

**Town of Randolph
Regular Meeting Minutes – Selectboard (DRAFT)
OCTOBER 21, 2021**

***This meeting was hybrid, with remote access provided via Zoom.**

****This draft is intended for open meeting law compliance; a more detailed version may replace the draft.**

Selectboard: Trini Brassard (via Zoom), Perry Armstrong (via Zoom), Patrick French (via Zoom, arrived remotely a few minutes in), Tom Ayres (in person), and Larry Satcowitz (via Zoom).

Municipal Staff: Trevor Lashua, Mimi Burstein (assessor), Haidi Arias (via Zoom) and Joshua Jerome (via Zoom).

Public Attendees: Gary Dir, Susan Mills, Jeff Grout. Maryann Zavitz, John Pimenthal, (all via Zoom); additional individuals attended via Zoom.

Media: ORCA Media.

Board of Liquor Control

Trini opened the Board of Liquor Control meeting at 5:31 p.m.

4.a – Liquor License Applications.

The Board had a pair of applicants – The Forge (Prince Street) and Wit and Grit (Merchant's Row). Both are seeking 1st (beer and wine) and 3rd (alcohol) class licenses; The Forge also applied for an outside consumption permit.

Approval of the 1st Class license for The Forge formalized action taken by the Board (tentative approval) following the cancellation of the September 2021 meeting. Issues related to local zoning and floodplain regulations have been resolved. Both applications were included in the motion to approve.

Larry moved to approve the 1st and 3rd Class Liquor License Applications, with Outside Consumption Permit, for Scott Perkins, doing business as The Forge Restaurant, and the 1st and 3rd Class Liquor License Applications for Wit and Grit, LLC, doing business as wit & grit. Perry seconded. Motion passed 4-0. ____

Regular Selectboard Meeting

Trini called the meeting to order at 5:32 p.m.

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41 2. Public Comment

42 There was no public comment.

44 3. Approval of Agenda.

45 Perry moved to approve the agenda. Larry seconded. The motion passes 4-0.

46
47 **Consent Calendar (#4)**

48
49 4.a and 4.b – Consent Calendar.

50 The warrants and the minutes of the August 12th meeting were the items to consider.

51
52 Perry moved to approve the consent calendar as presented. Tom seconded. 4-0.

53
54 **New Business (#5)**

55
56 5.a – Energy Advisory Committee – Climate Action Request.

57 The Energy Advisory Committee asked for time to present a request related to the Vermont
58 Climate Council's effort to draft a Climate Action Plan.

59
60 There was a lengthy discussion on the proposed People's Climate Action Plan created by the
61 advocacy group 350VT.org. The discussion centered on the plan's broad scope and applicability
62 – or lack of – to local government, and the distinction between advocacy and action.

63
64 The Selectboard and Energy Committee will schedule a work session meeting, at which the two
65 groups will attempt to create a local climate action statement that focuses on actions, specifically
66 those that can and should be taken in Randolph.

67
68 Larry moved to approve the Energy Action Plan, as presented, and after speaking about equity
69 elements of it. The motion failed at the time, due to a lack of a second.

70
71 Staff was directed to schedule a work session.

72
73 5.b – Maple Street Scoping Study – Additional Services Amendment.

74 The amendment to the 2018 Maple Street scoping study includes the estimated cost for the traffic
75 impact assessment and updated project cost estimates. Completing the traffic impact assessment
76 and updating the costs are the final tasks needed to complete the study. The \$11,700
77 amendment brings the total scoping study cost from \$106,500 to \$118,200.

78
79 Pat moved to approve amendment number 1 to the 2018 Agreement for Consultant Engineering
80 Services for the Maple Street Road and Infrastructure Improvements Projects with DuBois and
81 King, Inc. Tom seconded. The motion passed 5-0.

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5.c – Consider Adopting Vermont Community Development Program (VCDP) Municipal Policies and Codes.

Adopting the Municipal Policies and Codes (enclosed) is an award condition of the \$50,000 planning grant for the Orange County Parent and Child Center project.

Larry moved to approve adopting the VCDP form MP-1, Municipal Policies and Codes. Tom seconded. The motion passed 5-0.

5.d – Discuss ARPA Funding Committee Scope of Work.

This was a quick check-in; a formal scope needs to be developed. Factoring in the share of the money otherwise designated for county governments, the Town's ARPA funding totals nearly \$1.4 million.

5.e – Consider Formalizing the Assessor Hire.

Mimi Burstein effectively started in the assessor's role in September; action taken by the Board will formalize the hire (tentative approval was given in September).

Perry moved to approved the hire of Mimi Burstein as the assessor for the Town of Randolph, retroactive to September 1, 2021. Pat seconded. The motion passed 5-0.

5.f – North Reservoir Tank and Wells Project – 90% Design Update.

The 90% plans are complete. The current project cost estimate is \$2,439,000, nearly \$500,000 (+30%) more than the 2018 cost estimate used to assemble the project funding package. The Town's available funding, when combining the Northern Borders and CDBG funds with the \$1.5 million loan from the Vermont Drinking Water State Revolving Fund, is \$2.25 million. This leaves a \$189,000 gap to fill prior to the start of construction in the spring. The exploration of solutions is already underway.

5.g – Consider Award of North Randolph Road Slope Stabilization RFP.

The Town received two responses to the request for proposals; a bid comparison was available for the meeting. The bids are both in excess of the expected cost, at least when measured against the grant award. The \$40,000 grant included an 80/20 State/Local split (\$32,000 in State funds, \$8,000 in local match).

Perry moved to award the North Randolph Road Slope Stabilization bid to Dubois and King for an amount not to exceed \$62,067.

5.h – Assembly Permits – Halloween.

A proposed assembly permit for a Halloween event is enclosed. A banner permission form, tied to the event, is enclosed as well.

Tom moved to approve assembly permit and banner permission form. Larry seconded. The motion passed 5-0.

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Grants (#6)

6.a – Consider Kimball Memorial Library Historic Preservation Grant and Cost-Sharing Proposal.

The Board tentatively agreed to approve the application for a historic preservation grant (enclosed).

The \$20,000 grant, combined with \$40,000 pledged by the Library Trustees, would leave an \$140,000 funding gap for the project. The Trustees proposed that the Town pick up the remaining cost through capital reserve funds. There was some discussion about a small grant award driving the need to match with substantial funds, and the need to consider the project in relation to all other Town capital needs.

Pat moved to formalize approval of the grant application. Tom seconded. The motion passed 5-0.

6.b – Consider Accepting ARPA/VT Department of Libraries Grant. **[ADDED]**

The \$8,688.39 grant can be used for outdoor furniture, technology, and collection purchases.

Perry moved to accept the \$8,688.39 grant from the Vermont Department of Libraries. Pat seconded. The motion passed 5-0.

6.c – Consider Multi-Town Bylaw Modernization Grant.

The Town has been asked to be the lead for a seven-town consortium grant aimed at bylaw modernization (with a particular focus on housing and pedestrian-oriented developments). The \$60,000 grant requires a 10% (\$6,000) match, which would come from Two Rivers-Ottauquechee Regional Commission (TRORC). Josh Jerome spoke to, and further described, the project.

The seven towns involved would be: Randolph, Rochester, Strafford, Hartford, Bethel, Woodstock, and Thetford. The application deadline is November 15th.

Pat motioned to approve the seven-town bylaw modernization consortium application. Tom seconded. The motion passed 5-0.

Old Business (#7)

There is none.

Other Business (#8)

There is none, proposed by staff.

Manager's Report (#9)

The manager's report included updates on meeting technology, the invitation to apply for the next round of VOREC grants, and the feasibility study for removal of the East Randolph dam.

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171
172 Executive Session (#10)
173 Tom moved to enter executive session pursuant to 1 V.S.A § 313 (a) (1) (B) [Contract
174 Negotiations]; 1 V.S.A. § 313 (a) (3) [Personnel]; 1 V.S.A. § 313 (a) (2) [Real Estate]; and 1
175 V.S.A. § 313 (a) (F) [Legal]. Perry seconded. The motion passed 5-0.
176
177 The Board entered executive session at 7:34 p.m.
178
179 Tom moved to exit executive session at 8:32 p.m.
180
181 Perry moved to authorize the Town Manager to apply for grant funding to acquire 15 Lincoln
182 Street for the purposes of flood resilience and restoration, clean up, and remediation of the site.
183 Tom seconded. The motion passed 5-0.
184
185 Perry moved to adjourn at 8:33 p.m. Tom seconded. The motion passed 5-0.