

Town of Randolph
Regular Meeting Minutes
Selectboard (DRAFT)
June 13, 2024



1
2 ***This meeting was hybrid, with remote access provided via Zoom.**

3 ****This draft is intended for open meeting law compliance. A more detailed version may**
4 **replace the draft.**

5
6 **Selectboard:** Trini Brassard, Larry Satcowitz, Alissa Matthews, Stephanie Tyler (via Zoom),
7 and Molly Mullen.

8
9 **Municipal Staff:** Trevor Lashua, Town Manager; Morgan Easton, Recreation Director; Judy
10 Powell, Exec. Assistant

11
12 **Public Attendees** (in person): Robin Goodall, Amy Grasmick, Nicole Cyr, Linda Runion,
13 Wayne Warner, Mike Hildenbrand.

14
15 **Public Attendees** (via Zoom): Rose Lucenti, Jessica Wilkinson, “Charlene.”

16
17 **Media:** ORCA (in the room and via Zoom).

18
19 **Regular Selectboard Meeting**

20
21 **1. Call to Order**

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

23
24 **2. Public Comment**

25 Nicole Cyr commented on new baskets at the Disc Golf course. She said she believe they were
26 improperly installed, are outside the original footprint, and alter the course. Trini asked Trevor to
27 look into this.

28
29 **3. Approval of Agenda**

30 *Larry moved to approve the agenda. Molly seconded. The motion passed 4-0. (Stephanie entered*
31 *late)*

32
33 **4. Consent Calendar**

34 *Larry moved to approve the consent calendar as presented. Alissa seconded. The motion passed*
35 *4-0.*

36
37 **5. Business**

38
39 **5.a. – Consider Public Assembly Permits and Banner Placement Applications.**

40 Linda Runion reported that they have 21 volunteers signed up for the parade and she ordered
41 more radios this year.

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43 *Alissa moved to approve the Assembly Permit for the 4th of July parade. Larry seconded. The*
44 *motion passed 4-0.*

45
46 *Larry moved to approve the Assembly Permit for the fireworks. Alissa seconded. The motion*
47 *passed 4-0.*

48
49 *Alissa moved to approve the Assembly Permit for Make Music VT. Molly seconded. The motion*
50 *passed 4-0.*

51
52 *There is no permit needed for the July 4th pole banners. Trevor will handle.*

53
54 *5.b.- Consider RACDC 1st Friday Rain Dates.*

55 *Mike Hildenbrand commented that the fire department was not aware of the original request for*
56 *1st Fridays. There was a concern last year with gas cylinders.*

57
58 *Larry moved to approve the proposed rain dates for 1st Friday. Alissa seconded. The motion*
59 *passed 4-0.*

60
61 *5.c. – Consider Kimball Public Library Preservation Trust Easement.*

62 *Robin Goodall gave an update on S.220 “An Act Relating to Vermont’s Public Libraries”. She*
63 *believes this clarifies the responsibilities of the Board of Trustees. The Trustees don’t understand*
64 *the Town’s concern with the easement, the selectboard approved the grant months ago. Trini said*
65 *that the easement wasn’t part of the original application. The easement requires the Town to do*
66 *maintenance and work at the direction of the Preservation Trust in perpetuity. The selectboard*
67 *will seek guidance from the Town’s attorney.*

68
69 *5.d. - Consider Chandler Preservation Trust Easement.*

70 *Trini stated this is a similar situation as the library. We have the same questions for the attorney.*

71
72 *5.e. – Discuss UTV agreement and trailer purchase proposal.*

73 *Trevor revised the draft agreement. Trini stated the big issue is how to move it if a town vehicle*
74 *is not available. Discussion focused on insurance and liability. Maintenance and training costs*
75 *can be absorbed by the fire department. Chief Hildenbrand suggested separate documents, one to*
76 *accept the gift and then a policy regarding operation. Trevor will work on a re-write. Discussion*
77 *to be continued.*

78
79 *5.f. - Consider Grant Award Acceptance – Sidewalk Scoping Study.*

80 *The scoping study will look at extensions of the existing sidewalk network on Route 12 towards*
81 *Shaw’s and Weston Street.*

82
83 *Larry moved to accept the grant award. Alissa seconded. The motion passed 4-0.*
84

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85 5.g. – North Randolph Road Projects – Updates on Bid Process.

86 Trevor reported that there were no responses to the bid requests for either project. Engineering is
87 required to move forward. He is currently preparing a request for qualifications for the bridge
88 project and will seek guidance from FEMA and State for the slope stabilization.

89

90 5.h. – Discuss Policies/Ordinances Review Project.

91 Trevor advised that many of the policies and ordinances were decades old. Would like to see a
92 calendar where they can be prioritized and reviewed on a regular basis. A proposed calendar will
93 be prepared for consideration.

94

95 5.i. – Town Clerk/Treasurer Vacancy Update.

96 Our preferred candidate has withdrawn their application. Ann LaPerle and Joyce Mazzucco are
97 continuing to assist Mary. Trevor advised that there is a provision where the Town can appoint
98 someone that is a resident of VT even if they aren't a resident of Randolph. The proposal must
99 be approved by voters at any annual or special meeting. There was discussion regarding
100 Australian ballot or floor vote, special meetings, notice and warning. Trevor will do another
101 round of advertising and find out the requirements for special vote.

102

103 5.j. – Consider Appointing Additional Assistant Treasurers.

104 Currently Assistant Clerk/Treasurer Mary Mitchell is the only person authorized to sign checks.
105 It makes sense to have additional signers in case of Mary's absence.

106

107 *Larry moved to appoint Ann LaPerle, Joyce Mazzucco, and Judy Powell as Asst. Treasurers.*
108 *Alissa seconded. The motion passed 5-0.*

109

110 5.k. – Consider Grand List Extension Ratification.

111 *Larry moved to ratify the Grand List extension. Molly seconded. The motion passed 5-0.*

112

113 5.l. – Initial Discussion on Town Charter.

114 Trevor handed out a flowchart provided by VLCT. There was discussion about required hearings
115 and notice. A charter with non-controversial provisions may move pretty quickly. Revisions can
116 be done yearly if necessary.

117

118 5.m. – Consider ARPA Funds - continued.

119 Trini would like an estimate on where we stand with funds. The Town's portion of repairs to the
120 North Randolph Road and Stock Farm Road are still unknown.

121

122 **6. Manager's Report**

123 Nothing in addition to what's in the packet. Paving bids are due next week. Work has started on
124 the Stock Farm Road.

125

126 **7. Executive Session**

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127
128 *Stephanie moved that executive session is necessary and prudent and that premature general*
129 *public knowledge would place the Town at a disadvantage. Molly seconded. The motion passed*
130 *5-0.*

131
132 *Stephanie moved motion to enter executive session pursuant to 1 V.S.A § 313 (a) (1) (A)*
133 *[contracts], 1 V.S.A § 313 (a) (1) (B) [collective bargaining], 1 V.S.A § 313 (a) (1) (F)*
134 *[attorney/client communications], 1 V.S.A § 313 (a) (2) [real estate], and 1 V.S.A § 313 (a) (3)*
135 *[personnel]. Alissa seconded. The motion passed 5-0.*

136
137 Executive session entered at 7:52pm.

138
139 *Larry moved to exit executive session at 8:59 p.m. Molly seconded. The motion passed 5-0.*

140
141 No action was taken.

142
143 *Larry moved to adjourn at 8:59 p.m. Alissa seconded. The motion passed 5-0.*

144
145
146 **The Board's next meeting is Thursday, July 11th, at 5:30 p.m.**