

Public Hearing on Interim Zoning Amendments  
Selectboard Meeting of January 5, 2010  
Randolph Technical Career Center, 17 Forest Street

Selectboard: Dennis Brown, Carol Flint, Lawrence Townsend, Joseph Voci,  
and Stephen Webster

Municipal Staff: Gary Champy (Town Manager), Cindy Spaulding (Recorder),  
and Mardee Sanchez (Zoning Administrator).

Public Attendees: Doug Nedde (RedStone), Del Thompson, Jim Yerrington, Arnold Deep, Arthur Fisher, Paul Rea, Perry Armstrong (Planning Commission), Nancy Rice, Jim Tucker, Julie Iffland (RACDC), Michael Penrod, Patrick French, Chuck Webb and John Kaplan (RCRAC), Joan Richmond-Hall (VTC), Frank Reed (VTC), and John Kidder.

Media: Ben Carstens (Camera) and M.D. Drysdale (*Herald of Randolph*)

PUBLIC HEARINGS

Mr. Townsend called the public hearing to order at 6:05 p.m. He explained that the public hearing was to enact proposed interim zoning amendments.

1. Modify the usage

The first proposed zoning amendment is to modify the uses allowed in the INT-NE District. New owners of the former ClearSource Building at Exit 4 are seeking an amendment to allow two uses that are currently prohibited: storage/distribution and schools/colleges. These uses would be permitted only in the INT-NE District and only for buildings in existence when the new INT District regs were adopted (September 16, 2009). No site plan approval would be required if either of these usages want to move in and no changes are proposed to either the building or the site, only a zoning permit that would be issued administratively by the Zoning Administrator.

Ms. Sanchez gave background information on the proposed zoning amendments. The board took questions concerning effectiveness of the proposed amendments, warehousing, usage, and distribution.

2. Proposed Zoning Amendment to Modify 2.4.3

It was explained section 2.4.3 is the provision that allows the DRB to consider uses that are not included nor contemplated in the regulations. The Environmental Court recently issued a decision that says that the state statutes do not allow section 2.4.3 as written. Therefore, the regulations need some provisions to deal with such uses; an amendment is needed that is allowed by state statute.

Discussion ensued concerning, the changes that would take in affect on the Ridge Road/Sprague Quarry application; approval of amendment would limit the court cases.

Mr. Townsend closed the public hearing at 6:26 p.m.

Respectfully submitted,

Cindy Spaulding  
Recorder

Selectboard Meeting of January 5, 2010  
Randolph Technical Career Center, 17 Forest Street

Selectboard: Dennis Brown, Carol Flint, Lawrence Townsend, Joseph Voci,  
and Stephen Webster

Municipal Staff: Gary Champy (Town Manager), Cindy Spaulding (Recorder),  
and Mardee Sanchez (Zoning Administrator).

Public Attendees: Doug Nedde (RedStone), Del Thompson, Jim Yerrington, Arnold Deep, Arthur Fisher, Paul Rea, Perry Armstrong (Planning Commission), Nancy Rice, Jim Tucker, Julie Iffland (RACDC), Michael Penrod, Patrick French, Chuck Webb and John Kaplan (RCRAC), Joan Richmond-Hall (VTC), Frank Reed (VTC), and John Kidder.

Media: Ben Carstens (Camera) and M.D. Drysdale (*Herald of Randolph*)

Mr. Townsend called the meeting to order at 6:27 p.m. and introductions were made.

1. Meeting Minutes

**Upon motion (Webster/Brown) duly adopted, the Board voted to approve the minutes of December 15, 2009 as written. Vote 4-0-1 (Voci abstained)**

**Upon motion (Voci/Webster) duly adopted, the Board voted to approve the minutes of December 21, 2009 Special meeting as written. Vote 4-0-1 (Flint abstained)**

**Upon motion (Voci/Flint) duly adopted, the Board voted to approve the minutes of December 29, 2009 Special meeting as written. Vote 4-0-1 (Brown abstained)**

2. Public Comment

Ms. Iffland of Randolph Area Community Development Corporation provided the board with a hand out requesting \$20,000 as a line item in the FY2011 budget.

3. Interim Zoning Amendments

**Upon motion (Webster/Voci) duly adopted, the Board voted to adopt interim zoning amendments: 1) to modify the uses allowed in the New INT-NE District and 2) modify §2.4.3 of Zoning Regulations.**

**Interim Zoning Amendment #1 - Vote 4-1-0 (Flint opposed.)**

PROPOSED INTERIM ZONING AMENDMENT #1

Modifying the uses allowed in the Northeast Interchange District

WHEREAS, the most recent modification to the Randolph Zoning Regulations, adopted on September 16, 2009, replaced the Mixed Use District with four new Interchange Districts, including the Northeast Interchange District (the INT-NE District); and

WHEREAS, the list of uses allowed in the INT-NE District does not include distribution and storage facilities or schools and colleges (public or private); and

WHEREAS, distribution and storage facilities were previously permitted in the Mixed Use District; and

WHEREAS, some existing buildings located within the INT-NE District were designed as distribution and storage facilities and were approved for construction and operation as distribution and storage facilities; and

WHEREAS, the Randolph Selectboard is currently holding hearings concerning adoption of a new Town Plan; and

WHEREAS, the new Town Plan that is under consideration expresses the following policies and goals:

- To "protect and enhance property values." (Chapter 3, Section A (5))
- To "make land use rules clear, consistent, and fair." (Chapter 3, Section A (7))
- To "accommodate a wide variety of compatible land uses within the town boundaries to ensure that Randolph continues to be a diverse community." (Chapter 3, Section C, (6))
- To "be a hub of commerce for residents and neighboring communities." (Chapter 8, Section A (1))
- To "maintain and enhance economic stability and resilience through a diversity of employers and business types." (Chapter 8, Section A (4))
- To "particularly encourage development of businesses that...use existing facilities and services." (Chapter 8, Section C, Policies - System of Business Support, (8) (D))
- To implement the policy that "reuse of existing buildings is promoted whenever feasible if those facilities are otherwise in compliance with zoning and community goals." (Chapter 8, Section C, Policies - Planning and Zoning for Business Development, (2))
- To implement the policy that "industry and commerce should be located where the services it needs are already available or easily expandable, and where access and transportation will be safe and not over-burden neighborhoods, roads and intersections." (Chapter 8, Section C, Policies - Planning and Zoning for Business Development, (3))
- To note that the "the challenge of the Interchange is that while it is of scenic and natural importance, its location adjacent to a major highway makes it an important site of potential business development." (Chapter 3, Section D (d) (1))

WHEREAS, the Randolph Selectboard finds that allowing distribution and storage facilities as a permitted use in existing buildings located within the INT-NE District is consistent with the purposes of the INT-NE District and with the new Town Plan; and

WHEREAS, the Randolph Selectboard also finds that allowing public or private schools and colleges as a permitted use within the INT-NE District is consistent with the purposes of the INT-NE District and with the new Town Plan; and

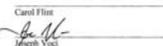
NOW THEREFORE, pursuant to 24 V.S.A. § 4415, following a public hearing held on January 5, 2010, the Selectboard hereby adopts the following Interim Zoning Amendment #1 that modifies the Randolph Zoning Regulations:

Amend §6.9.3(B) of the Randolph Zoning Regulations as follows (new text is underlined):

"B. Permitted Uses

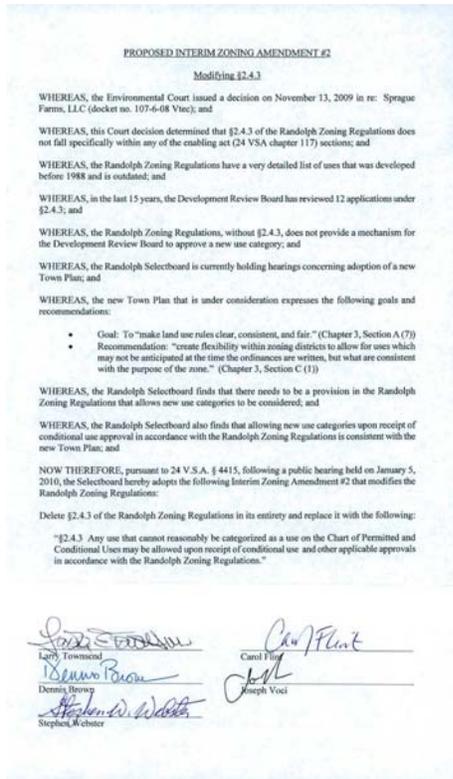
1. One- and two-family dwelling units are permitted only in the INT-NW, INT-NE and INT-SE Districts and shall comply with §6.9.4 (general and dimensional standards).
2. For buildings built before September 16, 2009 in the INT-NE District, the following uses shall be permitted: distribution and storage facilities and schools and colleges (public or private) and shall not require site plan approval if no changes to the building or site are proposed... If such changes are proposed, site plan approval, pursuant to §6.1, and compliance with §6.9.4 (general and dimensional standards) shall be required.

  
Lawrence Townsend  
Dennis Brown  
Stephen Webster  
Stephen Webster

  
Carol Flint  
Joseph Voci

Selectboard Meeting of January 5, 2010  
Randolph Technical Career Center, 17 Forest Street

Interim Zoning Amendment #2: Vote 5-0-0



4. Appoint Candidate to DRB

**Upon motion (Webster/Brown) duly adopted, the Board voted to appoint Trini Brassard to the Development Review Board with the term to expire 2011. Vote 5-0-0.**

5. VTC Biomass Facility to be included in the SWIP

The Board received correspondence from Mr. Ty Handy, President of Vermont Technical College requesting that a proposed facility for an anaerobic digester be included in Table 14 of the Tri-Town Solid Waste Management Plan. Mr. Champy provided the Board with Table 14 of the SWIP and written procedures within the SWIP for existing facilities. Ms. Richmond-Hall representative of VTC provided the board with an overview of the feasibility study being conducted for a proposed anaerobic digestion facility at the VTC campus in Randolph. Concept is that the facility would provide electricity to the grid and heat the VTC Campus. Ms. Richmond-Hall stated that the request to be included in the SWIP was for the project to obtain a certificate of public good. The Board requested that more information be provided about the facility: site location, and scope of work to include visuals and models. Questions from the Board will be provided in writing to Ms. Richmond-Hall. The Board will review the request at its first meeting in February.

6. Ratify ENV-8 Salisbury Square Certification

Mr. Champy requested the board to ratify the Environmental Review certification for RACDC's Salisbury Square Project, which is required as part of the conditions of the Vermont Community Development Program.

Selectboard Meeting of January 5, 2010  
Randolph Technical Career Center, 17 Forest Street

Ms. Iffland gave a brief explanation that the environmental assessment process is preliminary and part of requirements prior a grant agreement offer from VCDP.

**Mrs. Flint moved, seconded by Mr. Brown to ratify Mr. Champy's authority to approve the Environmental Assessment form EN8-Certification as part of VCDP Grant conditions for the Salisbury Square project.** (This motion was not voted on.)

Discussion: Mr. Webster requested to act on the motion later in the meeting to provide necessary time for him to review the ENV 8-Certification document. (*Further explanation, discussion and action took place between items 9 and 10.*)

7. Dogs Continually Running and Unable be Caught

Mr. Champy explained that the town is receiving phone calls concerning dogs running at large, they have been identified to belong to Finkles at 10 Dudley Street. The issue is there are three other dogs running at large that are of the same coloring and breed, which makes it difficult to identify. Mr. Champy requested that a letter be sent to the Finkles' insisting that the dogs owned by them, which are deemed vicious and a public safety hazard, be muzzled. This would protect the public and make it easier to identify the dogs running at large. It was the consensus of the Board for a letter be sent to Mr. Doug Finkle of 10 Dudley Street, insisting that the residing 10 Dudley Street which are deemed vicious by the town be muzzled. *Note: Dogs owned by residents at 10 Dudley Street: Cardea (pit-bull), Zeus (rottweiler-mix) and Honey (Pit-bull).*

8. 2010 Budget Meeting schedule

Mr. Champy provided the Board with information to finalize the FY2011 Budget. It was the consensus of the Board to schedule a Special Selectboard meeting on Thursday, January 14, 2010 to finalize the FY2011 Budget and to speak with the Library Trustees, Board of Listers and Randolph Area Community Development Corporation. A revised budget will be submitted to the Board as soon as possible.

9. Randolph Community Recreational Advisory Committee

Mr. Kaplan and Mr. Webb presented the board with a handout for topics to discuss concerning the direction role/direction of the Randolph Community Recreational Advisory Committee. Discussion ensued concerning the recreational programs, request for proposal, tasks assigned by the board, communications between RCRAC, BGC and Town Manager. The Selectboard emphasized that the Town Manager to be included in the communications and RCRAC members do not supervise contractual services.

6. Continuation Ratify ENV 8-Certification

Mr. Webster reviewed the ENV 8-Certification and questioned the legal terms. Ms. Iffland provide an explanation to the terms of the Environmental certification and gave a brief overview of the preliminary process of Vermont Community Development Grant Program for the Salisbury Square Project. Mr. Voci requested that RACDC submit a letter to the town certifying that the Salisbury Square project is in compliance as part of the conditions of the grant and to have the letter signed by Ms. Iffland, Executive Director of RACDC and Mr. Marty Strange, Chair of the RACDC Board of Directors. Ms. Iffland confirmed that a letter will be submitted to the town as requested.

**Upon motion (Voci/Flint) duly adopted, the Board voted to authorize Mr. Champy to ratify the ENV 8 Certification for the Salisbury Square Project through the Vermont Community Development Program. Vote 5-0-0.**

Selectboard Meeting of January 5, 2010  
Randolph Technical Career Center, 17 Forest Street

10 Manager's report

**Upon motion (Webster/Voci) duly adopted, the Board voted to approve the Town Manager's report as printed and authorized Mr. Townsend as signatory. Vote 5-0-0.**

11. Tree removal in Town Right-of-way

Mr. Champy provided the Board with an estimate from R.B. Cameron Tree Experts to remove two Sugar Maple trees in the town's right of way on School Street. It is the town's policy to share in the cost of tree removal with property owner. The property owner on School Street has declined to pay for the removal of the trees. Discussion ensued concerning public safety and the trees.

**Upon motion (Webster/Flint) duly adopted, the Board voted to authorize the Town Manager to have the two sugar maples on School Street trimmed as necessary. Vote 5-0-0.**

12. Warrants

The Board reviewed the warrants.

**Upon motion (Webster/Brown) duly adopted, the Board voted to approve the warrants as presented. Vote 5-0-0.**

13. Other Business

Mr. Voci commended the Highway Crew for a job well done, keeping up with the snow storm of Friday/Saturday.

13. Union Contract/Personnel Issue

**Upon motion (Voci/Brown) duly adopted, the Board voted to enter into executive session at 7:55 p.m. to discuss Union Contract/Personnel issue. Vote 5-0-0.**

**Upon motion (Brown/Voci) duly adopted, the Board voted to return to open session at 8:37 p.m. Vote 5-0-0.**

Action: No action taken

14. Adjournment

**Upon motion (Webster/Brown) duly adopted, the Board voted to adjourn at 8:37 p.m. until Special Selectboard Meeting of January 12, 2010 at 6:00 p.m. in the Technical Academics Room of Randolph Technical Career Center. Vote 5-0-0.**

Respectfully submitted,

Cindy Spaulding  
Recorder

Special Selectboard Meeting of January 11, 2010  
Town Hall Conference Room A, 7 Summer Street

Selectboard: Carol Flint, Dennis Brown, Lawrence Townsend and Stephen Webster.  
Absent: Joseph Voci

Municipal Staff: Gary Champy (Town Manager) and Michael DeCubellis (Finance Director)

Public Attendees: John Clough, John Mudgett, Bonnie Brigante, Erin Packie, Julie Iffland and Marty Strange.

Mr. Townsend called the meeting to order at 2:00 p.m.

The Board met with the auditors during the exit review.

- Mr. Mudgett explained the purpose meeting was to give an overview of the audit, which is in draft format and there are some issues that are sensitive to personnel and legal.
- The audit is still in draft format and not finalized. It was explained that generally audit interviews are not public, and is to inform the executive Branch of Government.
- A review of work papers and journal entries. Ms. Brigante mentioned the report should be the same format as last year. Mr. DeCubellis will have to provide management discussion, new funds, FEMA for West Street which requires a single audit. Mr. Webster asked if there was reconciliation in cash to accrual accounting. The match ups is with buckets, we reconcile back to the bank Statement. Major funds, General Fund, Highway Fund, Police District, Water District and Sewer District had a deficit. Payment of \$8,200 with deficit of \$22,000. Still need to bill the other two towns for the difference.
- Fund balance existed for all funds except FEMA and Air Packs for Fire Departments
- Need enough cash on hand to pay bills so the town does not take out a tax anticipation note. Recommended to have 5 to 10% on hand.
- Cash flow tight may not have cash on hand to go for thru the recession. What is recommended a threshold for fund cash reserve into investments?
- Fiduciary funds Library and 'Endowments are marked pooled in market driven funds and market volume.
- RACDC does meet criteria for special appropriations. They should go to special appropriation. Town was not following policy and criteria, for outside organizations

## 2. Adjournment

**Upon motion (Webster/Flint) duly adopted, the Board voted to adjourn at 7:53 p.m. until the next special meeting of Tuesday, January 12, 2010 at 6:00 p.m. at the Technical Academics Room of Randolph Technical Career Center. Vote 4-0-0.**

Respectfully submitted,

Gary Champy  
Town Manager

Special Selectboard meeting of January 12, 2009  
Technical Academics Room of Randolph Technical Career Center, 17 Forest Street

Selectboard: Dennis Brown, Carol Flint, and Stephen Webster. Absent: Lawrence Townsend and Joseph Voci.

Municipal Staff: Gary Champy (Town Manager)

Public Attendees: Kenneth Goss, Lisa Dyer, Jim Tucker, Terry Delaney, Stewart Meraisi, Paul Rea, Ernie Craney and Kim Craney.

Mr. Webster called the meeting to order at 6:08 p.m.

1. Ancient Roads Report

Mr. Goss reported that there are eight or nine roads that were not legally given up but not used and are on private property. A copy can be made available for the public to view.

He further reported: *(None of these roads show documentation of adopted or thrown up.)*

- Harlow Hill (end) down to Route 12 listed as legal trail , there is no documentation as legal trail status.
- Moxley Road it dead ends most of road is discontinued.
- Hebbard Hill road to Ridge Road Connector- use to exist and is not mapped.
- Also Salt Box Road and Denney Road intersection is not mapped and is a dead end
- Bedor Road, Donny Smith Road connection is a farm road through a crop landing
- Rand Road and Curtis Road connection not be revived
- Route 14 South connector to Crocker Road is not on map
- Route 14/100 feet as so into Bethel unknown as marked on map. This would have been a little piece that required both towns to give up.
- Stage Coach Road goes into Braintree
- Lewis Road not an ancient road. Owner wishes to have it given up. Bethel will not give it up. Lewis Road is a pent road.

Roads have been attempted to be laid out as town highways? The answer is none. There is no documentation t assume whether or not a road. Research was conducted viewing 1797 County Roads, Map Over Lay of 1858 and 1877 maps were also used.

2. Adjournment

**Upon motion (Brown/Flint) duly adopted, the Board voted to adjourn at 7:25 p.m. until the next scheduled special meeting of January 14, 2010 at 6:00 p.m. in Conference Room A of Randolph Town Hall at 7 Summer Street. Vote 3-0-0.**

Respectfully submitted,

Gary Champy  
Town Manager

Special Selectboard Meeting of January 14, 2010  
Town Hall Conference Room B, 7 Summer Street

Selectboard: Dennis Brown, Carol Flint, Lawrence Townsend, Joseph Voci, Stephen Webster  
Municipal Staff: Gary Champy (Town Manager), Cindy Spaulding (Recorder)  
Public Attendees: Army Spahn; Priscilla Spahn, Letitia Rydjeski, Peggy Hammond, Karen Ruben, William Kevan, Stephen Graci, Pauline Frankenburg and Don Sweetser (Listers), Patrick French (Town Assessor), Julie Iffland, Marty Strange, Larry Richburg and John Lutz (RACDC) Jim Tucker, Chris Lesinski and Amy Grasmick (Library), Maria Puglisi, Sheila Jacobs and Michael Penrod (Budget Committee), Paul Rae, Barbara Angell, James Sault, Deb Jones (Chamber of Commerce), Clint Loomis, Fay Sherman, Doris Sherman, Ann Prichard, Karen Delaney, and Lindy Sayward,  
Media: Ben Carstens (Camera), Sandra Cooch (*Herald of Randolph*),

Mr. Townsend called the meeting to order at 6:05 p.m.

1. Schedule Public Hearing for the Town Plan

**Upon motion (Brown/Flint) duly adopted, the Board scheduled a public hearing on the Proposed Town Plan for Tuesday, February 9, 2010 at 6:00 p.m. at the Town Hall Conference Room B. Vote 5-0-0.**

2. Water Project Loan Application.

Mr. Champy reported that the Route 66 Water Project is moving forward and presented a loan application in the amount of \$1.9 million for the infrastructure improvements, the loan has a -3% interest over twenty years.

**Upon motion (Webster/Voci) duly adopted, the Board voted to approve an application for Revolving Loan Funds through the State of Vermont Agency of Natural Resources in the amount of \$1.9 million for the Route 66 Water Project. Vote 5-0-0.**

3. FY2011 budget

Mr. Townsend reported that the Orange County taxes are up to \$94,175 and the budget meeting will be held on Friday, January 15 at the Orange County Court House. Mr. Champy announced that he would attend on behalf of the town.

The Board reviewed the proposed FY2011 budget. Mr. Champy explained the Police District budget and the changes that were made in the tax revenue, and the services that they provide outside the Police District.

a. Library

The Board reviewed the Library Trustees' request for an appropriation in the amount of \$165,907 for FY11. Discussion ensued concerning a library employee's hours

Special Selectboard Meeting of January 14, 2010  
Town Hall Conference Room B, 7 Summer Street

increasing, asking Braintree for \$6,500 for its residents using the library, utility and medical insurance increases, and yearly salary raises, cost to the tax payers increase 10.8% this year, administrative fee to the town for payroll. and Mr. Townsend reminded the Board and audience that the Library Trustees set their own budget, this request is an appropriation. *Note: FY09 request \$139,121 and FY10 request \$148,000.*

**Upon motion (Flint/Brown) duly adopted, the Board tabled action on the Library Budget until Monday, January 25, 2009 at 6:00 p.m. in the Town Hall Conference Room. Vote 5-0-0.**

b. Listers

The Board reviewed the Listers budget for administrative and operating expenses. Discussion ensued concerning the assessor's hours increased back to 40 hours, suggested to go out to request for proposal for appraisal services; hourly vs. salaried assessor position contracted, changes in ACT 60 and 68, question of the number of properties changing and number of grievances one, equipment needs (larger memory capacity and higher speed computer), explanation that property assessments have changed since ACT 60 and 68 were enacted, job requirements were 75% measuring/25% paperwork, that has now reversed.

**Upon motion (Flint/Brown) duly adopted, the Board voted an administrative expense to increase the appraiser's wages to \$57,013. Vote 3-2-0 (Voci and Webster opposed).** *Assessor's hours back to 40 hours a week.*

**Upon motion (Flint/Brown) duly adopted, the Board voted to reduce the following operating expenses: \$800 office supplies; \$50 postage; \$350 mileage; \$150 tax billing supplies and increase from \$4,000 to \$4,400 tax mapping; for an operating subtotal from \$10,215 to \$9,365 decrease. Vote 4-1-0 (Voci opposed)**

Further discussion ensued outlining a request for proposal, required tasks for appraiser and suggestion to appoint a non bias committee to review criteria for contracted appraisal services.

b. RACDC

The Board reviewed the line item for Economic Development. It was explained that the town manager was only requesting \$1,000 of the \$10,000 in the line item, which leaves \$9,000 for other economic development projects. The Board received a proposal from RACDC requesting \$20,000 and an outline of its services and accomplishments.

Ms. Iffland gave an explanation of the proposed request for economic development services broken down to: \$5,000 for organizational dues (membership), \$10,000 as part Economic Development line item for services (specifically as downtown

Special Selectboard Meeting of January 14, 2010  
Town Hall Conference Room B, 7 Summer Street

organization, maintaining and enhancing the town's benefit from its designation) and \$5,000 to fund specific studies, tasks or meetings which support the work of economic development upon requests and approval from the Town Manager. The basis for the membership was discussed and Ms. Iffland could not provide a substantive calculation to support the membership fee.

Mr. Voci voiced his concerns that RACDC's website advertises that services are provided to Braintree and Brookfield. They also advertise that the organization is: *RACDC serves as the economic development arm of the **Town of Randolph***. The Board took comments from the audience concerning RACDC history and its economic services. The comments were both pro and con. It was commented during the discussion that the Economic Development line item is **not** earmarked for RACDC. The line item will be used for the town's economic development at the town's discretion.

**Upon motion (Flint/Brown) duly adopted, the Board moved to add a line item under Selectboard Administration for RACDC membership dues in the amount of \$5,000 place this line item between Economic Development and GMEDC; and to change wording on Economic Development to include contracted professional services with an amount of \$7,500. Vote 2-3-0 (Townsend, Voci, and Webster opposed.)**

Discussion ensued asking RACDC about a sliding fee scale for residents of Jocelyn House and it was announced that RACDC will be requesting \$5,000 for Jocelyn House instead of the original \$7,500. It was also questioned why the Jocelyn House did not apply for a loan.

**Upon motion (Flint/Brown) duly adopted, the Board voted to increase the line item for Orange County Taxes to \$94,175.73. Vote 5-0-0.**

**Upon motion (Webster/Voci) duly adopted, the Board voted to table discussion of Economic Development until the scheduled special meeting of January 25, 2010 at 6:00 p.m. in the Town Hall.**

4. Adjournment

**Upon motion (Brown/Flint) duly adopted, the Board voted to adjourn at 8:40 p.m. until the Tuesday, January 19, 2010 at 6:00 p.m. in the Technical Academics Room of Randolph Technical Career Center. Vote 5-0-0.**

Respectfully submitted,

Cindy Spaulding  
Recorder

Selectboard Meeting of January 19, 2010  
Technical Academic Room of Randolph Technical Career Center

Selectboard: Dennis Brown, Carol Flint, Lawrence Townsend, Joseph Voci and Stephen Webster.

Municipal Staff: Gary Champy (Town Manager) and Cindy Spaulding (Recorder)

Public Attendees: Patrick French

Media: Ben Carstens (camera)

Mr. Townsend called the meeting to order at 6:02 p.m.

1. Minutes

a. January 5, 2010

**Upon motion (Webster/Brown) duly adopted, the Board voted to approve the minutes of January 5, 2010 Public Hearing and Regular Selectboard meeting as written. Vote 5-0-0.**

b. January 11, 2010

**Upon motion (Flint/Brown) duly adopted, the Board voted to approve the minutes of January 11, 2010 Special Meeting as amended. Vote 4-0-1 (Voci abstained).**

c. January 12, 2010

**Upon motion (Brown/Flint) duly adopted, the Board voted to approve the minutes of January 12, 2010 Special meeting as printed. Vote 3-0-2 (Townsend and Voci abstained.)**

d. January 14, 2010

**Upon motion (Webster/Brown) duly adopted, the Board voted to approve the minutes of January 14, 2010 as printed. Vote 4-0-1 (Flint abstained).**

2. Public Comment

There was no public comment.

3. Highway Certification

The Board reviewed the Highway Certification. Discussion ensued concerning the correction of Clover Hill Road from a Class 4 to a Legal trail as mentioned in the special Selectboard meeting of January 12, 2010. Mr. Champy will provide the Board with the correction documentation that the road was reclassified from a Class 4 to a trail.

**Upon motion (Voci/Brown) duly adopted, the Board voted to table action on the Highway Certification to the regular Board meeting of February 2, 2010. Vote 5-0-0.**

4. Appoint member to DRAC

**Mr. Webster moved and Mr. Voci seconded, to nominate Gerald Ward to the Design Review Advisory Commission to serve a term of two years to expire March 2011. Vote 3-2-0 (Flint and Brown opposed).**

**Mrs. Flint moved and Mr. Brown seconded, to nominate Alan Heath to the Design Review Advisory Commission to serve a term of two years to expire March 2012. Vote 2-3-0 (Townsend, Voci and Webster opposed.)**

Discussion ensued among the Board, with Mr. Webster expressing that he would like to have someone from Randolph Center serving on the Design Review Advisory Commission.

**Mrs. Flint moved and Mr. Brown seconded, to nominate Pasty French to the Design Review Advisory Commission to serve for a term of one-year to expire March 2010. Vote 3-2-0 (Voci and Webster opposed).**

Mr. French left the meeting at this point and did not return.

5. Appoint Alternate DRB Member

**Upon motion (Webster/Flint) duly adopted, the Board voted to appoint Tom Malenchuck as alternate to the Development Review Board. Vote 5-0-0.**

6. Restorative Justice Coordinator Contract

The Board reviewed the Restorative Justice Coordinator's contract. Mr. Champy explained that the contract is grant driven and funds the Restorative Justice Coordinator contract for services.

**Upon motion (Webster/Flint) duly adopted, the Board voted to approve the Restorative Justice Coordinator contract and authorize Gary Champy as signatory. Vote 5-0-0.**

7. Boys and Girls Club RFP

The Board reviewed the proposal submitted by the Boys and Girls Club of White River Valley for Randolph Recreational Programming. Discussions ensued concerning management of the summer camp, pool and ice rink, shorter contract with BGC, and negotiate a lower fee for services.

**Mrs. Flint moved to reject the Boys and Girls Club proposal for recreational services. Motion failed due to lack of second.**

**Upon motion (Voci/Webster) duly adopted, the Board voted to authorize Mr. Champy to renegotiate the terms of the proposal for recreational programming from the Boys and Girls Club. Vote 5-0-0.**

Discussion ensued to provide with Mr. Champy direction to work with BGC to negotiate for recreational programming. It was suggested that a member of the Randolph Community Recreational Advisory Committee become a member of the Boys and Girls Club Board.

8. Tax Appeals

The Board reviewed correspondence from Attorney Richard Burstein, Town Agent, concerning property tax appeals. Mr. Townsend suggested that he, Mr. Champy, and Mr. French coordinate a meeting with Mr. Burstein to review the two tax appeals.

9. Ordinances: Water and Sewer

Mr. Voci provided a brief overview of the Water and Sewer Ordinances. Most of both ordinances are updated and it is provided for the Selectboard for final approval.

**Upon motion (Voci/Brown) duly adopted, the Board voted to table the Water and Sewer Ordinances until the February 2, 2010 meeting. Vote 5-0-0.**

10. Town Manager's Report

The Board reviewed the Manager's report with highlights on the status of the Municipal Building, outcome of the County Budget meeting, proposed draft town plan, public hearing notice for the town plan and audit findings.

**Upon motion (Webster/Voci) duly adopted, the Board voted to approve the Town Manager's report as written and appointed Lawrence Townsend as signatory. Vote 5-0-0.**

11. Warrants

**Upon motion (Brown/Flint) duly adopted, the Board voted to approve the warrants as presented. Vote 5-0-0.**

12. Other Business

- Listers

The Board discussed the possibility of soliciting a contract for appraisals/assessment of property. It was brought to their attention that assessing properties now is 25% assessing

and 75% paperwork. It was suggested to split the position into two segments one for appraiser and other for clerical.

- Dogs

Mr. Webster reported that he had received a telephone call from Heather Tallman, once again her chickens have been destroyed. Sometime between 11:00 a.m. and 3:00 p.m. on Sunday, January 17<sup>th</sup>, her chicken coop was entered into by a canine or canines. She had 27 chickens of which three are missing, 23 were found deceased, and 1 was dying in their coop. There had been a problem with dogs destroying her chickens this past summer. She is concerned for the safety of young children and the public in general.

Discussion ensued concerning dogs running at large throughout town and the proper identification of the dogs. There are three sets of rottweiler that run loose in town. In order to identify the proper ones, affidavits must be completed

### 13. Executive Session

**Upon motion (Flint/Brown) duly adopted, the Board voted to enter into executive session at 7:45 p.m. for a personnel matter. Vote 5-0-0.**

**Upon motion (Webster/Voci) duly adopted, the Board voted to return to open session at 8:16 p.m. Vote 5-0-0.**

*Action: No action taken.*

### 14. Adjournment

**Upon motion (Voci/Brown) duly adopted, the Board voted to adjourn at 8:17 p.m. until the next scheduled special meeting of January 25, 2010 at 6:00 p.m. in Conference Room B of the Randolph Town Hall. Vote 5-0-0.**

Respectfully submitted,  
*/s/Cindy Spaulding*

Cindy Spaulding  
Recorder

Special Selectboard Meeting of January 25, 2010  
Conference Room B in Town Hall at 7 Summer Street

Selectboard: Dennis Brown, Carol Flint, Lawrence Townsend, Joseph Voci,  
and Stephen Webster

Municipal Staff: Gary Champy (Town Manager), Michael DeCubellis (Finance Director) and  
Cindy Spaulding (Recorder)

Public Attendees: Don Sweetser, Chris Lesinski, Dwight Porter, Kermit LaBounty  
John Joy, Clint Loomis, Steve Graci, Jay Collette, Larry Thurston, Jacob Boule,  
Pam Stafford, Nan Gwin, Patrick French, Del Thompson, Karen Delaney, Karen Ruben, Marty  
Strange, Paul Rae, Sheila Jacobs, Barbara Angell, Jim Tucker, Julie Iffland, Gay Gaston, James  
Sault, Larry Richburg, Michael Penrod, and Amy Berky.

Media: M.D. Drysdale (*Herald of Randolph*)

Mr. Townsend called the meeting to order at 6:02 p.m.

1. Randolph Village Fire Truck Request

Chief Jay Collette of the Randolph Village Fire Department presented a request to the Selectboard to replace a 1981 Pumper Truck with a new fire truck. It was first proposed in 2006. He provided historical statistics of fire and other service calls over the past years which included service areas in Braintree and Mutual Aid. The request has been reviewed and approved by the Fire Advisory Commission at their January meeting. The proposed fire truck will have updated technology and safety for the firefighters. There is currently \$204,000 in the Fire Equipment replacement fund; at the end of 2011 there will \$289,000 in the fund.

Chief Collette answered questions concerning useful life of new vehicle, amount of water capacity, replacement schedule of all fire apparatus, bid process, new fire truck fit in the Village Fire Station, age of the fire fleet, procedure to roll a piece of apparatus to a scene, type of calls, demands of firefighters and apparatus,

Mr. LaBounty requested to have the amount \$85,000 be reinstated instead of \$65,000. Mr. Voci asked if there were available funds in the Municipal Building Bond that could be used. Mr. DeCubellis answered yes.

**Upon motion (Voci/Webster) duly adopted, the Board voted to keep the Fire Equipment budget line item at \$65,000 and to place an article on the Town Meeting Warning to ask the voters to take \$20,000 from the surplus of the Municipal Building Bond to place in the Fire Equipment Replacement **Enterprise** fund. Vote 5-0-0.**

“Article may read: Will the town vote to approve the sum of \$20,000 from surpluses from the Municipal Building Project Bond to be used for the Fire Replacement **Enterprise** fund”.

2. Review and Finalize FY2011 Budget

a. Library

Ms. Lesinski provided the board with expenditure for the library; she had derived it to a 3% increase on for employees. Mr. Voci expressed his concern that 11.24% is not equitable during these economic times and he would like to see level funding for the library appropriation,

Special Selectboard Meeting of January 25, 2010  
Conference Room B in Town Hall at 7 Summer Street

Discussion ensued concerning the library budget with fire insurance increase, personnel wage increase, administrative cost to provide payroll, appropriation from Braintree, and library operating expenses. Mr. Townsend offered a compromise for the Board to set a percentage for the library, the difference to be placed as a special appropriation.

**Upon motion (Flint/Brown) duly adopted, the Board voted to approve the library budget line item in the amount of \$164,639. Vote 2-3-0 (Townsend, Voci and Webster opposed.)**

Mr. Townsend asked if the Board were to level fund what would the library do to come up with the differences: the library commented that they would have to cut library hours of operation and programs offered.

Mr. Voci moved to have the Library review its budget again and come before the Board at a later date. (Motion failed for lack of a second.)

Mr. Webster asked that the next motion be divided:

**Upon motion (Flint/Brown) duly adopted, the Board voted to approve the library budget line item \$152,018. Vote 4-1-0 (Voci opposed): Separate article on the Town Meeting Warning in the amount of \$12,261. Vote 3-2-0 (Voci and Webster opposed.)**

b. RACDC

Ms. Iffland gave a recap of the RACDC's activities with the Downtown Designation. Mr. Voci commented on RACDC's bylaws on membership. It was explained the difference between membership and donations.

**Upon motion (Flint/Brown) duly adopted, the Board voted to decrease Economic Development line item to \$5,000; place a line item for RACDC membership in the amount of \$5,000; and place an item Downtown Designation in the amount of \$5,000. Vote 3-2-0 (Voci/Webster opposed).**

Discussion ensued outlining: membership, criteria for the Downtown Designation, activities and focus of the downtown designation group, resources for the downtown, RACDC's focus of housing instead of economic development, possibility of an Economic Development Group,

c. Listers Pay/Assessor's Position

**Voting on a motion (Flint/Brown), the Board declined to increase wages at 1.5% from the 2010 budget from the proposed 4%. Vote 2-3-0 (Townsend, Voci and Webster opposed.)**

The Board reviewed the Capital Budget and Capital Plan proposal with explanation from Mr. Champy on each item. \$183,329. The Board will finalize the budget on Wednesday, January 27 immediately following the BCA meeting.

3. Request for Proposal (Appraising Function)

The Board was given a request for proposal for contract assessment and appraising services with two options.

Special Selectboard Meeting of January 25, 2010  
Conference Room B in Town Hall at 7 Summer Street

**Voting on a motion (Flint/Brown), the Board declined to have the request for proposal for Listers sent to the Budget Committee to be reviewed and finalized. Vote 2-3-0 (Voci, Webster, and Townsend opposed.)**

4. Special Appropriations

Discussion ensued concerning the legality of certain special appropriations, with highlights on RACDC's request for Energy Improvements at the Joslyn House and to have the funds administered by the organization; also questioned was White River Partnership as a "social service organization." It was requested that the Town Manager seek an opinion from VLCT regarding what type of non-profits might petition for special appropriations. Mr. Champy mentioned that the Vermont Center for Independent Living submitted a letter requesting to be placed on the Town Meeting Ballot as their petition did not have enough qualifying signatures.

5. Downtown Designation

Mrs. Ruben provided the board with a report of activities the Downtown Business group has been doing for the Downtown Designation.

6. Adjourned

**Upon motion (Webster/Brown) duly adopted, the Board voted to adjourn at 9:17 p.m. until the next special meeting on January 27, 2010 immediately following the Board of Civil Authority in the Town Hall Conference Room. Vote: 5-0-0.**

Respectfully submitted,  
*/s/Cindy Spaulding*

Cindy Spaulding  
Recorder

Special Selectboard Meeting of January 27, 2009  
Town Hall Conference Room A, 7 Summer Street

Selectboard: Dennis Brown, Carol Flint, Lawrence Townsend, Joseph Voci, and Stephen Webster.  
Municipal Staff: Gary Champy (Town Manager) and Cindy Spaulding (Recorder)  
Public Attendees: Barbara Angell, Sheila Jacobs, Michael Penrod, Patrick French, Marty Strange, and Julie Iffland

Mr. Townsend called the meeting to order at 5:40 p.m.

1. Review & Finalize FY2011 Budget

Mr. Champy gave an overview of the proposed FY2011: Highlighting wage changes based on actual hours, social security rate changes for all departments, Library changes which were approved at the January 25 meeting. And a review of administration fees for the Fire Departments and Police, Water and Sewer Districts. It was suggested to have employment wages available on a spread sheet for the Budget process next year. Also suggested was to show the closure dated for all bond, the consensus is to place a foot note on the budget columns for bond obligations referring to a page number in the auditor's report. Ask the auditors to place a mature date for the bond obligations, (Gary will ask auditors.)

**Upon motion (Flint/Brown) duly adopted, the Board voted to accept the budget as with edits. Vote 3-2-0 (Voci/Webster opposed).**

2. Warning

The Board reviewed the Warning for Town Meeting:

- **Capital Budget, General Bonding and Taxation:** Articles 10 and 11 will be switched in order.

Article 11 shall read:

Shall the town of Randolph vote to move all of the funds that remain in the Municipal Building Bond after the final accounting of the project is completed (estimated to be \$95,000) to be used for Municipal Capital Projects and Equipment replacement?

- **General Fund Operations Budget and Taxation**

Article 6

Mrs. Grasmick submitted a request to change the language for the library warned article for town meeting: "to maintain the current level of public library service for all residents of Randolph, the Voters approve the additional amount of \$12,631 for the Kimball Library budget."

**Mrs. Flint moved to approve the Library's request to change the wording in Article 6 of the Warning. Mr. Brown seconded the motion.**

**Motion would read:** Will the town vote to authorize the sum \$12,261 to be raised by taxes to maintain the current necessary level of public library service for all residents of Randolph for the Kimball Library expenditures? Motion was withdrawn.

Discussion ensued concerning the Library's recommendation of language change to Article 6, it was the consensus of the Board that the recommendation was advocating for the Library and that is not the purpose of articles for the town meeting warning. It was also noted that the sum was incorrect in the recommendation.

**Upon motion (Voci/Brown) duly adopted, the Board voted to approve Article 6 as follows:** *Will the town vote to authorize the additional sum of \$12,261 to be raised by taxes to the Library expenditures?* Vote 5-0-0.

Ms. Grasmick announced there was a vacancy on the Library Board of Trustees and suggested to add it to the Warning for a vote. It was the consensus of the Board to Place the following under Article 1: Library Trustee for a term of three (3) years remaining of a five (5) year term.

➤ **Discussion and Action from the Floor**

**Upon motion (Voci/Flint) duly adopted, the Board voted to place an additional article on the Town Meeting Warning for floor Discussion: asking the voters to rename the newly renovated Municipal Building. Vote 5-0-0.**

Article 42 shall read:

*Shall the town vote to rename the Municipal Building to be called Town Hall?*

➤ **Special Appropriations by Taxation**

Article 30

The Board discussed White River Partnership meeting the "social service requirements as outlined in State Statutes.

**Upon motion (Webster/Voci) duly adopted, the Board declined to remove Special Appropriations Article 30 from the Town Meeting Warning. Vote 2-3-0 (Townsend, Brown and Flint opposed).**

Explanation: White River Partnership had submitted a valid petition to be placed on the Town Meeting Warning and it is up to the voters to vote it down.

Article 21

The Board discussed the energy improvements for the Joslyn House. Mr. Voci asked RACDC representative if the energy improvement to Joslyn House had commenced. Ms. Iffland stated that the funding request was for a match to a grant which RACDC will be receiving for the improvements.

**Upon motion (Webster/Voci) duly adopted, the Board declined to remove Article 21 from the Town Meeting as it did not meet the social organization requirements. Vote 2-3-0 (Townsend, Brown and Flint opposed.)**

Special Selectboard Meeting of January 27, 2009  
Town Hall Conference Room A, 7 Summer Street

Upon motion (Flint/Brown) duly adopted, the Board voted to approve the Town Meeting Warning as amended. Vote 4-1-0.

Below is the Warning as an image. For an official copy, refer to the back-up of these minutes



3. Adjournment

Upon motion (Webster/Brown) duly adopted, the Board voted to adjourn at 7:15 p.m. until the next scheduled meeting of February 2, 2010 at 6:00 p.m. in the Technical Academics Room of Randolph Technical Career Center. Vote 5-0-0.

Respectfully submitted,

/s/Cindy Spaulding

Cindy Spaulding  
Recorder

REFERENCE

Selectboard Meeting of February 2, 2010  
Technical Academics Room of Randolph Technical Career Center

Selectboard: Carol Flint, Lawrence Townsend, Joseph Voci and Stephen Webster. Absent: Dennis Brown

Municipal Staff: Gary Champy (Town Manager) and Cindy Spaulding (Recorder)

Public Attendees: Jim Yerrington, Linda Morse, Amy Grasmick and Larry Richburg

Media: Ben Carstens (Camera)

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

1. Meeting Minutes of January

**Upon motion (Webster/Flint) duly adopted, the Board voted to approve the minutes of January 19, 2010 as printed. Vote 4-0-0.**

**Upon motion (Webster/Flint) duly adopted, the Board voted to approve the minutes of January 25, 2010 Special meeting as printed. Vote 4-0-0.**

**Upon motion (Webster/Flint) duly adopted, the Board voted to approve the minutes of January 27, 2010 Special meeting as amended. Vote 3-0-1 (Voci abstained).**

2. Public Comment

Mr. Champy provided the Board with a fax received this morning from William Kevan protesting the use of taxpayer's funds for Randolph Area Community Development Corporation.

3. VTC Facility Request to SWIP

Mr. Champy reported that he was advised by a staff member of the Public Service Board that VTC's request to have their proposed anaerobic biodigester (Center Vermont Recover Biomass Facility) added to the town's Solid Waste Implementation Plan was not necessary at this time and it may not be a criteria in the ACT 248 process.

4. Grants

a. Fire Department Pagers

**Upon motion (Flint/Webster) duly adopted, the Board voted to appoint Gary Champy, Town Manager as signatory to the Homeland Security Pager Grant Agreement to procure seventy-nine emergency pagers for the Fire Departments. Vote 4-0-0.**

b. Library/Chandler

Ms. Morse gave an overview of the pre-application for the Energy Efficiency & Conservation Block Grant and the matching requirements that would be coming for funding the Chandler Center for the Arts and the Kimball Library; there would be no financial obligations to the tax payers.

Selectboard Meeting of February 2, 2010  
Technical Academics Room of Randolph Technical Career Center

**Upon motion (Webster/Flint) duly adopted, the Board voted to approve Chandler Center for the Arts and the Kimball Library board to submit a full application for EECBG grant second round and appointed Gary Champy as signatory. Vote 4-0-0.**

c. Mobile Data Terminal

Mr. Champy gave an overview that the Chief of Police would apply for another MDT grant. \$1,000 cost.

**Upon motion (Webster/Flint) duly adopted, the Board voted to approve the Police Department to submit a grant application for MDT equipment and appointed Gary Champy as signatory on the grant. Vote 4-0-0.**

5: Ordinances

The Board reviewed the water and sewer ordinances which were presented two weeks ago. Mr. Champy gave an overview of the process of updating the ordinances.

**Upon motion (Webster/Flint) duly adopted, the Board voted to adopt the Water District Ordinance as amended. Vote 4-0-0. (Correction in description sewer to water)**

**Upon motion (Webster/Flint) duly adopted, the Board voted to adopt the Sewer District Ordinance as presented. Vote 4-0-0.**

6. Hartgen Archeological Contract

Mr Champy gave an overview of the Hartgen contract and the need to do an extensive archeological assessment, which is a requirement for funding to build the Wastewater Treatment Plant.

**Upon motion (Voci/Webster) duly adopted, the Board voted to approve Hartgen Archeological Contract in the lump sum of \$9,900.13 and appoint Gary Champy as signatory. Vote 4-0-0.**

7. Highway Certification

Mr. Champy provided the Highway Certification with a correction from Class 4 to a legal trail for Clover Hill (TH 69). He explained that during the Ancient Roads research, it was found by Mr. Goss that Clover Hill Road was actually changed from a Class 4 to a legal trail on February 21, 1970. Documentation was presented.

**Upon motion (Webster/Voci) duly adopted, the Board voted to approve the Highway Certification with correction to change Clover Hill Road (Town Highway 69) from a Class 4 road to a legal trail which was changed in 1970. Vote 4-0-0.**

8. Parking Ordinance Request

Mr. Steve Quenneville submitted a request to extend two hour parking north of the Pleasant Street. The Board discussed the written request and parking situations through out the downtown.

Selectboard Meeting of February 2, 2010  
Technical Academics Room of Randolph Technical Career Center

**Upon motion (Voci/Flint) duly adopted, the Board voted to refer Mr. Quenneville's request to the Police Advisory Committee for review and recommendation. Vote 4-0-0.**

9. Liquor & Tobacco Licenses

**Upon motion (Flint/Voci) duly adopted, the Board voted to approve the renewal of Second Class Liquor Licenses for Messier's General Store, M&M Redemption Center and Rite Aid. Vote 4-0-0.**

**Upon motion (Webster/Voci) duly adopted, the Board voted to approve the Tobacco Licenses for Messier's General Store, M&M Redemption Center and Rite Aid. Vote 4-0-0.**

**Upon motion (Voci/Flint) duly adopted, the Board voted to approve the renewal of First Class Restaurant Licenses for East Garden and Randolph Village Pizza. Vote 4-0-0.**

10. Town Manager's Report

Mr. Townsend commended Mr. Champy for keeping the Municipal Building Project under budget. The board reviewed the Manager's report with highlights on Cemetery Department personnel and leasing of the railroad platform.

**Upon motion (Webster/Flint) duly adopted, the Board voted to approve the Town Manager's Report as written and appointed Lawrence Townsend as signatory. Vote 4-0-0.**

11. Warrants

**Upon motion (Webster/Flint) duly adopted, the Board voted to approve the warrants as presented. Vote 4-0-0.**

12. Other Business

- Mr. Champy informed the Board that a source of fluoride that meets industry standards and certifications for the village water system, has not been found. It was the consensus of the board to table until a source has been located and to notify Gifford Medical Center.
- Mr. Champy informed the Board that Randolph projects that were on Two Rivers-Ottawaquechee Regional Planning Commission's Capital Priority list have been completed. He suggest that the town start working on new projects to be added and recommended to add paving of Route 12 known as North & South Main Streets.

**Upon motion (Voci/Flint) duly adopted, the Board voted to place paving of Route 12 known as North and South Main Streets on the Two Rivers-Ottawaquechee Planning Commission's Capital Priority list. Vote 4-0-0.**

Selectboard Meeting of February 2, 2010  
Technical Academics Room of Randolph Technical Career Center

13. Union Contract/Personnel

**Upon motion (Webster/Voci) duly adopted, the Board voted to enter into executive session at 7:05 p.m. to discuss the Union Contract and Personnel matters. Vote 4-0-0.**

**Upon motion (Webster/Voci) duly adopted, the Board voted to return to open session at 8:01 p.m. Vote 4-0-0.**

**Action: Upon motion (Webster/Voci) duly adopted, the Board voted to grant Mr. Champy a cost of living adjustment of 1% plus 40 cents retroactive to October 1, 2009. Vote 4-0-0**

14. Adjournment

**Upon motion (Webster/Flint) duly adopted, the Board voted to adjourn at 8:26 p.m. until the next scheduled meeting of February 9, 2010 at 6:00 p.m. Vote 4-0-0.**

Respectfully submitted,  
*/s/Cindy Spaulding*

Cindy Spaulding  
Recorder

REFERENCE ONLY

Public Hearing of February 9, 2010 at 6:00 p.m.  
In the Town Hall, 7 Summer Street, Randolph

Selectboard: Dennis Brown, Carol Flint, Lawrence Townsend, Joseph Voci and Stephen Webster

Municipal Staff: Gary Champy (Town Manager) and Cindy Spaulding (Recorder),

Public Attendees: Sally Penrod, Michael Penrod, Hugo Leipmann (Planning Commission), Patrick French, and Marty Strange.

Media: M.D. Drysdale (*Herald of Randolph*)

Mr. Townsend opened the Public Hearing at 6:01 p.m. He explained the purpose of the hearing was to receive comments and answer questions regarding the proposed Town Plan. The data in the plan has been updated where newer data was available, the text formatted for consistency and some minor changes made in several sections. He then opened the floor to questions.

Mr. Champy explained the process for the proposed Town Plan and the process if there are substantial changes.

Mr. Leipmann on behalf of the Planning Commission, provided the Selectboard a written a response on the proposed Town Plan amendments as outlined in 24 V.S.A. § 4284(c). The Board reviewed the Planning Commission's written report. Discussion ensued concerning the proposed town plan process.

Mr. Strange pointed out corrections on Page 69 Branchwood Family Housing 12 units and cross off Randolph Avenue; and Page 64 insert Branchwood before Family Housing in the third paragraph.

Mrs. Flint commented that the introduction sentences are fragmented and should be re-written. Mr. Champy explained the Selectboard made minor changes to the introduction; otherwise majority of the introduction was the way it was presented to the Selectboard by the Planning Commission. Mr. Leipmann pointed out formatting issues on pages 17/18, 18/19, 23, 25, 28 and 87. The majority of formatting issues were page breaks.

Mr. Leipmann as a resident of the town provided the board with recommended revisions to the Town Plan. The Board reviewed Mr. Leipmann's recommendations. Pros and cons were discussed concerning conservation of all wetland areas, restoration of disturbed wetland areas, functional values of wetlands and water resources. Mr. Voci mentioned wetlands and water resources are under the direction of the Agency of Natural Resources.

Mr. Townsend closed the hearing at 6:45 p.m.

Respectfully submitted,

/s/Cindy Spaulding

Cindy Spaulding  
Recorder

Special Selectboard Meeting of February 9, 2009 immediately following the Public Hearing  
In the Town Hall, 7 Summer Street, Randolph

Selectboard: Dennis Brown, Carol Flint, Lawrence Townsend, Joseph Voci and Stephen Webster

Municipal Staff: Gary Champy (Town Manager) and Cindy Spaulding (Recorder)

Public Attendees: Sally Penrod, Michael Penrod, Hugo Leipmann (Planning Commission), Patrick French, and Marty Strange.

Mr. Townsend called the meeting to order at 6:46 p.m.

1. Action on Town Plan

**Upon motion (Flint/Brown) duly adopted, the Board voted to table action on Town Plan until February 16, 2010 meeting. Vote 5-0-0.**

2. Meeting Minutes of February 2, 2010

**Upon motion (Webster/Flint) duly adopted, the Board voted to approve the minutes of February 2, 2010 as written. Vote 4-0-1 (Brown abstained)**

3. Revision Policies

a. Employee Conduct

The Board reviewed the revised Employee Conduct Policy. Mr. Champy gave an overview. The policy had definitions of a flexible schedule and hours of operations in the Town Hall. Mrs. Flint suggested categories to be included: criminal behavior, identify work hours and a description of a work week, political activities, and enterprises.

b. Personnel

The Board reviewed the revised draft personnel policy. Mr. Champy explained the document is a work in progress.

4. Library Trustee Resignation

**Upon motion (Webster/Brown) duly adopted, the Board voted to accept Tom Cooch's resignation as Library Board of Trustee with regrets and appreciation for his time served on the Library Trustees. Vote 5-0-0.**

5. Warrant (ratify)

**Upon motion (Webster/Flint) duly adopted, the Board voted to approve the warrants as presented. Vote 5-0-0.**

6. Fluoride Update

Mr. Champy reported that the Town has found a US company to procure fluoride for the public water system. .

**Upon motion (Webster/Voci) duly adopted, the Board voted to resume fluoride process in the Town's water system. Vote 4-0-1 (Flint abstained)**

7. Adjournment

**Upon motion (Brown/Flint) duly adopted, the Board voted to adjourn at 7:16 p.m. until the next meeting of February 16, 2010 at 6:00 p.m. in the Town Hall. Vote 5-0-0.**

Respectfully submitted,

/s/Cindy Spaulding

Cindy Spaulding  
Recorder

REFERENCE ONLY

Selectboard Meeting of February 16, 2010  
Town Hall, 7 Summer Street

Selectboard: Dennis Brown, Carol Flint, Lawrence Townsend, Joseph Voci, and Stephen Webster

Municipal Staff: Gary Champy (Town Manager) and Cindy Spaulding (Recorder)

Public Attendees: George "Sonny" Holt, Kelly Green, Pat French, Rita Hull, Sheila Arnold, Sheila Jacobs, Heather Jarvis and Joyce Mazzucco.

Media: Ben Carstens (Camera); M.D. Drysdale and Kevin Paquet (*Herald of Randolph*)

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

1. Minutes of Public Hearing and Special Selectboard Meeting of February 9, 2010

**Upon motion (Webster/Voci) duly adopted, the Board voted to approve the minutes of the Public Hearing and Special Selectboard Meeting of February 9, 2010. Vote 5-0-0.**

2. Public Comment

Ms. Rita Hull voiced her concerns of issues at 10 Dudley Street. Her concerns are with the environmental violation issues starting up again and the dogs running loose. It is the consensus of the Board to ask Mr. Champy to provide a follow up report at the next board meeting. Discussion ensued to rewrite the dog ordinance, uninspected vehicles being registered, and lien on 10 Dudley Street Property.

Mr. Webster suggested that the subject not to be discussed by the Board in open session as it is in litigation. Ms. Arnold expressed her concerns as she has been a victim of Mr. Finkle's dogs threatening her and cornering her. She feared for the safety of her domestic animals and herself. Mr. Champy suggested that the next time it happens that she contact the Town Manager immediately.

3. Town Plan

Mr. Holt commented he went through the town plan reviewing shalls and wills for legality issues and commented on pages 66-67, 74-75 and Chapter 8 (Economic Development). Mr. Champy pointed out a wording change on page 43 in item 16. Mrs. Flint had rewritten the introduction. It was the consensus of the Board to include recognition of pictures taken by George "Sonny" Holt.

**Upon motion (Webster/Voci) duly adopted the Board voted to adopt the current proposed version of the Town Plan with Mr. Holt's recommendations, Mr. Champy's outline and the introduction introduced by Mrs. Flint. Vote 5-0-0.**

Substitute with the community language, page 66 the word "will" verses "walls", pedestrians and bicycle, rewrite Goals on page 67,

4. Intermunicipal Agreement

Mr. Champy provided background of the proposed inter-municipal agreement. He reported that the Town of Northfield had inquired about an agreement. Northfield is having issues with the Central Vermont Solid Waste District.

Selectboard Meeting of February 16, 2010  
Town Hall, 7 Summer Street

5. Boys and Girls Club Contract

The board reviewed the proposed contract with the Boys and Girls Club. Mr. Champy gave an overview of the contract with exclusions to Gazebo series, holiday events, basketball camps, and pool hours on Sunday. Mrs. Mazzucco voiced her concerns that the programs introduced do not include adults; she would like to see recreational programs for adults with the town's support.

6. PACIF-VLCT Grant

Mr. Champy submitted a request to apply for the PACIF-VLCT Grant for the purchase of a sewer camera. The grant program is a 50/50 grant.

**Upon motion (Voci/Brown) duly adopted, the Board voted to refer the PACIF-VLCT Grant request to the Water and Sewer Committee for investigation. Vote 5-0-0.**

7. Liquor and Tobacco Licenses

**Upon motion (Webster/Flint) duly adopted, the Board voted to approve Rinker's Second Class Liquor License and Tobacco License and Aramark's First Class Restaurant License. Vote 5-0-0.**

8. Conduct Policy

Mrs. Flint provided the board a written example of hours of service. Discussion ensued areas of hours of service; comp time, overtime, hours of operations of Town Hall. Mr. Townsend asked Mr. French to comment on the proposed hours of service portion of the conduct policy. Mr. French provided his comments and concerns. Mrs. Jarvis made comments on flex schedule.

**A motion (Webster/Voci) to approve the hours of service policy as presented by Mr. Champy was defeated. Vote 2-3-0.**

**Upon motion (Flint/Brown) duly adopted, the Board voted to table the section of the Conduct Policy addressing "hours of service". Vote 3-2-0 (Voci and Webster opposed)**

**Upon motion (Webster/Voci) duly adopted, the Board voted to schedule the reorganizational meeting on Wednesday, March 3, 2010 at 6:00 p.m. in the Town Hall at 7 Summer Street. Vote 5-0-0.**

9. Manager's Report

The Board reviewed the Manager's report with discussion of item 8.

**Upon motion (Webster/Brown) duly adopted, the Board approved the Town Manager's report as printed and designated Mr. Townsend as signatory. Vote 5-0-0.**

Selectboard Meeting of February 16, 2010  
Town Hall, 7 Summer Street

10. Warrants

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

11. Other Business

**Upon motion (Webster/Brown) duly adopted, the Board voted to schedule the Informational meeting for March 1, 2010 at 6:00 p.m. in the Town Hall at 7 Summer Street. Vote 5-0-0.**

12. Contract/Personnel

**Upon motion (Webster/Voci) duly adopted, the Board voted to enter into executive session at 8:17 p.m. to discuss contract/personnel issues. Vote 5-0-0.**

Ms. Jarvis, accompanied by Mr. French, asked the board what contract was being discussed in executive session. Mr. Townsend stated that it was the Town Manager's contract.

**Upon motion (Webster/Flint) duly adopted, the Board voted to return to open session at 8:33 p.m. Vote 5-0-0.**

13. Execute Contract

**Upon motion (Webster/Voci) duly adopted, the Board voted to enter into a 36-month employment agreement with Gary Champy as Town Manger starting March 3, 2010 to March 3, 2013. Vote 4-0-1 (Brown abstained).**

Note: Effective March 3, 2010 this contract will supersede the remaining service time on the employment agreement to expire on April 12, 2011.

14. Adjournment

**Upon motion (Brown/Flint) duly adopted, the Board voted to adjourn at 8:37 p.m. until the Informational Meeting on March 1, 2010 at 6:00 p.m. in the Town Hall at 7 Summer Street. Vote 5-0-0.**

Respectfully submitted,

Cindy Spaulding  
Recorder

Public Hearing and Informational Meeting of March 1, 2010  
Town Hall, 7 Summer Street

Selectboard: Dennis Brown, Carol Flint, Lawrence Townsend, Joseph Voci and Stephen Webster  
Municipal Staff: Gary Champy (Town Manager)

Public Attendees: Holly Brown (StageCoach), Del Thompson, Don Sweetser, Patrick Texier, Pat French, Sara Tucker, Marty Strange, Julie Iffland, Brent Denny, Chris Recchia, and Heather Jarvis.

Mr. Townsend opened the public hearing at 6:00 p.m.

Mr. Townsend provided the an overview of areas in the Annual report such as the warning, debt reduction, items added in the general fund, and revenue for Orange County tax increases.

The floor was open to questions:

Q: How much would it take to reduce the budget to your liking?

A: Mr. Webster stated he would have reduced it by not including RACDC in the budget. Mr. Voci stated the Listers budget had also increased. Mr. Voci expressed that he was looking for level funding.

Q: Are there any recycling issues with Casella Waste Management?

A: The Recycling has not gone back up at this time and there has been discussion of separating recyclable materials to increase the value. This is out of the town's control.

Q: Why is there an increase in downtown maintenance?

A: The increase in the downtown maintenance is to improve /replace the side walk from Cumberland Farms to the intersection.

Q: Why are RACDC's receivables an audit finding?

A: The town's auditors made it a finding and are sticking with it. Mr. Voci suggested that the State Auditor review the audit to determine the findings.

Q: Why does it show FY09/FY10 with no expenses to date, is there a comfort level to-date than actual cost?

A: The Budget Committee reviews the budget on a monthly basis and reports back to the Selectboard.

Mr. Townsend closed the meeting at 6:55 p.m.

Respectfully submitted,

Gary Champy  
Town Manager

GC:css

Selectboard Meeting of March 3, 2010  
Town Hall, 7 Summer Street

Selectboard: Carol Flint, Dennis Brown, Larry Richburg, Lawrence Townsend, and Stephen Webster  
Municipal Staff: Gary Champy (Town Manager), and Cindy Spaulding (Recorder)

Public Attendees: Pat Edwards, Becky Raymond (Boys & Girls Club of White River Valley), Irene Schaefer, Ruth Lutz, John Lutz, Laurie Goldman, Chris Recchia, Lynne Gately, Sheila Jacobs (Budget Committee), Barbara Angell, Jon Kaplan, Sara Penrod, Kelley Green, Marty Strange, Heather Jarvis, Pat French, Heather Pelham-Milke, Steve Graci, Karen Ruben (RACDC) and Julie Iffland (RACDC), Karen Delaney, Frederic W. Locke, Ronni Solbert, Jean Merrill, George "Sonny" Holt, Rachel Westbrook, and Patsy French.

Mr. Townsend called the meeting to order at 6:00 p.m. and introductions were made.  
Mr. Townsend welcomed Mr. Richburg to the Board.

1. Election of Chair

Mr. Townsend called for nominations for Chair.

**Mrs. Flint nominated (second by Mr. Brown) Larry Richburg to be Chair of the Selectboard. There being no further nominations. Mr. Townsend called for the vote. Mr. Richburg was elected to be chair of the selectboard. Vote 5-0-0.**

2. Minutes

**Mr. Webster moved, seconded by Mrs. Flint, to approve the minutes of February 16, 2010 and March 1, 2010 as printed. The motion was defeated. Vote 1-3-1 (Brown, Flint, and Townsend opposed; Richburg abstained)**

**Upon motion (Townsend/Brown) duly adopted, the Board voted to table the minutes of February 16, 2010 and March 1, 2010 to not sooner than the meeting of March 16, 2010. Vote 4-0-1 (Richburg abstained)**

The Board received personal comments from Mr. Strange and Mr. Kaplan protesting the accuracy of Item 12 in the minutes of February 16, 2010 and the previous board's action to extend the Town Manager's contract when there was already a contract in force for another thirteen months. Mrs. Flint announced that she had sent email out the evening of March 2 requesting that the Town Manager's Contract be added to this meeting's agenda. Discussion ensued among the board concerning a possible policy for any board member to request an action item on the agenda 24 hours prior to the meeting.

Mr. Townsend moved, seconded by Mr. Brown, that all board members have an equal opportunity to place items on the meeting agenda 24 hours prior to the meeting. (Motion was withdrawn)

3. Public Comment

The Board received comment from public attendees concerning the legitimacy of placing the "Town Manager's Contract" on the Board's agenda within the 24 hour time period. Mrs. Flint and Mr. Champy provided clarification referencing the *Handbook of Selectboard*, a guide published by the Vermont League of Cities and Towns.

Selectboard Meeting of March 3, 2010  
Town Hall, 7 Summer Street

**Upon motion (Brown/Townsend) duly adopted, the Board voted to add “Town Manager’s Contract” to the agenda between items two and three for the purpose of discussion. Vote 4-1-0 (Flint opposed).**

Discussion highlights: comments referred to contract/personnel issues and executive sessions warned on the agenda, Town Manager’s contract, premature action on Town Manager’s contract as a disadvantage to the municipality, Town Meeting discussions, Selectboard not having formal rules of procedure, and referencing sections in the *Handbook of Selectboard*.

**Upon motion (Brown/Flint) duly adopted, the Board voted to reconsider the previous motion. Vote 3-2-0 (Townsend/Webster opposed).**

Mr. Brown was then permitted to withdraw his motion

**Upon motion (Flint/Brown) duly adopted, the Board voted to add the Town Manager’s Contract to the meeting agenda for discussion and possible action. Vote 3-1-1 (Webster opposed/Townsend abstained.)**

### 3.5 Town Manager’s Contract

Highlight of discussion among the Selectboard and Town Manager concerning enforcement of February 16<sup>th</sup> Town Manager’s Contract, options available for a mutual agreement to rescind the contract and negotiation points. Mr. Champy asked for a motion to go into executive session to take the request up for consideration.

Mrs. Flint moved, seconded by Mr. Townsend, to approve a mutual rescission of the Town Manager’s Contract that was voted on February 16. (After below discussion the motion was withdrawn.)

Mr. Townsend expressed his concern that neither the town’s nor town manager’s rights be mishandled in an open meeting and to watch out for responsibilities and rights of the town and town manager.

With highlights of public attendees’ comments: legal interpretation of state statutes, employee labor agreements and employee contract, breach of contract suggestion, contracts discussion in public forum versus executive session; and presentation of a petition, legality for extending a contract, and a suggestion to regroup, come up with a compromise and move forward.

**Mrs. Flint moved, seconded by Mr. Townsend, that the Board approve the Town Manager’s contract voted that was voted on February 16, 2010. Vote 1-4-0 (Brown, Flint, Richburg and Webster opposed.)**

Both Mr. Webster and Mr. Townsend commented that the February 16<sup>th</sup> Town Manager’s contract was enforceable.

### 4. Reorganizational Meeting

#### a. Election of Officers (continued)

**Upon nomination by Mr. Townsend, second by Mrs. Flint, the Board voted to elect Stephen Webster to be selectboard clerk. Vote 5-0-0.**

Selectboard Meeting of March 3, 2010  
Town Hall, 7 Summer Street

b. Meeting Schedule

**Upon motion (Flint/Townsend) duly adopted, the Board voted to schedule its regular meetings for the first and third Tuesdays of the month at 6:00 p.m. Vote 5-0-0.**

c. Appoint Town Officials

**Upon motion (Townsend/Flint) duly adopted, the Board voted to appoint: Gary Champy as Town Manager, Delinquent Tax Collector, Deputy Health Officer, Deputy Service Officer and Acting Zoning Administrator (acts in ZA's absence); Anne 'Milo' Cutler as Animal Control Officer/Enforcement Officer; Richard Warner as Animal Control Officer; Ken Goss as Emergency Management Director and Local Emergency Planning Committee #12 representative; Cindy Spaulding as Emergency Management Coordinator and Local Emergency Planning Committee #12 representative; Linda Nissl as E-911 Coordinator; Lorraine Peirce as Health Officer; John Daly as Inspector of Lumber, Shingles & Wood, Weigher of Coal; Robert Mollica (d.b.a. Randolph Animal Hospital as Pound Keeper; Mardee Sanchez as Sign Officer, Town Engineer, Tree Warden and Two Rivers Transportation Advisory Committee; Dennis Brown as Tri-Town Solid Waste Alliance representative; Joseph Voci as Two Rivers-Ottawaquechee Regional Commission representative; Ken Hafner as alternate to Two Rivers-Ottawaquechee Regional Planning Commission; Carol Flint as Town Service Officer; Ken Roger as White River Valley Ambulance Representative; and Stephen Webster as alternate to White River Valley Ambulance rep Vote 5-0-0.**

d. Advisory Committees

During review of listing of members to be appointed to their respective committee, it was announced that Judith Soules will be submitting a letter of resignation to the Budget Committee, which will provide a vacancy on the Budget Committee. Mrs. Flint recommended that names of interested candidates be sent to the Budget Committee for interviews and a recommendation to the Selectboard at a later date. (Letter of resignation has not been received or accepted at the time of this meeting.)

**Upon motion (Webster/Townsend) duly adopted, the Board appointed: Carol Flint (Exofficio) to the Budget Committee; Tim Angell, Harvey Porter, Larry Richburg (Chair), and Marty Strange to the Capital Budget Committee; Madison Boyce, William Bohnyak, Carol Flint (Liaison), Nika Graci, Bonnie Kaweck, Rose Lucenti, Jeff Tolbert and Eva Zimit to the Citizens Advisory Board; Amy Beth "Gus" Howe Johnson, Daniel Koloski and Sydney McLam (Terms 2013) and Annette Higby (Term 2012) to Conservation Commission; John Becker, Sam Lincoln and Chris Recchia (Term Expires 2013) to Development Review Board; Tom Malenchuck as alternate to Development Review Board; Patrick French, Frank Reed and Larry Richburg (Chair); Joan Richmond-Hall, Larry Townsend and Heather Jarvis to the Energy Committee; Timothy Angell and Kermit LaBounty as Fence Viewers; Cindy Spaulding as liaison to Fire Service Advisory Committee; Kermit LaBounty as Chair to Fire Service Advisory Committee; Ken Prestion (Term 2014) to Planning Commission; Dennis Brown (Chair), Rita Hull and George Trask to Police Advisory Committee; Lawrence Townsend (Chair), Jon Kaplan, George Sweet and Chuck Webb to Randolph Community Recreational Advisory Committee; Polly Frankenburg, Harriet Chase and Miriam Herwig to Town History Committee; Joseph Voci (Chair) Mary Hardy, John Lutz and Don Maynard to Water and Sewer Advisory**

Selectboard Meeting of March 3, 2010  
Town Hall, 7 Summer Street

**Committee; and Carol Flint as liaison to East Valley Planning Committee; *The Herald of Randolph, The Times Argus and The Valley News* as official newspapers: . Vote: 5-0-0.**

It was discussed that there are four candidates interested in the Design Review Advisory Commission and that the Board will be conducting interviews at a later scheduled meeting.

5. Boys and Girls Club Contract

Mr. Champy gave an overview of the Boys and Girls Contract. Ms. Raymond of the Boys and Girls Club provided an explanation of the programming.

**Upon motion (Flint/Brown) duly adopted, the Board approved the Boys and Girls Club contract for recreational programming and appointed Mr. Champy as signatory. Vote 5-0-0.**

Discussion ensued that the adult recreational programming is not part of the BGC contract as it is not part of the national mandate for the Boys and Girls Club. The town would have to take on the adult programming; RCRAC is taking a more active role with the adult programming and an explanation of how the monies from the contract are expended.

6. Grants

a. Better Back Roads Grant

**Upon motion (Townsend/Flint) duly adopted, the Board voted to accept the grant agreement for Better Back Roads Grant in the amount of \$10,000. Vote 5-0-0.**

b. Class 2 Roadway Grant

**Upon motion (Townsend/Flint) duly adopted, the Board voted to submit a grant application to VTRANS Class 2 Roadway Grant Program to pave the Ridge Road in the amount of \$175,000 with 80% grant funded. Vote 5-0-0.**

c. Structures Grant

**Upon motion (Townsend/Flint) duly adopted, the Board voted to submit a grant application to VTRANS Structure Grant Program to repair the Tunbridge Road Bridge in the amount of \$60,000 with a 90% grant funding. Vote 5-0-0.**

7. Liquor, Tobacco and Caterer Licenses

**Upon motion (Webster/Townsend) duly adopted, the Board approved Floyd's Store, Inc.'s Second Class Liquor License and Tobacco License; Cumberland Farms #8003's Second Class Liquor License and Tobacco License; Three Stallion Inn's First Class Restaurant License; Al's Pizzeria & Ristorante First Class Liquor License; and Sambel's Restaurant Caterer License to cater malt and vinous beverages and spirituous liquors at the Snowmobile Raffle Dinner on March 12, 2010 at the East Randolph Community Hall. Vote 5-0-0.**

Selectboard Meeting of March 3, 2010  
Town Hall, 7 Summer Street

8. Town Manager's Report

The Board reviewed the Town Manager's report with discussion highlights on the Solid Waste Implementation Plan and notice of violation of with the Route 66 wastewater river crossing.

**Upon motion (Flint/Brown) duly adopted, the Board voted to approve the Town Manager's report as presented and appointed the Chair as signatory. Vote 5-0-0.**

9. Warrants

**Upon motion (Brown/Flint) duly adopted, the Board voted to approve the warrants as presented. Vote 5-0-0.**

10. Other Business

- Audit Findings referred to State's Auditor Office for review
- Presentation of proposal for Methane gas from the landfill
- Committee member welcome packets
- Selectboard Retreat
- Schedule meeting with the DRB, Planning Commission and Selectboard to facilitate the town's focus for economic development.
- Announcement meeting of Downtown Designation Districts on March 9<sup>th</sup> in Randolph.

11. Adjournment

**Upon motion (Webster/Townsend) duly adopted, the Board voted to adjourn at 9:13 p.m. until the next scheduled meeting of March 16, 2010 at 6:00 p.m. in the Town Hall at 7 Summer Street. Vote 5-0-0.**

Respectfully submitted,

/s/Cindy Spauling (REFERENCE ONLY)

Cindy Spaulding  
Recorder

Special Selectboard Meeting of March 11, 2010  
Town Hall Conference Room B, 7 Summer Street

Selectboard: Carol Flint, Dennis Brown, Larry Richburg, Lawrence Townsend and Stephen Webster.

Municipal Staff: Gary Champy (Town Manager)

Public Attendees: Pamela Stafford and Patrick French

Mr. Richburg called the meeting to order at 6:03 p.m.

1. Update on Dog Incidents

Mr. Champy provided an overview concerning the dog known as Zeus owned by Doug Finkle of 10 Dudley Street.

2. Trident, LLC.

**Upon motion (Brown/Townsend) duly adopted the Board voted to go into executive session at 6:08 p.m. to discuss Trident, LLC. Vote 5-0-0**

Attendees of executive session also included: Mr. Champy, Mr. French and Ms. Stafford.

**Upon motion (Brown/Townsend) duly adopted, the Board voted to return to open session at 6:48 p.m. Vote 5-0-0.**

No action was taken

3. Adjournment

**Upon motion (Brown/Webster) duly adopted, the Board voted to adjourn at 6:49 p.m. until the next scheduled meeting of March 16, 2010 at 6:00 p.m. in the Town Hall Conference Room B at 7 Summer Street. Vote 5-0-0.**

Respectfully submitted,

Gary Champy  
Town Manager

GC:css

Selectboard Meeting of March 16, 2010  
Conference Room B, Town Hall at 7 Summer Street

Selectboard: Carol Flint, Larry Richburg, Lawrence Townsend, and Stephen Webster. Absent: Dennis Brown

Municipal Staff: Gary Champy (Town Manager), Cindy Spaulding (Recorder), and John Coffey (Water/Wastewater Chief Operator).

Public Attendees: Albert Huntley, Sheila Arnold, Rita Hull, Bill Bauman (DuBois & King), Patrick French, Joseph Voci (Water/Sewer Committee Chair), Pam Yerrington, Jim Yerrington, Linda Morse (Chandler Center for the Arts), Nancy Reid (Randolph Team Tennis), Becky Seymoure (Randolph Team Tennis), Ronni Solbert, Jean Merrill, Heather Jarvis and Jerry Ward. Chris Recchia attended but did not sign in.

Media: Ben Carstens (Camera)

Mr. Richburg called the meeting to order at 6:04 p.m.

1. Minutes

**Upon motion (Flint/Townsend) duly adopted, the Board voted to approve the minutes of February 16, 2010 as written. Vote 3-0-1 (Richburg abstained)**

**Upon motion (Webster/Townsend) duly adopted, the Board voted to approve the minutes of March 1 and March 11 as written and March 3 as amended. Vote 4-0-0.**

2. Public Comment

Mr. Huntley voiced his concern that the hedges around the Christmas tree near the gazebo have been killed by snow removal activities and salt; he said they should be removed and replaced, so that the Christmas tree will be protected. Mr. Champy explained that the local arborist worked on it last year and will be notified this year.

Mrs. Arnold and Mrs. Hull requested an update on the situation at 10 Dudley Street regard the dog bite and the environmental court injunction. Mr. Champy provided an explanation that the dog was in the town's custody and required to be under quarantine due to the dog's having bitten a human. He explained the environmental court case is on-going; the town was waiting for certification that the court order had not been contested. Ms. Sanchez, Zoning Administrator and Mr. Nowlan, town's attorney, are working on this. Mrs. Hull is concerned now that there is warmer weather, there are more fights going on in the street and the storage container is encroaching on the abutting neighbor's property. The property is violation of the court order if the storage container doors are left open.

3. Wastewater Treatment Facility engineering recommendation from the Water/Sewer Committee

Mr. Voci provided an overview of the interview process for the Wastewater Treatment Facility Engineering. The Board also reviewed a memo from Mardee Sanchez outlining the request for proposal criteria and the companies that were interviewed.

**Upon motion (Webster/Flint) duly adopted, the Board voted to approve a contract with DuBois and King, Inc. as consultant to provide engineering and construction services for**

Selectboard Meeting of March 16, 2010  
Conference Room B, Town Hall at 7 Summer Street

**the replacement of the WWTF and upgrades and also appointed Mr. Champy as signatory for the documentation. Vote 4-0-0.**

Mr. Champy announced that the town qualifies for a grant for the WWTF because median income in the sewer district is low enough. The town is still under the State's notice of violation order for the temporary sewer line river crossing. John Coffey asked whether it might be appropriate to use the sewer improvement fund as temporary funds for repairs at the Route 66 pump station. The town is researching other funding options to correct the issue.

4. Federal Audit

Mr. Champy gave an overview of the single audit and its findings. The transfer of funds needs to have a policy, Special Appropriations, and the RACDC funding is being worked on. Mrs. Flint explained that the audit is separate from the one printed in the Town Report as it is about how the town handles its grant finances. Financial quarterly reports will be provided to the Board and Budget Committee.

5. Budget Committee Resignation

The Board received a copy of the email by which Judith Soules submitted her resignation from the Budget Committee.

**Upon motion (Webster/Flint) duly adopted, the Board appointed Horace Puglisi to the Budget Committee until the March 2011 Town Meeting. Vote 3-1-0 (Richburg opposed).**

Mr. Voci commented that in the past the Board had advertised the vacancy. Mr. Townsend announced that Mr. Puglisi did get votes at Town Meeting. Mr. French asked whether the town has a policy to fill committee vacancies.

6. Banner Placement Request

**Upon motion (Webster/Townsend) duly adopted, the Board voted to approve the March of Dimes request to place a banner across North Main Street guide wire and to be placed no earlier than 15 days prior to event. Vote 4-0-0.**

7. Tennis Court Usage

**Upon motion (Flint/Townsend ) duly adopted, the Board voted to approve the Randolph Team Tennis request to reserve the tennis courts on Tuesdays through Thursday, from 5:30 p.m. until 8:30 p.m. starting June 1 and concluding on August 26. Vote 4-0-0.**

8. Selectboard Rules and Procedure

The Board will review the Selectboard Rules and Procedures at its next meeting of April 6, 2010.

9. VCDP AM Grant for Chandler Music Hall

Ms. Morse gave an overview of Chandler Music Hall VCDP grant administration and program management. She also informed the board that under separate contract the Chandler Center for the Arts will be entering into a service contract with RACDC and that the funding of this service contract is not part of the grant funding; it will be paid by the Chandler Center for the Arts.

Selectboard Meeting of March 16, 2010  
Conference Room B, Town Hall at 7 Summer Street

**Upon motion (Flint/Townsend) duly adopted, the Board voted to adopt the resolution to designate a public agency (Form PM-4) Randolph Area Community Development Corporation to perform general administration and program management for VCDP Grant: AM-I-2009-Randolph-0001 Chandler Center for the Arts Accessibility Modifications. Vote 4-0-0.**

PM-4 Form fully executed:

Grant Administration  
FORM PM-4

**RESOLUTION TO DESIGNATE A PUBLIC AGENCY**

WHEREAS, the Town of Randolph has the authority under Section 102 (c) of Title I of the Housing and Community Development Act of 1974, as amended [42 USC 5301 et seq.] to designate one or more public agencies to undertake activities assisted under that Title;

Now, THEREFORE, BE IT RESOLVED as follows:

1) that the Legislative Body of this Municipality authorize the Chief Executive Officer to designate the Randolph Area Community Development Corporation ;  
(name of public agency)

2) that said public agency undertake the following activities:

**General Administration & Program Management performed by RACDC:**  
RACDC will perform certain General Administration (Activity #5013) and Program Management (Activity # 1013) activities under the Vermont Community Development Accessibility Modification Grant (AM-I-2009-Randolph-00001) for the Chandler Center for the Arts Accessibility Modifications, Town of Randolph, project. This may include, but not necessarily be limited to, grant administration through the VCDP on-line reporting process, preparation of progress reports, final reports and assisting with grant closeout, and the preparation of requisitions for Town review and approval. Program Management activities may include, but not necessarily be limited to, compliance with the Fair Labor standards (including Davis-Bacon wage rates).

**General Administration performed by the Town:** Financial management and general record-keeping for the town; holding required public hearings; setting up depository account; review invoices supplied by RACDC; review requisitions and prepare Warrant Articles for Select Board; audit; general correspondence, execution of grant agreement with the agency and sub-grant agreement with the agency and sub-grant agreement with Chandler, ensuring terms and conditions of grant are met and submittal certification of documents and cost reimbursements.

3) and that the Chief Executive Officer is hereby authorized, on behalf of the municipality, to enter into and contract with said public agency for the performance of said activities.

Passed this 16<sup>th</sup> day of March, <YEAR> 2010.

LEGISLATIVE BODY

(Typed Name)	(Signature)
<u>Dennis Brown</u>	<u>[Signature]</u>
<u>Carol Flint</u>	<u>[Signature]</u>
<u>Larry Richburg</u>	<u>[Signature]</u>
<u>Lawrence Townsend</u>	<u>[Signature]</u>
<u>Stephen Webster</u>	<u>[Signature]</u>

The above Resolution is a true and correct copy of the Resolution as finally adopted at a meeting of the Legislative Body held on the 16<sup>th</sup> day of March, <YEAR> 2010, and duly recorded in my office.

IN WITNESS WHEREOF, I hereunto set my hand this 17<sup>th</sup> day of March, <YEAR> 2010

(SEAL) [Signature]  
(Signature of Municipal Clerk)

---

AM-I-2009-Randolph-00001 (Chandler)

10. Set Interview Schedule for DRAC Interviews

**Upon motion (Webster/Townsend) duly adopted, the Board voted to schedule interviews for the Design Review Advisory Commission for Tuesday, April 6, 2010 at 5:30 p.m. in Conference Room B of the Town Hall. Vote 4-0-0.**

11. Employee Policy Discussion

The Board reviewed the Employee Conduct Policy. Mrs. Flint had comments on hours of service, changes around flex time, political activity, HATCH act requirements, and criminal behavior. Mr. Champy will work on the Employee Conduct Policy with Mrs. Flint and a draft will be available at a future meeting.

Selectboard Meeting of March 16, 2010  
Conference Room B, Town Hall at 7 Summer Street

12. Town Manager's Report

The Board reviewed the Town Manager's report with highlights on item 4 concerning NewTech discharging and contributing issues at the town's wastewater facility, working through the issue.

**Upon motion (Townsend/Webster) duly adopted, the Board voted to accept the Town Manager's report as written and appointed the Selectboard Chair as signatory. Vote 4-0-0.**

13. Liquor and Tobacco Licenses

**Upon motion (Webster/Townsend) duly adopted, the Board voted to approve Valley Bowl's First Class Restaurant License; Kinney Drugs, Inc.'s Second Class liquor license and Tobacco License; Shaw's Beer and Wine Second Class Liquor License and Tobacco License; Randolph Smart Shop's Second Class Liquor License and Tobacco License; Champlain Farms's Second Class Liquor License and Tobacco License; Fenix Fine Foods, LLC's Second Class Liquor License; and Patrick's Place, LLC's First Class Restaurant License. Vote 4-0-0.**

14. Warrants

**Upon motion (Webster/Flint) duly adopted, the Board voted to approve the warrants as presented. Vote 4-0-0.**

15. Other Business

Mr. Champy provided the Board with a contract for the landfill annual inspection to be conducted by DuBois & King in the amount of \$1,200. He requested the Board's approval to enter into contract.

**Upon motion (Flint/Webster) duly adopted, the Board authorized Mr. Champy to enter into contract with DuBois and King, Inc. for the annual inspection of the Landfill and services not to exceed \$1,200. Vote 4-0-0.**

Mr. Champy announced that there was an offer on the table with the Collective Bargaining Union, which he would like to discuss in executive session.

**Upon motion (Webster/Townsend) duly adopted, the Board voted to enter into executive session at 7:22 p.m. to discuss union negotiations and invited Mr. Champy and Mr. Voci to participate. Vote 4-0-0.**

As the Board was preparing for the executive session, Mr. French, accompanied by Ms. Jarvis, approached the recorder for the Selectboard and questioned why the characters RACDC were placed in parentheses beside his name in the minutes and that it was not to be there. Mr. French was directed to speak with the Board over the issue as the minutes cannot be altered once approved. Mr. French declined to take the matter up with the Board and the recorder announced the request to the Board.

Selectboard Meeting of March 16, 2010  
Conference Room B, Town Hall at 7 Summer Street

**Upon motion (Townsend/Webster) duly adopted the Board voted to return to open session at 7:59 p.m. Vote 4-0-0.**

No action taken.

Mrs. Flint noted that several people have cut their hands on the new doors to the Town Hall. She asked how the hazard would be addressed. Discussion ensued about possible solutions; tape would be a temporary fix over the sharp edges. Mr. Champy said that he has assigned the task to Bill Morgan, the new Highway Operations, Buildings and Grounds Manager.

16. Adjournment

**Upon motion (Townsend/Webster) duly adopted, the Board voted to adjourn at 8:04 p.m. until the next scheduled meeting of April 6, 2010 at 5:30 p.m. in Conference Room B of the Randolph Town Hall. Vote 4-0-0.**

Respectfully submitted,

Cindy Spaulding  
Recorder

Selectboard Meeting of April 6, 2010  
Conference Room B, Town Hall, 7 Summer Street

Selectboard: Dennis Brown, Carol Flint, Larry Richburg and Stephen Webster. Absent: Lawrence Townsend.

Municipal Staff: Gary Champy (Town Manager), and Cindy Spaulding (Recorder)

Public Attendees: Pamela Yerrington, Teresa Voci, Joseph Voci, Bill Rice, Nan Gwin, Del Thompson, Mary Porter, Dwight Porter, Ken Goss, Jim Sault, Heather Jarvis, Perry Armstrong, Pat French, Paul Rea, Priscilla Spahn, Arnold Spahn, Julie Iffland, Jim Tucker, William Kevan and Jeanne Goss. Fay Sherman and Letitia Rydjeski attended but did not sign in.

Mr. Richburg called the meeting to order at 5:36 p.m.

1. Interviews candidates for Design Review Advisory Commission

The Selectboard interviewed Joseph Voci, Teresa Voci and William Rice for the single vacancy on the Design Review Advisory Commission. The Board questioned candidates for the unique values that each would bring to the Design Review Advisory Commission.

2. Meeting Minutes of March 16, 2010

**Upon motion (Flint/Webster) duly adopted, the Board voted to approve the minutes of March 16, 2010 as printed. Vote 3-0-1 (Brown abstained).**

3. Amend Approved Minutes of March 3, 2010

**Mr. Webster moved, seconded by Mrs. Flint, that the minutes of the Selectboard meeting of March 3, 2010, be amended as follows: FIRST: By striking the abbreviation and parentheses “(RACDC)” from where they severally appear following the names Lutz, Strange, and French; and SECOND: By inserting the word personal before the word “comments” in the sentence referring to comments by Mr. Strange and Mr. Kaplan in the section on Minutes. The motion passed on a voice vote. Vote 4-0-0.**

4. Public Comment

Mr. Voci inquired when the Board would be acting on the request for proposal (RFP) concerning assessing & appraisal contractual services. Both Mr. Voci and Ms. Gwin asked about the time frame for the services since the town had received a response to the RFP. The chairman said he couldn't give a time frame on that.

5. Randolph Area Community Development Corporation Invoice

The Board and Town had received correspondence and an invoice from the Randolph Area Community Development Corporation in the amount of \$15,000 for services provided by RACDC. The services on the invoice indicate: General Economic Development & Technical Assistance, Business RLF, Downtown, Biomass District Study, Creative Economy, 28 North Main Street. Mr. Champy explained there is an expense process for the invoice, which does not have supporting documentation of the services provided. Mr. Champy and Mrs. Flint provide background of the Economic Development line items during the 2009 budget development process.

Selectboard Meeting of April 6, 2010  
Conference Room B, Town Hall, 7 Summer Street

Ms. Iffland, as Executive Director of RACDC, commented on the question of supporting documentation for the services claimed on the invoice. Mr. Richburg requested supporting documentation be provided for the services on the invoice.

Mr. Webster questioned the Biomass Study Project services, as RACDC had requested a letter of support for the project and the town did not ask for the services. He also is concerned there may be a conflict of interest if there is an investigation in to the services, since Mr. Richburg was on the RACDC Board of Directors during the time of the invoiced services.

Mr. Voci questioned why services were being charged for 28 North Main Street since it is owned by RACDC and not the Town. Discussion ensued concerning the 28 North Main Street Property, Bio-Mass District feasibility study, Downtown services and how the volunteer hours are recorded, business revolving loan fund (interest and principal) as an economic development service. Mrs. Flint requested guidance on required supporting documentation needed from RACDC for its invoice. Ms. Gwin asked under the freedom of information act, when the supporting documentation would be made available and to please address economic development guidance to RACDC.

Mr. Webster inquired whether Mr. Richburg was still on the RACDC Board of Directors as indicated on RACDC's Website. Ms. Iffland commented that RACDC does not have a web master and the names have not been updated. Mr. Voci questioned if there will be a bid process for community development under the guides of economic development and to include Green Mountain Economic Development in the process.

Mr. Kevan commented on the RACDC's invoice and the hourly rates. Mrs. Iffland as Executive Director of RACDC explained that the invoice reflects blended hourly rates, each of which is a combination of all employees' hourly rates and direct costs. She further commented RACDC's focus working under a Memorandum of Understanding with the Town, when opportunities come up for economic development, go ahead work on the opportunity. Mr. Voci commented that the MOU is not valid agreement as it does not have a beginning or ending date.

6. Randolph Area Community Development Corporation: Clean Title to Randolph House

Ms. Iffland, Executive Director of RACDC, explained that there is a title discrepancy on the Randolph House Property. The Board received an email between Julie Iffland and an individual from NEK Law outlining the process to correct the discrepancy. Mr. Champy suggested the documents be referred to the town's attorney for legal review. Ms. Gwin asked if the town would have any liability or responsibility for the Randolph House. Ms. Iffland explained the ownership of Randolph House is a partnership with a tax credit partnership and RACDC.

Ms. Gwin asked if RACDC was soliciting through the mail fundraising on behalf of Randolph House, since she received a donation request in the US Postal Service. Ms. Iffland stated she was not familiar with RACDC soliciting donations for the Randolph House.

7. VCDP Grant Agreement for AM Grant (Chandler)

Mr. Champy provided an overview of the VCDP Grant Agreement for the Chandler Accessibility Modification Grant and requested as part of the required documentation a copy of the contract for services between the Chandler Center for the Arts and RACDC be submitted, since the Town owns the Chandler Music Hall and Gallery.

Selectboard Meeting of April 6, 2010  
Conference Room B, Town Hall, 7 Summer Street

8. Committees and Appointees

a. Energy Committee

**Upon motion (Webster/Brown) duly adopted, the Board appointed Jen Philips to the Energy Committee. Vote 4-0-0.**

b. Citizens Advisory Board

**Upon motion (Flint/Webster) duly adopted, the Board appointed Cil and Arny Spahn to the Citizens Advisory Board. Vote 4-0-0.**

c. Design Review Advisory Commission

Mr. Webster nominated Joe Voci to the Design Review Advisory Commission.  
Ms. Flint nominated Patsy French to the Design Review Advisory Commission.  
Mr. Richburg nominated Bill Rice to the Design Review Advisory Commission.

After discussion, it was the consensus of the board to review the DRAC appointees and table the decision to the next scheduled board meeting.

d. Committees and Appointees

The Board discussed the process for appointees and appointing members to committees. It was suggested that the committees submit reports to the Selectboard.

9. Water/Sewer Committee Recommendation

a. New Allocation for Restaurant and additional seating

**Upon motion (Webster/Brown) duly adopted, the Board voted to approve the Water and Sewer Advisory Committee's recommendation to grant water and sewer allocations of 135 and 120 gallons per day (gpd), respectively, to Al Daubenschmidt for five additional seats in a restaurant serving two meals a day at 12 South Main Street with the condition that any stormwater that currently enters the public sewer from the roof drain shall be removed from the sewer system by May 30, 2010. Vote 4-0-0**

10. Grants

a. Grant Acceptance for Energy Efficiency

**Upon motion (Webster/Flint) duly adopted, the Board voted to accept the Energy Efficiency and Conservation Block Grant for the Kimball Library and Chandler Music Hall Project and appointed Gary Champy as signatory. Vote 4-0-0.**

b. VCDP Grant Closeout

Selectboard Meeting of April 6, 2010  
Conference Room B, Town Hall, 7 Summer Street

**Upon motion (Webster/Brown) duly adopted, the Board scheduled a Public Hearing to closeout VCDP Grant: AM-III-2008-Randolph-0006 and requested Mr. Champy to post the notices as appropriate. Vote 4-0-0.**

11. SRF Loan Application for Final Design of Wastewater Treatment Facility

Mr. Champy provided the Board with a SRF Loan Application for Wastewater Treatment Facility project.

**Upon motion (Webster/Brown) duly adopted, the Board voted to submit an application for a Revolving Loan Fund for Engineering Planning through the State of Vermont Department of Environmental Conservation for Step II of the Wastewater Treatment Facility Project and authorized Gary Champy as signatory and representative and John Coffey as alternate representative. Vote 4-0-0.**

12. Financing resolution for SRF Loan Application

**Upon motion (Webster/Brown) duly adopted, the Board voted to adopt the Resolution for Step II Final Design Stage of the Wastewater Treatment Facility upgrade and seek short-term financing in the amount not to exceed \$348,957 and authorize the Town Manager to apply for financial assistance with the State of Vermont Revolving Loan fund for engineering services. Vote 4-0-0.**

{INSERT Signed Resolution as reference}

13. Municipal Bond Application for Route 66 Water Project

The Board reviewed the State Revolving Fund Application for the 2010 Water District Bond for the Route 66 Water Project.

**Upon motion (Webster/Flint) duly adopted, the Board voted to approve the Water District Municipal Bond Application for the Route 66 Water Project and appointed Gary Champy as authorized signatory. Vote 4-0-0.**

14. Request for usage of Reserve Funds

Mr. Champy requested permission to use Reserve funds to purchase a vehicle for the Highway Operations, Buildings and Grounds Manager, to repaint swimming pool, and to repair the floors to the bath house.

**Upon motion (Webster/Brown) duly adopted, the Board voted to authorize \$16,000 to be expended from the Building Improvement fund for the repairs to the Bathhouse in the amount of \$6,000 and repainting of the pool in the amount of \$10,000. Vote 4-0-0**

**Upon motion (Webster/Flint) duly adopted the Board voted to authorize the purchase of a vehicle in the amount not to exceed \$12,000 with the expenses to be split 75% from General Fund and 25% from the Highway Fund. Vote 4-0-0.**

15. Colson Tax Appeal

Selectboard Meeting of April 6, 2010  
Conference Room B, Town Hall, 7 Summer Street

Mr. French as town Assessor explained the Stipulation and order for David and Nancy Colson's tax appeal for assessed value of 260 Sunset Hill Road in the amount of \$360,000.

**Upon motion (Webster/Brown) duly adopted, the Board voted to enter into a Stipulation and Order with David and Nancy Colson for the assessed value of 260 Sunset Hill Road in the amount of \$360,000 to be reflected 2008 Grand List (FY2009 property tax year). Vote 4-0-0.**

Mr. Webster asked when the completed grand list would be lodged with the Town Clerk for the current year. Mr. French answered that the grand list would be completed by the end of June.

16. Town Manager's Report

The Board discussed item 1 of the Managers report concerning staff accountant position.

**Upon motion (Webster/Brown) duly adopted, the Board voted to accept the Town Manager's Report as written and authorized the Chair of the Selectboard to sign the release. Vote 4-0-0.**

17. & 18. Class I Restaurant Liquor/Second Class Liquor & Tobacco Licenses

Upon motion (Webster/Flint) duly adopted, the Board approved the renewal of a First Class Cabaret License for Ashley's, Inc. and a Second Class Liquor License and Tobacco License for Tewksbury's Country Store. Vote 4-0-0.

19. Second Half of School Tax Transfer

**Upon motion (Webster/Brown) duly adopted, the Board authorized the Town Treasurer to issue the second half of the school tax by wire transfer of funds to the Randolph School District in the amount of \$1,094,939.24 and Randolph Union High School in the amount of \$588,518.69. Vote 4-0-0.**

Mr. Voci asked if the amount for Randolph Union High School was actually half as it seemed too low for a payment. Mr. Champy explained there was an over payment of \$500,000 from the Town Clerk's Office on the first installment; this was a clerical error.

20. Other Business

Mr. Champy announced that the Solid Waste Implementation Grant agreement was received the morning of April 6<sup>th</sup> and has a deadline of April 9 to accept the agreement.

**Upon motion (Webster/Flint) duly adopted, the Board voted to accept the grant agreement for the Solid Waste Implementation Grant in the amount of \$5,018 and appointed Gary Champy as signatory. Vote 4-0-0.**

Mr. Champy announced that there may be an opportunity for a Municipal Planning Grant through the Vermont Community Development Program. The Planning Commission would like to apply for the MPG for Capital Planning. Planning Commission and Capital Budget Committee will be meeting to discuss the Capital Planning. Mr. Champy explained that the deadline for the MPG is April 19<sup>th</sup> and requested prior authorization to apply upon the outcome of the joint meeting.

Selectboard Meeting of April 6, 2010  
Conference Room B, Town Hall, 7 Summer Street

**Upon motion (Flint/Brown) duly adopted, the Board authorized the Town Manager to apply for a Municipal Planning Grant through Vermont Community Development Program based on the outcome of the joint meeting between Capital Budget Committee and the Planning Commission. Vote 4-0-0.**

21. Warrants

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

22. Executive Session

**Upon motion (Brown/Flint) duly adopted, the Board voted to enter into executive session at 7:42 p.m. to discuss union negotiations and invited Mr. Champy to participate. Vote 4-0-0.**

**Upon motion (Brown/Flint) duly adopted the Board voted to return to open session at 8:01 p.m. Vote 4-0-0.**

No action taken.

23. Other business (resumed)

Mr. Champy informed the board that he is thinking about having the town purchase its gasoline for its vehicles from a filling station or filling stations. The rules for operating our own tanks to supply our vehicles may be making it too expensive to operate that way, he said.

24. Adjournment

**Upon motion (Webster/Brown) duly adopted, the Board voted to adjourn at 8:04 p.m. until the next scheduled meeting of April 20, 2010 at 6:00 p.m. in Conference Room B of the Randolph Town Hall. Vote 4-0-0.**

Respectfully submitted,

Cindy Spaulding  
Recorder

Selectboard Meeting of April 20, 2010  
Town Hall, 7 Summer Street

Selectboard: Dennis Brown, Carol Flint, Larry Richburg, Lawrence Townsend, and Stephen Webster.

Municipal Staff: Gary Champy (Town Manager), Cindy Spaulding (Recorder)

Public Attendees: Joe Voci, Jeanne Goss, Ken Goss, Ed and Deb DeVarney (GAS-WATT), Mary Porter, Dwight Porter, Jim Yerrington, Pam Yerrington, John Joy, Nan Gwin, Dave Farnham, George Daniel, Letitia Rydjeski, Pat French, Linda Morse (Chandler), William Kevan, Sally Penrod, Michael Penrod, Marty Strange, Julie Iffland, Jim Tucker, Jay Collette, James Sault, Dick Drysdale, Carolyn Lumbra, and Del Thompson. Observed attendees without signing in: Annette Higby, Fay Sherman and Doris Sherman

Mr. Richburg called the meeting to order at 6:04 p.m.

1. Meeting minutes

**Upon motion (Webster/Flint) duly adopted, the Board voted to approve the minutes of April 6, 2010 as amended. Vote 4-0-1 (Townsend abstained).**

Ms. Gwin requested that the Board speak up for the public attendees in the back of the room to hear.

2. Public Comment

Mr. Yerrington requested an update on a source for fluoride. Mr. Champy stated the town has found a new source for obtaining fluoride from Houston, Texas and it has been in the water system for the past two weeks.

Ms. Gwin asked when the Board would be taking action on the request for proposal for the Appraisal Services. Mr. Richburg stated that there is nothing to address right now as the Board is compiling background information to get a better understanding of duties in the assessor's office. He further stated that it is not the Selectboard's supervision on the assessor's position, as the position is under the direction of the Board of Listers and the Selectboard oversees the budget. Ms. Gwin requested that all information concerning the research be available to the public.

Mr. Voci reminded the Board that the Assessor had admitted that the Town Manager hired him years ago. He questioned why the issue was being researched further.

Mr. Voci voiced his concerns regarding RACDC's invoice submitted to the Town:

- Bio-Mass Project
- Billing for an event which served alcoholic beverages to its attendees
- Billing staff hours for an Art Show
- Bill should be rescinded as it does not relate to the downtown
- Mr. Nowlan's legal opinion that the Memorandum of Understanding between the Town and RACDC is an outline working relationship and not authorization for RACDC to undertake specific tasks or projects on behalf of the town.

Mr. Richburg stated that it was the Art of Action in our down town and that this bill would probably not be paid in full. He further stated that Mr. Champy and Ms. Iffland are reviewing all of the line items on the invoice.

Mr. Daniel as a Rural Route Mail Carrier expressed his concerns about how the roads in Randolph Center had been maintained this winter and early spring. He also questioned the hiring

Selectboard Meeting of April 20, 2010  
Town Hall, 7 Summer Street

of a Highway Operations, Buildings and Grounds Manager, purchasing of equipment outside of Randolph instead of supporting local businesses, personnel issues concerning grader operators, location of heavy equipment, town vehicles driven out of town. Mr. Richburg asked if Mr. Daniel had directed his concerns to the Town Manager. Mr. Daniel stated that he had with non-satisfying results so he was directing it to the Selectboard.

3. Methane Gas Capture

Mr. Ed DeVarney of Gas-Watt petitioned the Selectboard to develop a Memorandum of understanding to recapture methane gas at the town's closed lined landfill. GWS would use the gas as a fuel source to generate electricity which will be exported to the local grid. In exchange for the exclusive rights he would bring in additional fuels to generate electricity. This MOU would generate a flat monthly fee as revenue to the town. Outlined in presentation were in phases: planning, construction, operating and renewable/operating period. The electricity to be generated would be single phase.

Discussion ensued with a question and answer session outlining cost, transportation of other renewable fuels and its hazards/liability, noise and environmental pollutants, types of structures. It was the consensus of the board that Mr. DeVarney's petition be under consideration would be reviewed at a future meeting. If there were any questions, the Board could email them through the Town Manager.

4. Randolph Village Fire Department Building Improvement Fund: Sprinkler System

Village Fire Chief Jay Collette would like to install a wet sprinkler system in the Randolph Village Fire Station for the purpose of fire protection of fire equipment and apparatus. There were two proposals from Vermont Life Safety and Mountain Valley Sprinkler System, funds to be used in FY2011. Discussion ensued outlining: cost comparison between a wet and dry sprinkler system; life expectancy of the system; comparison between the wet and dry system; system certification and maintenance cost. Chief Collette will provide additional cost projections for the maintenance of the sprinkler system.

**Upon motion (Webster/Townsend) duly adopted, the Board authorized the Town Manager to purchase a wet sprinkler system, in the amount not to exceed \$13,500, through Mountain Valley Sprinkler Systems to be installed in the Randolph Village Fire Station, the funds to be expended from the Building Improvement Fund. Vote 5-0-0.**

5. Committee and Appointees

a. DRAC

**Upon motion (Townsend/Webster) duly adopted, William Rice was appointed to the Design Review Advisory Commission for a term of three years. Vote 5-0-0.**

b. Energy Committee Appointee

Mr. Richburg informed the Board that the Town had not received a letter of interest from Nicole Cyr. He requested that the appointment be tabled until the letter has been received as it is outlined in the Appointees Policy.

Selectboard Meeting of April 20, 2010  
Town Hall, 7 Summer Street

c. Stage Coach Representative

**Upon motion (Townsend/Flint) duly adopted, the Board appointed Greg Nazarow as Stage Coach Representative. Vote 5-0-0.**

6. Grants

a. Municipal Planning Grant

Mr. Richburg gave an overview of the Planning Commission and Capital Budget Committee meeting to use the grant for Capital Plan. It was the consensus of that meeting to use the grant funds for the purpose of cooperative effort to put together an economic development plan.

Ms. Gwin asked who would be the administrator of the grant and how would the services be provided. Mr. Richburg answered the town would be the administrator of the grant. Mr. Champy explained that the town would solicit a request for proposal for the economic development services.

**Upon motion (Townsend/Flint) duly adopted, the Board approved submitting an application for a Municipal Planning Grant in the amount of \$7,500, to be administered by the Town Manager, for the development of an economic development plan. Vote 5-0-0.**

b. Chandler Center for the Arts (VCDP Grant)

**Upon motion (Townsend/Brown) duly adopted, the Board approved the VCDP grant agreement: AM-I-2009-Randolph-00001 (Chandler Music Hall) in the amount of \$50,000 between the town and State of Vermont and a sub-grant agreement between the Town of Randolph and the Chandler Center for the Arts. Vote 5-0-0.**

Note: There is a contract between RACDC and Chandler Center for the Arts for grant administration.

c. Dry Hydrant Grant

Mr. Champy announced that the Fire Advisory Council would like to apply for a grant to install a dry hydrant in the East Randolph area.

**Upon motion (Flint/Townsend) duly adopted, the Board approved to submit an application, for a dry hydrant to be installed in East Randolph, through the Vermont Rural Fire Protection. Vote 5-0-0.**

d. Energy Audit Grant

Mr. Champy presented a request for an energy audit for the Police Station.

**Upon motion (Webster/Townsend) duly adopted, the Board authorized submitting an application for a grant for Energy Audit Program through Two Rivers-Ottauquechee Regional Planning Commission for an energy audit of the Police Department Historical Society Building located at 6 Salisbury Street. Vote 5-0-0.**

Selectboard Meeting of April 20, 2010  
Town Hall, 7 Summer Street

e. Salisbury Square VCDP Grant

**Upon motion (Townsend/Flint) duly adopted, the Board approved the VCDP grant agreement: 07110-IG-III-2008-Randolph-00017 (Salisbury Square) in the amount of \$750,000 between the town and State of Vermont and appointed the Town Manager as signatory. Vote 4-0-1 (Webster abstained).**

Mr. Voci commented that the property clean up of former Ethan Allen property, known as Salisbury Square Project should increase the value of the property and the property's assessment should be conducted by a third party since the town's Assessor is a member of the RACDC Board of Directors and it is a clear conflict of interest.

Ms. Iffland, Executive Director of RACDC, reported that a bank appraisal was conducted and submitted to the Assessor and Board of Listers.

Mr. French, Town Assessor, reported that the Board of Listers had met earlier in the day and had appraised the Salisbury Square property at \$380,000.

7. Clover Hill Improvement

Mr. Champy informed the Board that Sam Sammis has approached him requesting permission to place gravel on the upper portion of Clover Hill Road on the Fish Hill side, with an inclusion to install up to seven culverts. Mr. Sammis has requested the town pay for just the culverts. Discussion ensued outlining the town's responsibility for a legal trail, Class 4 and Class 3 road way, financial responsibility if the road washes out during flooding, procedures and cost to upgrade the road to Class 4 or 3 standards. It was the consensus of the Board table discussion for a future meeting.

8. Investment Policy

Mr. Champy gave an overview of an amended Investment Policy which was suggested by the auditors after a recent audit finding. Mrs. Flint made edit suggestions to the amended draft policy which includes the ethics and conflict of interest.

**Upon motion (Townsend/Brown) duly adopted, the Board voted to table the amended Investment Policy to be considered at a future meeting. Vote 5-0-0.**

9. Randolph Area Community Development Corporation: Clean Title to Randolph House

Mr. Champy gave a brief overview of the Confirmatory Quitclaim Deed. Ms. Iffland Executive Director of RACDC provided the Board with a draft resolution to clean the Randolph House property title and provided an explanation for the clean title and the public notice process.

**Upon motion (Townsend/Flint) duly adopted, the Board approved a Confirmatory Quitclaim Deed and Public Notice Resolution for a clean title to the Randolph House property. Vote 5-0-0.**

Selectboard Meeting of April 20, 2010  
Town Hall, 7 Summer Street

10. Town Manager's Report

The Board reviewed the Town Manager's report with discussion highlights:

- Staff Accountant Position

**Upon motion (Webster/Townsend) duly adopted, the Board voted to increase the staff accountant position to full time status (40 hours). Vote 5-0-0.**

- RACDC Invoice of \$15,000

Mr. Champy explained that Ms. Iffland and he will be meeting to research the RACDC invoice. He also suggested for the Board to hold a special meeting on April 23, 2010 at 1:00 p.m. in the Town Hall for the purpose of audit findings (\$10,000 loan transfer) and possible executive session pertaining to environmental court.

**Upon motion (Townsend/Flint) duly adopted, the Board voted to approve the Town Manager's report as written and appointed the Chairman of the Board as signatory for release. Vote 5-0-0.**

11. Class I Liquor License

**Upon motion (Townsend/Webster) duly adopted, the Board voted to approve the renewal of China Jade's Class I Restaurant License. Vote 5-0-0.**

12. Caterer License

**Upon motion (Webster/Townsend) duly adopted, the Board voted to approve Aramark Educations Services of Vermont caterer licenses. Vote 5-0-0.**

13. Warrants

**Upon motion (Webster/Townsend) duly adopted, the Board voted to ratify the approval of payroll warrants. Vote 5-0-0.**

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

14. Other Business

- Public Hearing Reschedule

Mr. Champy requested to have the close out public hearing for the town hall handicap accessibility grant rescheduled to a later date. He explained that the public notice for May 4 was not submitted in time to meet the required 15 days for public notices.

**Upon motion (Townsend/Webster) duly adopted, the Board voted to reschedule the public hearing to close out the VCDP Accessibility Modification grant to May 18, 2010 at 6:00 p.m. Vote 5-0-0.**

Selectboard Meeting of April 20, 2010  
Town Hall, 7 Summer Street

- Town Report Dedication

Mr. Townsend announced on a personal note the passing of William Burgess, Jr. and requested an acknowledgement or dedication in the 2010 town report.

- Executive Session

**Upon motion (Townsend/Flint) duly adopted, the Board voted to enter into executive session at 8:23 p.m. for the purpose of discussing union negotiations and invited Mr. Champy and Mr. Voci to attend. Vote 5-0-0.**

**Upon motion (Webster/Townsend) duly adopted, the Board voted to return to open session at 8:43 p.m. Vote 5-0-0.**

Action: No action taken.

15. Adjournment

**Upon motion (Webster/Townsend) duly adopted, the Board voted to adjourn at 8:43 p.m. until the next scheduled meeting of April 23, 2010 at 1:00 p.m. in the Town Hall. Vote 5-0-0.**

Respectfully submitted,

Cindy Spaulding  
Recorder

Special Selectboard Meeting of April 23, 2010  
At Town Hall, Conference B, 7 Summer Street

Selectboard: Dennis Brown, Carol Flint, Larry Richburg and Stephen Webster.  
Absent: Lawrence Townsend

Municipal Staff: Gary Champy (Town Manager), Cindy Spaulding (Secretary/Recorder)

Public Attendees: James Sault, Joe Voci, Ken Goss, Dwight Porter, Marty Strange, Pat French, Julie Iffland and Peter Nowlan.

Mr. Richburg called the meeting to order at 1:08 p.m.

1. Audit Finding 09-4-Accounts Receivable from RACDC

Mr. Champy announced that Mr. Clough, former Finance Director, was unable to attend the meeting. Mr. Champy did provide a short description of the issue concerning Audit Finding 09-4 Accounts Receivable from RACDC. Highlights of the conversation: grants were co-mingled (Vermont Pure, Clara Martin and Scattered Housing); a 2005 accounting transfer of funds in accounting code 200 (which no longer exists); prior years' accounting practice was done on spreadsheets, auditing firms Sullivan & Powers, and Mudgett had concluded accounting of co-mingled grants and audit finding; perception the \$10,000 should have been included in the revolving loan fund; Mr. Clough will review the files and provide his investigation of the accounting in writing.

Mrs. Flint suggested to balance the checkbook as the investigation is becoming time consuming and costly.

Ms. Iffland, Executive Director of RACDC, is interested in: why, where and what happened with the funds prior to the transfer to RACDC. She commented the town had its chance to reconcile the accounts and the board had authorized a certain amount to be transferred.

Mr. Webster commented there should be a justification of the \$10,000. He further stated the revolving loan fund is not RACDC's but the town's, RACDC holds the funds. He questioned how much cash was currently in the Revolving Loan Fund. Ms. Iffland recalled about \$80,000.

Discussion ensued on the process for obtaining any funds from the RLF because repayment of an over-payment has to be authorized by the State of Vermont and RACDC has its own requirement of reporting.

Mr. French, Vice President of RACDC Board of Directors of RACDC, suggested that the Board and the Town Manager consult with Mrs. Mazzucco on the history of the revolving loan fund and grants process as she has direct knowledge.

Special Selectboard Meeting of April 23, 2010  
At Town Hall, Conference B, 7 Summer Street

2. Court Action Discussion: Dudley Street (executive session-Nowlan)

**Upon motion (Brown/Flint) duly adopted, the Board voted to enter into executive session at 1:34 p.m. to discuss Dudley Street court action and invited Gary Champy and Attorney Peter Nowlan to attend. Vote: Vote 4-0-**

**Upon motion (Webster/Flint) duly adopted, the Board voted to return to open session at 2:08. p.m. Vote 4-0-0.**

Action: no action taken.

Mr. Nowlan mentioned that he would be receiving copies of the clean title notice for the Randolph House from RACDC. It was questioned whose responsibility is it to pay for publishing the public notice in the newspaper. Mr. Nowlan recommended that RACDC pay for the ad as it benefits them and not the town. It was the consensus of the Board to have RACDC pay for the advertisement as recommended by legal counsel.

Mr. Webster asked whether a board member or the Town Manager had been contacted by David Barnard prior to his letter to the Editor being published in the April 22 issue of *The Herald of Randolph*. The consensus was that Mr. Barnard had spoken to no one before sending the letter to the newspaper. Mr. Champy explained that Mr. Barnard walked away from the union cemetery crew last July, leaving the direction to come from the Town Manager.

3. Adjournment

**Upon motion (Brown/Webster) duly adopted, the Board voted to adjourn at 2:12 p.m. until the next scheduled meeting of May 4, 2010 in the Town Hall Conference Room B, at 7 Summer Street. Vote 4-0-0.**

Respectfully submitted,

Cindy Spaulding  
Secretary/Recorder

Selectboard Meeting of May 4, 2010  
Town Hall Conference Room B, 7 Summer Street

Selectboard: Dennis Brown, Carol Flint, Larry Richburg, Lawrence Townsend, and Stephen Webster.

Municipal Staff: Gary Champy (Town Manager), Cindy Spaulding (Recorder) and Michael DeCubellis (Finance Director)

Public Attendees: Joyce Mazzucco (Town Clerk/Treasurer), John Joy, Harriet Chase, Ken Goss, Mary Porter, Dwight Porter, Letitia Rydjeski, Jim Yerrington, Pam Yerrington, Perry Armstrong, Steve Graci, James Sault, Jessamyn West, William Kevan, Heather Jarvis, Dr. Daniel Sax, Nan Gwin, Robert Orleck, Barb Orleck, Paul Rea, Karen Ruben of RACDC, Joe and Teresa Voci, Jason Booth and Wayne Elliot of Forcier, Aldrich and Associates, Kermit LaBounty of Fire Advisory Committee, and Hank Elitzer of Morgan, Stanley, Smith, Barney. Observed attendees: Patrick French, Robert Runnals, Julie Iffland, Marty Strange, and Fay Sherman.

Mr. Richburg called the meeting to order at 6:04 p.m.

1. Minutes

**Upon motion (Webster/Flint) duly adopted, the Board voted to approve the minutes of April 20, 2010 as written. Vote 5-0-0.**

**Upon motion (Webster/Flint) duly adopted, the Board voted to approve the minutes of April 23, 2010 as written. Vote 4-0-1 (Townsend abstained)**

2. Public Comment

Ms. Chase as a member of the Cemetery Committee expressed her concerns regarding the recent letter printed in the *Herald of Randolph* from Mr. Barnard. She referred the Board to the Secretary of State's publication called, *Digging Deep*.

Mr. Sherman informed the Board that he has not received information in a timely manner from Mr. French concerning his property assessment.

Ms. Gwin asked for the status concerning the Request for Proposal on assessment services which was solicited last year. Mr. Richburg stated we are working on compiling the information, which may be available as early as next month.

Mr. Porter expressed his concerns that Mr. French is not forthcoming with a job description for the Assessor's position. Mr. Richburg stated that we are working on it.

Mr. Voci asked Mr. Richburg who is the "we" he was referring to. Mr. Richburg stated "we" refers to the Board of Listers, Mr. French as the Assessor, and himself. The group is working on a job description for the Assessor's position. Mrs. Flint stated that the Budget Committee is working on their recommendations separately.

Mr. Voci asked if the Board had formed an actual Bio-Mass heating district as he felt that the heating district would not benefit his property in Randolph Center. Mr. Richburg stated there is no commitment or proposal as it was in the early stages of the project. He further stated that it would be an increase in economic development to the town.

Ms. Gwin asked the Board to take a poll of the public attendees to see who lives in the town and village. This is pertaining to Mr. Voci's question of a heating district.

Selectboard Meeting of May 4, 2010  
Town Hall Conference Room B, 7 Summer Street

Ms. West informed the Board that there were dirt bikes using an empty lot on Dudley Street; she said that the noise from the dirt bikes is disturbing – 80 decibels at her home. She referred to the State Statutes concerning motor vehicles and ATVs. Mr. Champy informed the Board that he has sent a letter to the property owner outlining the liability issues and he will work with the Police Department on this issue.

A public attendee expressed concerns about the combative nature of the public comments as a personal vendetta. Several public attendees stated that it was not a personal vendetta, but expressive to keep the taxes down in the town as the Board should adhere to the budget approved by the voters.

3. Notice of Tentative Redetermination of Equalization

Mr. French as the Town Assessor provided the Board with a memo outlining the appeal process of the Notice of Tentative Redetermination of Equalization Education Property Value and Coefficient of Dispersion. He verbally explained the process. The memo from Mr. French through the Board of Listers recommends the Board not to sign the stipulation as the listers would like appeal to the Director of Property Valuation and Review.

4. Engineering Agreement for Route 66 Water Line Project and Pump Station (Phase III)

Mr. Champy gave an overview of the Route 66 Water Line Project. Mr. Elliot of Forcier, Aldrich and Associates gave an overview of the Professional Services Contract. Mr. Booth gave an overview of the project schedule and various phases of the project. Estimated \$1.4 with 10% bonded \$1.9 million, bond.

**Upon motion (Webster/Townsend) duly adopted, the Board voted to authorize the Town Manager to sign Professional Services Contract with Forcier, Aldrich and Associates for the Route 66 Water Distribution and Booster Pump Station upgrade. Vote 5-0-0.**

5. Financial Advisor from Smith Barney

Mr. Hank Elitzer provided the Board with a draft Investment Policy Statement and Investment strategy. He further gave an overview of the town's investment portfolio and the types of proposed investments. Mrs. Mazzucco gave an overview of the amount of money in each fund. Mr. DeCubellis informed the Board the town has an investment policy. Mrs. Mazzucco, Mr. Champy and Mr. Elitzer agreed to develop a revision to the Investment Policy.

6. Bridge Inspection.

The Board reviewed the Bridge Inspection report submitted by the State of Vermont Agency of Transportation. Mr. Champy will provide the Board with an assessment of the poorest condition bridges within the next thirty days.

**Upon motion (Townsend/Flint) duly adopted, the Board voted to accept Bridge Inspection report submitted by the State of Vermont Agency of Transportation. Vote 5-0-0.**

7. Assembly Permits

**Upon motion (Webster/Brown) duly adopted, the Board approved the assembly permits for Spring into Downtown Randolph and the Memorial Day Parade as presented. Vote 5-0-0.**

Selectboard Meeting of May 4, 2010  
Town Hall Conference Room B, 7 Summer Street

8 Reorganizational Listing

**Upon motion (Townsend/Webster) duly adopted, the Board voted to appoint Nicole Cyr to the Energy Committee. Vote 5-0-0.**

**Upon motion (Townsend/Flint) duly adopted, the Board approved the Reorganizational List and appointed Mr. Richburg as signatory. Vote 5-0-0.**

9. Highway Equipment Request.

Mr. Champy provided the board with an overview of the Highway Equipment Fund to purchase an International Cab/Chassis six wheeler for \$56,539 from Clark's Trucking. The bids for the dump body and plow equipment will be forthcoming at a later date.

**Upon motion (Town/Flint) duly adopted, the Board authorized the Town Manager to purchase an International cab/chassis from Clark's Trucking in the amount of \$56539.00; the amount to be expended from the Highway Equipment Fund. Vote 5-0-0.**

10. RACDC Invoice of \$15,000.

Mr. Champy requested the Board pass over the RACDC Invoice of \$15,000 until the next scheduled meeting as the information from RACDC was received at 4:30 p.m. this afternoon and the town needs time to review the documentation.

**Upon motion (Webster/Townsend) duly adopted, the Board voted to table action on the RACDC Invoice of \$15,000 until the meeting of May 18<sup>th</sup>. Vote 5-0-0.**

Various public attendees expressed their dismay that no action was taken. The town manager was asked to state his initial findings for eligibility as a charge was included for alcoholic beverages served during an art show. He stated that the initial findings show only \$600 is eligible at this time. It was also requested by various public attendees that the board stop meeting at 1:00 p.m. for special meetings.

11. RACDC Audit Finding 09-04

Mr. Richburg provided an overview of the afternoon's meeting to discuss the RACDC Audit Finding 09-04—the overview highlights:

- Background of comingled grant funds
- Creation of the Revolving Loan Fund through the Vermont Pure VCDP Grant Agreement,
- Compliance reports
- Assignment of the revolving loan funds to RACDC
- Sale of Suite at the Winslow Block
- Accounting error of \$10,059.65
- Hold Harmless clause, third party protection for RACDC
- Fiduciary responsibilities
- Suggestion for the Town to apply for a grant through RACDC for sidewalk improvements, under economic development

Selectboard Meeting of May 4, 2010  
Town Hall Conference Room B, 7 Summer Street

- Suggestion to contact the State Auditor to review the situation and provide a final opinion as to action.
- Request that the presentation to the auditor be reviewed by the Selectboard for clarification and facts.

**Upon motion (Townsend/Flint) duly adopted, the Board voted for Mr. Champy to contact the State Auditor concerning the RACDC Audit Finding 09-04. Vote 4-1-0 (Webster opposed).**

12. Town Manager's Report

Mr. Champy gave an overview on the maintenance of the cemeteries.

**Upon motion (Webster/Townsend) duly adopted, the Board voted to accept the Town Manager's report as written and authorized the Chair of the Selectboard as signatory. Vote 5-0-0.**

13. Warrants

**Upon motion (Webster/Townsend) duly adopted, the Board voted to approve warrants as presented. Vote 5-0-0.**

14. Other Business

Mrs. Flint requested to have financial presentations and committee reports on future Selectboard agendas.

Mr. LaBounty asked whether fire hydrants were included in the Route 66 Waterline upgrade. It was explained that the current plans do not include hydrants east of Harlow Hill Road, because that portion of the waterline is not designed for fire flow. There will be a fire hydrant on Harlow Hill.

Mrs. Ruben announced that there will be an event called Spring into Downtown Randolph all next week.

Mr. Richburg announced that the Town Plan has been approved by Two Rivers-Ottawaquechee Regional Planning Commission. Mr. Voci reported, at the last TRORC meeting, there was notice that the state legislature may consolidate the regional planning commissions to save money.

Mr. Champy announced that the streets of the downtown are scheduled to be swept this week.

15. Adjournment

**Upon motion (Webster/Townsend) duly adopted, the Board voted to adjourn at 8:25 p.m. until the next scheduled meeting of May 18, 2010 at 6:00 p.m. in the Town Hall Conference Room B. Vote 5-0-0.**

Respectfully submitted,

Cindy Spaulding  
Recorder

Special Selectboard meeting of May 4, 2010  
Town Hall Conference Room A, 7 Summer Street

Selectboard: Dennis Brown, Larry Richburg, and Stephen Webster.

Absent: Carol Flint and Lawrence Townsend

Municipal Staff: Gary Champy (Town Manager), Michael DeCubellis (Finance Director), and Cindy Spaulding (Secretary/Recorder)

Public Attendees: Marty Strange and Julie Iffland (RACDC), Joseph Voci, Ken Goss, Dwight Porter, Joyce Mazzucco (Town Clerk & Treasurer), John Clough (Consultant), and Pat French.

Mr. Richburg called the meeting to order at 1:10 p.m.

1. RACDC Audit Finding 09-04 (Discussion only)

Mr. Clough provided the board with a written report of his investigation of the management of the revolving loan funds by the town of Randolph and their transfer to the Randolph Area Community Development Corporation (RACDC) in May 2008. Mr. Clough is the former finance director for the town. He was asked to investigate this matter due to Audit Finding 09-04 made by the town's auditors for fiscal year 2009. The finding showed a receivable due from RACDC to the town of a little over \$10,000. Mr. Clough supplemented his report orally saying that his simplifying idea may not work and if RACDC does pay the money back that they would need to do reporting. This could become an issue for the Town. Mr. Clough further explained that the Town made the mistake and that RACDC was not soliciting these funds.

Discussion ensued with highlights:

- Commingling of grants (Vermont Community Development Program/TEA-21)
- Town's in-house accounting practices prior to transfer RLF to RACDC
- Miscommunications within in-house accounting practices
- Whether RACDC has segregated RLF monies from their own funds
- Compliance report requirements for RACDC to submit for VCDP grant income
- Representatives of RACDC (Iffland and Strange) expressed their concerns that the audit finding has undermined the contractual agreement between the town and RACDC and that RACDC should be held harmless from the point it received the RLF.
- Mr. Webster stated that the hold harmless clause concerns third party
- Mr. Webster requested that Mr. Richburg not participate in the decision on this question, because Mr. Richburg was a member of the RACDC Board of Directors during the time period involved.

2. Adjournment

**Upon motion (Brown/Webster) duly adopted, the Board voted to adjourn at 1:50 p.m. until the regular board meeting scheduled the evening of May 4, 2010 at 6:00 p.m. Vote 3-0-0.**

Respectfully submitted,

Cindy Spaulding  
Secretary/Recorder

Public Hearing of May 18, 2010  
Town Hall Conference Room B, 7 Summer Street

Selectboard: Larry Richburg, Larry Townsend and Stephen Webster  
Absent: Carol Flint and Dennis Brown.

Municipal Staff: Gary Champy (Town Manager), Cindy Spaulding (Recorder), and John Coffey (Chief Operator of Water/Wastewater Department)

Public Attendees: Donna Gerstenmaier; Jim Yerrington, Pam Yerrington, Mary Porter, Ken Goss, Dwight Porter, Joe Voci, John Joy, Madison Boyce, Marcia Boyce, Pam Stafford, Hugo Leipmann, Pat French, James Sault, Julie Iffland, Heather Jarvis, Deborah Jones, and Karen Ruben. Observation: Marty Strange.

Mr. Richburg opened the Public Hearing at 6:03 p.m.

Mr. Champy reported that the funds of \$24,900 from the State of Vermont under the Vermont Community Development Program were used to purchase an elevator of the town hall. He further stated that with the purchase of the elevator, it brought the newly renovated Town Hall up to ADA compliance.

Mr. Richburg asked is if there were any comments from the audience pertaining to the VCDP funding of the elevator. There were no comments from the public attendees.

It was the consensus of the board to close out the VCDP Grant: AM-III-2008-Randolph-00007.

Mr. Richburg closed the public hearing at 6:06 p.m.

Respectfully submitted,

Cindy Spaulding  
Recorder

Selectboard Meeting of May 18, 2010  
Town Hall Conference Room B, 7 Summer Street

Selectboard: Dennis Brown (arrived soon after the beginning of the meeting), Larry Richburg, Larry Townsend and Stephen Webster  
Absent: Carol Flint

Municipal Staff: Gary Champy (Town Manager), Cindy Spaulding (Recorder), and John Coffey (Chief Operator of Water/Wastewater Department)

Public Attendees: Donna Gerstenmaier; Jim Yerrington, Pam Yerrington, Mary Porter, Ken Goss, Dwight Porter, Joe Voci, John Joy, Madison Boyce, Marcia Boyce, Pam Stafford, Hugo Leipmann, Pat French, James Sault, Julie Iffland, Heather Jarvis, Deborah Jones, and Karen Ruben. Observation: Marty Strange.

Immediately following the Public Hearing on VCDP funding of \$24,900, Mr. Richburg called the regular board meeting to order at 6:06 p.m.

1. Minutes

**Upon motion (Webster/Townsend) duly adopted, the Board voted to approve the minutes of May 4, 2010 (regular) as written. Vote 3-0-0. (Mr. Brown had not yet arrived.)**

2. Public Comment

The Board took public comment from:

Ms. Gerstenmaier asked why the skateboard ramps had been removed from the Skating Park. Mr. Champy explained the equipment was moved off site so they wouldn't be used as they were not safe for the public use. The board felt it was necessary to remove the skateboard equipment as it was the opinion of the Vermont League of Cities and Towns to have the equipment moved as there had been a recent insurance claim paid. Ms. Gerstenmaier asked if the equipment could be accessed to see if they could be fixed. It was mentioned to coordinate to with the Town Manager to view the equipment.

Ms. Jarvis suggested a pool painting party to paint the public pool. It was explained that the material used to coat the pool is very toxic to use and would be beneficial to have the job done by a professional. Also, Mr. Champy stated that 80% of the cost of the painting would be cost of materials not labor.

Mr. Voci asked the Board for their points of view about selling the Branchwood property and placing it back it on the tax rolls. Each Board member gave his point of view for the sale of the Branchwood property. Mr. Champy gave an overview of options for the sale of town owned property. Discussion ensued concerning the outbuilding and chimney located on the Branchwood property, one suggestion was keep part of the brick structures as a memorial, another suggestion was to take the structures down completely.

Selectboard Meeting of May 18, 2010  
Town Hall Conference Room B, 7 Summer Street

Mr. Joy reported to the board that there was traffic obstruction on Weston Street, due to vehicles parking on the street in front of the S&S Auto during the past weekend.

Mr. Porter complimented Mr. Champy and the board for being wise about tax savings as Randolph has the highest property taxes in the State of Vermont.

1. a. Minutes of May 4 (Special)

Mr. Brown would like to review the audio tape of the meeting prior to taking action on the special meeting minutes.

**Upon motion (Brown/Webster) duly adopted, the Board moved to table the minutes of May 4, 2010 (special) meeting until the next meeting. Vote 4-0-0.**

3. Committee reports

a. Planning Commission

Mr. Leipmann reported to the board the Planning Commission's activities of rewriting the zoning regulations and Exit 4 overlay for the Randolph Center Historic purposes. It was suggested that the Board and Planning Commission conduct a joint meeting in the future.

b. Budget Committee

Mr. Champy reported that the Budget Committee has reviewed departmental revenue and expenditures and it finds that the budgets are on track. Other discussion at the Budget Committee meeting highlighted goals for each department, preparation for the FY2012 budget year, and insurance increases. Mr. Voci asked if the Assessor's position and RFP were discussed at the Budget meeting. Mr. Champy stated it had not been discussed, but Mr. Puglisi had handed out a draft report on the subject.

c. Fire Advisory

Mr. Champy gave an overview of the Fire Advisory activities with highlights on insurance issues between WRVA and Fire Departments, mandate from the FCC for all First Responders to have radio communications to narrow band by January 2013 and cost savings of acquired pagers through Homeland Security Grants.

d. Energy Committee

Mr. Richburg gave an overview of the Energy Committee highlighting discussion to energy audit for the Police Station, and proposals for promoting energy efficiency to the public.

e. Recreation

Selectboard Meeting of May 18, 2010  
Town Hall Conference Room B, 7 Summer Street

Mr. Champy reported that the Recreation Advisory Committee was informed they did not receive the trails grant and the committee was looking for volunteers to work with the Boys and Girls Club to provide more activities around skating at the Skate area on Prince Street.

4. Randolph Chamber of Commerce

a. Banner Request

**Upon motion (Webster/Townsend) duly adopted, the Board voted to approve the Randolph Chamber of Commerce's banner request for the July 4<sup>th</sup> events. Vote 4-0-0.**

5. Assembly Permit

**Upon motion (Brown/Townsend) duly adopted, the Board approved Randolph Chamber of Commerce's Assembly permit for the 4<sup>th</sup> of July Parade, pending all appropriate signatures and appointed Town Manager as signatory. Vote 4-0-0.**

6. Purchases request of Dump Body and Plow equipment

**Upon motion (Townsend/Webster) duly adopted, the Board voted to award the purchase of a dump truck body and plow equipment to TENCO in the amount of \$44,402. Vote 4-0-0.**

7. First Class Restaurant License: Bare Mexican

**Upon motion (Webster/Townsend) duly adopted, the Board voted to approve Bare Mexican's first class restaurant license. Vote 4-0-0.**

8. Caterer License

**Upon motion (Webster/Townsend) duly adopted, the Board voted to approve Valley Bowl Inc.'s caterer licenses for events at the Chandler Music Hall. Vote 3-0-1 (Brown abstained).**

9. Grants

a. Energy Efficiency Grant Agreement

Mr. Champy reported the Energy Efficiency Conservation Block Grant Agreement for the Kimball Library and Chandler Music Hall is forthcoming and requested permission to move forward with the grant agreement.

Selectboard Meeting of May 18, 2010  
Town Hall Conference Room B, 7 Summer Street

**Upon motion (Townsend/Brown) duly adopted, the Board voted to approve the Energy Efficiency Conservation Block Grant, pending review of grant agreement by Mr. Champy and authorized the Town Manager as signatory. Vote 4-0-0.**

b. Firefighters through Homeland Security

Mr. Champy requested to submit a grant application through Homeland Security in the amount of \$300,000 (\$280,000 for a fire truck and \$20,000 sprinkler system for a fire station).

**Upon motion (Townsend/Webster) duly adopted, the Board approved the submission of a grant application through Homeland Security in the amount of \$300,000. Vote 4-0-0.**

10. Town Manager's Report

The Selectboard reviewed the Town Manager's written report. Mr. Champy provided an update that the State Auditor did request information from the town concerning the audit finding.

Annual pothole report, Streets needing repairs are South Pleasant Street at the railroad crossing, Weston Street and Franklin Street. It was also reported there is a pothole on Back Street, which is a private road, and the town only has an easement thru it.

**Upon motion (Webster/Townsend) duly adopted, the Board approved the Town Manager's report as written and appointed the Chair of the Board as signatory.**

11. Warrants

a. RACDC designated downtown reimbursement

The Board reviewed the RACDC warrant for reimbursement for the downtown designation in the amount of \$2,545.09.

Mr. Voci questioned about a hotel stay the night before the downtown meeting when the meeting location was an hour drive away.

**Upon motion (Webster/Townsend) duly adopted, the Board approved the RACDC downtown designation reimbursement in the amount of \$2,545.09 Vote 4-0-0.**

**Upon motion (Webster/Townsend) duly adopted, the Board approved the payroll warrants and associated insurance premiums. Vote 4-0-0.**

Selectboard Meeting of May 18, 2010  
Town Hall Conference Room B, 7 Summer Street

**Upon motion (Townsend/Webster) duly adopted, the Board approved the accounts payable warrant as presented. Vote 4-0-0.**

12. Grant Request through VLCT PACIF

Mr. Champy requested permission to submit a grant application for a trench box.

**Upon motion (Webster/Townsend) duly adopted, the Board voted to submit a grant application through Vermont Leagues of Cities and Towns PACIF program for a trench box. Vote 4-0-0.**

13. Other Business

Mr. Champy gave an overview of the downtown business committee meeting; Chandler is looking for a grant to support the new world festival.

**Upon motion (Townsend/Brown) duly adopted, the Board authorized Mr. Champy to write a letter of support for the Chandler Center for the Arts grant application. Vote 4-0-0.**

Mr. Champy reported that the Downtown Program committee and downtown business committee are moving forward with a program revitalization of the downtown.

Ms. Jarvis asked whether there is a rule requiring that committee minutes be sent by US mail. She thinks that the committee minutes should be sent by email, so that we can save paper and energy. It was explained that not all committees or member have emails. Mr. Richburg suggested if a committee would like its minutes and agenda announcements sent by email. The Chairman of that committee would be responsible to getting it out to the members and sent a copy to the Town offices for posting purposes only.

14. Adjournment

**Upon motion (Webster/Brown) duly adopted, the Board voted to adjourn at 7:53 p.m. until the next scheduled meeting of June 1, 2010 at 6:00 p.m. Vote 4-0-0.**

Respectfully submitted,

Cindy Spaulding  
Recorder

Selectboard Meeting of June 1, 2010  
Town Hall Conference Room B, 7 Summer Street

Selectboard: Dennis Brown, Carol Flint, Larry Richburg, Lawrence Townsend and Stephen Webster.

Municipal Staff: Gary Champy (Town Manager) and Cindy Spaulding (Recorder)

Public Attendees: Command Sgt Major Lou Lertola (retired), Ken Goss (Emergency Management Director), Mary Porter, Dwight Porter, Jeannie Goss, Jim Yerrington, Napoleon Pietryka, Mark Conard, Rachel Osha, Madison Boyce, Joe Voci, Pat French, Marty Strange, Paul Putney, Joyce Mazzucco, Julie Ifland (RACDC), and Jim Tucker

Media: Ben Carstens (Camera)

Mr. Richburg called the meeting to order at 6:01 p.m.

1. Minutes

a. May 4, 2010 (Special)

Mr. Brown provided a written amendment to the first paragraph of the special meeting minutes.

**On motion by Mr. Brown, seconded by Mr. Webster, the Board voted to approve the minutes of the special meeting of May 4, 2010 as amended. Vote 3-0-2 (Flint and Townsend abstained)**

b. May 18, 2010 (Public Hearing)

**On motion by Mr. Webster, seconded by Mr. Townsend, the Board voted to approve the minutes of May 18, 2010, Public Hearing as written. Vote 3-0-2 (Flint and Brown abstained.)**

c. May 18, 2010 (Regular)

**On motion by Mr. Townsend, seconded by Mr. Webster, the Board voted to approve the minutes of May 18, 2010, regular meeting as written. Vote 4-0-1 (Flint abstained).**

2. Public Comment

Mr. Richburg announced he had received an email from Chuck Webb and the Tennis Club, thanking Mr. Champy and the employees for getting the tennis courts ready for the season early this year.

Mr. Porter extended verbal Thank you to Mr. Champy and the employees for work they did in preparing the cemeteries for the Memorial Day weekend.

3. Disabled Veterans Property Tax Exemption (Presentation)

Cmd Sgt Major Lertola (Retired) verbally presented a request to support increasing the property tax exemption for the local 18 veterans who are rated at 50% or more disabled for military. His request is to bring before the voters of Randolph to increase the property tax exemption from the current \$20,000 to \$40,000. He further explained the impact of the tax for the taxpayers.

Mr. Townsend voiced his concerns that the request supports the State for the education tax and does not benefit the veterans. Mr. Webster said that it would be a "wash" if the veterans are income sensitized at or below income of \$47,000. Cmd Sgt Major Lertola's request was supported by the veterans in attendance, both disabled and not, including one disabled veteran who claimed income exceeding \$47,000.

4. Engineering Agreement for Wastewater System Projects

a. Status of Final Design and Construction Engineering Agreement

Selectboard Meeting of June 1, 2010  
Town Hall Conference Room B, 7 Summer Street

Mr. Champy provided an overview of the status of the engineering agreement.

**On motion by Mr. Townsend, seconded by Mrs. Flint, the Board voted to table service agreement for the Wastewater System Projects until the June 15, 2010 meeting. Vote 5-0-0.**

b. Execution of Service Agreement, Ayers Brook Crossing

**On motion by Mr. Townsend, seconded by Mr. Webster, the board voted to approve a contract for Design Assistance for a Permanent Forcemain Crossing of Ayers Brook with DuBois and King in the amount \$7,900 and appoint Mr. Champy as signatory. Vote 5-0-0.**

5. Emergency Management: Basic Emergency Operations Plans

**On motion by Mr. Brown, seconded by Mr. Townsend, the Board voted to approve the Town of Randolph's Basic Emergency Operations Plan with corrections and appointed Larry Richburg as signatory. Vote 5-0-0.**

6. Bridge Inspection Summary

Mr. Champy gave verbal overview of the bridge conditions, with highlights on five bridges which are a priority. The bridges on the priority listing are: Bridge 35,39, 51, 52 and 53.

7. Investment Policy

Mr. Champy presented a draft investment policy to apply to all financial assets. He stated it is not an investment strategy. Mrs. Mazzucco mentioned that the Trustees of the Kimball Library are independent of the Selectboard with regard to investment of funds under their control. The draft will be shared with the Trustees of Public Funds and the Trustees of the Kimball Library. The subject was tabled for action at the June 15, 2010 meeting.

8. Advertising on Skate Rink Boards

Mr. Champy reported that the Skateboard Club has requested placing advertisements on boards around the Skating Rink area similar to the ones which are on the Little League fence. The advertisements would be on the boards; the club will do more research and fund raising.

9. Randolph House Quitclaim Deed

**On motion by Mr. Webster, seconded by Mr. Townsend, the Board voted to approve the Confirmatory quitclaim deed for the Randolph House. Vote 5-0-0.**

After the vote Mr. Webster questioned whether the town had an agent to convey real estate. If not, the Board will have to appoint an agent to sign the deed.

10. Clover Hill Culverts

Mr. Champy reported that the cost for each culvert is \$250 for 18" x 20' long with eight culverts to be purchased for Clover Hill. The trail does benefit the residents of the road. Discussion ensued the road will be kept up to trail standards, needs to be 24' road with a 28' long culverts.

Discussion ensued about requesting a plan for placement of the culverts and conducting a hydraulic study.

11. Town Manager's Report

The Board reviewed the written Town Manager's report.

**On motion by Mrs. Flint, seconded by Mr. Townsend, the Board voted to approve the Town Manager's report as written and appoint the Chair as signatory. Vote 5-0-0.**

Selectboard Meeting of June 1, 2010  
Town Hall Conference Room B, 7 Summer Street

12. Warrants

**On motion by Mr. Webster, seconded by Mr. Townsend, the Board voted to ratify the payroll warrants. Vote 5-0-0**

**On motion by Mr. Townsend, seconded by Mrs. Flint, the Board voted to approve the other warrant. Vote 5-0-0.**

13. Other business

Mr. Champy had provided the Board with a report from the White River Valley Ambulance.

Mr. Porter commented on engineered projects throughout the town, highlighting Central Street and Main Street Bridge.

Mr. Townsend reported that on Hull Street and Randolph Ave, 18-wheelers have been turning on Mr. LaPrade's lawn.

**On motion by Mr. Townsend, seconded by Mr. Webster, the Board voted to refer the Hull Street/Randolph Avenue situation to the Police Advisory Committee. Vote 5-0-0.**

Mr. Yerrington expressed a thank you for painting cross-walks around town prior to the holiday weekend.

Mr. Thompson commented about the weight on the bridges; he suggested following recommendations for the rest of the decking.

14. Adjournment

**On motion by Mr. Townsend, seconded by Mr. Brown, the Board voted to adjourn at 7:27 p.m. until the Special Selectboard meeting of June 2, 2010, at 6:30 p.m. in the Town Hall Conference Room A. Vote 5-0-0.**

Respectfully submitted,

Cindy Spaulding

Recorder

Special Selectboard Meeting of June 2, 2010  
Town Hall Conference Room A, 7 Summer Street

Selectboard: Dennis Brown, Carol Flint, Larry Richburg, Lawrence Townsend and Stephen Webster.

Municipal Staff: Gary Champy (Town Manager)

Public Attendees: Joyce Mazzucco (Town Clerk/Treasurer)

Media: M.D. Drysdale (*Herald of Randolph*)

Chairman Richburg called the meeting to order at 6:30 p.m. in Conference Room A in the Town Hall.

Mr. Richburg stated that he had called this special meeting to consider a personnel issue.

At 6:01 p.m., Mr. Brown moved, seconded by Mr. Townsend, that the board enter into executive session to discuss a personnel issue. Discussion ensued about the specificity of the motion. The sense of the discussion on the motion was that the session would deal with evaluation of a public officer or employee. Mr. Richburg called for the vote, and the vote was 4-1-0 in favor of the motion. (Mr. Webster opposed.) Mr. Champy and Mr. Drysdale retired from the meeting; Town Clerk Joyce Mazzucco joined the meeting.

At 7:40 p.m. Mrs. Mazzucco left the meeting, and Mr. Champy then re-joined the meeting.

At 8:14 p.m., on motion by Mr. Townsend, seconded by Mr. Brown, the board voted to return to open session and the doors were then opened. Vote: 5-0-0.

(No action was taken.)

Mr. Champy informed the board that he would like to report on the progress of the negotiations on a new contract with the union representing various town employees.

At 8:15 p.m., on motion by Mr. Townsend, seconded by Mr. Brown, the board voted to enter into executive session to discuss labor contract negotiations. Vote: 5-0-0. Mr. Champy remained in the meeting.

At 8:20 p.m., on motion by Mr. Brown, seconded by Mr. Townsend, the board voted to return to open session and the doors were then opened. Vote: 5-0-0.

(No action was taken.)

At 8:21 p.m., on motion by Mr. Webster, seconded by Mr. Brown, the board voted to adjourn. Vote 5-0-0. The next regularly scheduled meeting of the selectboard will be held at June 15, 2010 at 6:00 p.m. in Conference Room B of the Town Hall.

Respectfully submitted,

Stephen W. Webster  
Selectboard Clerk

Selectboard Meeting of June 15, 2010  
Town Hall, Conference Room B at 7 Summer Street

Selectboard: Dennis Brown, Carol Flint, Larry Richburg, Lawrence Townsend  
and Stephen Webster

Municipal: Gary Champy (Town Manager and Cindy Spaulding (Recorder),

Public Attendees: Dwight Porter, Mary Porter, Bill Baumann and Chuck Goodling (DuBois & King), Becky Raymond (Boys and Girls Club of White River Valley), Ken Goss, Marcia Boyce, Donna Gerstenmaier, J. Durachinski, Jeanne Goss, Julie Iffland (RACDC), Robert Orleck, Barb K. Orleck Joyce Mazzucco (Town Clerk), Pat French (Listers' Office) and Del Thompson.  
Observed attendee: Polly Frankenberg

Media: Ben Carstens (Media) and M. D. Drysdale (*Herald of Randolph*)

Mr. Richburg called the meeting to order at 6:01 p.m.

1. Meeting Minutes

**On motion by Mr. Townsend, seconded by Mr. Brown, the Board voted to approve the minutes of June 1, 2010 meeting as written. Vote 5-0-0.**

**On motion by Mr. Townsend, seconded by Mrs. Flint, the Board voted to approve the minutes of June 2, 2010 Special meeting as amended. Vote 5-0-0.**

2. Public Comment

Mrs. Gerstenmaier inquired on the status of the large skateboard ramps which were removed from the Rink Park. Mr. Champy explained, he has been working with the Boys and Girls Club and youth skateboarders to acquire new safer equipment. Discussion ensued concerning the safety of the former skateboard equipment at the skate park and to have the Vermont League of Cities and Towns assess all skateboard equipment for safety on an insurance point of view.

Mr. Durachinski questioned whether the Board had any jurisdiction over the Development Review Board concerning the Ridge Road Quarry. Discussion ensued explaining the Board had no jurisdiction over the DRB; the process is to go through the judicial system.

Mr. Porter informed the Board that an article was submitted to the *Herald of Randolph* for printing, which was signed by the "Friends of Randolph". The *Herald* would not print it without having actual names placed as to who submitted it. Mr. Porter announced that he would be placing his name under the "Friends of Randolph". Mr. Goss also announced he would be doing the same.

Selectboard Meeting of June 15, 2010  
Town Hall, Conference Room B at 7 Summer Street

3. Committee Reports

Mrs. Flint announced the Budget Committee and the Randolph Community Recreational Advisory Committee will be meeting later this week.

Mr. Champy and Mr. Richburg reported the Capital Budget met last week. Areas of discussion were to prepare for the capital budget process, looking for new members and the scheduled meetings to be the second Wednesday of the month at 6:00 p.m. in the Town Hall Conference Room A.

Mr. Brown announced that there will be a Police Advisory meeting scheduled for the first week in July: the date, time and location would be determined.

Mrs. Spaulding reported that Fire Advisory met last week and areas of discussion were compromised areas of communications going with the Federal mandate from FCC to go narrowband and RTCC receiving a used fire truck for training purposes for the students.

4. Wastewater Treatment Facility Upgrade

a. Amend Planning Small Revolving Fund Loan

Mr. Champy presented a resolution to increase the amount requested from the SRF Loan.

**On motion by Mr. Webster, seconded by Mr. Townsend, the Board voted to approve the Amendment increase for SRF Planning loan in the amount of \$373,057. Vote 5-0-0.**

b. Engineering Service Contract

Mr. Champy, Mr. Goodling and Mr. Bauman provided an explanation of the engineering service contract for the Wastewater Treatment Facility Upgrade. It was explained that the State is looking at the contract and is now mandating to have unlimited professional liability insurance and O&M manuals to run and maintain the system. The engineering service contract will be presented to the board at a later date after all issues have been resolved.

5. Land Records Scanning Project (Town Clerk)

Mrs. Mazzucco presented to the Board a spreadsheet of estimated cost comparisons of Land Record Programs and explained each vendor with cost projections. She recommended Cotts in the amount \$20,966.40 cost over a period of 4 years. Discussion ensued on various processes to keep land records.

Selectboard Meeting of June 15, 2010  
Town Hall, Conference Room B at 7 Summer Street

**On motion by Mr. Townsend, seconded by Mrs. Flint, the Board voted to approve the recommendation to go with Cotts for the Land Records Scanning Project and the cost not to exceed \$21,000 over a four year period. Vote 5-0-0.**

6. Appoint Agent to Convey Real-estate

The Board discussed the process to appoint an agent to convey real-estate. Mr. Webster explained the State Statute.

**On motion by Mr. Webster, seconded by Mr. Townsend, the Board voted to appoint Larry Richburg as the Town's agent to convey real-estate for a term of one year. Vote 4-0-1 (Richburg abstained).**

7. Orange County Sheriff Contract

**On motion by Mr. Brown, seconded by Mr. Townsend, the Board voted to approve the Orange County Sheriff's contract for the Fiscal Year 2011 not to exceed \$8,000. Vote 5-0-0.**

8. 2009 Grand List

Mr. French provided the board with an explanation for the request for a three week extension.

**On motion by Mr. Webster, seconded by Mr. Townsend, the Board voted to grant the Listers a three week extension for the 2010 Grand List. Vote 5-0-0.**

9. Grants

a. Energy Efficiency Block Grant

**On motion by Mr. Webster, seconded by Mr. Brown, the Board voted to ratify the Energy Efficiency Block Grant for the Chandler Music Hall and Kimball Library in the amount not to exceed \$50,000. Vote 5-0-0.**

b. Winnie Belle Learned

**On motion by Mrs. Flint, seconded by Mr. Webster, the Board voted to approve submitting a grant application through the Winnie Bell Learned and appointed Mr. Champy as signatory. Vote 5-0-0.**

10. Jacobs Trailer Park Water Easement

Mr. Webster reviewed the water easement deed and suggested edited corrections to grammar and consistency.

Selectboard Meeting of June 15, 2010  
Town Hall, Conference Room B at 7 Summer Street

**On motion by Mrs. Flint, seconded by Mr. Brown, the Board voted to accept the Waterline Easement for the Jacob Trailer Park from the Randolph Community Development Corporation as amended. Vote 5-0-0.**

11. Permission to use Building Improvement Funds for removal of Contaminated soils at Randolph Center Fire Station

Mr. Champy gave an explanation the reason for asking permission

**On motion by Mr. Townsend, seconded by Mr. Brown, the Board voted to approve the use of the Building Improvement Fund for the removal of contaminated soils at the Randolph Center Fire Department in the amount of \$3,843.30. Vote 5-0-0.**

12. New World Festival

**On motion by Mr. Webster, seconded by Mrs. Flint, the Board voted to approve the Festival Assembly permit for the New World Festival. Vote 5-0-0**

**On motion by Mr. Webster, seconded by Mr. Townsend, the Board voted to approve the banner request for the New World Festival. Vote 5-0-0.**

**On motion by Mr. Webster, seconded by Mrs. Flint, the Board voted to approve the Assembly Permit for the New World Festival. Vote 5-0-0.**

13. Summer Schedule

**On motion by Mr. Webster, seconded by Mrs. Flint, the Board voted not to meet on July 6, 2010. Vote 5-0-0.**

14. Tax Stabilization: Winslow

Mr. Champy explained Mr. Peter Winslow had requested a 50% reduction in his property bill based on Kinney Drugs, as the store is located outside of the downtown district and is taking business away from the downtown. Discussion ensued to have Mr. Winslow to submit a tax stabilization application and submit it to the board. Mr. Champy will send the application to Mr. Winslow.

15. Manager's report

The Board reviewed the Manager's report with highlights on the highway truck may have blown an engine, water leak in the Town Hall basement, Air quality quotes, Municipal Planning Grant for Economic Development.

**On motion by Mr. Brown, seconded by Mr. Townsend, the Board voted to approve the Town Manager's report and appointed Mr. Richburg as signatory. Vote 5-0-0.**

Selectboard Meeting of June 15, 2010  
Town Hall, Conference Room B at 7 Summer Street

16. Warrants

**On motion by Mr. Webster, seconded by Mr. Townsend, the Board voted to ratify the payroll warrants and approve the warrants. Vote 5-0-0.**

17. Other Business

Mr. Townsend announced that it was Ben Carsten's last evening as the Board's camera person. The Board thanked Mr. Carstens for his services and wished him the best.

Mr. Champy provided an update on the dirt bike and ATV situation on Dudley Street.

Mrs. Flint reported the State would no longer reimburse the Town Service Officer for expenses. She will look into reimbursement for housing.

Mr. Champy mentioned that the individuals are removing the lower layer of bricks at the Branchwood vault, which is now causing a safety issue of the structure. The vault will be removed as soon as the individual who has taken up residence has vacated the building.

18. Adjournment

**On motion by Mr. Townsend, seconded by Mr. Brown, the Board voted to adjourn at 7:50 p.m. until the next schedule meeting to be announced at a later date. Vote 5-0-0.**

Respectfully submitted,

Cindy Spaulding  
Recorder

Special Selectboard Meeting of July 13, 2010  
Town Hall, 7 Summer Street

Selectboard: Dennis Brown, Carol Flint, Larry Richburg, Lawrence Townsend, and Stephen Webster

Municipal Staff: Gary Champy (Town Manager) and Cindy Spaulding (Recorder)

Public Attendees: Jeanne Goss, Ken Goss, John Lutz, Jim Yerrington, Madison Boyce, Dwight Porter and Mary Porter.

Mr. Richburg called the meeting to order at 6:04 p.m.

1. Restorative Justice Grant (ratify) & Contract

Mr. Champy explained that the Restorative Justice Grant is an automatic renewal and provided an overview of the Restorative Justice Coordinator service contract.

**On motion by Mr. Webster, seconded by Mr. Townsend, the Board voted to ratify the Restorative Justice Grant Agreement: 03520-1115 between the Department of Corrections and Town of Randolph in the amount of \$15,000. Vote 5-0-0.**

**On motion by Mrs. Flint, seconded by Mr. Townsend, the Board voted to approve the Service Contract for Restorative Justice Coordinator between Kristin Novotny and the Town and appointed Gary Champy as authorized signatory. Vote 5-0-0.**

2. SRF Water Loan Execution

Mr. Champy provided background information concerning the SRF Loan for the water project and said that the general obligation bond would be funded through the water district users.

**On motion by Mr. Webster, seconded by Mr. Townsend, the Board voted to adopt the resolution and certificate for the General Obligation Bond through the Vermont Drinking Water State Revolving Fund in the amount of 1,596,000. Vote 5-0-0.**

(Insert – actual scanned documents once attested by Town Clerk/Treasurer)

**On motion by Mrs. Flint, seconded by Mr. Brown, the Board voted to approve the loan agreement for the Municipal Bond in the amount of \$1,596,000 and appointed the Chair of the Selectboard as the authorized signatory. Vote 5-0-0.**

3. Execute Construction Services Contract for the Route 66 Water Project

Mr. Champy explained that the Vermont Department of Environmental Conservation has not yet provided the construction service contract for the Route 66 Water project. The contract will be available for signing during the morning of July 20, 2010. Mr. Champy asked for authorization to sign the contract to get the project moving forward.

Special Selectboard Meeting of July 13, 2010  
Town Hall, 7 Summer Street

**On motion by Mr. Webster, seconded by Mr. Townsend, the Board voted to authorize Mr. Champy to execute the construction contract for the Route 66 Water Project. Vote 5-0-0.**

Note: The contract will be available for the Board at its July 20 meeting.

4. Grants

a. Municipal Planning Grant

Mr. Champy explained that the Municipal Planning Grant is for Economic Development.

**On motion by Mr. Webster, seconded by Mr. Townsend, the Board voted to accept the Municipal Planning Grant (MP-2010-Randolph-00030) and appointed Mr. Champy as the authorized signatory. Vote 5-0-0.**

b. Department of Homeland Security (Police)

Mr. Champy explained that the grant is for a laptop computer to be shared between cruisers for the Police Department's use.

**On motion by Mrs. Flint, seconded by Mr. Townsend, the Board voted to accept the Vermont Department of Public Safety grant agreement 02140-78252-025 between the Town of Randolph/Randolph Police Department and the State Homeland Security Program in the amount of \$9,100. Vote 5-0-0.**

5. Last Ride Banner Request

**On motion by Mr. Webster, seconded by Mr. Brown, the Board authorized Gifford Medical Center's Last Ride banner and appointed the Chair of the Selectboard as authorized signatory. Vote 5-0-0.**

6. Warning Article for Paving of Main Street funding through Landfill Depreciation Fund

Mr. Champy explained that the Main Street pavement is not in very good shape and that the street would not be paved by the state for several years. Discussion ensued concerning the Main Street disrepair, other roads in town needing patching, scheduling public hearing for the warned article, and Capital Budget process.

**On motion by Mr. Webster, seconded by Mrs. Flint, the Board voted to approve a Special Town Meeting Warning with the article to read: "Will the voters authorize the expenditure of \$85,000.00 from the Landfill Depreciation Reservation fund to be used to pave Main Street from the Prince Street intersection to just below the railroad tracks?" and to hold an informational meeting on August 17, 2010 at 6:00 p.m. in the Town Hall Conference Room B. Vote 5-0-0.**

Special Selectboard Meeting of July 13, 2010  
Town Hall, 7 Summer Street

7. Three Stallion Consumption Permit (ratify)

**On motion by Mr. Townsend, seconded by Mrs. Flint, the Board voted to ratify the Three Stallion Inn outside consumption permit. Vote 4-0-1 (Brown abstained).**

8. Vermont Hospitality Management Caterer License (ratify)

**On motion Mr. Webster, seconded by Mr. Townsend, the Board voted to ratify the caterer's license for Vermont Hospitality Management, Inc. for an event that took place at Vermont Technical College on July 11, 2010. Vote 5-0-0.**

9. Warrants

a. Payroll (ratify)

**On motion Webster, seconded by Flint, the Board voted to ratify the payroll warrants. Vote 5-0-0.**

b. Accounts Payable

**On motion Townsend, seconded by Brown, the Board voted to approve the Accounts Payable warrants. Vote 5-0-0.**

10. Adjournment

**On motion Mr. Townsend, seconded by Mr. Brown, the Board voted to adjourn at 6:59 p.m. until the next scheduled meeting of July 20, 2010 at 6:00 p.m. in the Town Hall Conference Room B. Vote 5-0-0.**

Respectfully submitted,  
/s/Cindy Spaulding

Cindy Spaulding  
Recorder

Selectboard Meeting of July 20, 2010  
Town Hall Conference Room B, 7 Summer Street

Selectboard: Carol Flint, Larry Richburg, Lawrence Townsend, and Stephen Webster.  
Absent: Dennis Brown

Municipal Staff: Gary Champy (Town Manager) and Cindy Spaulding (Recorder)

Public Attendees: Linda English, Patricia Menchini (VTC Interim-President), Ted Manazir, Dan LaLumia, Carol LaLumia, Lee Renner, Dwight Porter, Marcia Boyce, Jeanne Goss, Ken Goss, Julie Iffland, Carolyn Lumbr, Donald A. Sweetser, Jim Yerrington, Chris Nordle, Wm Kevan, Susan Mills, Pat French, Donna Gerstenmaier, Al Floyd, Jim Tucker, Bob Gallow, Lee Kahn, John Joy, Mary Porter, and Madison Boyce.

Media: Eric Maxham (Camera)

Mr. Richburg called the meeting to order at 6:04 p.m.

1. Meeting Minutes

a. June 15, 2010 (Regular)

**On motion by Mr. Townsend, seconded by Mr. Webster, the Board voted to approve the minutes of June 15, 2010 as written. Vote 4-0-0.**

b. July 13, 2010 (Special)

**On motion by Mr. Webster, seconded by Mr. Townsend, the Board voted to approve the minutes of July 13, 2010 Special meeting as written. Vote 4-0-0.**

2. Public Comment

Mrs. Gerstenmaier asked the status of placing the skateboard equipment at the Prince Street Skate area. Mr. Champy explained that the new equipment will be delivered in the next few days and the current equipment will be repaired and placed. He further said that under advisement of Vermont League of Cities and Towns once the equipment is placed the area should be fenced in, for safety purposes.

Ms. Mills presented the Board with a proposal for a Community Bulletin board/Kiosk to be located on the sidewalk corner near the Depot Restaurant on the right side of the intersection of Salisbury Square and South Main Street. Discussion ensued concerning ownership of the sidewalk and roadway, dialogue with the owners of the Depot to place the bulletin board at the proposed area, estimated cost to build the bulletin board, question of RACDC's sponsorship of the bulletin board, who will actually be paying for the bulletin board, responsibility of the maintenance of the bulletin board and snow removal in the area of placement, safety hazard placing the bulletin board at the proposed site as it would be obstruction traffic visibility, process to remove the tree in the area..

Mr. Voci asked if the Randolph Downtown Designation plan would be available for public viewing and a public hearing to obtain public comment on the Downtown Designation plan. Ms. Iffland explained the proposed downtown designation process did not include a public hearing, but the document would go before the Selectboard for review.

Selectboard Meeting of July 20, 2010  
Town Hall Conference Room B, 7 Summer Street

3. Committee Reports

Mrs. Flint reported the Randolph Community Recreational Advisory Committee had met and had concerns with the changes in the Boys and Girls Club contract, because programming is designated for only youth activities. It was recommended to have mini-grants through the town in the amount of \$500 (NTE) for the groups to apply for and use for adult activities. She also reported the committee reviewed the Skateboard equipment issue and agreed that safety is a first priority.

Mr. Townsend reported the Energy Committee met and discussed providing information on the committee's activity and providing information on the types of energy rebates available. Mr. Richburg added the committee is reviewing a proposal for energy grant funding which may be available for residents, which may be delegated through the town.

4. Ridge Road Quarry

Mr. Champy reported the Ridge Road Quarry has been reviewed by the Development Review Board, and noted that there would be degradation to the Ridge Road. He said a possible truck impact fee would help with the road reconstruction

Chris Nordle, attorney representing the Sprague Farms, LLC/Ridge Road Quarry, LLC for the proposed Ridge Road Quarry, provided history of the permit process with the Development Review Board, environmental appeals, truck traffic study to impact the road, conditional (32 trucks loaded and only open from April 15 to October 15), and status of the road reconstruction. He asked the Selectboard their thoughts on the project, and how probable impacts on the Ridge Road might be appropriately addressed.

Discussion ensued with comparison to project taking place in Chelsea, truck volume versus permit volume, degradation of the road, type of material produced by the quarry and being hauled, cause and effect for road maintenance, and funding to reconstruction of the road, how property use value would change, and impact fee, safety issue with the school buses. The Board individually voiced their concerns as to the pro and cons of an impact fee and of coordinating with the Ridge Road reconstruction, when the town receives grant money to pave the Ridge Road

5. VTC Red School House Sidewalk

Mr. Champy gave a brief overview of Vermont Technical College's proposal for a walkway on town property parallel to the north side of the South Randolph Road with a crossing to the Red School House, also on town property. Pat Menchini, VTC Interim President, noted the expanded use of the renovated Red School House facility. She said the new walkway would provide direct access between the VTC campus and the Red School House so as to encourage pedestrian traffic instead of vehicular traffic. Access between the campus and the VTC farm would also be improved. VTC's presentation described the proposed pathway project. The Board then took comments opposing VTC's proposed pathway. Opponents offered an alternate route, presented a petition, shared a copy of the lease agreement between the town and VTC, urged protecting the historical integrity of the town's "parade ground" property, raised a safety issue, and noted that Randolph Fire District #1's municipal charter gives certain responsibilities to the fire district over walkways.

Selectboard Meeting of July 20, 2010  
Town Hall Conference Room B, 7 Summer Street

**On motion by Mr. Townsend, seconded Mrs. Flint, the Board voted to schedule a site visit to review the proposed pathway and alternate option for a path, starting at the Red School House on August 3, 2010 at 5:00 p.m. Vote 4-0-0**

6. Chandler Center for the Arts AM Grant Execution

**On motion by Mrs. Flint, seconded by Mr. Townsend, the Board voted to accept the VCDP Access Modification Grant: 07110-AM-I-2009-Randolph-00001 between the Vermont Community Development Program and the Town of Randolph in the amount of \$50,000 for handicap accessibility of the Chandler Music Hall and appointed Gary Champy as the authorized signatory. Vote 4-0-0.**

Mr. Floyd and Mr. Voci expressed their concerns that in the winter the water will drip on the handicap ramp which will ice over causing a safety hazard for anyone using the handicap ramp.

7. Grand List Assignment

Mr. French, on behalf of the board of listers, reported that the one statutory appeal of the 2008 grand list has been disposed of and that there are no suits pending to recover taxes imposed under that grand list and paid under protest.

**On motion by Mr. Townsend, seconded by Mr. Webster, the Board voted to endorse a certificate upon the 2008 Grand List pursuant to 32 V.S.A. sections 4155-4157 to "lock up" that grand list. Vote 4-0-0.**

8. Equalization Study Appeal

Mr. French, on behalf of the Board of Listers, reported the results of the town's appeal of the 2009 state equalization study. He said the PILOT program estimate for FY2011 is now \$325,000. The estimate during the budget process was \_\_\_\_\_. Mr. Floyd and Mr. Voci asked how much of the PILOT money would go to Randolph Fire District #1, if it were to become its own municipality as outlined in its charter. Discussion ensued of appeals with the State on property values, property sales in town, appraisal study.

9. Construction Services for Route 66

**On motion by Mr. Webster, seconded by Mr. Townsend, the Board voted to ratify the Construction Services Contract with Engineers Construction, Inc. for the Route 66 Water Main and Booster Pump Station project in the amount of \$898,969 as signed by Town Manager Gary Champy. Vote 4-0-0.**

10. Planning Commission Vacancy

**On motion by Mr. Townsend, seconded by Mr. Webster, the Board voted to interview candidates for the Planning Commission vacancy on August 17, 2010 at 5:00 p.m. and invited the Planning Commission Chair and Zoning Administrator to attend. Vote 4-0-0.**

11. Right-of-Way Easement Recreation area for Salisbury Square Project

Selectboard Meeting of July 20, 2010  
Town Hall Conference Room B, 7 Summer Street

Mr. Champy reported that he had received a request from DuBois and King proposing to move a power pole in the town's right-of-way for the Salisbury Square Project. The material has not been received for review.

**On motion by Mr. Townsend, seconded by Mrs. Flint, the Board voted to table the right-of-way easement change for the Salisbury Square Project until the August 3, 2010 meeting. Vote 4-0-0.**

12. Grants

a. Schedule closeout of Chandler Center for the Arts AM Grant

**On motion by Mr. Townsend, seconded by Mrs. Flint, the Board voted to hold a public hearing for August 17, 2010 immediate following the schedule Public Informational meeting, for the purpose of closing out the Chandler AM Grant: 07110-AM-I-2009-Randolph-00001. Vote 4-0-0.**

b. Permission to apply for a VCDP Implementation Grant for VtSBDC

Mr. Champy requested authorization to apply for a VCDP Implementation Grant for the Vermont Small Business Development Center. He explained the process is more competitive.

**On motion by Mr. Townsend, seconded by Mrs. Flint, the Board voted to authorize Town Manager Gary Champy to submit a grant application on behalf of the Vermont Small Business Development Center. Vote 4-0-0.**

13. Investment Policy

The Board reviewed the proposed Investment Policy.

**On motion by Mrs. Flint, seconded by Mr. Townsend, the Board voted to adopt the Investment Policy as written. Vote 4-0-0.**

14. Local Permit Fees

**On motion by Mrs. Flint, seconded by Mr. Webster, the Board voted to adopt the local permit fee schedule as presented. Vote 4-0-0.**

15. Manager's report

The Board reviewed the written Town Manager's report.

**On motion by Mr. Webster, seconded by Mr. Townsend, the Board voted to accept the Town Manager's report as written and appointed the Chairman of the Selectboard as signatory for its release. Vote 4-0-0.**

16. Warrants

a. Payroll

**On motion by Mr. Webster, seconded by Mr. Townsend, the Board voted to approve the payroll warrants. Vote 4-0-0.**

Selectboard Meeting of July 20, 2010  
Town Hall Conference Room B, 7 Summer Street

b. Accounts Payable

**On motion by Mr. Townsend, seconded by Mrs. Flint, the Board voted to approve the Accounts Payable warrants as presented. Vote 4-0-0.**

17. Other Business

Mr. Kevan asked whether the board would consider having an outside evaluation of the property assessments be conducted by an independent consultant for comparisons. It was reported Mr. Rea had conducted a study and presented it at a meeting in 2009. Mr. Champy will follow up.

Mr. Champy informed the Board that the town had lost its litigation against ClearSource. Further information will be available for executive session at a future board meeting.

Mr. Boyce requested to have better audio at the board meeting as it is difficult to hear the board from the back of the conference room. Mr. Champy will follow up on this.

18. Adjourn

**On motion by Mr. Townsend, seconded by Mrs. Flint, the Board voted to adjourn at 8:45 p.m., until the next scheduled meeting of August 3, 2010 at 5:00 p.m. site visit at the Red School House in Randolph Center. Vote 4-0-0.**

Respectfully submitted,

Cindy Spaulding  
Recorder

Selectboard Meeting of August 3, 2010  
Conference Room B, Town Hall at 7 Summer Street, Randolph

Selectboard: Dennis Brown, Carol Flint, Larry Richburg, Lawrence Townsend and Stephen Webster

Municipal Staff: Gary Champy (Town Manager), and Cindy Spaulding (Recorder)

Public Attendees: Dwight and Mary Porter, Ken and Jeanne Goss, Leigh Wright, Madison and Marcia Boyce, Del Thompson, Barbara Angell, Martha Lawrence, William Kevan, Letitia Rydjeski, Taylor Gillich, Sharon Rives, Robert and Barbara Orleck, Harriet Chase, Pat Menchini (VTC Interim President), Jack Daniels (VTC), Bob Gallow, Lee Renner, Dan LaLumia, Julie Iffland, Deb Jones, Jim Yerrington, Pat French, Michael and Sally Penrod, James Sault, Paul Rea, Mark Adams, David and Lori Wakefield.  
Observation: Laurie Flint and Marty Strange.

Media: Eric Maxham (Camera) and M. D. Drysdale (*Herald of Randolph*)

At 5:00 p.m. the Randolph Selectboard conducted a site visit starting at the Red School House located at 46 South Randolph Road in Randolph Center. The purpose of the site visit is to review the location of two proposed pathways across and near the Parade Grounds.

Mr. Richburg called the site visit to order at 5:09 p.m. Representatives from VTC provided information about the proposed pathway. A short question and answer session took place. Representatives of the Randolph Center Fire District 1 provided information on an alternate pathway. Discussion ensued concerning site view and pedestrian safety. Mr. Richburg closed the site visit at 5:44 p.m.

Mr. Richburg called the meeting to order at 6:09 p.m.

1. Meeting Minutes

**On motion by Mr. Webster, seconded by Mr. Townsend, the Board voted to approve the minutes of July 20, 2010 as written. Vote 5-0-0.**

2. Public Comment

Mr. Porter asked if the board members individually had reviewed the town's procurement policy and agreed with it. Mrs. Flint and Mr. Brown stated that it had been a while since they had reviewed it. Mr. Richburg stated that he had been reviewing it and that some changes may be needed. Mr. Townsend stated yes and Mr. Webster stated he is taking public comment not answering questions.

Mr. Voci asked Town Manager Champy through the Chairman of the Selectboard, whether the FY2010 deficit of the town is due to the delinquent taxes. Mr. Champy reported it is a combination of unforeseen expenses and decline of revenue. He said he thinks delinquent taxes were about the same as the year before.

3. Committee Reports

No committee reports available at this time.

4. VTC Red School House Pathway

Mr. Richburg gave an overview of the site visit and comments from both VTC staff and Randolph Center Fire District residents. Discussion ensued concerning:

- Pedestrian Public Safety concerning both proposals for the walkway and crosswalks

Selectboard Meeting of August 3, 2010  
Conference Room B, Town Hall at 7 Summer Street, Randolph

- Previous year's winter maintenance of the walkway in Randolph Center
- Engineering Study conducted
- Town Plan support
- Historic preservation criteria
- Results of ACT 250 hearing (pending)
- Esthetics of the proposed areas of walkway
- Historical Facts of VTC Proposed Walkway
- Consult with TRORC to assess the walkway proposed by RCFD 1 (Water District)
- Pros and cons of both proposed pathways
- Individual opinions of Selectboard members
- Surface alternatives
- Lowering Speed limit from corner of Church to entrance of VTC to 25 mph

**On motion by Mr. Townsend, seconded by Mr. Webster, the Board voted to deny Vermont Technical College proposal for a pathway across the Parade Grounds in Randolph Center. Vote 3-1-1 (Flint voted "no"/Brown abstained)**

5. Chandler Center for the Arts Lot line Adjustment

Mr. Champy and Ms. Rives provided background of the Chandler Center for the Arts lot line adjustment, which is due to placement of the sign and the handicap ramp. The lot line adjustment would be a donation by the Chandler Holding Company.

**On motion by Mr. Webster, seconded by Mr. Townsend, the Board designated Town Manager Mr. Champy to sign the lot line adjustment form for the Chandler Music Hall. Vote 5-0-0.**

Ms. Rives announced there is an open house schedule for September 21 at the Chandler Music Hall. Mr. Richburg mentioned to Ms. Rives that there was a safety concern with the possibility of water dripping on the handicap ramp during the winter months.

6. Engineering Services for the Wastewater Treatment Facility Upgrade Planning

Mr. Champy provided an overview of the amendment to the Engineering Services for the Randolph New Wastewater Treatment and Pump Station Upgrade.

**On motion by Mr. Webster, seconded by Mr. Townsend, the Board voted to approve an Amendment to Owner-Engineer-Agreement (Amendment No. 1) with DuBois and King for the upgrade of the Wastewater Treatment Facility and appointed Town Manager Gary Champy as signatory. Vote 5-0-0.**

7. Right of Way Easement Recreational Area for Salisbury Square Project

No discussion of the ROW as it was left on the agenda waiting for presentation material.

8. Grants

Mr. Champy requested authorization to apply for a Homeland Security grant for upgrading radios for the Randolph Police Department

Selectboard Meeting of August 3, 2010  
Conference Room B, Town Hall at 7 Summer Street, Randolph

**On motion by Mr. Townsend, seconded by Mr. Webster, the Board voted to authorize Town Manager Gary Champy to submit a grant application on behalf of the Randolph Police Department. Vote 5-0-0.**

9. Randolph Area Community Development Corporation

a. State Auditor's Opinion

Mr. Champy gave an overview of the correspondence detailing the State Auditor's opinion concerning the overpayment to RACDC when the Revolving Loan Fund was transferred to it. Ms. Iffland stated that language concerning issues of the MOU needs to be included in any resolution. Mr. Champy and Ms. Iffland will work with each other on the issue and bring a solution back to both the Selectboard and RACDC Board of Directors.

b. Invoice

Mr. Champy provided information concerning the "Economic Development" invoice received from RACDC, a portion of which he approved and paid.

The board took comments from the public attendees to follow the procurement policy and sound business practices, the board to be transparent, and possible violation of open meeting law, town manager form of government, special appropriation criteria, drafting an economic development plan, history of the budget process and funding, details to technical assistance for grant, compromise, current fiscal year, lack of communication, "Art of Action", \$5,000 for membership and \$5,000 in Downtown, possibility of RACDC being a special appropriation, and grant administration,

**Mrs. Flint moved, seconded by Mr. Richburg, that the Board to approve an expenditure of \$3,000 to support the Randolph Area Community Development Corporation for the FY2010 year to be paid in FY2011. Vote 2-2-1 (Flint/Richburg voted "yes"; Townsend/Webster voted "no"; Brown abstained). Motion failed for lack of a majority.**

10. Delegate for the VLCT Business Meeting

**On motion, by Mrs. Flint, seconded by Mr. Townsend, the Board voted to appoint Cindy Spaulding as the town's delegate to the Vermont Leagues of Cities and Towns annual business meeting to be held on October 7, 2010. Vote 5-0-0.**

11. Proposed Highway Projects

Mr. Champy provided an overview of the proposed highway capital projects: Greenwood Street, Hale Street, Thayer Brook Road, Structure repair on Route 66 and Windover Road.

**On motion by Mrs. Flint, seconded by Mr. Webster, the Board voted to approve the proposed highway capital projects as presented. Vote 5-0-0.**

12. Sale Burial Plots

**On motion by Mr. Webster, seconded by Mr. Townsend, the Board voted to approve the sale of burial plots to Bruce and Melanie Tabor and to Erastus and Nancy Tabor and appointed Board Chairman Larry Richburg as agent of the town to execute the deeds. Vote 5-0-0.**

Selectboard Meeting of August 3, 2010  
Conference Room B, Town Hall at 7 Summer Street, Randolph

13. Town Manager's Report

The Board reviewed the Manager's report with highlights on the Town Hall warranty issues.

**On motion by Mrs. Flint, seconded by Mr. Webster, the Board voted to approve the Town Manager's report as amended by striking out two sentences in item #10 and authorized Larry Richburg, Chairman of the Selectboard to sign the release. Vote 5-0-0.**

14. Warrants

**Mrs. Flint moved, seconded by Mr. Townsend, to approve the general warrants and payroll warrants as presented. Mr. Webster requested that the warrant for payment for a three-year membership in RACDC be voted on separately. The first vote (5-0-0), approved all but the RACDC warrant.) The second vote approved the RACDC warrant, also. Vote 4-1-0 (Webster opposed).**

15. Other Business

Mr. Champy reported that the federal bankruptcy court in Pennsylvania had ruled against the town's claim for back taxes in the Trident case. He further reported that he had consulted with VLCT, who had advised him to file a claim under the town's errors-and-omissions insurance policy.

**On motion by Mr. Townsend, seconded by Mrs. Flint, the Board voted to submit a claim under the errors-and-omissions insurance policy in the amount of \$99,000. Vote 5-0-0.**

16. Adjourn

**On motion by Mr. Townsend, seconded by Mrs. Flint, the Board voted to adjourned at 8:18 p.m. until the next scheduled meeting of August 17, 2010 at 6:00 p.m. in the Conference Room A of the Randolph Town Hall located at 7 Summer Street. Vote 5-0-0.**

Respectfully submitted,

Cindy Spaulding  
Recorder

Selectboard meeting of August 17, 2010  
Conference Room B, Town Hall at 7 Summer Street

Selectboard: Dennis Brown, Carol Flint, Larry Richburg, Lawrence Townsend  
and Stephen Webster

Municipal Staff: Gary Champy (Town Manager) and Cindy Spaulding (Recorder)

Public Attendees: Laurie Goldman, Jim Yerrington, Harriet Chase, Doug Boardman, Pat Menchini (Interim President of VTC), Marty Boyce, Dwight Porter, Mary Porter, Pam Stafford, Hugo Leipmann, Karen Ruben, Julie Iffland, Heather Plham,-Milke, Jack Daniels (VTC), Pat French, Ken Goss, Pati Braun, Paul Grandy, Leigh Wright, John Lutz, Ruth Lutz, Letitia Rydjeski, Carolyn Lumbra, W. Sandoo, Steve Graci, Robert Orleck, Barbara Orleck, Susan Mills, Becky Raymond, Marie Timpani, Jeanne Goss, Taylor Gillich, Joe Voci, Jim Tucker, Deb Jones, Chuck Goodling (DuBois & King), Rachel Westbrook, Madison Boyce, and Dan LaLumia. Observed: Pam Stafford, and Patsy French, Michael Tragner, Kelly Green

Media: Eric Maxham (camera) and M. D. Drysdale (*Herald of Randolph*)

Called to order at 5:40 p.m.

1. Interview Candidates for Planning Commission Vacancy

The Board conducted interviews with candidates for the Planning Commission vacancy which was created by the resignation of Ed Lincoln. The interviewees are Laurie Goldman, Michael Tragner, Dwight Porter and Doug Boardman. Each candidate explained why they want to serve and contributions to the Planning Commission with their experiences or expertise. Questioning included: conservation, commercial, property owners rights and community interests.

Mr. Richburg reminded the public attendees the proper etiquette at the meetings are to be respectful and cordial. If not the attendees will be asked to leave the meeting.

2. Meeting Minutes of August 3, 2010

**On motion by Mr. Webster, seconded by Mr. Townsend, the Board voted to approve the minutes of August 3, 2010 as amended. Vote 5-0-0.**

3. Public Comment

Mr. Yerrington read a statement to the board concerning an harassing phone call he had received from an individual alleging unacceptable behavior at the August 3 meeting. Mr. Yerrington said that in his opinion public comment is the proper forum to state opinions, concerns, and requests for resolving open issues.

4. Committee Reports

Mr. Champy reported that the Randolph Village Fire Department and the Fire Service Advisory Council have reviewed an additional feature for the proposed new fire truck, which is a CAFs System. This new feature was unanimously accepted and supported by the Fire Service Advisory Council and will be presented at the next scheduled Selectboard meeting.

Mrs. Flint provided a short description of the Budget Committee meeting highlighting the revenue collected.

Selectboard meeting of August 17, 2010  
Conference Room B, Town Hall at 7 Summer Street

Mr. Richburg announced the Capital Planning Committee will be meeting on Thursday, August 19, 2010.

5. Downtown Designation Program

Presentation was conducted by Mrs. Ruben and Mr. Grady on behalf of Randolph Area Community Development Corporation and the Downtown Designation Work Group of their proposed Downtown Designation Organization Work Plan

- Organizational Development
- Revitalization,
- Promotion
- Marketing,

Highlights on accomplishments:

- revitalization downtown,
- awarded tax credits for sprinkler system to local businesses
- identify historical downtown
- directional signage map
- promotional brochure "You are HERE"

Discussion ensued concerning the cost estimates for potential usages of the town Designated Downtown, proposal cash support from the community, the tax credit, and collaborative efforts to work on the work plan.

Suggestion of an informational kiosk

- Location to be determined within center of the downtown
- Draft Design of the kiosk
- Lighting donated by LED Dynamics
- Posted information within the kiosk responsibility of the volunteer downtown businesses
- Kiosk area to be maintained by RACDC and owned by RACDC
- Possible funding for the kiosk through the VCDP Transportation Grant with a 50/50 match.

Discussion ensued concerning the insurance liability of the kiosk, ownership and maintenance of kiosk by RACDC, vandalism, lighting, and funding of the kiosk through a transportation grant would be the financial burden of the town.

Each Board member expressed their input and concerns to the above projects with highlights that: go through the Town Manager for all financial expenditures as outlined in the procurement policy, concerns for location of kiosk, detailed proposal of the kiosk and directional signage.

6. Public Information Meeting to discuss Article 1 to be voted on by Australian Ballot on August 24, 2010.

*Public Informational meeting starts at 7:15 p.m.*

Mr. Champy reported that the State had changed its paving plan from a 20-year instead of a 15-year cycle. He raised the possibility of rescinding the ballot item and continuing to patch Main Street for the next three to five years. The board received public comment concerning how highway paving projects are selected. After taking comments, it was the consensus of the Board to allow the Australian ballot vote to go forward.

Selectboard meeting of August 17, 2010  
Conference Room B, Town Hall at 7 Summer Street

*Informational meeting closed at 7:32 p.m.*

7. Wastewater Treatment Facility Upgrade—Engineering Agreement

Mr. Champy and Mr. Goodling provided an overview of the engineering agreement and project schedule for the Wastewater Treatment Facility upgrade.

**On motion by Mr. Webster, seconded Mr. Townsend, the Board accepted the contract for Engineering Services on the Wastewater Treatment Facility with DuBois & King and authorized Town Manager Gary Champy as signatory. Vote 5-0-0.**

8. VTC Red School House Pathway Second Proposal

Interim President Menchini provided the Board with an alternative to the pathway; most of the pathway would not be paved and would not have lighting. Discussion ensued about reducing the speed limit to 25 mph, traffic study, crosswalk locations, safe passage to cross the roadway, and culvert structural requirements.

**On motion by Mr. Webster, seconded by Mr. Townsend, the Board voted to authorize Vermont Technical College to pave two sections of town property; from Morey Hall to the fire lane and from the SW end of the crosswalk to the Red School House parking lot. VTC is also authorized to place a culvert with head and tail walls at the NE end of the crosswalk. The crosswalk is not to be painted; no signage will be placed on sidewalks; and the design and construction of the culvert is to be subject to approval by the Town Manager. Vote 5-0-0.**

9. Audit Finding: Grant Request Cash Payment to General Fund

Mr. Champy reported that he had been in discussions with Julie Iffland of RACDC about resolution of the audit finding. Tabled for further information

10. Heavy Equipment Purchase

**On motion by Mr. Townsend, seconded by Mr. Brown, the Board voted to approve the purchase of a JCB3CX backhoe from Lifteck Equipment Companies in the amount of \$70,952. Vote 5-0-0.**

11. Fire Dispatching Service with Barre City

**On motion by Mr. Webster, seconded by Mr. Brown, the Board voted to approve a two-year Fire Dispatching Services contract with the City of Barre for \$9,823 (FY2011) and \$10,265 (FY2012), and to authorize Town Manager Champy as signatory. Vote 5-0-0.**

12. Water/Sewer

**On motion by Mr. Townsend, seconded by Mr. Brown, the Board voted to approve the Water and Sewer Committee recommendations for water and sewer allocations setforth: Betty Phillips additional water allocation of 135 gallons per day (gpd) for additional bedroom in dwelling at 192 Radio Drive; Lawrence Satcowitz water allocation of 405 and sewer allocation of 210 gpd for a new 3-bedroom single-family dwelling at 84 Maria Lane; Bethany Church**

Selectboard meeting of August 17, 2010  
Conference Room B, Town Hall at 7 Summer Street

**additional water allocation of 75 gpd for a new fire sprinkler system in the church at 30 North Main Street; and Town of Randolph additional water allocation of 75 gpd for the new fire sprinkler system in the Kimball Library at 67 North Main Street. Vote 5-0-0**

13. Landfill Methane Project

Mr. Champy provided an update on the landfill methane project. A draft memorandum of understanding will be available for review at the next board meeting.

14. Appoint Planning Commission Vacancy

Chairman Richburg called for nominations to fill the Planning Commission vacancy for a term to expire March 2011.

**Mr. Townsend nominated Dwight Porter, seconded by Mr. Webster. Mrs. Flint nominated Michael Tragner, seconded by Mr. Brown. Mr. Tragner was then appointed to the planning commission with votes from Mr. Brown, Mrs. Flint and Mr. Richburg. Mr. Townsend and Mr. Webster voted for Mr. Porter.**

15. Wastewater Treatment Facility Bond Vote

Mr. Champy suggested that the Board authorize a bond vote at the November 2, 2010 General Election. He suggested wording for each article and will have the language reviewed by an attorney. The General Obligation bonds in amount of \$10,500,000 will be for the Wastewater Treatment Plant upgrade, pump station modifications and sewer line replacement on Maple Street and Elm Street subject to the reduction of federal and state grants.

16. Grants

**On motion by Mr. Webster, seconded by Mr. Townsend, the Board voted to conduct two Public Hearings on September 7, 2010: VCDP Implementation Grant application for the Vermont Small Business Development at 6:00 p.m. and VCDP Closeout Accessibility Modification grant for the Chandler Center for the Arts at 6:05 p.m. Vote 5-0-0.**

**On motion by Mr. Webster, seconded by Mr. Townsend, the Board voted to submit a grant application through Homeland Security for a MorophTrak Fingerprinting Scanning Machine for the Randolph Police Department. Vote 5-0-0.**

17. Town Manager

**On motion by Mr. Webster, seconded by Mr. Townsend, the Board voted to accept the Town Manager's report as printed and appointed Chairman Larry Richburg as signatory for release. Vote 5-0-0.**

18. Vermont Municipal Bond Bank

**On motion by Mr. Webster, seconded by Mrs. Flint, the Board voted to sign the Municipal Bond Refund Certificate as presented. Vote 5-0-0.**

19. Computer Appraisal Services

Selectboard meeting of August 17, 2010  
Conference Room B, Town Hall at 7 Summer Street

**On motion by Mr. Webster, seconded by Mr. Brown, the Board voted to approve the letter of agreement for computer appraisal software with the State of Vermont, Department of Taxes and appointed Chairman Richburg as signatory. Vote 5-0-0.**

22. New World Festival Assembly Permit

**On motion by Mr. Townsend, seconded by Mrs. Flint, the Board voted to approve the New World Festival Assembly permit. Vote 5-0-0.**

23. Warrants

**On motion by Mr. Brown, seconded by Mrs. Flint, the Board voted to approve the warrants as printed. Vote 5-0-0**

24. Other Business

Mr. Porter and Mr. Voci expressed their concerns that the grand list for property exceeding \$400,000 in value is inflated and suggested having a reappraisal.

25. Employees/Personnel Update (possible executive session).

Attendees of executive session: Brown, Flint, Richburg, Townsend, Webster and Champy

**On motion by Mr. Brown, seconded by Mr. Townsend, the Board voted to enter into executive session at 9:11 p.m. to discuss employee/personnel issues. Vote 5-0-0.**

**On motion by Mr. Webster, seconded by Mr. Townsend, the Board voted to return to open session at 9:22 p.m. Vote 5-0-0.**

*No action taken*

26. Adjournment

**On motion by Mr. Brown, seconded by Mr. Townsend, the Board voted to adjourn at 9:23 p.m. until the next meeting of September 7, 2010 at 6:00 p.m. in Conference Room B of the Town Hall. Vote 5-0-0.**

Respectfully submitted,

Cindy Spaulding  
Recorder

Selectboard Meeting of September 7, 2010  
Conference Room B, Town Hall, 7 Summer Street

Selectboard: Dennis Brown, Carol Flint, Larry Richburg, Lawrence Townsend and Stephen Webster.

Municipal Staff: Gary Champy (Town Manager) and Cindy Spaulding (Recorder)

Public Attendees: Ken Goss, Leigh Wright, Dwight Porter, Lenae Quillen-Blume of Vermont Small Business Development Center, Gerry Myers and Ed vonTurkovich of the State of Vermont, Jay Collette, Bruce Ladd, Jacob Boule, Earl Terwilliger, Kevin Paquet, Michael Hildenbrand, Keven Taylor, Michael Marshall, Rob Wheatley, and Robert Squire of Randolph Fire Departments, Kermit LaBounty of Fire Advisory, Letitia Rydjeski, Madison and Marty Boyce, Linnie Laws, George deJoinville, Gerry Bradley, Mary Porter, Sam Sammis, Deb Jones, Gay Gaston, Stewart and Karen Skrill, and Pat French.

Public Hearings

Mr. Richburg opened the public hearing at 6:00 p.m.

A. Vermont Small Business Development Center Implementation Grant Application

Mr. Champy and Mrs. Quillen-Blume explained the town would be applying for an Implementation Grant on behalf of the Vermont Technical Enterprise Center/Vermont Small Business Development Center. It was explained the funding through the Implementation grant would provide on-site technical assistance to businesses located in the Randolph area or housed at the Vermont Tech Enterprise Center, implement an on-site incubator manager responsible for recruiting businesses, marketing the location, assisting with tenant needs, and site coordination with Vermont Technical College. These items would spur economic growth within the community, create jobs and offer a valuable service for all businesses in the surrounding area.

Highlights of discussion: funding would allow implementation of technical assistance for two years which would put the Enterprise Center up to 90% capacity and would provide low-moderate income jobs for the area.

Mr. Richburg closed the public hearing at 6:06 p.m.

B. Chandler Center for the Arts

Mr. Richburg opened the public hearing at 6:06 p.m.

Mr. Richburg explained that on behalf of the Chandler Center for the Arts the town received funding in the amount of \$50,000 from the Vermont Community Development program. The funds received have been used to accomplish bringing the newly renovated Chandler Music Hall up to ADA compliance, which included a new elevator and handicap ramp.

There was not comment from the public.

Mr. Richburg closed the hearing at 6:09 pm.

Respectfully submitted,

/s/Cindy Spaulding  
Cindy Spaulding  
Recorder

Selectboard Meeting of September 7, 2010  
Conference Room B, Town Hall, 7 Summer Street

Selectboard: Dennis Brown, Carol Flint, Larry Richburg, Lawrence Townsend and Stephen Webster.

Municipal Staff: Gary Champy (Town Manager) and Cindy Spaulding (Recorder)

Public Attendees: Ken Goss, Leigh Wright, Dwight Porter, Lenae Quillen-Blume of Vermont Small Business Development Center, Gerry Myers and Ed vonTurkovich of the State of Vermont, Jay Collette, Bruce Ladd, Jacob Boule, Earl Terwilliger, Kevin Paquet, Michael Hildenbrand, Keven Taylor, Michael Marshall, Rob Wheatley, and Robert Squire of Randolph Fire Departments, Kermit LaBounty of Fire Advisory, Letitia Rydjeski, Madison and Mardty Boyce, Linnie Laws, George deJoinville, Gerry Bradley, Mary Porter, Sam Sammis, Deb Jones, Gay Gaston, Stewart and Karen Skrill, and Pat French.

Regular meeting, immediately following Public Hearings

Mr. Richburg called the meeting to order at 6:09 p.m.

1. Meeting minutes

**On motion by Mr. Townsend, seconded by Mrs. Flint, the Board voted to approve the minutes of August 17, 2010 as written. Vote 5-0-0.**

2. Public Comment

Mr. Porter expressed concern over a recent letter from the chair of the Planning Commission in *The Herald of Randolph*. The letter solicited opinions from the general public about the concept of a welcome center in the Southwest Zoning District at Exit 4 to replace the two Randolph rest areas on Interstate 89. Mr. Porter said he thought the letter seemed to be an effort to stop the project before the Planning Commission could hear the full details from the State and Mr. Sammis.

3. Committee Reports

Mr. Champy announced the Capital Budget Committee will be meeting on Wednesday, September 8, 2010. The committee will be reviewing the needs of Recreation Facilities and Fire Departments.

Mr. Goss as Emergency Management Director gave a brief report of the Local Emergency Management Committee 12 (LEPC#12) activities with highlights on a Community Advisory Board with the Vermont State Police and joint emergency management groups.

4. Presentation: Vermont Village Fire Department Truck

Mr. Champy gave an overview of the specifications for a new Randolph Village fire truck. Chief Collette of the Randolph Village Fire Department provided the Board with a written report on the status on apparatus replacement of the existing 1981 pumper. Highlights of discussion: National Fire Protection Association compliance specifications for new fire apparatus, latest firefighting technology known as Compressed Air Foam System (CAFS) and its cost is an additional \$38,000 to \$42,000.

**On motion by Mr. Townsend, seconded by Mrs. Flint, the Board voted to authorize the Randolph Village Fire Department to add the CAFS to its requirements for building a new fire truck and increase the amount to \$400,000. Vote 5-0-0.**

5. Presentation Vermont Visitor's Center/Vermont Products Showcase Center

Selectboard Meeting of September 7, 2010  
Conference Room B, Town Hall, 7 Summer Street

Mr. Sammis explained he had been approached by the State to create a Vermont Visitors Center/Vermont Products Show Case Center with the recent closing of the rest area. Mr. Myers, the State of Vermont Commissioner of Building and General Services, provided background of the closing of rest areas along I-89 and the concept of having Visitors Center and Vermont Products Showcase Center at Interstate exits.

Mr. Sammis polled the Selectboard on the concept of a Vermont Visitors Center/Vermont Product Showcase Center, and each board member expressed a positive view of the concept but emphasized the need to go through proper channels.

6. Methane Gas Memorandum of Understanding with GAS-WATT

Mr. Champy provided an overview of the draft Methane Gas Memorandum of Understanding with GAS-WATT. The project would go under ACT 248 and not ACT 250.

**On motion by Mrs. Flint, seconded by Mr. Brown, the Board voted to pass over Methane Gas Memorandum with Gas-Watt until the September 21, 2010 meeting. Vote 5-0-0.**

7. Warning Articles for Bond on Wastewater Treatment Facility

Mr. Champy explained the Bond Vote for the Randolph Sewer District

**On motion by Mr. Townsend, seconded by Mrs. Flint, the Board vote to approve the bond vote warning for General Obligation for the Wastewater Treatment Plant upgrade on November 2, 2010 and scheduled two sets of both a public hearing and an informational meeting to be held on Tuesday, October 19, 2010 at 6:00 p.m. and October 26, 2010 at 7:00 p.m. in Conference Room B of the Randolph Town Hall at 7 Summer Street. Vote 5-0-0.**

8. Municipal Bond Engineering Wastewater Treatment Facility

**On motion by Mr. Webster, seconded by Mr. Brown, the Board voted to adopt the resolution and certificate for the CWSRF Approval of loan application for Project RF1-140. Vote 5-0-0.**

**On motion by Mr. Webster, seconded by Mr. Brown, the Board voted to issue the Municipal Bond note. Vote 5-0-0.**

**On motion by Mr. Webster, seconded by Mr. Brown, the Board voted to issue the Arbitrage and Use of Proceeds Certificate. Vote 5-0-0.**

**On motion by Mr. Webster, seconded by Mr. Brown, the Board voted to authorize Chairman Larry Richburg to sign the loan agreement. Vote 5-0-0.**

9. Resolution for Grant Application through Vermont Community Development Program

**On motion by Mrs. Flint, seconded by Mr. Townsend, the Board voted to adopt VCDP resolution for an Implementation Grant on behalf of the Vermont Small Business Development Center. Vote 5-0-0.**

Selectboard Meeting of September 7, 2010  
Conference Room B, Town Hall, 7 Summer Street

10. Grants

a. Structures Grant (application)

**On motion by Mr. Webster, seconded by Mr. Townsend, the Board voted to accept the Structures Grant THS40011-309 for the Tunbridge Bridge on Tunbridge Road in East Randolph. Vote 5-0-0.**

b. Recreation Facility (application)

**On motion by Mrs. Flint, seconded by Mr. Brown, the Board voted to authorize Town Manager Gary Champy to apply for a grant through the State of Vermont Building and General Services in the amount of \$25,000 for the purpose of rebuilding the Skateboard Park on Prince Street.**

c. First Responders Communications

**On motion by Mr. Townsend, seconded by Mr. Webster, the Board voted to table action on the First Responders Communications grant until the next scheduled meeting of September 21, 2010.**

11. Street Light Inventory

**On motion by Mr. Webster, seconded by Mr. Townsend, the Board voted to request Two Rivers-Ottawaquechee Regional Planning Commission to conduct an inventory the town's street lights. Vote 5-0-0.**

12. Liquor/Tobacco License

**On motion by Mr. Brown, seconded by Mrs. Flint, the Board approved Lyons Venture, LLC's second class liquor license and tobacco license. Vote 5-0-0.**

13. Town Manager's Report

The board reviewed the Town Manager's report highlighting highway projects.

**On motion by Mrs. Flint, seconded by Mr. Webster, the Board vote to accept the Town Manger's report as written and authorize Chairman Richburg as signatory for release. Vote 5-0-0.**

14. Set Property Tax Rates

Mr. French presented to the board the suggested property tax rates to be set which includes Homestead, non-residential and police district.

**On motion by Mr. Webster, seconded by Mr. Townsend, the Board voted to set the property tax rates for FY2011 as follows: Homestead Town wide: 1.92; Non-resident town wide: \$1.9499 and Police District tax rate for homestead/non-resident at \$.303. Vote 5-0-0.**

15. Warrants

Selectboard Meeting of September 7, 2010  
Conference Room B, Town Hall, 7 Summer Street

**On motion by Mr. Webster, seconded by Mrs. Flint, the Board voted to approve the warrants as presented. Vote 5-0-0.**

16. Other Business

Mr. Porter voiced his concerns for the Orange Southwest Supervisory Unions, storage building being denied by the Development Review Board.

Mr. French, as a private citizen and behalf of the Red Lion Inn members, requested the board to overturn Mr. Champy's decision to deny a meeting to be held at the Town Hall during the evening hours. Mr. Champy stated his reason for declining the request for an evening meeting was there is no written usage policy for the building; no security for after-hours events and that the practice has been not to allow evening meetings which were not conducting governmental business. The Board unanimously supported Mr. Champy's decision and asked for a draft written policy to be available at the next Board meeting.

17. Adjournment

**On motion by Mr. Townsend, seconded by Mr. Webster, the Board voted to adjourn at 8:49 p.m. until the next scheduled meeting of Tuesday, September 21, 2010 in Conference Room B of the Town Hall at 7 Summer Street.**

Respectfully submitted,

Cindy Spaulding  
Recorder

Randolph Selectboard of September 21, 2010  
Conference Room B, Town Hall, Randolph Vermont

Selectboard: Dennis Brown, Carol Flint, Larry Richburg, Lawrence Townsend, and Stephen Webster

Municipal Staff: Gary Champy (Town Manager), and Cindy Spaulding (Recorder)

Public Attendees: Frank Reed (Energy Committee), Letitia Rydjeski, Ken Goss, Jeanne Goss, Dwight Porter, Mary Porter, Joseph Voci, John Joy, Robert Orleck, James Sault, Jim Tucker, Joan Miles, David Miles, Taylor Gillich, and Del Thompson. Observation: Carolyn Lumbra

Media: Kendric Kite (Camera – ORCA) and Kevin Paquet (*Herald of Randolph*)

Mr. Richburg called the meeting at 6:08 p.m.

1. Meeting Minutes of September 7, 2010 (Public Hearings)

**On motion by Mr. Townsend, seconded by Mr. Brown, the Board voted to approve September 7, 2010 Public Hearing minutes as written. Vote 5-0-0.**

2. Meeting Minutes

**On motion by Mr. Webster, seconded by Mr. Townsend, the Board voted to approve the minutes of September 7, 2010 regular meeting. Vote 5-0-0**

3. Public Comment

Mr. Orleck asked if Mr. Richburg would be responding to his correspondence sent several weeks ago. Mr. Richburg acknowledged the correspondence and is researching the information prior to responding.

Mr. Joy from Weston Street asked why Spring Street was paved when there is only one house on the street. Mr. Champy explained the paved area is an experimental site for pavement.

Mr. Voci asked about the status of RACDC repaying the money owed to the town. Mr. Richburg responded that RACDC is proposing to pay back the money out of unrestricted funds, which has less reporting requirements as a grant to the town for fire department gear.

Mr. Voci asked about the status of the RFP concerning the Assessor's position. Mr. Richburg mentioned response would be forthcoming at a future Board meeting.

Mr. Paquet asked about the Streetlight Inventory Audit. Mr. Champy reported the Town had been awarded the Street Light Inventory through TRORC.

Mr. Voci asked about the status of posting the Work Plan for the Downtown Program from RACDC. As soon as it will be on the town's website, any questions concerning the work plan will be directed to RACDC. Discussion ensued concerning the Downtown Program, work plan and encouraging entrepreneurship.

4. Committee Reports

Mr. Champy reported the status of the preparation for the budget process with the Budget Committee, which is due October 1.

Mr. Richburg reported that the Capital Budget and Capital Planning Committee had met with the Fire Chiefs to discuss the equipment needs of the departments and Boys and Girls Club concerning the recreational programs and facilities.

Mrs. Spaulding reported Fire Advisory, at its meeting on September 14, discussed the meeting with the Capital Budget Committee and will be preparing for the FY2012 budget process.

5. Vermont Energy Investment Corporation Pace Program

Mr. Reed of the Energy Committee received information on the PACE (Property Assessment Clean Energy). The PACE program gives the town an opportunity to become self reliant and energy efficient and contribution to meet community sustainability, climate and energy goals for individual property owners. Discussion ensued concerning the advantages and disadvantages to participating in the program.

6. Chandler Music Hall Sign

Mr. Champy gave an overview of the application for a sign permit for the Chandler Music Hall. Discussion ensued concerning: controversy of sign's lighting, word scrolling, placement of the sign, the phrase "donated by", other issues that do not conform to the sign ordinance, complaints of LED signs, property line adjustment, advertisements, and requirements of the grant for historic preservation.

The consensus of the board is to have the sign turned off at the Chandler Music Hall until the permit is issued.

7. Liaison to Kimball Library Board of Trustees

**On motion by Mrs. Flint, seconded by Mr. Brown, the Board appointed Lawrence Townsend as liaison to the Kimball Library Board of Trustees. Vote 5-0-0**

8. Facilities Policy

Mr. Champy presented the Board with a draft policy for the Randolph Town Hall building usage. Discussion ensued concerning privacy use of the Town Hall.

9. Route 66 Water Project Waterline River Crossing Amendment

Mr. Champy explained the amendment to the Engineering Services Contract for the Route 66 Water Project waterline river crossing.

**On motion Mr. Webster, seconded by Mr. Townsend, the Board approved Amendment 3 of Engineering Services Contract for the Route 66 Water Project-waterline river crossing and authorized Town Manager Gary Champy to sign the amendment. Vote 5-0-0.**

10. Memorandum of Understanding with GAS-WATT – Methane Gas

The Board reviewed the memorandum of understanding between the town of Randolph and Gas-WATT. There was not action taken, tabled until October 5, 2010.

11 CVPS Easement on School Street

Mr. Champy provided an overview of CVPS' request to move the electrical pole on School Street.

**On motion by Mr. Webster, seconded by Mr. Townsend, the Board voted to authorize Chairman Richburg to sign the CVPS Easement to move the a light pole on School Street. Vote 5-0-0.**

12. Route 66 Pump Station Quitclaim Deed

Mr. Champy explained that the land that the Route 66 pump station is built on belongs to Vermont Technical College and that VTC is donating the property to the town.

**On motion by Mr. Webster, seconded by Mr. Townsend, the Board voted to accept the land on Route 66 from Vermont State Colleges and authorized Town Manager Gary Champy to sign the property transfer tax return. Vote 5-0-0.**

13. Town Manager's Report

Mr. Champy announced that U.S. Senator Sanders will be at VTC on Saturday, September 25, and acknowledge that Bill Morgan and Rob Runnals attended a Winter Maintenance Workshop. The Board reviewed the written Town Manager's report with highlights on paving of Main Street and a request to increase veteran's exemption to \$40,000.

**On motion by Mr. Townsend, seconded by Mr. Webster, the Board vote to accept the Town Manger's report as written and authorize Chairman Richburg as signatory for release. Vote 5-0-0.**

14. Warrants

**On motion by Mrs. Flint, seconded by Mr. Townsend, the Board voted to approve the warrants as printed. Vote 5-0-0.**

15. Other Business

Mrs. Flint requested that the agendas not be split between non-action and action items as the Board sometime takes action on non-action items. She also requested that end of year financials be placed for review on the October 5 meeting agenda and the first quarter of FY2011 be placed on the October 19 agenda.

Mr. Porter announced that Porter Music Box would be hosting a voter's registration on September 29, 2010 between the hours of 5:00 p.m. to 8:00 p.m.

Randolph Selectboard of September 21, 2010  
Conference Room B, Town Hall, Randolph Vermont

The board received further public comments from the public attendees outlining:

- High end property values
- High education taxes
- Chandler Music Hall heating bill
- Moving Town Meeting from Chandler Music Hall to Randolph Union High School
- Act 250's response to mark a cross walk near the Red School House
- Membership to the Vermont State Police Advisory

16. Personnel Update

On motion by Mr. Townsend, seconded by Mr. Webster, the Board voted to enter into executive session at 7:55 p.m. in Conference Room A of Town Hall to discuss a personnel issue. Vote 5-0-0.

Attendees of executive session: Brown, Flint, Richburg, Townsend, Webster and Champy.

The selectboard reconvened in executive session in Conference Room A at 8:04 p.m.

**At 8:19 p.m., on motion by Mr. Townsend, seconded by Mr. Brown, the board voted to return to open session and the door was opened. (Vote 5-0-0) (No action taken.)**

**At 8:19 p.m., on motion by Mr. Townsend, seconded by Mr. Brown, the board voted to go into executive session to discuss a personnel matter. (Vote 5-0-0)**

**At 8:25 p.m., on motion by Mr. Townsend, seconded by Mr. Brown, the board voted to return to open session and the door was again opened. (Vote 5-0-0) (No action taken.)**

**At 8:25 p.m., on motion by Mr. Townsend, seconded by Mrs. Flint, the board voted to go into executive session to discuss a criminal investigation. (Vote 5-0-0)**

**At 8:34 p.m., on motion by Mr. Townsend, seconded by Mr. Brown, the board voted to return to open session and the door was opened a third time. (Vote 5-0-0) (No action taken.)**

17. Adjournment

**At 8:35 p.m., on motion by Mr. Townsend, seconded by Mr. Brown, the board voted to adjourn until Tuesday, October 6, 2010 at 6:00 p.m. in Conference Room B of Town Hall at 7 Summer Street. Vote 5-0-0.**

Respectfully submitted,

Cindy Spaulding  
Recorder

Selectboard meeting of October 5, 2010  
Conference Room B in Town Hall, 7 Summer Street

Selectboard: Dennis Brown, Carol Flint, Larry Richburg, Lawrence Townsend, and Stephen Webster

Municipal Staff: Gary Champy (Town Manager) and Cindy Spaulding (Recorder)

Public Attendees: Joseph Voci, Dwight and Mary Porter, Ken and Jeanne Goss, Madison and Marcia Boyce, Nan Gwin, Leigh Wright, Letitia Rydjeski, Del Thompson, Michael Penrod, Horace Puglisi, Julie Iffland, Leanne Tingay (Vermont Downtown Program), Diane McInerney (DHP-Montpelier), David Miles, Pam Stafford, Janet Griffin, Bob and Barb Orleck, Pat French, Stewart Skrill and Frank Reed, Ed and Deb DeVarney, James Sault and Kelly Green.

Observation: Marty Strange (RACDC)

Media: Eric McCall and M.D. Drysdale (*Herald of Randolph*)

Mr. Richburg called the meeting to order at 6:04 p.m.

1. Meeting Minutes of September 21, 2010

**On motion by Mr. Townsend, seconded by Mrs. Flint, the Board voted to approve the minutes of September 21, 2010 as presented. Vote 5-0-0.**

2. Public Comment

No Public Comment

3. Committee Reports

Mr. Champy reported the Budget Committee had met on October 1, 2010 and reviewed the Town Report and budget process.

Mr. Townsend reported the Energy Committee will meet on Monday, October 11 and Library meets on Thursday, October 15.

4. Town Reports

Mr. Penrod on behalf of the Budget Committee presented the board with a proposal to streamline the Town Report, by taking out pages that are not read by most people.

5. Year end Financial Report FY2010

The Board received the preliminary year-end financial reports for FY2010.

Selectboard meeting of October 5, 2010  
Conference Room B in Town Hall, 7 Summer Street

6. PACE

The Board took questions and concerns on the financial obligations of the town and property tax payers through the PACE program. Mr. Reed explained the proposed process of the PACE program is against the property taxes. The Board tabled action to a future meeting.

7. Downtown Designation Vermont Downtown

Ms. Tingay presented to the Selectboard the concept of the downtown program through the Vermont Community Development Program. Concepts to building a downtown/Main Street: Design, promotion, downtown image and branding, business enhancement and retention, expansion of existing businesses for job creation, Business recruitment and mix to help the businesses and community, entrepreneurships and organization.

Benefits to being in the downtown program: Tax Credits/Sales Tax relocation, Downtown Transportation Fund, Technical Assistance/Training/Network, priority consideration for some Vermont grants and ACT 250 relief. Ms. McInerney gave a brief presentation of Historic Downtown program grants.

Discussion ensued concerning the logistics work for the town's participation, partnership between the downtown organization, funding requirements, cost to the taxpayers for the Downtown Designation, and financial obligations.

8. Audit Finding – RACDC proposal

Mr. Richburg provided background concerning the Audit Finding for FY2009. Mr. Champy provided further explanation on the State Auditor's correspondence. Ms. Iffland as Director of RACDC explained RACDC's version of the Town turning the RLF over to RACDC. Ms. Green, as a new member of RACDC's board, explained RACDC's proposed resolution and public statement. Mr. Champy provided an alternate public statement and resolution.

**Mr. Webster moved, seconded by Mr. Townsend, to remove the words *Times Argus* and *2010 Town Report* in Section 9 of RACDC's proposed resolution. Vote 2-3-0 (motion failed)**

**On motion by Mrs. Flint, seconded by Mr. Brown, the Board voted to remove the words *Times Argus* from Section 9 of RACDC's proposed resolution. Vote 3-2-0 (Townsend and Webster opposed)**

**On motion by Mr. Webster, seconded by Mr. Townsend, the Board voted to table action on the RACDC's proposed resolution until Chairman Larry Richburg and Town Manager Gary Champy can consult on the exact language for the resolution. Vote 4-1-0 (Richburg opposed.)**

9. Chandler Music Hall Line Adjustment

Mr. Champy provided background of the Chandler Lot Line Adjustment

**On motion by Mr. Webster, seconded by Mr. Townsend, the Board voted to accept the lot line adjustment from the Chandler Center for the Arts and appointed Town Manager Gary Champy as authorized signatory on the property transfer document. Vote 5-0-0.**

**On motion by Mr. Brown, seconded by Mr. Townsend, the Board voted to ratify the application for a sign permit for the Chandler Music Hall marquee, which had been signed by Chairman Larry Richburg. Vote 4-1-0 (Webster opposed).**

**On motion by Mr. Townsend, seconded by Mrs. Flint, the Board voted to accept the grant of easement from the Chandler Center for the Arts for access to the Chandler Music Hall loading dock and two handicap parking spaces located at the Laundromat parking lot and appointed Town Manager Gary Champy as signatory on the property transfer tax return. Vote 5-0-0.**

10. Memorandum of Understanding-Gas-Watts

Mr. Champy gave an overview of the Memorandum of Understanding with Gas-Watt. Mr. DeVarney explained his points to moving forward with the MOU, which needs to be a non-irrevocable in order for Vermont Public Service to accept it. Discussion ensued concerning an automatic extension. Mr. DeVarney said it would not denote or convey ownership to the leasee. The members of the board continued to seek a personal guarantee from the DeVarneys.

11. Facilities Policy – Town Hall

The board reviewed a draft Facilities Policy for the Town Hall and provided suggested edits. Action tabled for next board meeting of October 19, 2010.

12. Manager's Report

The Board reviewed the Manager's report with highlights verbally on paving of Main Street, and parking on Merchants Row.

**On motion by Mr. Webster, seconded by Mr. Townsend, the Board voted to accept the Town Manager's report as written and appointed Chairman Larry Richburg as signatory for release. Vote 5-0-0.**

13. Burial Plot

**On motion by Mr. Webster, seconded by Mr. Townsend, the Board voted to authorize the sale of a burial plot to Peter and Kathy Leonard and appointed Chairman Larry Richburg as authorized signatory. Vote 5-0-0.**

Selectboard meeting of October 5, 2010  
Conference Room B in Town Hall, 7 Summer Street

14. Caterer License

On motion by Mr. Webster, seconded by Mr. Townsend, the Board voted to approve Valley Bowl's caterer license for an event at the East Randolph Community Hall on October 17, 2010. Vote 5-0-0

15. Assembly Permit

**On motion by Mr. Webster, seconded by Mr. Townsend, the Board voted to authorize the issuance of assembly permits for the Halloween event on October 31, 2010 and Christmas Tree Lighting on December 3, 2010, subject to appropriate departments' review and approval. Vote 5-0-0.**

16. Warrants

**On motion by Mrs. Flint, seconded by Mr. Townsend, the Board voted to approve the warrants as presented. Vote 5-0-0.**

17. Other Business

The Board heard comment about RACDC.

18. Executive Sessions

**On motion by Mr. Townsend, seconded by Mr. Webster, the Board voted to enter into executive session at 9:03 p.m. to discuss the Union Contract and invited Joe Voci to participate in discussion. Vote 5-0-0.**

The selectboard reconvened in executive session in Conference Room A at 9:08 p.m. Present were the five selectboard members, Town Manager Gary Champy, and Joe Voci.

**At 9:27 p.m., on motion by Mr. Brown, seconded by Mr. Townsend, the board voted to return to open session and the door was opened. (Vote 5-0-0) (No action taken.)**

Mr. Voci left the room at this time.

**At 9:27 p.m., on motion by Mr. Brown, seconded by Mr. Townsend, the board voted to go into executive session to discuss a civil liability issue and related VLCT insurance. (Vote 5-0-0)**

**At 9:33 p.m., on motion by Mr. Brown, seconded by Mr. Townsend, the board voted to return to open session and the door was again opened. (Vote 5-0-0) (No action taken.)**

**At 9:34 p.m., on motion by Mr. Brown, seconded by Mr. Townsend, the board voted to go into executive session to discuss a personnel issue. (Vote 5-0-0)**

Selectboard meeting of October 5, 2010  
Conference Room B in Town Hall, 7 Summer Street

**At 9:36 p.m., on motion by Mr. Webster, seconded by Mr. Brown, the board voted to return to open session and the door was opened a third time. (Vote 5-0-0) (No action taken.)**

Mr. Voci returned to the room at this time

**On motion by Mrs. Flint, seconded by Mr. Townsend, the board voted to increase Town Manager Champy's salary by the equivalent of 36 cents per hour for 2080/hours per year (52 weeks @ 40 hrs/wk) effective October 4, 2010. (Vote 5-0-0)**

19. Adjournment

**At 9:39 p.m., on motion by Mr. Brown, seconded by Mr. Townsend, the board voted to adjourn until Tuesday, October 19, 2010 at 6:00 p.m. in Conference Room B of Town Hall at 7 Summer Street. Vote 5-0-0.**

Respectfully submitted,

Cindy Spaulding  
Recorder

Notes for the Executive Session taken by Clerk of Selectboard Stephen Webster

Randolph Selectboard of October 19, 2010  
Conference Room B at Town Hall, 7 Summer Street

Selectboard: Dennis Brown, Carol Flint, Larry Richburg, Lawrence Townsend, and Stephen Webster

Municipal Staff: Gary Champy (Town Manager) and Cindy Spaulding (Recorder)

Public Attendees: Lee Wright, Dwight Porter, Stew and Patsy Silloway, Ken Goss, Madison Boyce, John Lutz, Nan Gwin, Letitia Rydjeski, John Joy, Chuck Goodling (DuBois & King, Inc.), Pat French, Joan Miles, Julie Iffland, Frank Reed, Carolyn Lumbra, Sharon Rives, Karen Petersen, and Judy Harding.

Media: Cory Clark and Colby McCall (Camera), Kyle Paquet and M.D. Drysdale (*Herald of Randolph*)

Mr. Richburg called the meeting to order at 6:06 p.m.

Opened Public Hearing at 6:06 p.m.

Mr. Champy gave a brief of the Wastewater Treatment Facility with highlights on:

- WWTF Build in 1964, current age is 46 years
- USDA financing 60% Grant/40% loan with an estimated cost of \$10.6 M
- \$1 M will be used to improve/replace Elm Street and Maple Street sewer lines
- Initial USDA rate calculation are based on \$32,950 based on Median Household Income
- District MHI is \$28,500 the user rate will be based on new MHI when application is submitted.
- Estimated cost increase for user \$18.50 per quarter
- Capacity of WWTF will remain unchanged at 400,000 gallons per day
- Proposed new debt will be 40% on base fee and 60% on usage
- It will get difficult to find replacement equipment and parts of the aging WWTF.
- If the WWTF is not upgraded in the next five years, there will be substantial cost in the future years with the possibility of the upgrade funded 100% with town funds.

Discussion ensued with highlights:

- Current Bond debt and projected bond debt
- incentive for non-minimum user rate for those on fixed income
- Research legality of the promotional piece
- How the rates were formulated
- Plant design for expansion
- Provision for sewer receiving acceptance
- Dewatering sludge cost

Mr. Richburg closed the public informational meeting at 6:43 p.m.

Randolph Selectboard of October 19, 2010  
Conference Room B at Town Hall, 7 Summer Street

Regular Meeting

1. Minutes of October 5, 2010

**On motion by Mr. Townsend, seconded by Mrs. Flint, the Board voted to approve the minutes of October 5, 2010 as printed. Vote 5-0-0.**

2. Public Comments

Mr. Goss read a public statement concerning the Audit finding and RACDC to pay back the \$10,059.56 owed to the town from an over payment when the revolving loan fund was transferred.

Ms. Gwin requested the status of action on a request for proposal for appraiser's services which was submitted in the spring. Mr. Richburg stated he is close to finishing his research on the matter. Ms. Gwin expressed her concern it was taking a long time to complete.

Mr. Joy inquired if any property acquired by the Town needed voter approval first, especially the situation with the property line between the Laundromat and Chandler Music Hall. It was reported that the property in question was a donation from the Chandler Center of the Arts to the Town without any money exchanging hands.

3. Committee Reports

Mrs. Flint reported that the Budget committee has been working diligently on the FY2012 budget; the next meeting is scheduled for October 29 at 1:00 p.m.

Mr. Richburg reported Capital Budget met with Randolph Police Department for cruisers and radios, Library for repairs of a stain glass window and East Randolph for sidewalks and recreational areas.

Mr. Champy reported the Fire Advisory met on October 12 and reviewed each department's budget, prior to submission to the Budget Committee.

Mr. Richburg reported the Energy Committee met on October 11 and revised the Property Assessment Clean Energy through Vermont Energy Investment and discussed the Street Light Inventory.

4. First quarter Financials

The Board reviewed the first quarter expense and revenue report. Mr. Champy provided an overview of various areas within expenses and revenue for the first quarter of FY2011.

5. Follow up on Energy Committee's proposal correspondence for PACE

The Board reviewed a draft letter to be submitted to Vermont Energy Investment for Property Assessment Clean Energy. Mr. Webster stated he is opposed to the correspondence, because the program is designed to require the town to bond and loan the money out to property owners. The loan would go with the property and not the property owner. He is concerned that the town should not be in the financing business.

**On motion by Mr. Townsend, seconded by Mrs. Flint, the Board voted to approve the correspondence for Property Assessed Clean Energy through Vermont Energy Investment and appointed Mr. Champy as signatory. Vote 4-1-0 (Webster opposed).**

6. Follow up of RACDC's proposal on the Audit Finding

The Board received a draft resolution to resolve the audit finding with RACDC over the transfer of revolving loan fund.

On motion by Mrs. Flint, seconded by Mr. Townsend, the Board voted to authorize Town Manager Gary Champy to send the draft resolution to RACDC for review and negotiate a response. Vote 5-0-0.

7. Downtown Transportation and Related Capital Improvement Fund Application

Mr. Champy requested permission to submit a grant application on behalf of Randolph Community Development Corporation in the amount up to \$75,000 for the purpose of repairing the retaining wall at Randolph House Senior housing, which threatens to undermine the public sidewalk of North Main Street, this is not a town responsibility. The grant is a 50/50 match; the town will administer the grant by receiving invoices from RACDC. RACDC has committed to paying the match from its own funds since the retaining wall is owned and maintained by the organization. Discussion ensued concerning the ownership of the retaining wall, preventive measure for public safety using the sidewalk and it was confirmed that town funds will not be funding the project as the match for the grant will be funded through RACDC.

**On motion by Mrs. Flint and seconded by Mr. Townsend, the Board voted to approve the submission of a grant application to the Downtown Transportation Program on behalf of RACDC for repair of the retaining wall in the amount up to \$75,000 and the town will administer the grant with the 50% match funds to be paid by RACDC. Vote 5-0-0.**

8. Banner Request

**On motion by Mr. Webster, seconded by Mrs. Flint, the Board voted to approve Sharon Academy's request to place show banners on the three street light poles in front of the Chandler Music Hall from November 1-30, 2010. Vote 5-0-0.**

9. Chandler Center for the Arts request for Sculpture placement

Ms. Rives and Ms. Peterson gave a brief presentation of a donated sculpture to be placed in front the Chandler Music Hall. The sculpture is a donation from Karen Petersen, and is made of bronze. *Note: Mr. Richburg recused himself from discussion)*

**On motion by Mr. Townsend, seconded by Mrs. Flint, the Board voted to accept donated sculpture and approved the placement in front of the Chandler Music Hall. Vote 4-0-1. (Richburg abstained.)**

10. Chandler Music Hall Surplus

Mr. Champy informed the Board that there is a surplus of various items at the Chandler Music Hall. Ms. Rives explained the surplus is from years of accumulation and was brought to light after the fire inspectors had inspected the new building. She provided a list of items such as theatre chair frames, hat racks and hardwood doors.

**On motion by Mr. Webster, seconded by Mr. Townsend, the Board authorized Town Manager Gary Champy to review and assess the items to determine the appropriate action to dispose them. Vote 5-0-0**

11. Memorandum of Understanding – GAS-Watt

The Board reviewed the draft MOU with Gas-Watt. The draft has been reviewed and edited by Mr. Champy, Mr. Devarney and Mr. Webster.

**On motion by Mr. Townsend, seconded by Mr. Brown, the Board voted to accept the Memorandum of Understanding between the Gas-Watt and the Town of Randolph for methane gas project at the Landfill and authorized Mr. Champy to sign on behalf of the town. Vote 5-0-0.**

12. Health Officer and Deputy Health Officer Appointments

**On motion by Mr. Brown, seconded by Mr. Townsend, the Board voted to recommend the reappointment of Lorraine Pierce as Health Officer and Gary Champy as Deputy Health Officer for a term of three years each. Vote 5-0-0.**

**On motion Mr. Brown, seconded by Mrs. Flint, the Board voted to appoint Chairman Larry Richburg as duly authorized signatory. Vote 5-0-0.**

13. Kibbee Road Culvert

Mr. Champy gave an overview that the culvert on Town Highway 13 (Kibbee Road) is being undermined by bank erosion. He requested permission to use surplus from the North Randolph Bank Stabilization to fix the situation. The cost of the project is \$8,000.

**On motion by Mr. Townsend, seconded by Mr. Brown, the Board voted to authorize the use of surplus funds from the North Randolph Bank Stabilization line item to fix the stream bank next to Town Highway 13. Vote 5-0-0.**

14. Town Manager's report

**On motion by Mr. Brown, seconded by Mr. Townsend, the Board voted to accept the Town Manager's report as written and appointed Chairman Larry Richburg as signatory of release. Vote 5-0-0.**

15. Selectboard Meetings

**On motion by Mr. Townsend, seconded by Mr. Webster, the Board moved its first meeting in November to November 3, 2010. Vote 5-0-0.**

16. Other Business

Mr. Champy requested authorization to submit two grant applications through Better Back Roads.

**On motion by Mr. Brown, seconded by Mr. Townsend, the Board voted to authorize Town Manager Gary Champy to submit two grant applications through Better Backroads under Category A to inventory all roads in the amount of \$5,000; and Category B for Tatro Hill and Seymour Road in the amount of \$10,000. Vote 5-0-0.**

Mr. Richburg mentioned the Chair of Planning Commission would like to have legal counsel to review the Exit 4 amendments. Mr. Champy mentioned that Zoning Administrator Mardee Sanchez and he had already discussed having Vermont League of Cities and Towns review the amendments and then to get a second legal opinion.

**On motion Mrs. Flint, seconded by Mr. Brown, the Board authorized the Planning Commission to get a second legal opinion for the Exit 4 amendments subject to prior approval by Town Manager Gary Champy. Vote 5-0-0.**

17. Warrants

**On motion by Mr. Brown, seconded by Mr. Townsend, the Board approved two warrants as presented. Vote 5-0-0.**

18. Executive Sessions

**At 8:23 p.m., on motion by Mr. Webster, seconded by Mr. Brown, the Board voted to go into executive session to discuss union negotiations. (Vote 5-0-0)**

Randolph Selectboard of October 19, 2010  
Conference Room B at Town Hall, 7 Summer Street

The selectboard reconvened in executive session in Conference Room A at 8:23 p.m. to discuss union negotiations. Present were the five selectboard members and Town Manager Gary Champy. *Motions for this session were taken by Selectboard Clerk Stephen Webster.*

**At 8:40 p.m., on motion by Mr. Webster, seconded by Mr. Brown, the board voted to return to open session and the door was opened. (Vote 5-0-0) (No action taken.)**

**At 8:41 p.m., on motion by Mr. Webster, seconded by Mr. Brown, the board voted to go into executive session to discuss a personnel issue. (Vote 5-0-0) (The same six persons participated in this session.)**

**At 10:12 p.m., on motion by Mr. Townsend, seconded by Mr. Brown, the board voted to return to open session and the door was again opened. (Vote 5-0-0) (No action taken.)**

**At 10:13 p.m., on motion by Mr. Brown, seconded by Mr. Webster, the board voted to hold a special meeting on Tuesday, October 26, 2010, to begin immediately following the public informational meeting that will begin at 6 p.m. Vote 5-0-0.**

19. Adjournment

**At 10:14 p.m., on motion by Mr. Townsend, seconded by Mr. Brown, the board voted to adjourn until the Tuesday, October 26, 2010, special selectboard meeting in Conference Room B in the Town Hall at 7 Summer Street. Vote 5-0-0.**

Respectfully submitted,

Cindy Spaulding  
Recorder

**Public Hearing and Special Selectboard meeting of October 26, 2010  
Conference Rooms B and A of Town Hall at 7 Summer Street**

Selectboard: Dennis Brown, Carol Flint, Larry Richburg, Lawrence Townsend, and Stephen Webster

Municipal Staff: Gary Champy (Town Manager) and John Coffey (Chief Operator for Water and Wastewater Department)

Public Attendees: John Lutz and Joe Voci (Water and Sewer Committee).

Mr. Richburg called the meeting to order at 7:04 p.m. in Conference Room B of Town Hall and opened the Public Hearing.

Mr. Champy explained that in anticipation of the hearing he had posted on the wall the same "flip chart" sheets from the hearing held on October 19 and that he had added a plan of the site proposed for the new Wastewater Treatment Facility. Discussion included the number and percent of users who are billed for only the minimum usage and whether the allocation fees could be reduced to be more pro-business. Mr. Voci and Mr. Coffey described the condition of the existing, 46-year-old facility and the various repairs made to keep it running.

Mr. Richburg closed the public informational meeting at 7:31 p.m.

**SPECIAL MEETING**

1. Union Negotiations-Executive Session

**At 7:35 p.m., on motion by Mr. Townsend, seconded by Mr. Brown, the Board voted to go into executive session to discuss Union Contract Negotiations. Vote 5-0-0.** At this point Mr. Lutz and Mr. Coffey left the meeting.

The selectboard reconvened in executive session in Conference Room A at 7:37 p.m. to discuss union negotiations. Present were the five selectboard members, Town Manager Gary Champy, and additional negotiator Joe Voci.

**At 8:01 p.m., on motion by Mr. Townsend, seconded by Mrs. Flint, the board voted to return to open session and the door was opened. (Vote 5-0-0) (No action taken.) (Mr. Champy reported that the two sides would meet with a federal mediator on November 17.)**

2. Open session- Payroll Warrants

Mr. Champy presented the current payroll warrants. **On motion by Mr. Webster, seconded by Mrs. Flint, the board approved the payroll warrants. Vote 5-0-0.**

**Public Hearing and Special Selectboard meeting of October 26, 2010  
Conference Rooms B and A of Town Hall at 7 Summer Street**

3. Personnel Issues-Executive Session

**At 8:02 p.m., on motion by Mr. Brown, seconded by Mrs. Flint, the board voted to go into executive session to discuss personnel issues. (Vote 5-0-0) (Mr. Champy excused himself from the meeting.)**

**At 9:09 p.m., on motion by Mr. Townsend, seconded by Mr. Brown, the board voted to return to open session and the door was again opened. (Vote 5-0-0) (No action taken.)**

2. Adjournment

**At 9:10 p.m., on motion by Mr. Brown, seconded by Mrs. Flint, the board voted to adjourn until the Wednesday, November 3, 2010, regular selectboard meeting (special date) in Conference Room B in the Town Hall at 7 Summer Street. Vote 5-0-0.**

Respectfully submitted,

Stephen Webster  
Selectboard clerk

Selectboard Meeting of November 3, 2010  
Conference Room B, Town Hall at 7 Summer Street

Selectboard: Carol Flint, Larry Richburg, Lawrence Townsend, and Stephen Webster.

Absent: Dennis Brown

Municipal Staff: Gary Champy (Town Manager) and Cindy Spaulding (Recorder)

Public Attendees: Ken Goss, Dwight Porter, Mary Porter, Linda Morse and Sharon Rives of Chandler Center for the Arts, Del Thompson, Pat French, Horace Puglisi, Daniel Sax, M.D., and Nan Gwin. Observed: Michael Penrod of Budget Committee and Joseph Voci.

Media: Cory McCall (camera) and Kevin Paquet (*Herald of Randolph*)

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

1. Meeting minutes

**On motion by Mrs. Flint, seconded by Mr. Townsend, the Board voted to accept the minutes of October 19, 2010 (Informational), October 19, 2010 (Regular) and October 26, 2010 (Informational and Special). Vote 4-0-0.**

2. Public Comment

Ms. Gwin asked about the status of the request for proposal for appraising services. Mr. Richburg stated he was waiting for information from Mr. French and it would be available at a future Selectboard meeting.

Mr. Penrod asked if the RACDC Audit Finding had been resolved. Mr. Richburg stated that the RACDC Board of Directors has not met to review the memorandum of understanding.

Ms. Gwin asked if the Branchwood property was owned by the Town of Randolph and the status of the land survey and appraisal. It was reported that at the 2010 Town Meeting it was brought up to possibly sell the property and there may be a zoning change in the future. Mr. Champy reported that the property had been recently surveyed for the boundary lines. He further stated once the survey report has been received, he will bring it before the Selectboard for advisement.

3. Committee Reports

Mr. Champy reported that the Water and Sewer Committee had met on Tuesday morning and discussed a water allocation transfer, Route 66 Water Project and the bond vote for the Wastewater Treatment Facility. He will request a bond application from the USDA for funding the Wastewater Treatment Plant Project.

Mr. Champy reported that the Budget Committee had met on Friday, October 29; the committee reviewed the Highway, Water/Wastewater and Listers budget and received a revised Library budget for review.

Mr. Richburg reported that the Energy Committee has started assessing the street light inventory with Chris Sargent of Two Rivers Ottauquechee Regional Planning Commission.

Selectboard Meeting of November 3, 2010  
Conference Room B, Town Hall at 7 Summer Street

Mr. Paquet of the *Herald of Randolph* inquired of Chairman Richburg about the proposed lighting and asked when the assessment would be complete and available for public review.

4. Capital Budget Committee Appointee

The Board reviewed the Holly Sanders' letter of interest for the Capital Budget Committee.

**On motion by Mr. Townsend, seconded by Mrs. Flint, the Board voted to appoint Holly Sanders to the Capital Budget Committee. Vote 4-0-0.**

5. Chandler Center for the Arts/Chandler Music Hall

Ms. Morse explained the documents the board received in their packets concerning energy efficiency guidelines for heating oil agreement, heating oil usage and energy efficiency. She highlighted the heating oil usage for the past ten years and energy efficiency improvements in the Chandler Music Hall and how it relates to the heating oil usage.

Discussion ensued concerning: extending the agreement, less scheduling during the colder winter months, managing the temperature, monitoring the heating zones, type of heating system, and suggestion for Chandler Center for the Arts to fund more of the heat for the Chandler Music Hall.

**On motion by Mr. Townsend, seconded by Mrs. Flint, the Board voted to extend the Agreement for Heating Oil Cost Sharing between the Town of Randolph Selectboard and the Chandler Center for the Arts for the 2010-2011 heating season and to revisit the agreement in July 2011. Vote 4-0-0.**

Ms. Rives addressed the Board concerning insuring the contents of the Chandler Music Hall and the improvements of the building. Suggestion: have the contractor give an estimate of the cost to replace the functionality of the space and to replace the building at \$200/sq.ft. for the functionality and \$207/sq.ft. for the structure. Because of the building investment, she thought it might be possible for the insurance on the building to be written for Chandler Center for the Arts and the town to be co-insured on the building. There needs to be clarification of co-insured, risk assessment of the building expansion, cultural and arts center for the town.

6. Town Report, Budget Committee Recommendation

The Budget Committee recommends reducing the size of the Town Report. The board reviewed the recommendations and gave opinions.

- Remove first page after inside cover consensus to remove the title page
- Half page after table of contents (use as a filler)
- Remove page of photos (Municipal Building construction)
- Pages 10-15 ballot results – consensus to keep but reduce the font size

Selectboard Meeting of November 3, 2010  
Conference Room B, Town Hall at 7 Summer Street

- Pages 23-54 auditors will not allow printing without – possibly print and bound separately or place it in the very end of the book.
- Pages 59 remove and combine capital budget information
- Pages 90-93 list delinquent taxes amounts without names and delinquent water/sewer
- Narratives to ½ page
- Pages 96-98 History Randolph consensus to keep
- Pages 107-108 One Hundred Year History consensus to keep
- Page 109 add heading of Special Appropriations
- Page 119- add title page for school section

7. Veterans Property Tax Exemption

Mr. French as the Assessor provided information concerning the Veterans Exemption for property taxes, the burden of the education tax; police district and municipal taxes would be paid by the residents of Randolph. Discussion ensued concerning clarification of veteran's disability, service connected and non-service connected. Mr. Webster stated there is still a concern about the effect of the exemption when the veteran is income-sensitized.

8. Building Usage Policy

The Board reviewed the Building Usage Policy. Discussion ensued concerning fees during the after hours and weekends, controversy of charging non-profits, and track requests for usage.

**On motion by Mr. Townsend, seconded by Mrs. Flint, the Board voted to adopt the Building Usage Policy as presented and to revisit the policy in six months. Vote 4-0-0.**

9. Grant Agreement MorphoTrack- Randolph Police Department

**On motion by Mr. Townsend, seconded by Mrs. Flint, the Board moved to accept Vermont Public Safety Grant Agreement: 02140-70252-005 for MorphoTrak in the amount of \$28,200 and Grant Agreement: 02140-77152-611 for Lexmark Printer to be used in conjunction with the MorphoTrack in the amount of \$835.26 and appointed Town Manager Gary Champy as authorized signatory. Vote 4-0-0.**

10. Purchase Request Mobile Lift System

Mr. Champy requested agreement from the Board to purchase a Mobile Lift System for the purpose of safety of the mechanic who works on the town vehicles and school buses. He reported that the town would pay for it this fiscal year and ask the school district to pay half of the cost which will be billed out in the next fiscal year.

**On motion by Mr. Webster, seconded by Mr. Townsend, the Board voted to approve the purchase of a Mobile Lift System in the approximate amount of \$35,156, provided the School district will pay half of the purchase cost in the next fiscal year. Vote 4-0-0.**

Selectboard Meeting of November 3, 2010  
Conference Room B, Town Hall at 7 Summer Street

11. Capital Improvement for Historical Society/Police Department Building

Mr. Champy explained that the cupola of the building that houses the Historical Society/Police Department is leaking and needs to be repaired. Also, he said that he would pay for the Police Department's improvements through the Building Improvement Fund. The cost for of the cupola repairs and the Police Department improvements are approximately \$10,000. Further information will be available at the November 16 meeting.

12. Transfer Fund to School Districts

**On motion by Mr. Townsend, seconded by Mrs. Flint, the Board voted to authorize the fund transfer on November 18, 2010, in the amount of \$1,123,965.10 to Randolph Union High School and \$1,143,922.51 to Randolph School District for the first half of the school tax. Vote 4-0-0.**

13. Sale of Burial Plots

**On motion by Mr. Webster, seconded by Mr. Townsend, the Board voted to accept the sale of the burial plots to Mr. and Mrs. Wayne Warner and Mr. and Mrs. Merrill Manning. Vote 4-0-0. (Note: The full names of the purchasers are to be corrected on the documents.)**

14. Town Manager's Report

**On motion by Mr. Webster, seconded by Mr. Townsend, the Board voted to accept the Town Manager's report as presented and authorized Chairman Larry Richburg to sign the approval for its release. Vote 4-0-0.**

15. Other Business

Mr. Goss, as the Emergency Management Director, requested permission to provide the Board with a short training course on Emergency Management. The training is scheduled for the December 7 meeting at 5:30 p.m.

Mr. Townsend announced an e-Vermont Community Broadband Project. The project is to help rural communities optimize their use of broad band as a tool for economic development, education, social services, community connection and civic engagements. He passed the information on to Town Manager Champy, who said he would forward it on to the Director of the Kimball Library, Amy Grasmick, to spearhead the project.

The Board scheduled a Special Selectboard Meeting on November 9, 2010 at 7:00 p.m. at the Ayers Brook Center.

16. Warrants

Selectboard Meeting of November 3, 2010  
Conference Room B, Town Hall at 7 Summer Street

The Board reviewed all warrants; Mrs. Flint recused herself from voting as her employer Central Vermont Community Action is on one of the warrants.

**On motion by Mr. Webster, seconded by Mr. Townsend, the Board voted to approve the general expense warrant, payroll warrant, and payroll deductions. Vote 3-0-1 (Flint rescued).**

17. Adjournment

**On motion by Mr. Webster, seconded by Mr. Townsend, the Board voted to adjourn at 8:26 p.m. until the next scheduled meeting of November 9, 2010 at 7:00 p.m. in the Ayers Brook Center. Vote 4-0-0.**

Respectfully submitted,

/s/Cindy Spaulding

Cindy Spaulding  
Recorder

Reference Only

**Special Selectboard meeting of November 9, 2010  
Conference Room in Ayers Brook Center, 35 Ayers Brook**

Selectboard: Dennis Brown, Carol Flint, Larry Richburg, Lawrence Townsend, and Stephen Webster

Municipal Staff: Gary Champy (Town Manager)

Mr. Richburg called the meeting to order at 7:05 p.m. in the conference room at Central Vermont Community Action's Ayer's Brook Center, at 35 Ayers Brook, in Randolph.

1. Payroll Warrants

Mr. Champy presented the current payroll warrants. **On motion by Mr. Webster, seconded by Mr. Townsend, the Board voted to approve the payroll warrants. Vote 5-0-0.**

2. Personnel Issues (executive session)

**At 7:10 p.m., on motion by Mr. Brown, seconded by Mr. Townsend, the Board voted to go into executive session to discuss personnel issues. Vote 5-0-0.** Present in the executive session were the five members of the selectboard and the town manager.

**At 9:14 p.m., on motion by Mr. Townsend, seconded by Mr. Brown, the Board voted to return to open session and the door was opened. (Vote 5-0-0) (No action taken.)**

3. Adjournment

**At 9:16 p.m., on motion by Mr. Townsend, seconded by Mr. Brown, the board voted to adjourn until the Tuesday, November 16, 2010, regular selectboard meeting in Conference Room B in the Town Hall at 7 Summer Street. Vote 5-0-0.**

Respectfully submitted,

/s/Stephen W. Webster

Stephen Webster  
Selectboard clerk

Selectboard Meeting of November 16, 2010  
Town Hall Conference Room B, 7 Summer Street

Selectboard: Dennis Brown, Carol Flint, Larry Richburg, Lawrence Townsend and Stephen Webster

Municipal Staff: Gary Champy (Town Manager) and Cindy Spaulding (Recorder)

Public Attendees: Carolyn Lumbra, William Kevan, Becky Raymond and Kevin Christie of the Boys and Girls Club, Mary Porter, Dwight Porter, John M. Joy, Jeanne Goss, Ken Goss, Del Thompson, Caroline Tonelli, Pam Stafford, Letitia Rydjeski, Pat French, Julie Iffland of RACDC, Jim Tucker, Heather Jarvis, Madison Boyce, Barb Orleck and Joe Voci. Observance: Nan Gwin, Marty Strange of RACDC, Patsy French, and Heather Jarvis.

Media: Colby McCall (Camera), M.D. Drysdale and Kevin Paquet (*Herald of Randolph*)

Mr. Richburg called the meeting to order at 6:06 p.m.

1. Meeting Minutes

**On motion by Mr. Townsend, seconded by Mrs. Flint, the Board voted to approve the minutes of November 3, 2010 and November 9, 2010 (special) as printed. Vote 4-0-1 (Brown abstained)**

2. Public Comment

Ms. Gwin asked about the status of the request for appraisal services. Mr. Richburg stated he has received the information from Mr. French and it may be available as early as the next scheduled Selectboard meeting.

Mrs. Lumbra asked for clarification of public documents referencing the current article in the *Herald of Randolph*, concerning the release of an email from Mr. Voci, which was released to only the five board members. She further stated the release of such a document was a malicious act towards Mr. Voci only to cause embarrassment towards town employees. Discussion ensued concerning documents sent to the Selectboard are public records, questioned board members who released the email, all board members declined releasing the email, and actions of the Board members.

Mr. Kevan asked what discussed at the Special Meeting of November 9, 2010. Mr. Richburg responded it was Town Manager Champy's evaluation.

Mr. Joy reported that the buildings at Salisbury Square had been broken into and vandalized. Mrs. Gwin reported that the gelatin factory and Sprague's had also been broken into and vandalized. She further stated she had been working with the Randolph Police Department concerning the recent break-ins and vandalism.

3. Committee Reports

Mr. Champy reported that Water and Sewer Committee had met and discussed allocations and rates, Wastewater Treatment Facility project, and funding application for WWTF project.

Mr. Champy reported the Budget Committee met and discussed the Water/Sewer and Police Department budgets. At the next schedule meeting, the committee will be preparing to present the budget to the Selectboard in December. He further reported there was a large

Selectboard Meeting of November 16, 2010  
Town Hall Conference Room B, 7 Summer Street

increase in special appropriations and the health insurance only increased by seven percent for the next year.

Mr. Townsend reported the Energy Committee had met and discussed the Street Light Inventory.

4. Winter Recreation Programming

Ms. Raymond from the Boys and Girls Club presented the Board with proposed rates and schedule for ice rink. She announced that the rates stayed the same, the scheduling has been revised. The fees and schedules will be posted in the newspaper and on the websites.

5. RACDC Salisbury Square Grant to Loan

Mr. Champy provided an overview of the Salisbury Square Implementation Grant Agreement: IG-III-2008-Randolph-00017. He explained that the grant agreement will be converted to a loan, which the funds will be directed through the Town as a grant, then the town will loaned out to RACDC for its Salisbury Square Project. It is outlined in the conceptual grant agreement which the loan would be provided to Salisbury Square Housing Limited Partnership which is a subsidiary of RACDC and the loan would be deferred for 30 years. Mr. Champy then explained that he didn't have the opportunity to read the grant agreement as it was sent late on Friday, he was able to read through it and there needs to be some clarification on responsibilities for the town and RACDC in through out the grant agreement and proposed administrative agreement, before it could be presented to the Board for action.

Ms. Iffland requested the Board to take action on the conceptual grant agreement and administrative agreement. She then provides an explanation between the difference going from a grant to a loan for the Salisbury Square Project. In the explanation, she clarifies that the town originates the loan and there only amendment is the possibility at term of the deferred loan, it could be rolled over as a revolving loan in 30 years or loaned to another holding company. The documents still need to be reviewed by legal council.

Mr. Townsend asked why the urgency for approving the conceptual grant agreement and administrative agreement between the town and RACDC for the Salisbury Square Project.

Mrs. Iffland explained that there is timing constraints tied to the grant agreement. Mr. Webster stated that he had researched the Secretary of State's website and did not find that the Salisbury Square Holding Limited Partnership registered. Ms. Iffland assured the Board that the holding partnership was registered with the Secretary of State's office.

Discussion ensued concerning required certifications of all conditions outlined in the grant agreement and responsibilities of the brownfield site clean up, corrective actions of the brownfield clean up, legal council reviewing the grant agreement and administrative agreement, how the loan would be paid back, who is held liable for the funds as an asset or debt, how much of the Randolph taxpayers dollars would be given towards the Salisbury Square Project, question if all permits were in place including water and sewer allocations, which buildings would be covered under the mortgage and loan.

Ms. Iffland assured the Board and audience that all required certifications and permits for the project were in place, the brownfield's certification was covered under the corrective action

Selectboard Meeting of November 16, 2010  
Town Hall Conference Room B, 7 Summer Street

and could not be certified clean until the project commenced with the foundations were in place.

It was the consensus of the board not to take action on the conceptual grant agreement and administrative agreement between the town and RACDC for Salisbury Square Project VCDP: IG-III-2008-Randolph-00017, until legal council opinion had been received.

6. Lock up 2009 Grand List

**On motion by Mr. Townsend, seconded by Mrs. Flint, the Board voted to endorse a certificate upon the 2009 Grand List pursuant to 32 V.S.A. sections 4155-4157 to "lock up" that grand list. Vote 5-0-0.**

7. Veteran's Property Tax Exemption (Mr. Townsend recused himself from discussion.)

Mr. Champy and Mr. Webster provided an explanation of the resolution asking the legislature to review the veteran property tax exemption.

**On motion by Mrs. Flint, seconded by Mr. Brown, the Board voted to adopt Resolution for veteran's property tax exemption to go before the State Legislature. Vote 4-0-1 (Townsend abstained.)**

8. Branchwood Survey/Sub-division

Mr. Champy provided an explanation of the results of survey of the Branchwood property and asked permission to sub-divide the property. Discussion ensued concerning the Branchwood property, subdivision process; selling properties to put back on the tax rolls, public forum for property usage, explanation of zoning, and selling process.

9. Economic Development Selectboard to Selection Committee

Mr. Champy reported the proposals for Economic Development Plan have been received and explained the purpose of the selection committee. Mr. Townsend and Mr. Brown volunteered to participate on the selection committee.

10. Resolution for No Trespassing on Chandler Music Hall Retaining Wall

Mr. Champy explained the background around the resolution request, can put with the protection and safety for the community. Discussion ensued concerning the structure

**On motion by Mr. Webster, seconded by Mr. Brown, the Board voted to adopt resolution for no trespassing on the retaining wall of the Chandler Music Hall. Vote 5-0-0.**

11. Employee Sick Bank General Concept

Mr. Champy explained the concept of an employee sick bank and provided a written outline. Discussion ensued concerning types of sick leave banks, short term disability and a re-write of the draft policy.

Selectboard Meeting of November 16, 2010  
Town Hall Conference Room B, 7 Summer Street

12. Town Manager's Report

The Board reviewed the manager's report with highlights on the Highway Department's 2002 Ford F550 pick-up truck.

**On motion by Mr. Webster, seconded by Mr. Townsend, the Board voted to accept the Town Manager's report and authorize Chairman Richburg for its release. Vote 5-0-0**

13. Other Business

**On motion by Mr. Webster, seconded by Mr. Townsend, the Board voted to Valley Bowl Inc.'s caterer license. Vote 4-0-1 (Brown abstained).**

Ms. Lumbra expressed her concern as to the trustworthiness of the Selectboard with confidential type documents. This discussion is a continuation of the Public Comment. It was further discussed concerning an elected official bypassing the town's equal opportunity employer/affirmative action policy and hiring appointing an employee as Assistant Town Clerk and Town Treasurer. Mr. Strange and Mr. French stated that if any document given to a public official is automatically a document available to the public.

14. Warrants

**On motion by Mr. Webster, seconded by Mr. Brown, the Board voted to approve the warrants as presented. Vote 5-0-0.**

15. Adjournment

**On motion by Mr. Townsend, seconded by Mr. Brown, the Board voted to adjourn at 8:15 p.m. until the next scheduled meeting of December 7, 2010 at 5:30 p.m. in the Town Hall Conference Room. Vote 5-0-0.**

Respectfully submitted,

Cindy Spaulding  
Recorder

**Special Selectboard meeting of November 19, 2010  
Conference Room A, Town Hall at 7 Summer Street**

Selectboard: Dennis Brown, Carol Flint, Larry Richburg, Lawrence Townsend, and Stephen Webster

Municipal Staff: Gary Champy (Town Manager)

Mr. Richburg called the meeting to order at 3:05 p.m. in Conference Room A at the Town Hall.

1. Union Negotiations

Mr. Champy reported that as the result of a joint meeting with a federal mediator on Wednesday, November 17, management and the union negotiators had resolved the two outstanding issues. The highway crew will work four days a week during July and August and the mechanic will work a five-day week. The person currently in that position will be paid an additional 64 cents per hour for the first contract year over and above the 36 cents per hour that all employees will receive. The effective date of the contract will be November 1, 2010. The contract will run for three years, through October 31, 2013. Mr. Champy explained that the school district pays 40% of the cost of the mechanic.

**On motion by Mr. Webster, seconded by Mr. Townsend, the Board voted to ratify and sign the new union contract. Vote 5-0-0.**

2. Adjournment

**At 3:31 p.m., on motion by Mr. Townsend, seconded by Mr. Brown, the board voted to adjourn until the next regular selectboard meeting, scheduled for 5:30 p.m. on Tuesday, December 7, 2010, in Conference Room B in the Town Hall at 7 Summer Street. Vote 5-0-0.**

Respectfully submitted,

Stephen Webster  
Selectboard clerk

Selectboard Meeting of December 7, 2010  
Town Hall Conference Room B, 7 Summer Street

Selectboard: Dennis Brown, Carol Flint, Larry Richburg, Lawrence Townsend and Stephen Webster

Municipal Staff: Gary Champy (Town Manager), Cindy Spaulding (Recorder)

Public Attendees: Mary Porter, John M. Joy, Joe Voci, William Kevan, Letitia Rydjeski, Nan Gwin, Ken Goss, Carolyn Lumbr, Pat French, Don Sweetser, Joan and Dave Miles, Julie Iffland, Paul Rea, and Del Thompson, Budget Committee: Michael Penrod, Hoarce Puglisi, and Sheila Jacobs, Library Trustees: Betty Phillips and Jason Aldous. Observation: Amy Burkey (Library Trustee), Lorraine Peirce (Garden Club), and Marty Strange (spoke on behalf of RACDC)

Media: Colby McCall (Media) and Kevin Paquet (*Herald of Randolph*)

Mr. Richburg called the meeting to order at 5:30 p.m. in Conference Room A.

1. Emergency Management Briefing

Emergency Management Director Ken Goss and Emergency Management Coordinator Cindy Spaulding presented an overview of Emergency Management preparation and the roles as elected officials.

At 6:00 p.m. the Board removed to Conference Room B (downstairs)

Mr. Richburg called the regular meeting to order at 6:04 p.m.

2. Minutes

**On motion by Mr. Townsend, seconded by Mrs. Flint, the Board voted to approve the meeting minutes of November 16, 2010 regular meeting and November 19, 2010 special meeting as printed. Vote 5-0-0.**

3. Public Comment

Mr. Joy asked for a moment of silence for those lost in the attack on Pearl Harbor on December 7, 1941.

Mr. Joy informed the Board that the buildings at the Salisbury Square project have been broken into and are not secure. He further stated that RACDC has already started on the project and asked who the contractor was and whether all permits were in place. Ms. Iffland stated that the building permit was approved a year ago and that RACDC is in compliance with the project. She also mentioned that the types of questions asked do not necessarily need to be in a public forum.

Library Trustees Betty Philips and Jason Aldous came before the Board with concerns of the budget process for the library. Mr. Aldous read a letter of concerns highlighting the budget process, no knowledge of an administrative fee, and perception of a lack communications between the Trustees and Selectboard. Mr. Champy stated an outline of the budget process with deadlines had been given to the Director of the Library as it is every year. Mr. Penrod of the Budget Committee confirmed that it had met with members of the Library Trustees and the Director of the Library and the administrative fee was discussed. An audience member asked whether the Library had presented its financial portfolio as a whole during the Budget Committee's review of the library's budget. It was stated that only a dollar amount was

Selectboard Meeting of December 7, 2010  
Town Hall Conference Room B, 7 Summer Street

presented, not the portfolio. It was discussed to have the original Library budget reviewed by the Selectboard during their review and approval of budgets for FY2012.

Mrs. Gwin asked how the Branchwood Property value had been determined. Discussion ensued; the value possibly came from an appraisal conducted on the property several years ago.

Mr. Kevan stated that he had sent a request for information under the freedom of information act to RACDC. He said that RACDC has not responded to the request. Mr. Kevan gave an overview of the site visit with a representative of the Agency of Natural Resources concerning the storm water removal to prevent it from discharging directly into the third branch of the White River. Nothing has been amended.

4. Committee

Mr. Champy reported the Water and Sewer Committee had met and there are items for the board to act upon at this meeting.

5. Cemetery Burial Fee Increase Proposal

Mr. Champy provided an explanation of the Cemetery fee proposal increase as developed by Mr. Barnard. Discussion ensued concerning proposed charge for opening and closing graves.

**On motion by Mr. Townsend, seconded by Mrs. Flint, the Board voted to table action on a Cemetery Burial increase until the December 21, 2010 meeting. Vote 5-0-0.**

6. Proposed FY2012 Budget Presentation

Mr. Penrod provided the Board with the Randolph expense cost comparison for the FY2012 budget. He provided an overview of the budget process with highlights on a 15% increase in special appropriation, separate line item set cap for funds available. Discussion ensued capping the special appropriations, special appropriations getting out of control, Capital Budget, review and rewrite of the Special Appropriations, and proposed process.

Mr. Puglisi presented to the Board a comparison of towns that are similar to the town of Randolph in their budgets. The towns compared are St. Johnsbury, Castleton, Derby, Hinesburg, Jericho, Northfield, Rockingham, and Waterbury.

The Selectboard will meet with the Budget Committee to review the proposed FY2012 budget next Tuesday, December 14. It was discussed that the budget would be the only agenda item at that meeting.

7. Garden Club Baskets

Mr. Champy and Mrs. Peirce announced that the Garden Club would like to donate \$4997.49 for the future maintenance of the flower baskets, because the Garden Club would like to discontinue their involvement with that project. Discussion ensued concerning the basket maintenance and requirements, fund raising alternatives, expanding the role of government. No action was taken at this time; it was the consensus of the board to discuss this subject at the December 21 meeting.

8. Forcier, Aldrich & Associates River Crossing Amendment

Selectboard Meeting of December 7, 2010  
Town Hall Conference Room B, 7 Summer Street

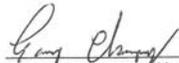
Mr. Champy provided an overview of the Route 66 Project and the amendment for the river crossing of the waterline at Park Street.

**On motion by Mr. Webster, seconded by Mr. Townsend, the Board voted to approve the River Crossing Amendment with Forcier, Aldrich and Associates and authorized Town Manager Champy as signatory. Vote 5-0-0.**

9. RACDC –Audit Finding Resolution

A proposed resolution concerning the audit finding with respect to RACDC and the business revolving loan fund was presented to the board for review and approval. The resolution had been drafted and agreed upon by Town Manager Gary Champy and RACDC Executive Director Julie Iffland.

We, Gary Champy, Town Manager, and Julie Iffland, Executive Director of RACDC, strongly recommend to our Boards that they vote in favor of this Resolution language in order to settle the audit finding issue related to the business revolving loan fund.

  
Gary Champy, Town Manager

  
Julie Iffland, Executive Director, RACDC

Dated: November 19, 2010

**On motion by Mr. Webster, seconded by Mr. Townsend, the Board voted to adopt the resolution recommended by Mr. Champy and Ms. Iffland, as follows (Vote 5-0-0) :**

**RESOLUTION**

Whereas the Town of Randolph, on May 21, 2008, permanently assigned its business revolving loan fund assets and liabilities to RACDC with the understanding that it would provide RACDC with a full accounting of the status of the funds and its loans and other agreements, and that it would hold RACDC harmless from any losses, damages, claims and expenses resulting from the Town's acts or omissions prior to the assignment to RACDC;

Whereas, the Select Board instructed the administration on September 17, 2007 to perform a full audit of the revolving loan fund balances prior to assigning them. The administration did not perform the full audit as requested. As a result, after the May 21, 2008 transfer to RACDC, the Town discovered that it had not reconciled a "Due to/Due from" related to that fund, in the amount of \$10,059.56, that was the result of an overrun with a capital project between 2003 and 2007;

Whereas, in January 2009, the town booked the overrun as a receivable against RACDC in error, but the receivable was noted in the Town audits of FY2008 & FY2009;

Whereas, the Town wishes to acknowledge that the errors leading to the audit findings were the Town's errors and not the result of any act or omission of RACDC;

Whereas, The Select Board requested that the State Auditor examine this matter, and the State Auditor suggested that the Town resolve the matter based on RACDC's proposal of March 16, 2010;

NOW, THEREFORE, the Select Board requests that RACDC transfer the amount of \$10,059.56 to the Town Treasurer as a goodwill gesture to resolve this matter. The Town acknowledges that it is bound to uphold the hold harmless clause in the agreement of May 21, 2008 and affirms that this action does not compromise or impair it. The Town will cancel the account receivable against RACDC to correct the books.

When the actions described above have been taken, the Town will publish the following statement in The Herald of Randolph and in the 2010 Town Report:

"The Town of Randolph wishes to resolve a long-standing audit issue with Randolph Area Community Development Corporation resulting from administrative errors made by the Town over a period of years.

The Town of Randolph on May 21, 2008, permanently assigned its business revolving loan fund assets and liabilities to RACDC with the understanding that the Town would provide RACDC with a full accounting of the status of the funds and its loans and other agreements, and that it would hold RACDC harmless from any losses, damages, claims and expenses resulting from the Town's acts or omissions prior to the assignment to RACDC. The Town of Randolph Select Board instructed the administration on September 17, 2007 to perform a full audit of the revolving loan fund balances prior to transferring the fund balances from the Town to RACDC. The administration did not perform the full audit as requested. As a result, after the May 21, 2008 transfer to RACDC, the Town discovered that it had not reconciled a "Due to/Due from" related to that fund, in the amount of \$10,059.56, that was the result of an overrun with a capital project between 2003 and 2007. In January 2009, the town booked the overrun as a receivable against RACDC. It was an error to book it this way. This receivable was subsequently noted in the Town audits of FY2008 & FY2009. The audit finding is not the fault of RACDC.

The Select Board hereby acknowledges that the errors leading to the audit findings were the Town's and not the result of any act or omission of RACDC, and the Town regrets any damage to RACDC's reputation which the Town's administrative errors may have caused. In a gesture of goodwill, and in consideration of the Town's acknowledgment, RACDC has made a payment from the fund of that amount. The Town has cancelled the account receivable against RACDC to correct the books, and

**RESOLUTION**

acknowledges that it is bound to uphold its hold harmless agreement with RACDC. This matter is resolved to the satisfaction of both parties."

Passed this 7<sup>th</sup> day of December, 2010.

**LEGISLATIVE BODY**

(Typed Name) \_\_\_\_\_ (Signature) \_\_\_\_\_  
Dennis Brown \_\_\_\_\_  
Carol Flint \_\_\_\_\_  
Larry Ribburg \_\_\_\_\_  
Lawrence Townsend \_\_\_\_\_  
Stephen Webster \_\_\_\_\_

The above resolution is a true and correct copy of the resolution as adopted at a meeting of the Legislative Body held on the 7<sup>th</sup> day of December, 2010, and duly filed in my office.

IN WITNESS WHEREOF, I hereunto set my hand this 7<sup>th</sup> day of December, 2010.

\_\_\_\_\_  
Stephen W. Webster  
Signature

*A copy of Resolution is a back-up document to these minutes*

10. Appraisal Service RFP Update

Mr. Richburg reported that the appraisal service update will be available at the December 21, 2010 meeting. He had been waiting for information on the equalization tax study from the Mr. French, the town's assessor.

Selectboard Meeting of December 7, 2010  
Town Hall Conference Room B, 7 Summer Street

11. PACIF Safety Grant

Mr. Champy requested permission to apply for a grant to purchase storage cabinets for flammable material through the Vermont League of Cities and Towns PACIF.

**On motion by Mr. Webster, seconded by Mrs. Flint, the Board voted to authorize Town Manager Champy to apply for funding through the Vermont Leagues of Cities and Towns' PACIF – safety program for storage cabinets for flammable material. Vote 5-0-0.**

12. Water Allocations/Right of Way

a. George Rich and Meadow Lane Randolph Properties

**On motion by Mr. Webster, seconded by Mr. Townsend, the Board voted to approve George Rich's Request for additional waster allocation of 75-gallons per day for a fire sprinkler connection at 29-31 North Main Street and Meadow Lane Randolph Property, LLC's request for 306 gallons per day water allocation for proposed office space with four employees and up to 20 clients a day at 124 Meadow Lane. Vote 5-0-0.**

b. Fay Sherman

**On motion by Mr. Townsend, seconded by Mrs. Flint, the Board voted to agree to allow Mr. Fay Sherman to research further the possibility of a legal right-of-way for water and sewer service across town property at the Pearl Street well site, contingent upon agreements. Vote 5-0-0.**

13. Caterer License

**On motion by Mr. Townsend, seconded by Mrs. Flint, the Board voted to approve Valley Bowl's caterer's license for a Christmas party on December 17, 2010, between noon and 7 p.m., at 28 North Main Street. Vote 5-0-0.**

14. Town Manager's Report

The board reviewed the Town Manager's report with highlights on the Town report and Salisbury Square project.

**On motion by Mr. Townsend, seconded by Mr. Brown, the Board voted to accept the Town Manager's report as written and authorized Chairman Richburg to sign release. Vote 5-0-0.**

15. Other Business

Mr. Champy announced that the Transfer Station will be closed on Christmas and on New Year's Day.

Mrs. Lumbra criticized Chairman Richburg on his tone of voice and treatment of the public audience when any discussion of RACDC comes before the board.

Mr. Richburg requested an executive session at the next scheduled Board meeting to meet with the town's unionized employees. It was brought to Mr. Richburg's attention that the unionized

Selectboard Meeting of December 7, 2010  
Town Hall Conference Room B, 7 Summer Street

employees have to follow the union contract by filing a grievance and those personnel issues are handled through the Town Manager as outlined in state statute and the town manager's job description.

16. Warrants

**On motion by Mr. Webster, seconded by Mr. Townsend, the Board approved the warrants as presented. Vote 5-0-0.**

17. Adjournment

**At 8:21 p.m., on motion by Mr. Brown seconded by Mrs. Flint, the Board voted to adjourn until December 14, 2010 special meeting at 6:00 p.m. in Conference Room B of Town Hall. Vote 5-0-0.**

Respectfully submitted,

Cindy Spaulding  
Recorder

Reference Only

Special Selectboard Meeting of December 14, 2010  
Town Hall Conference Room B, 7 Summer Street

Selectboard: Dennis Brown, Carol Flint, Larry Richburg, Lawrence Townsend and Stephen Webster.

Municipal Staff: Gary Champy (Town Manager) and Michael DeCubellis (Finance Director)

Public Attendees: Mary Porter, Carolyn Lumbra, Letitia Rydjeski, William Kevan, Joseph Voci: Don Sweetser, Pat French, Joyce Mazzucco, Kimball Library Trustees: Betty Phillips, Chris Lesinski, Paulette Staats, Jason Aldous and Amy Berkey.

Media: Kevin Paquet (*Herald of Randolph, The*)

Mr. Richburg called the meeting to order at 6:05 p.m.

Mr. Townsend suggested Capital Budget be reviewed by the Budget Committee. It was the consensus of the Board to have the information provided soon.

1. Review of Proposed FY2012 Budget

a. Library

The Board reviewed the Library budget presented for FY2012. Discussion ensued concerning the variation in library staff members wages, historically the library was established as a "Town Library", financial statements on investments, tax revenue were reviewed, the amount needed to finance the budget is \$171,631. It was the consensus of the board to research the variation of the library staff wages before a decision could be made on the budget. The Board approved the amount to be raised by taxes at \$171.630.

b. Listers

The Board reviewed the Listers Budget presented for FY2012. Discussion ensued concerning the reappraisal fund, property values and when there would be another town-wide reappraisal. The reappraisal fund payment is reviewed yearly so the fund will cover future costs. The Board inquired if work hours could be cut. It was explained the Listers met the third Tuesday of the month for two hours, at these meetings the review they current use, pilot adjustment and do training. The State funds reimbursement for the training expenses. It was the consensus of the board to approve the Lister's budget.

c. Cemetery

The Board reviewed the Cemetery Budget for FY2012. Discussion ensued concerning the burials being subsidized. It was explained that the burial fees are not covered under the sale of a burial plots or perpetual care. The Burial costs may be adjusted if the proposal to increase the fees is approved at the December 21, 2010 Board meeting. It was suggested to increase the sale of burial plots and perpetual care. The Board will revisit the amount to be raised by taxes.

d. Town Clerk/Treasurer

The Board Reviewed the Town Clerk/Treasurer's budget for FY2012. Discussion ensued concerning the Board of Civil Authority Tax Abatement will come out of the Town Clerk's Budget, Clerk's assistant line item to go back to \$33,000 and retirement for the

Special Selectboard Meeting of December 14, 2010  
Town Hall Conference Room B, 7 Summer Street

town is with the State of Vermont, if under funded the state has to pick up the difference. It was the consensus of the Board to approve the Town Clerk/Treasurer's budget.

e. Executive Administration

The Board reviewed the Executive Administration budget for FY2012. Discussion ensued highlighting: Orange County Tax at \$98,000, Employee Relations of \$2,600 and contract services \$2000 for the municipal building. The Employee Relations for services will be reviewed.

f. Selectboard

The Board reviewed the Selectboard's budget for FY2012. Discussion ensued for a possible increase in stipend for Board members from \$1,000 to \$1,500.

2. Adjournment

At 8:16 p.m. Mr. Brown moved, seconded by Mrs. Flint, the Board voted to recess the meeting and continue review of the FY2012 Budget immediately following the regular meeting on Tuesday, December 21, 2010 at 6:00 p.m. in the Town Hall Conference Room. B. Vote 5-0-0.

Respectfully submitted,

Gary Champy  
Town Manager

GC:css

Reference Only

Selectboard meeting of December 21, 2010  
Town Hall Conference Room A, 7 Summer Street

Selectboard: Dennis Brown, Carol Flint, Larry Richburg, Lawrence Townsend, and Stephen Webster

Municipal Staff: Gary Champy (Town Manager), Cindy Spaulding (Recorder), and John Coffey (Chief Operator Water & Wastewater).

Public Attendees: Frank Reed, Dwight Porter, Carolyn Lumbra, Ken Goss, Mary Porter, Arny Spahn, Priscilla Spahn, Bill Tufts, Carolyn Greaves, John M. Joy, Michael Penrod, David Barnard, Fay and Doris Sherman, Del Thompson, John Lutz, Julie Iffland, Nan Gwin, Joe Voci, Peter Nowlan, Don Sweetser, Letitia Rydjeski, William Kevin, Jim Tucker, Mary Ellen Bean, Betty Edson, Perry and Lynn Armstrong, Timothy Eberhardt, Patsy and Pat French, Justin Dextrateur, Paul Rea, Bill Arnold, Carolyn Tonnelli, Daniel Sax, MD., Heather Jarvis, Trisha Loppoline, Susan Mann and David Palmer. Observed: Marty Strange

Media: Cory McCall (camera) and Kevin Paquet (*Herald of Randolph, The*)

Mr. Richburg called the meeting to order at 6:05 p.m.

1. Meeting Minutes

**On motion by Mr. Townsend, seconded by Mrs. Flint, the Board voted to approve the minutes of December 7, 2010 regular meeting and December 14, 2010 special meeting as written. Vote 5-0-0.**

2. Public Comment

Mr. Reed Chairman of the Energy Committee gave an overview of a report from TRORC for the street light inventory. The report shows 276 street lights throughout the town. The committee recommends decommissioning 46 lights, which would be a cost savings of \$10,000/year. The energy committee is requesting permission to conduct six public meetings on the inventory results and solicit public input. It is the consensus of the board to allow the Energy Committee to conduct the public meetings.

Bill Tufts expressed concerns about conditions on Thayer Brook Road. He said that the road is causing heavy dust to settle on his property. Also, trees growing near the road way may need to be taken down. Then there is a need for a culvert on the upper side of Thayer Brook Road as a preventive measure. Discussion ensued concerning the process for paving, concerning drainage for Thayer Brook Road, and concerning capital expenditures.

Mrs. Lumbra expressed concerns that board members may have a possible conflict of interest regarding some of the subjects such as RACDC. She stated that one or more members of the Board may be a member of RACDC, past or present, which may represent a conflict of interest. Mr. Richburg stated that he supports RACDC as the organization is good for the community.

Mr. Kevan also spoke of the conflict of interest concerning the Vermont Community Development Agreement for the Salisbury Square project. He pointed out that Mr.

Selectboard meeting of December 21, 2010  
Town Hall Conference Room A, 7 Summer Street

Richburg's name was on the act 250 application as a member of the board of directors for RACDC.

3. Committee Reports

Mr. Goss reported that the Local Emergency Planning Commission had met and discussed mutual aid.

4. Cemetery Burial Fee Increase proposal

Mr. Champy provided an overview of the proposed increases for burials including cremation. Mr. Barnard had provided costs that area towns charge for burials including cremation.

**On motion by Mr. Townsend, seconded by Mrs. Flint, the Board voted to increase the burial fees to \$450 week days/\$600 weekends and holidays and for cremations \$175 week days/\$250 weekends and holidays, effective January 1, 2011. Vote 5-0-0.**

5. Garden Club Baskets

Mr. Champy provided an overview of the Garden Club baskets. He suggested maintaining only 60 baskets in 2011. He will work with the Garden Club and pursue using the Garden Club's funds for the baskets. The Board is not taking over the baskets.

**On motion by Mr. Webster, seconded by Mrs. Flint, the Board voted to work with the Garden Club as proposed by Town Manger Champy. Vote 4-1-0 (Brown opposed)**

6. RACDC Randolph House Retaining Wall

**On motion by Mr. Townsend, seconded by Mrs. Flint, the Board voted to accept the grant agreement in the amount of \$63,500 through the Downtown Transportation Fund for the RACDC Randolph House retaining wall with RACDC providing the 50% match. (There will not be any taxpayer's money provided to this project.) Vote 5-0-0. .**

7. RACDC Salisbury Square Project VCDP loan

Mr. Champy provided an overview of the Grant agreement resolution for the VCDP Grant Agreement: IG-III-2008-Randolph-00017. Mr. Nowlan spoke of the status of the amendment from a grant to a loan. Mr. Richburg has recused himself from discussion and vote. Mr. Webster assumed the Chair.

Discussion ensued concerning RACDC's being a non-profit, soliciting voters to advocate on RACDC's behalf, final construction plans of the Salisbury Square project. Mr. Champy commented that no funds will be released until all certifications are completed

Selectboard meeting of December 21, 2010  
Town Hall Conference Room A, 7 Summer Street

**On motion by Mr. Townsend, seconded by Mrs. Flint, the Board voted to adopt the grant agreement resolution. Vote 3-1-1 (Webster opposed/Richburg abstained). Mr. Richburg resumed the Chair.**

**GRANT AGREEMENT RESOLUTION**

WHEREAS the Town of Randolph has applied for funding under the Vermont Community Development Fund and the Vermont Agency of Commerce and Community Development has awarded a Grant Agreement #02-0006 Randolph-0001 to Randolph for said funding; and

WHEREAS the Town of Randolph accepted that Grant Agreement by resolution of its Select Board on April 20, 2010; and

WHEREAS Attachment II of the Grant Agreement provides that the Town of Randolph will have the responsibility for the design and construction of the new 1000 sq. ft. Senior Center building located at the intersection of Vermont 149 generally abutting rural apartments with the Salisbury Square mixed use, mixed income project with the remaining Section Bounded Districts (\$10,000,000) available to pay administrative costs; and

WHEREAS the Town of Randolph wishes to adopt and confirm the use of the grant funds in accordance with the attached use as set forth in Attachment II of the Grant Agreement.

NOW THEREFORE, BE IT RESOLVED as follows:

1. That the legislative body of this municipality accepts and agrees to the terms and conditions of the Grant Agreement as set forth in Attachment II of the Grant Agreement.
2. That Gary Champy, Town Manager, is hereby designated as the person with overall administrative responsibility for the VCDM project covered in the Grant Agreement; and
3. That Gary Champy, who is the Town Manager, hereby designated as the authorized person with responsibility for the VCDM project covered in the Grant Agreement, and necessary to secure these funds and transmit the same with Salisbury Square Holdings Limited Partnership.

Passed this 21<sup>st</sup> day of December, 2010.

LEGISLATIVE BODY:

Dennis Bova	
Cheri Fitch	
Larry Richburg	
Larry Townsend	
Stephen Webster	

8. Appraisal Service RFP update

Mr. Richburg provided his review of the Assessor's position. Discussion ensued concerning the assessor/lister's tasks, job description for the assessor position, lister's budget, and reappraisal fund budgets.

9. End of Year Grand List Changes

The Board reviewed errors and corrections in the Grand List for 2010.

**On motion by Mr. Webster, seconded by Mr. Townsend, the Board voted to accept the changes to the grand list as presented. Vote 5-0-0.**

Mr. Rea had provided the Board with an analysis of the real estate transfers, including foreclosures for 2009 and 2010. Discussion ensued concerning the real estate analysis, property values, grand list values, income sensitivity, property tax rates, and the common level of appraisal (CLA).

10. Town Manager's report

Mr. Champy announced that the town had received a check in the amount of \$10,059,56 from RACDC for the overpayment to the revolving loan fund. Other highlights on NewTech and Library.

**On motion by Mr. Townsend, seconded by Mr. Webster, the Board voted to accepted the Town Manager's report as written and authorized Chairman Richburg to sign release. Vote 5-0-0.**

11. Equipment Request

a. Mobile Lift System

The Board reviewed quotes for a mobile lift system.

b. Snow Plow

**On motion by Mr. Webster, seconded by Mr. Townsend, the Board voted to authorize the purchase of a snow plow in the amount of \$4559.40 to be expended from the Equipment Reserve Fund. Vote 5-0-0.**

12. Other Business

Mr. Champy provided preliminary overview of the audit. Mrs. Flint requested a list of unrestricted cash balances and amounts of reserve funds.

Mr. Joy asked whether the town would be insuring the Chandler Music Hall. Mr. Champy stated VLCT will be providing an analysis. It was suggested the Chandler Center for the Arts to get renter's insurance.

Mr. Voci asked whether the town had received any information on the errors and omissions. Mr. Champy provided an overview from the VLCT. Mr. Voci asked if it could be possible to review bonding of the town clerk/treasurer.

Mrs. Lumbra asked if someone could confirm whether Randolph has 75% of the low income housing in Orange County.

Mr. Champy reported that the town's IT server has been a problem.

13. Warrants

**On motion by Mr. Webster, seconded by Mr. Townsend, the Board voted to approve the warrants as written. Vote 5-0-0.**

14. Adjournment

**At 8:17 p.m., Mr. Townsend moved, seconded by Mr. Webster, the Board voted to adjourn until the next scheduled meeting of December 28, 2010 at 6:00 p.m. Vote 5-0-0.**

Respectfully submitted

Cindy Spaulding  
Recorder

Special Selectboard meeting of December 28, 2010  
Town Hall Conference Room B, 7 Summer Street

Selectboard: Dennis Brown, Carol Flint, Larry Richburg, Lawrence Townsend  
and Stephen Webster.

Municipal Staff: Gary Champy (Town Manager)

Public Attendees: Dwight and Mary Porter

Media: none

Mr. Richburg called the meeting to order at 6:10 p.m.

This meeting is a continuation of the December 14 Special Board meeting to further discussion of the Proposed FY2012 Budgets.

The Board discussed a stipend increase for the Selectboard members from \$1,000 to \$1,200. Town Manager Champy will inquire with Brent Kay of Orange Southwest Supervisory Union on how much the School Board members are paid.

It was suggested to include the Chandler Music Hall expenses as a line item in the General Fund budget.

The Board reviewed the proposed FY2012 Budget for Recreation without major changes. Town Manager Champy suggested decreasing recreation staff hours from 40 to 35 hours per week on an average

The Board reviewed the Planning /Zoning budget, noting workers' compensation at \$600 and unemployment less than the listers.

The Board reevaluated its discussion of the Listers' budget highlighting workers' compensation, unemployment and asking the Listers for a plan of action on a schedule of key dates for grand list updates, errors and corrections, and the request to have the assessor's position go to 36 hours per week.

The Board reviewed the Fire Departments budget highlighting the following:

- Remove \$7,500 from fire emergency repairs
- Decrease \$7,500 to 6,000 RVFD Fire Auxiliary repair
- Decrease \$4,000 to \$2,500 vehicle maintenance
- Increase \$5,000 to \$8,000 Equipment supplies
- Additional \$11,100 RCFD wages
- Additional \$5,000 RCFD Aerial Ladder Truck
- Additional \$3,600 for computers for fire departments (\$100 of amount for sturdy case)

At 7:50 p.m. the meeting adjourned until the next scheduled meeting of January 4, 2011 at 6:00 p.m. in the Town Hall Conference Room B.

Respectfully submitted,

Gary Champy  
Town Manager