

It was suggested that the Fire Departments and Advisory Committee review future funding to acquire equipment this year as next year would possibly be a different Selectboard and their priorities may be different than the current Board.

**Upon motion (Townsend/Schersten) purchase the truck 2004 Tanker/Pumper for RCFD, funding through the fire equipment line item of the capital budget for 2006-8.**

*Discussion of funding the first truck ties up the Capital Budget line item for the next two Fiscal Years.*

Upon motion (Hutchinson/Townsend) duly adopted, the Board moved to amend the previous motion as "commit to buy the 2004 Peterbilt truck for Randolph Center Fire Department and review the funding at a later date.). Vote 4-0-0, motion carried.

Motion reads as:

**Upon motion (Townsend/Hutchinson) duly adopted, the Board approved the purchase of a 2004 Peterbilt New Lexington Pumper for the Randolph Center Fire Department in the amount of \$160,000 and review funding at future Selectboard meeting. Vote 4-0-0, motion carried.**

*(Mr. Hutchinson turned the meeting over to Mrs. Tallman.)*

b. Highway Truck

Mr. Voci proposed to purchase a 2002 Ford F-550 4X4 Dump truck from Ted Green Ford to replace the present 1996 Ford F-350 One-ton truck. Mr. Voci explained that the current truck has reached its end of life as part of the municipal DPW Fleet. Comparisons of the proposed truck to a new truck is a difference \$37,000. The price of the 2002 Ford F-550 has been negotiated to \$33,000. Mr. Voci proposed that \$30,000 be drawn from the Highway Equipment Reserve fund with the balance of \$3,000 be shared through the Highway Operating Budget, the reserve fund will be paid back in July '06 with capital dedicated to replace the 1996 Ford.

Upon motion (Townsend/Tallman) duly adopted the Board authorize purchase of 2002 Ford F-550 4 X 4 Dump Truck for the Highway Department in the amount of \$33,000; with funding as presented. Vote 3-0-1 (Hutchinson abstained as out of room for discussion), motion carried.

*(Ms. Tallman turned the meeting back over to Mr. Hutchinson).*

6. Habitat for Humanities

Ms. Brees, Chair of the Randolph Chapter of Central Vermont Humanity presented a letter of interest for the town owned parcel on Elm Street, known as the Chase Property. Mr. Penrod and Ms. Brees stated that the organization is interested in any property that is available in Randolph. Further discussion of the Chase property included the wetlands in the area, utility services to the lot and how many houses could be put on the lots.

The Selectboard will be bringing the sale of town owned properties up to the voters at Town Meeting. An informational meeting on sale of properties will be announced at a later date.

7. Update of Grand list.

Mr. French gave an overview of the updates to the grand list. The updates consisted of seven properties value changes.

**Upon motion (Hutchinson/Townsend) duly adopted, the Board approved the adjustment to grand list as presented. Vote 4-0-0, motion carried.**

8. Cemetery Business

a. Fee Increase

A memo was presented to the Board from David Barnard asking to increase the grave openings in 2006 as follows: Regular Burials (old/new) Weekdays \$300/\$375, Weekends \$350/\$425 and Ashes: Weekdays \$100/\$125, Weekends \$130/\$175.

**Upon motion (Tallman/Schersten) duly adopted, the Board approved to increase the Cemetery grave opening fees as presented. Vote 4-0-0, motion carried**

b. Maintenance contract for Randolph Center & East Randolph Cemeteries

A bid was presented to the Selectboard for the Cemetery Care of the East Randolph And Randolph Center Cemeteries for the next two years. The fee for 2006 is \$17,500 and 2007 is \$18,250. Further discussion of the contract verses expanding the Cemetery Department to include the East Randolph and Randolph Center Cemeteries. The Board requested that Mr. Schnaedter review the acres of the town's cemeteries, look into contracted services in other communities, i.e.: Braintree, Brookfield and Bethel.

**Upon motion (Hutchinson/Townsend) duly adopted, the Board moved to table until the first meeting January 2006. Vote 4-0-0, motion carried.**

9. Committee report

a. Water/Sewer Committee

Ms. Tallman reported that at the last Water and Sewer Committee , the ordinance for water and sewer was reviewed and they are currently working on revising the ordinance.

b. Recreation Committee

Ms. Tallman reported there is not enough money in the Land Conservation Water Fund to complete the second phase of the project for putting in a slab for the Skating Rink. It was suggested there are three ways to use the remaining money: a. extend grant, and put in dasher boards , b. amend grant to allow extra money needed for the dasher boards or the slab, c. request remove the slab \$100,000 from the grant. It was suggested to put the dasher boards in now and go out to bid for the slab at a later time.

c. Planning Commission

Mr. Townsend reported that the Planning Commission has been working on the revisions to the zoning regulations. At this time they have reviewed Exit 4 and Randolph Center Design overlay. The commission may be ready in January for their first public hearing on the zoning regulations.

10. Manager's Report

Mr. Schnaedter gave a verbal overview of the Manager's Report. Subjects discussed: East Randolph Village Designation Meeting, Tennis Court Grant and Abandon Building Ordinances.

11. Warrants

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

12. Winter/Spring Meeting Schedule

**Upon motion (Hutchinson/Townsend) duly adopted, the Board moved to change the meeting schedule to second and fourth Tuesday for January – April 2006, and revert back the first and third in May 2006. Vote 4-0-0, motion carried.**

13. Special appropriation

**Upon motion (Hutchinson/Townsend) duly adopted, the Board moved to table review of the Special Appropriation procedure until a later date. Vote 3-0-1 (Tallman abstained), motion carried.**

14. Verizon ROW

**Upon motion (Tallman/Townsend) duly adopted, the Board approved Verizon's revised ROW for Chelsea Mountain Road. Vote 4-0-0, motion carried.**

15. Meeting Minutes of December 6

**Upon motion (Hutchinson/Townsend) duly adopted, the Board approved the minutes of December 6, 2005 as presented. Vote 4-0-0, motion carried.**

16. Other Business

a. A memo for the printing of the Town Report was presented to the Board.

**Upon motion (Tallman/Townsend) duly adopted, the Board awarded the printing of the Town Report to L. Brown and Sons.. Vote 4-0-0, motion carried.**

b. Harlow Hill trail question at Route 12 area.

The Board questioned the status of the trail on Harlow Hill that connects to Route 12; this is not known as Hemlock Lane. Mr. Schnaedter stated that the information is not available at this time.

Randolph Selectboard of December 20, 2005  
Technical Academics Room at Randolph Technical Career Center

c. Planning Grants

Mr. Schnaedter informed the Board that at this time there are no grant funding available for the Water/Sewer issues on Route 66. .

d. Budget

Mr. Schnaedter reported that the Budget process has started. The Budget Committee met last week to review some of the departmental budgets and will be meeting on Thursday, December 22, 2005 to review more.

17. Adjournment

**Upon motion (Townsend/Tallman) duly adopted, the Board moved to adjourn at 9:20 p.m. until next scheduled meeting of January 10, 2006 at 7:00 p.m. in the Technical Academics Room of Randolph Technical Career Center. Vote 4-0-0, motion carried.**

Respectfully submitted,

/s/ Cindy Spaulding

Cindy Spaulding  
Recorder

Note: These minutes are for information use only. For official minutes, stop by the Randolph Town Clerk's office between the hours of 8:00 a.m. and 4:30 p.m. Monday through Friday.

Special Selectboard Meeting on December 30, 2005  
in the Municipal Building at 7 Summer Street

Selectboard: James Hutchinson, Lawrence Townsend, Tom Schersten and dawn butterfield. Absent: Heather Tallman

Municipal Staff: Richard Schnaedter (Town Manger), Cindy Spaulding (Recorder) and Patrick French (Assessor)

Public Attendees: Stephen Springer, Hugo Leipmann and Al Floyd.

Mr. Hutchinson Called the Meeting to order at 1:10 p.m.

1. Final Update of Grand List

Mr. French presented the final corrections to update the 2005 Grand List. He further explained each property that needed to be changed. There were eighteen updates total.

Mr. French also presented the Board with an agreement between the Town of Randolph and Vermont Technical College for a payment in lieu of taxes (PILOT) on the Vermont Technical Enterprise Center (VTEC) property on Route 66. The agreement is to clarify the present status and provide an annual PILOT payment from VTC directly to the Town until the Vermont Statutes are changed to allow a State PILOT payment on the VTEC Center.

**Upon motion (Hutchinson/Townsend) duly adopted, the Board approved the adjustment to grand list as presented. Vote 4-0-0, motion carried.**

**Upon motion (Townsend/butterfield) duly adopted, the Board approved the agreement between the Town and Vermont Technical College for a payment in-lieu-of-of taxes (PILOT) and appointed Mr. James Hutchinson as signatory. Vote 4-0-0, motion carried.**

2. Financing of Equipment

Mr. Hutchinson reported to the Board that He and Mr. Schersten had a meeting with the three fire chiefs on December 29, 2005 to discuss a reasonable replacement schedule for the Fire Vehicles that would match what is currently in the Capital Budget. He had been advised that this should be taken to the voters to set up formal reserve funds.

There was further discussion of the 2004 Peterbilt Pumper/Tanker that is on hold in Pennsylvania. It was suggested to contact the Albion Fire Department and explain the situation, with the possibility of making a refundable deposit towards the purchase of the truck and to send a few fire fighters to PA to review the truck before they purchase it. Mr. Floyd offered on behalf of the Randolph Fire District #2's Board of Directors that their Board of Directors could borrow up to \$90,000 for the Fire truck and be paid back by the Town. The Board would consider the offer from District #2's Board of Directors, but are concerned that the funding request should go before the voters at Town Meeting. Tabled for January 10, 2006 regular meeting.

3. Discussion of Water 1st Petition

Mr. Hutchinson brought before the board, the question should Water 1<sup>st</sup> have a narrative in the 2005 Town report. It is the Board's opinion that the Town Report is for social agencies and departments/committees to report on the past year. It was suggested that Water 1<sup>st</sup> hand out their narrative at Town Meeting in order to educate the voters.

Special Selectboard Meeting on December 30, 2005  
in the Municipal Building at 7 Summer Street

4. Adjournment

**Upon motion (Hutchinson/butterfield) duly adopted, the Board moved to adjourn until next scheduled meeting of January 10, 2006 at 7:00 p.m. in the Technical Academics' room of Randolph Technical Career Center. Vote 4-0-0, motion carried.**

Respectfully submitted,

Cindy Spaulding  
Secretary/Recorder

REFERENCE ONLY