

**Town of Randolph**  
**Regular Meeting Minutes – Selectboard (DRAFT)**  
**August 12, 2021**

1  
2 **\*This meeting was held in-person, with additional remote access provided via Zoom.**  
3 **\*\*This draft is intended for open meeting law compliance; a more detailed version may replace**  
4 **the draft.**

5  
6 **Selectboard:** Trini Brassard, Perry Armstrong, Patrick French, Tom Ayres.

7  
8 **Municipal Staff:** Trevor Lashua, Dennis Brown (lister), Chris Chambers (via Zoom)

9  
10 **Public Attendees:** Carol Buckley, Jack Cowdrey, Kevin Matte, Robin Goodall, Jeffrey D. Grout, and  
11 other attendees via Zoom (not reflected on the sign-in sheet).

12  
13 **Media:** ORCA Media (Ben Brown)

14  
15 **Board of Liquor Control**

16  
17 Trini opened the Board of Liquor Control meeting at 5:30 p.m..

18  
19 Perry moved to approve the liquor control meeting agenda. Pat seconded. The motion passed 4-0.

20  
21 802 Pizza was seeking a 1<sup>st</sup> class liquor license, which allows for the sale of beer and wine.

22  
23 Tom moved to approve the first-class liquor license 802 Pizza. Perry seconded. The motion passed 4-  
24 0.

25  
26 Perry moved to adjourn the Board of Liquor Control meeting. Pat seconded. The motion passed 4-0.

27  
28 **Regular Selectboard Meeting**

29  
30 Trini called the meeting to order at 5:34 p.m.

31  
32 2. Public Comment.

33  
34 There was no public comment offered.

35  
36 3. Approval of Agenda

37  
38 The agenda was amended to included discussion and potential action on a request related to  
39 emergency radios for the Fire Departments. The item, if added, would become 5.m.

40  
41 Perry moved to approve the agenda, as amended. Pat seconded. The motion passed 4-0.

42  
43 4. Consent Agenda.

44  
45 The consent agenda consisted of the minutes of 7/8/21 and the warrants.  
46

47 Pat moved approval of the consent agenda. Perry seconded. The motion passed 4-0.

48

49 5. New Business

50

51 a. Consider Setting the FY22 Tax Rate. Trevor introduced lister Dennis Brown, after  
52 reading the proposed tax rates for FY22. Dennis spoke to how rates were set.

53

54 FY22 Tax Rates as proposed are:

| <b>FY22 RANDOLPH TAX RATE SUMMARY</b>                     |                                |  |
|---|--------------------------------|--|
| <i>(ALL RATES SHOWN ARE PER \$100 OF ASSESSED VALUE)</i>  | <u>Homestead (residential)</u> | <u>Non-Homestead (non-residential)</u> |
| Municipal Tax Rate  | 0.8254                         | 0.8254                                 |
| School Statewide Tax Rate                                 | 1.5655                         | 1.5968                                 |
| Local Agreement Rate                                      | 0.0051                         | 0.0051                                 |
| <b>TOTAL TOWNWIDE TAX RATE</b>                            | 2.3960                         | 2.4273                                 |
| Police District Tax Rate                                  | 0.2190                         | 0.2190                                 |
| <b>TOTAL TOWNWIDE TAX RATE, INCLUDING POLICE DISTRICT</b> | 2.6150                         | 2.6463                                 |

55

56 *Pat moved to approve the FY22 tax rate as proposed. Tom seconded. Motion passed 4-*  
57 *0.*

58

59 b. Green Mountain Power Line Upgrade Proposal and Pleasant View Cemetery Trees.  
60 Kevin Matte from Green Mountain Power attended. Kevin described the line upgrade,  
61 and how it fit within GMP’s overall project to upgrade electric infrastructure  
62 reliability. Kevin said the Pleasant Street Substation was one of the worst performing  
63 circuits. It was estimated that three trees would need to be cut down; GMP would pay  
64 a replacement fee for trees that provided aesthetic value but less conflict with the  
65 power lines. The offer was \$2,000 per tree. There was discussion about whether or not  
66 the trees were considered shade trees, and if so, whether the municipality’s or the  
67 utility’s hearing requirements apply.

68

69 *Perry moved to approve as proposed. Tom seconded. Motion passed 4-0*

70

71 c. Current Status of Maple Street Project Planning.  
72 Trevor provided an update, including a recent conversation with Dubois and King,  
73 which had been hired years ago to assist with project scoping and other aspects. The  
74 next step is completion of the scoping of the project, which will consider the two  
75 alternatives identified to date (one-way versus two-way traffic) and the costs and  
76 impacts associated with them. Traffic data would need to be augmented or replaced, as  
77 the data collected doesn’t include turning motions or consider turning motions.  
78 Changes to stormwater rules need to be incorporated.

79

80 Jack Cowdrey said he wants to see Maple Street fixed. Robin Goodall commented on  
81 filling the potholes and the need to maintain safe conditions for walking, as did Carol  
82 Buckley.

83  
84 Trini asked about water/wastewater funds to redo infrastructure under the road. There  
85 was discussion about how project funding could be assembled, and how it depended  
86 on source and availability. One example was the Federal infrastructure bill, and if that  
87 provided a funding opportunity for project components. Once the alternatives analysis  
88 was complete, project timeline would depend upon funding.

89  
90 There was brief discussion about a desire to continue communication about the  
91 project, similar to the Beanville Road communication methods.

92  
93 d. Consider Banner Installation Request, and Discuss Sign Ordinance/Application Form  
94 Differences.

95 The Town’s ordinance language and the language used on application forms do not fit  
96 together. The ordinance language, which is the operative piece, limits banners to Town  
97 events, Town-sponsored events, or events on Town property. The 2020 version of the  
98 sign ordinance is silent on the gazebo, and that can likely have a sign. Trini noted that  
99 “Town” is not defined; the Board discussed whether or not the school event is a Town  
100 event, or if the definition follows the standard that Town means the municipality.  
101 There was agreement that the ordinance needs to be rewritten to ensure clarity, and to  
102 reflect intent. Perry said that Planning Commission did not want to limit use for  
103 banners. Banners stay up for two weeks.

104  
105 *Tom moved to approve the use of light pole arms and the gazebos for the Matsuri*  
106 *Music Festival. Pat seconded. Motion passed 4-0.*

107  
108 e. Consider Formal Award for FY22 Paving Bids.

109 The Board had provided a tentative award, to enable scheduling to begin, but needed  
110 to formalize its award of paving bids for FY22. Paving includes Fish Hill Road,  
111 Weston Street, and a short section of School Street (railroad tracks to the first speed  
112 hump).

113  
114 The bid results were:

| <i>BIDDER</i>              | <i>TOTAL</i>  |
|----------------------------|---------------|
| Pike Industries            | \$ 244,079.00 |
| Springfield/Sunapee Paving | \$ 243,057.50 |

115  
116  
117 A schedule is due soon, the low bidder is also providing paving services for Bethel.  
118 The FY22 budget includes \$250,000 for paving.

119  
120 *Pat moved to award the Town of Randolph’s FY22 paving bid to Springfield/Sunapee*  
121 *Paving, for \$243,057.50. Perry seconded. Motion passed 4-0.*  
122

- 123 f. Consider Easement Request for Jack Cowdrey, Central Street.  
124 The proposed easement would formalize access to Jack Cowdrey’s property at 4  
125 Central Street. The access is in use, but crosses into Town property at the Village Fire  
126 Station. The easement includes a prohibition about parking in a way that impedes or  
127 emergency response or access. The proposed easement has been reviewed by the town  
128 attorney.  
129  
130 Trini asked Jack if he would be willing to provide an easement to the Town on Maple  
131 Street if needed, as well. There was discussion about the matter.  
132  
133 *Perry moved to approve easement for Jack Cowdrey. Pat seconded. The motion*  
134 *passed 4-0.*  
135  
136 g. Consider Authorizing an Application for Neighborhood Development Area  
137 Designation.  
138 Trevor provided a brief overview of the designation, and the benefits associated.  
139 Board members considered a map showing the proposed designated areas. Recent  
140 changes to the zoning ordinance were made with the designation in mind. Applications  
141 are due soon; there is hope that authorization to apply is enough, but a special meeting  
142 may be needed to authorize submittal of the actual application (per the State).  
143  
144 *Pat moved to authorize the submittal of an application for Neighborhood Development*  
145 *Area Designation. Tom seconded. The motion passed 4-0.*  
146  
147 h. Consider Approving a VOREC Grant Letter of Interest (Velomont Trail Project).  
148 Trevor described the grant opportunity, and that Randolph would be the lead applicant  
149 on a multi-town, multi-organization grant effort. The outdoor recreation grant, if  
150 awarded, would provide funding for the Velomont Trail Project, and the section that  
151 runs through Randolph, Rochester, and Braintree. Randolph successfully completed a  
152 VOREC grant from the first round of funding.  
153  
154 *Perry moved to approve the application. Tom seconded. The motion passed 4-0*  
155  
156 i. Draft ARPA Funding Committee and Scope of Work Proposal.  
157 Trevor described a potential committee set up to explore uses for the funds and engage  
158 the community. The Town is receiving nearly \$480,000, in two equal installments (one  
159 is already in hand, the other is due in spring/summer 2022), and has until 2024 to  
160 obligate funds. Funds have to be spent by 2026. The committee would be comprised of  
161 a mix of representatives from the Town’s boards, committees, and commissions and  
162 the public. If the idea is blessed by the Board, staff will begin developing the scope of  
163 work and soliciting members.  
164  
165 The Board provided its blessing to move forward as proposed.  
166  
167 j. Consider Authorizing Replacement of Pearl Street Well Pump.

168 Chris Chambers (water waster/water manager) spoke of the need to replace the Pearl  
169 Street well pump that has been in place since the late '80s. The pump is still in  
170 operation, but not performing well. The other piece of the puzzle relates to safely open  
171 valves while operating the pump, with the high-pressures involved. Adding a variable  
172 frequency drive, or VFD, is the most efficient way (from both a labor and energy use  
173 perspective) to operate those valves.

174  
175 There was discussion about how the replacement is paid; the purchase and installation  
176 will be paid from the Town's general cash pool and then assigned to the enterprise  
177 funds.

178  
179 *Perry moved to authorize ordering the pump and the VFD as proposed. Tom*  
180 *seconded. Motion passed 4-0.*

181  
182 k. Water Allocation: 131 Sugar Plumb Court.  
183 The Water and Wastewater Committee reviewed a request by Jason Salls at 131 Sugar  
184 Plumb Court for a three-bedroom water allocation. The total fee is \$954. The system  
185 has sufficient capacity to award the allocation. The committee recommends approval.

186  
187 *Perry moved to award a water allocation request for Jason Salls for a three-bedroom*  
188 *home at 131 Sugar Plumb Court. Pat seconded. The motion passed 4-0.*

189  
190 l. Assembly Permits:  
191 The Board was presented with the following requests for Public Assembly Permits:  
192

- Chandler Center's New World Festival (9/5).
- East Valley Community Group Porch Quilt Wrap-Up Party (8/14).
- Movie Night in the Park, Baptist Fellowship of Randolph (8/27).
- Green Mountain Stage Race (9/4).

193  
194  
195  
196  
197 *Tom moved to approve all four requests. Perry seconded. Motion passed 4-0.*

198  
199 m. Fire Department Request re Radio Communications.  
200 Trini introduced the request from the Fire Departments, passed through the Fire  
201 Services Advisory Committee the day before the meeting. Radio communication has  
202 been difficult to clearly hear and relay, due to various issues with equipment. A pair of  
203 options for improvement and equipment replacement were priced out; Burlington  
204 Communications (BCS) was the low estimate and provide the equipment and service  
205 necessary. The nearly \$6,900 cost would be shared with Brookfield; Randolph's share  
206 is closer to \$5,440.

207  
208 *Tom moved to approve the request as presented. Perry seconded. The motion passed*  
209 *4-0.*

210  
211 6. Grants  
212 a. Kimball Memorial Library – VT Department of Libraries Courier Grant Application.

213 *Pat moved to approve the library's application for the Courier Grant. Tom seconded.*  
214 *The motion passed 4-0.*

215

216 7. Old Business.

217 Pat asked about the progress of the committee working on various fire department issues,  
218 including equipment. Trini provided the update, talking about the need to complete risk  
219 assessments (for the equipment piece of the conversation), resolve pay methodology  
220 questions, and address worker's compensation.

221

222 8. Other Business.

223 There was none.

224

225 9. Manager's Report.

226 Trevor introduced Kim Grout, the Town's new executive assistant, and provided updates on  
227 the Beanville Road culvert project and the impending start of the Town's credit card  
228 processing capabilities.

229

230 10. Executive Session – Pursuant to 1 V.S.A § 313 (a) (3) [Personnel]

231 *Perry moved that the Selectboard enter Executive Session pursuant to 1 V.S.A § 313 (a) (3).*

232 *Pat seconded. The motion passed 4-0.*

233

234 The Board entered executive session at 7:33 p.m.

235

236 *Perry moved that the Board exit executive session at 8:18 p.m. Pat seconded. The motion*  
237 *passed 4-0.*

238

239 *Tom moved to authorize the Town Manager to hire part-time employees and/or contract for*  
240 *services to assist with Highway Department operations as needed. Perry seconded. The*  
241 *motion passed 4-0.*

242

243 11. Adjournment.

244 *Tom moved to adjourn at 8:19 p.m. Perry seconded. The motion passed 4-0.*

245

246