

Selectboard Meeting of May 10, 2018
Town Hall Conference Room B, 7 Summer Street

Selectboard: Lawrence Satcowitz, Michael Hildenbrand, Matt Fordham (arrived after the start of the meeting), Perry Armstrong

Municipal Staff: Adolfo Bailon (Town Manager)

Public Attendees: Brooke Dingledine, Bill Morgan, Maria Pieglisi, Dave Crosby, Tom Harty, Matt Chin, Jerry Ward, John Race, James Dwinell, John Lutz, John Mazzucco, Jenny Carter, Rick Hauser

Media: Rebecca Jervis (*ORCA Media*)

Regular meeting

1. Call to order

Mr. Hildenbrand called the meeting to order at 5:37 p.m.

2. Public Comment

John Race questioned the issue of single house roads and plowing. Mr. Hildenbrand responded by stating that this issue is currently being examined.

Jerry Ward questioned the nature of the Executive Sessions part of the agenda (Pursuant to 1VSA 313 (1) (b)). Mr. Bailon responded by stating that it is labor related.

Brooke Dingledine handed out petitions to the Board in opposition to the proposed solar energy project in Randolph Center by Randolph Center Solar.

3. Approval of Agenda

Mr. Bailon added two items to the agenda under item number 7. The Dry Hydrant Grant Request by the Fire Department and a discussion of RACDC's Designation Program.

On motion by Mr. Hildenbrand and seconded by Mr. Armstrong, the Board approved the agenda. Vote 3-0-0

4. Consent Calendar

- a. Meeting Minutes of April 12
- b. Warrants

On motion by Mr. Armstrong and seconded by Mr. Satcowitz, the Board approved the consent calendar as presented. Vote: 3-0-0.

5. New Business

- a. Assembly Permit Application: The board reviewed the application submitted by the Randolph Village Fire Department for the 4th of July annual fireworks display.

On motion by Mr. Satcowitz and seconded by Mr. Armstrong, the Board approved the application submitted by the Randolph Village Fire Department. Vote 3-0-0.

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- b. Festival Permit Application: The board discussed the application submitted by Shane Niles for the 3rd Annual Central Vermont Brew Fest. Mr. Adolfo stated that the application was not yet completed, but asked for approval from the Board to accept the application under the condition that it will be completed after getting more information from Shane Niles. Mr. Armstrong requested a date of completion. Mr. Adolfo stated one week. Mr. Hildenbrand asked if there were any changes to the application from last year. Mr. Bailon said that the bonfire request was changed. Mr. Armstrong asked if the bonfire request was in or out. Mr. Bailon said that it was out.

On motion by Mr. Armstrong and seconded by Mr. Satcowitz, the Board approved the application submitted by Shane Niles on the condition that he will work with Mr. Bailon to finish the application within the week. Vote 3-0-0.

- c. Liquor License Application: The Board reviewed the application submitted by Café Salud (Black Krim Tavern LLC) for a liquor license.

On motion by Mr. Satcowitz and seconded by Mr. Armstrong, the Board approved the application submitted by Café Salud (Black Krim Tavern LLC). Vote 3-0-0.

- d. Budget Committee Quarterly Briefing: The budget committee was not in attendance.

Mr. Adolfo expressed concern that the Budget Committee continues not to comply with the mandate set by the Board in 1997 for the committee to hold monthly meetings. The current chair, Michael Penrod, will not be in attendance until October. Mr. Armstrong asked if there was another person who could serve as the chair. Mr. Bailon responded by stating that there are three other members including Rick Hauser and CJ Stumpf. Mr. Armstrong asked if those members were meeting monthly. Mr. Hildenbrand responded by saying no and that perhaps the Board needs to request a set meeting date closer to the end of the month. Mr. Bailon responded by saying that he will talk with the committee members.

No action was taken by the Board at this time.

- e. Water and Wastewater Allocation Request:
- Expanded allocation for 22 Pleasant Street
 - New Construction at 6 Park Street

Mr. Bailon proposed the allocation requests made by Café Salud (Black Krim LLC) for 22 Pleasant Street and by Keegan and Lindsay Houpt for a new gym at 6 Park Street.

Mr. Armstrong expressed concern over the financial inconvenience of impact fees for start-up businesses. He proposed the option of scheduled quarterly payments. The Board discussed possible payment structures. Mr. Bailon stated that some businesses in town have expressed concern over impact fees. Mr. Satcowitz questioned if the Board has authority to create these scheduled payments. Mr. Adolfo said he would check with attorney, but suggested that the board proceed with a motion. The Board discussed options.

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Mr. Satcowitz motioned for 22 Pleasant Street and 6 Park Street to pay the impact fee for expanded and new water and wastewater allocation over a period of 5 quarters in equal installments; after checking with the appropriate authorities. Mr. Armstrong seconded the motion. Vote 3-0-0.

- f. Land Use Regulations Amendment:
- Set public hearing date

Mr. Bailon stated that a public hearing is necessary to change regulations involved with the insufficient footage and zoning problems on Prince Street.

Mr. Armstrong motioned to set the Public Hearing Date to June 14th at 5:30 pm prior to the Selectboard meeting. Mr. Hildenbrand seconded the motion. Vote 3-0-0.

- g. Police Department District Review: Mr. Bailon state that there are issues to discuss concerning the police department. The department will soon lose three members of the Randolph Police force due to a retirement and departure of two members. Mr. Bailon proposed options for moving forward including a short-term agreement with the Orange County Sheriff's Department and proposing the creation of a temporary committee to review the police district options.

Mr. Satcowitz questioned if the town was currently looking for replacement officers and if the town should change the structure of the police department. Mr. Bailon proposed options. Mr. Armstrong questioned if the two remaining officer will provide sufficient coverage. Mr. Bailon stated that State Police officers may provide support. Tom Harty, a member of the public, commented in support of reviewing the Police district through data driven analysis. Maria Piegliasi, a member of the public, commented that it would be a good idea to develop a Police committee. The Board discussed potential committee breakdowns including option shared via email by Chair Brassard: 7 members (two Selectboard members, one from within and one from out of the police district; four representatives, two from within and two from out of the police district; and Town Manager).

Mr. Satcowitz motioned to establish an Ad-Hoc Police Evaluation Committee based on Ms. Brassard's recommendation. Mr. Bailon authorized to commence building a candidate pool for consideration. The motion was seconded by Mr. Hildenbrand. Vote 3-0-0.

- h. East Randolph Community Hall Update: Mr. Bailon stated that the East Randolph Community Hall is in need of a major upgrade and referenced a recently completed property inspection. He is working with the community to create a comprehensive plan to make the building functional.

No question or comments by the Board. No motions were made.

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At this time the Board allowed Ms. Carter to speak outside of the agenda: Ms. Carter expressed concerns and asked for assistance from the Board regarding a culvert and ditch issue along North Randolph Road which is located in front of her property. The Board advised Mr. Bailon to follow-up on this matter.

- i. State Revolving Loan Fund Authorization:
 - Update records and approved personnel

Mr. Bailon requested that he and Mike DeCubellis have the authorization to sign State Revolving Loan Fund documentation.

Mr. Hildenbrand motioned to authorize Adolfo Bailon and Michael DeCubellis to sign State Revolving Loan fund documents on behalf of the town. Mr. Armstrong seconded the motion. Vote 4-0-0.

- j. Loan Refinance Agreement from Mascoma Bank: Mr. Bailon commented that he had completed the refinance process of 45 South Main Street that was approved by the Board on April 12, and would like the Board's approval to sign the documentation.

Mr. Armstrong motioned to approve the signature and Mr. Fordham seconded the motion. Vote 4-0-0.

- k. Grants:
 - Request to apply for Municipal Highway Grant
 - Request to apply for Bicycle and Pedestrian Grant

Mr. Bailon requested the Boards approval to re-apply for a Municipal Highway grant for the maintenance of failing culverts on North Randolph Road. Mr. Bailon also requested the Boards approval to apply for a Bicycle and Pedestrian grant to fix the sidewalks throughout town.

On a motion by Mr. Satcowitz and seconded by Mr. Armstrong, the request to apply for both grants was approved. Vote 4-0-0.

6. Old Business

- a. Local Emergency Operations Plan (LEOP): Mr. Bailon proposed that this matter be tabled until the next meeting. The Board agreed.

7. Other Business

- RACDC Conversation: Mr. Bailon commented that RACDC would like to work with the town and Selectboard to establish long-term goals for the Downtown Designation program. Mr. Bailon commented that the relationship between the town manager's office and RACDC remains active, but that involvement by a Selectboard member would be beneficial. Mr. Satcowitz suggested that the town manager continue to work with RACDC. The Board discussed the request made

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by RACDC. The board directed Mr. Bailon to continue working with and serving as primary contact for RACDC.

No official action taken by the Board.

- Dry Hydrant Grant: Mr. Bailon stated that the Brunswick School would like to install a dry hydrant near their property. Action is supported by Randolph Village Fire Chief.

Mr. Fordham motioned to authorize Mr. Bailon to apply for a grant. The motion was seconded by Mr. Armstrong. Vote 4-0-0.

8. Manager's Report:

Mr. Bailon introduced the new Administrative Assistant, Mrs. Hance, to the Board.

Mr. Bailon commenced a discussion regarding certain conditions requested by the Vermont National Guard for a flyover demonstration to occur during the July 4th parade. Mr. Armstrong approved the conditions. Mr. Bailon then expressed concern on whether or not horses and livestock in the parade would become frightened by the flyover. Mr. Armstrong and Mr. Hildenbrand suggested that the appropriate parties be warned of the upcoming flyover if it should be approved.

9. Executive Session: 1 V.S.A. 313 (1)(b)

The Board voted to enter executive session at 7:04pm. The motion was made by Mr. Hildenbrand and seconded by Mr. Armstrong. Vote 4-0-0.

Prior to the start of the Executive Session, Mr. Rick Hauser, a Budget Committee Member, arrived and asked to speak in regards to the Budget Committee. The board agreed and voted to exit out of executive session.

The Board exited out of executive session at 7:05pm to allow the Budget Committee Member to speak. Mr. Hildenbrand motioned to exit executive session, seconded by Mr. Armstrong. Vote 4-0-0.

Rick Hauser commenced a discussion in regards to the Budget Committees requirement to meet with the Board once per quarter. Board presented options to Mr. Hauser and suggested that the discussion continue during next town meeting.

The Board voted to enter executive session at 7:25pm and invited Mr. Bailon to attend. The motion was made by Mr. Hildenbrand and seconded by Mr. Armstrong. Vote 4-0-0.

On a motion by Mr. Fordham, seconded by Mr. Armstrong, the board voted to exit executive session at 7:44pm.

10. Adjournment:

The Board voted to adjourn at 7:44pm. The motion was made by Mr. Fordham and seconded by Mr. Hildenbrand. Vote 4-0-0.