

Town of Randolph
Regular Meeting Minutes
Selectboard (DRAFT)
October 10, 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. For a link to the recorded video, please contact the Town Manager's**
5 **office.**

6
7 **Selectboard:** Trini Brassard, Larry Satcowitz, Stephanie Tyler, Alissa Matthews and Molly
8 Mullen.

9
10 **Municipal Staff:** Trevor Lashua, Town Manager (via Zoom); Tammy Munyon, Town Clerk;
11 Morgan Easton, Interim Recreation Director; Chief Scott Clouatre, Police; Officer Taylor
12 Larocque, Police.

13
14 **Public Attendees** (in person): Amy Grasmick, Kimball Library Director; Andrea Easton; Maria
15 Puglisi; Sam Sammis; Ginny Sammis; Haidi Arias; Nathan Vandal, Green Peak Solar; Tom
16 Garden, Triland Partners; and others.

17
18 **Public Attendees** (via Zoom): Erika Hoffman-Kiess, GMEDC; “Jeanette”; “David”; Jerry Ward;
19 Jeremy Hanna; Oliver Bierman-Lytle, Brunswick School; Kathleen Harrington, Brunswick
20 School; and others (multiple phone numbers, with no other identifiers).

21
22 **Media:** ORCA Media (in-person and via Zoom).

23
24 Board of Liquor Control Meeting

25
26 **1. Call to Order**

27 Trini called the local liquor control board meeting to order at 5:30 p.m.

28
29 **2. Public Comment**

30 There was no public comment.

31
32 **3. Approval of Agenda**

33 *Stephanie moved that the agenda be approved. Molly seconded. The motion passed 4-0.*

34
35 **4. Consider New Liquor License.**

36 Sodexo Operations, LLC, the food and beverage provide at the VSU-Randolph campus, was the
37 only applicant.

38
39 *Stephanie moved to approve the first-class liquor license for Sodexo Operations, LLC. Molly*
40 *seconded. The motion passed 4-0.*

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42 *Stephanie moved to adjourn the local liquor control board meeting. Alissa seconded. The motion*
43 *passed 4-0.¹*

44

45 **Regular Selectboard Meeting**

46

47 **1. Call to Order**

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

49

50 **2. Public Comment**

51 Amy Grasmick provided an update on Kimball Library activities.

52

53 Haida Arias asked for the recreation advisory committee to be re-established.

54

55 **3. Approval of Agenda**

56 *Stephanie moved that the agenda be approved. Alissa seconded. The motion passed 5-0.*

57

58 **4. Consent Calendar**

59 *Stephane moved to approve the consent calendar as presented. Alissa seconded. The motion*
60 *passed 5-0.*

61

62 **5. Business**

63

64 *5.a.- Consider Assembly Permits – Safe and Seen Halloween and VT Advocates for Individuals*
65 *with Limitations.*

66 Safe and Seen Halloween – There was discussion about a change in area from the application,
67 with a focus on the green/gazebo space and a closure of a section of Pleasant Street. Cops will be
68 required, the Village Fire Department needs to sign off, and the unpaid law enforcement services
69 bill from the July 4th parade needs to be paid.

70

71 *Stephanie moved to approve the assembly permit for Safe and Seen Halloween to include the*
72 *change in location and elimination of Merchant’s Row, the closure of a section of Pleasant*
73 *Street by the Gear House, that any and all review conditions of the Village Fire Department and*
74 *Chief of Police are satisfied in full, and the unpaid portion of the July 4th law enforcement*
75 *services bill is paid prior to permit issuance. Alissa seconded. The motion passed 5-0.*

76

77 VT Advocates for Individuals with Limitations is asking to hold a bake sale and “introduction”
78 event at the park/gazebo area.

79

¹ Larry wasn’t present for the liquor control board proceedings, but was for the entirety of the Selectboard meeting. That’s why the vote count moves from 4 to 5.

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80 *Stephanie moved to approve the public assembly permit for the VT Advocates for Individuals*
81 *with Limitations. Molly seconded. The motion passed 5-0.*

82
83 *5.b. – Consider Appointments to Boards, Committees, and Commissions.*

84 Two candidates were seeking appointment to the Planning Commission (Jason Aldous and
85 Caroline Kimball). The Board talked about the membership of the Commission, and areas
86 represented (professional, interest/topic, section of town, etc.).

87
88 *Larry moved to appoint Caroline Kimball to the Planning Commission. Stephanie seconded. The*
89 *motion passed 5-0.*

90
91 *5.c. – Consider Adopting a Resolution for Change of Authorized Signers on Credit Card.*

92 The resolution ensures current staff are the authorized signers. The inclusion of four authorized
93 signers is a “hedge” against future transitions in personnel.

94
95 *Alissa moved to adopt the resolution as presented. Stephanie seconded. The motion passed 5-0.*
96

97 *5.h. – Introduction of Green Peak Solar Array on East Bethel Road.*

98 This item was moved by request of the presenter, due to scheduling constraints. Nathan Vandal
99 of Green Peak Solar presented an overview of the company’s proposed solar array on East
100 Bethel Road.

101
102 *5.d. – Consider Grant Acceptance – EV Charging Station and COPS Grants.*

103 The Town can get a Level III (fast) charger installed through an ARPA award made by the State
104 to Norwich Solar. The preferred location is the Town Office parking lot. No grant match is
105 required, no maintenance is required, and the Town does not have to serve as a grant entity. The
106 location has been a preferred EV charge site for years. The Town will work with the company on
107 an MOU.

108
109 The COPS grant application in May was approved as part of the FY25 Police District budget.
110 COPS funds can be deployed during a three-year cycle to hire and retain officers; the Town
111 applied for and received funding for a single police officer. No funds have been spent in
112 anticipation of the award, and the officer slot is currently open.

113
114 *Stephanie moved to authorize the Town Manager to develop an MOU for the installation of a*
115 *Level III charger at the Town Offices lot, or other feasible location. Molly seconded. The motion*
116 *passed 5-0.*

117
118 *Stephanie moved to accept the COPS grant, and to authorize the Town Manager and Chief of*
119 *Police to execute grant documents. Larry seconded. The motion passed 5-0.*

120
121 *5.e. – OCPCCRandolph VCDP Implementation Grant – Update.*

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122 Erika Hoffman-Kiess of GMEDC provided an update on the project, including Braintree
123 assisting with VCDP funding (Randolph is already tied to an RACDC project, and can't be tied
124 to a second one), the challenges of increasing construction costs, and general next steps.
125

126 5.f. – Consider Request to Maintain Clover Hill Road.

127 Sam and Ginny Sammis requested that the Town maintain at least the bottom 1,000-1,1100
128 linear feet of Clover Hill Road. The road is currently a legally established trail, with no statutory
129 maintenance requirements associated. Sam offered to invest in the upgrade. Neighbors and
130 Brunswick School representatives indicated they were just listening at this time, and not part of
131 the request. The Board will look at the history, review with the Highway Superintendent, and lay
132 out the process requirements, but was clear that no decisions or commitments have been made.
133

134 5.g. – Introduction of Triland Planned Solar Array on Meadow Lane.

135 Tom Garden presented a proposed project on Meadow Lane. The parcel involves a former
136 landfill, used by residents of Randolph, and closed at least 50 years ago. The conversation
137 centered on ownership and responsibility, and how brownfields program funding might come
138 into play. Rather than giving the former landfill on the Pierce property to the Town, Tom was
139 asked to consider taking the portion on the neighboring Town-owned parcel instead – providing
140 a project pathway for solar and housing, potentially. This was an introductory conversation.
141

142 5.h was moved. See line 97.
143

144 5.i. – Consider UTV Agreement Amendment/Addition.

145 The Village Fire Department has asked if a clause can be inserted in the agreement that has the
146 UTV's ownership reverting to the fire services non-profit that purchased it at the expiration of
147 the agreement's term. They also asked that the uses be restricted to fire personnel. The Board
148 discussed the request, but took no action.
149

150 5.j. – FY26 Budget, Goals, and Priorities.

151 After discussion, the Board decided to forego any goals and priorities for the FY26 budget at this
152 time, in order to hold a retreat and talk about the Town's need from a performance and service
153 delivery perspective. The retreat was scheduled for 11/2. From the retreat, budgeting direction
154 may be taken.
155

156 5.k. – Discussion on Town Charter – Continuation.

157 This is a project in need of time and space, from a staffing perspective. No more updates were
158 provided.
159

160 5.l. – Consider ARPA Funds -- Continuation.

161 Changes in the U.S. Treasury's guidance on the obligation standard for funds changes planned
162 uses for ARPA funds. To safely consider funds obligated is to, effectively, have them spent or
163 formally designated (contracts, purchase orders, etc.) in advance of the December 31st obligation

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164 deadline. There is also a mechanism to declare remaining funds surplus, and use them towards
165 payroll and other obligations prior to June 30, 2025.

166
167 The Board had previously designated substantial funds to flood recovery costs and personnel (a
168 grants management position, in particular).

169
170 The Board reviewed the updated list, and discussed the various priorities. A number of projects
171 originally identified for ARPA funding have found other pathways (such as the Level III
172 charger).

173
174 The Board reviewed the following list of expenditures, with the remaining funds (\$376,000) to
175 be held until a point after the retreat:

- 176
- 177 a. Loader replacement – \$199,000
 - 178 b. Technology upgrades – totaling \$55,000, comprised of website replacement, permitting
179 software, digital signature platform, and technology upgrades for the conference room.
 - 180 c. Police cruisers – \$124,000; one Silverado and one Tahoe.

181
182 *Stephanie moved to obligate \$377,594.99 for the items listed. Alissa seconded. The motion*
183 *passed 5-0.*

184
185 **6. Manager’s Report**

186 Trevor advised he has nothing new to add.

187
188 **7. Executive Session**

189 *Stephanie moved to find that executive session is necessary and prudent and that premature*
190 *general public knowledge would place the Town at a disadvantage. Molly seconded. The motion*
191 *passed 5-0.*

192
193 *Stephanie moved to enter executive session pursuant to 1 V.S.A § 313 (a) (1) (A) [contracts], 1*
194 *V.S.A § 313 (a) (1) (B) [collective bargaining], 1 V.S.A § 313 (a) (1) (E) [litigation] 1 V.S.A §*
195 *313 (a) (2) [real estate], and 1 V.S.A § 313 (a) (3) [personnel]. Molly seconded. The motion*
196 *passed 5-0.*

197
198 *The Board entered executive session at 7:58 p.m.*

199
200 *Alissa moved that the Board exit executive session at 9:00 p.m. Stephanie seconded. The motion*
201 *passed 5-0.*

202
203 No action was taken following executive session.

204
205 **8. Adjournment.**

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206 *Stephanie moved to adjourn the meeting. Alissa seconded. The motion passed 5-0.*
207 *Meeting adjourned at 9:00 pm.*

208

209 A recording of this meeting can be found by clicking on the link below:

210 [https://us06web.zoom.us/rec/share/pbioT2BbY2GrnlPs8BUJ9UckfBurp9dhRfkCxbuTue3R971](https://us06web.zoom.us/rec/share/pbioT2BbY2GrnlPs8BUJ9UckfBurp9dhRfkCxbuTue3R971dGTAMyDWDd2t3j9W.JmKWYn39s2MV9J_s)
211 [dGTAMyDWDd2t3j9W.JmKWYn39s2MV9J_s](https://us06web.zoom.us/rec/share/pbioT2BbY2GrnlPs8BUJ9UckfBurp9dhRfkCxbuTue3R971dGTAMyDWDd2t3j9W.JmKWYn39s2MV9J_s)

212

213

The Board's next meeting is Thursday, October 10, at 5:30 p.m.