

**Town of Randolph  
Regular Meeting Minutes  
Selectboard (DRAFT)  
May 9, 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, and Molly  
7 Mullen.

8  
9 **Municipal Staff:** Trevor Lashua, Town Manager; Mark Rosalbo, Economic Development  
10 Director, Scott Cloutre, Polic Chief (via Zoom). Jeff Grout, Zoning Administrator; Judy Powell,  
11 Exec. Assistant (in person)

12  
13 **Public Attendees** (in person): Perry Armstrong, Nancy Rice, Wayne Warner, Michael  
14 Hildebrand, Julie Iffland, Peter Reed, Paul Rea, “Steve”.

15  
16 **Media:** ORCA, Tim Calabro

17  
18 **Board of Liquor Control Meeting**

19 1. Call to Order

20 Trini called the meeting to order at 5:37p.m.

21 2. Public Comment

22 There was no public comment.

23 3. Approval of Agenda

24 *Stephanie moved to approve the agenda. Larry seconded. The motion passed 5-0*

25 4. Consider Liquor License Renewals (with outside consumption permits, if applicable).

26 There was just one liquor license renewal to consider.

27 *Stephanie moved to approve the liquor and tobacco license application. Larry seconded. The*  
28 *motion passed 5-0.*

29  
30 *Stephanie moved to adjourn the Liquor Control Board meeting. Alissa seconded. The motion*  
31 *passed 5-0.*

32  
33 **Regular Selectboard Meeting**

34  
35 **1 Call to Order**

36 Trini called the meeting to order at 5:38p.m.

37  
38 **2 Public Hearing – Proposed Changes to Land Use Regulations**

39 Emailed comments from Matt Murawski were read. There was discussion about the floodplain  
40 overlay, it’s effect on future development and property values. Paul Rea and Perry Armstrong  
41 commented that it was too restrictive. Larry reported that this was talked about in Planning  
42 Commission meetings but suggested there be more discussion with TRORC. Paul Rea

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43 commented that he has concerns regarding density and lot size. Jeff Grout and Larry explained  
44 the need to comply with State statute. Trevor suggested that these would be considered major  
45 changes and recommended another hearing after the Planning Commission submitted an  
46 amended report.

47  
48 The Board will consider the amendments, with the discussed elements removed, at a future  
49 hearing.

50  
51 **4. Approval of Agenda**

52 *Stephanie moved to approve the agenda. Alissa seconded. The motion passed 5-0.*

53  
54 **5. Consent Calendar**

55 The appointment of Chris Gunnell to the DRB was inadvertently left out of the minutes for 4/18.

56  
57 *Stephanie moved to approve the consent calendar as amended. Alissa seconded. The motion*  
58 *passed 5-0.*

59  
60 **6. Business**

61  
62 *6.a – This was set aside as a potential action item related to the land use regulation changes. See*  
63 *the minutes from the public hearing for more information. No action was taken.*

64  
65 *6.b. – Consider Outdoor Seating Request – Sweet Scoops/15 North Main Group.*

66  
67 There was no public comment.

68  
69 *Larry moved to approve the request as presented for Sweet Scoops and Short Notice. Alissa*  
70 *seconded. The motion passed 5-0.*

71  
72 *6.c – Consider Salisbury Square Road – continued discussion.*

73 There was discussion about whether to set a bond amount and what that amount would be. Mark  
74 Rosalbo stated the bond would be for the full cost plus 15% contingency equaling 1.265 million,  
75 and be in place for two years. Trevor reported that he does not have a quote yet for an engineer.  
76 It is RACDC's hope that the Town would take over the road upon completion. The bond will  
77 ensure the work meets Town road specs.

78  
79 There was public comment from Paul Rea and Perry Armstrong regarding setting precedent for  
80 future and current developments.

81  
82 *Alissa moved to set the bond amount at \$1,265,000.00 which shall be in effect until two years*  
83 *later than any date of adoption and the Town shall hire an engineer the cost of which will be*  
84 *covered by RACDC. Stephanie seconded. The motion passed 5-0.*

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85

86 6.d – Consider Approving Assembly Permit & Banner Placement Applications – July 4<sup>th</sup>.

87 Postponed to June meeting as there is no Chamber of Commerce representative available to  
88 attend tonight’s meeting.

89

90 6.e – Consider Approving UTV Agreement and Trailer Purchase Proposal.

91 Draft agreement governing use of UTV and trailer was discussed. More work is needed on this.  
92 Elements from the agreement may be broken out into a policy, governing use.

93

94 6.f – Consider Adopting Annual Local Emergency Management Plan.

95 The plan can be amended at any time if there are changes.

96

97 *Larry moved to approve the plan as presented. Alissa seconded. The motion passed 5-0.*

98

99 6.g – Consider NEP-DEC ARPA grant draft amendment.

100 The additional amendment discussed in April was not available yet. The provision for notice  
101 when the pretreatment system failed should be amended to include the Town in addition to the  
102 State.

103

104 *Alissa moved to accept the grant draft amendment. Molly seconded. The motion passed 5-0.*

105

106 6.h – Consider Approving Grant Applications.

107 The COPS grant was discussed during FY25 budgeting and supports the hiring of a police  
108 officer. The GHSP grants are for highway safety and education, including everything from DUI  
109 enforcement to public speaking.

110

111 *Larry moved to approve the COPS and GHSP grants. Stephanie seconded. The motion passed 5-*  
112 *0.*

113

114 6.i. Consider Whether or Not to Accept a CDBG Grant for the North Wells and Reservoir  
115 Project.

116 Trevor advised that North Wells project had multiple funding sources already, and a sufficient  
117 amount of funding. The project is on schedule for completion in August. He recommended  
118 declining the grant.

119

120 *Stephanie moved to accept the CDBG grant only if it could be used on an alternate project and if*  
121 *not, then decline it. Alissa seconded. The motion passed 5-0*

122

123 6.j. – Consider Adopting a Resolution for Change of Authorized Signers on Credit Card.

124 This change is necessary as there is currently no Town Clerk/Treasurer.

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126 *Stephanie approved the resolution. Larry seconded. The motion passed 5-0.*

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**7. Manager's Report**

In addition to the written report, Trevor advised that he had met with FEMA today regarding the December event. Money from the July event should be coming in soon.

**8. Executive Session**

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

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

Executive session entered at 7:41 p.m.

*Alissa moved to exit executive session at 8:04 p.m. Stephanie seconded. The motion passed 5-0.*

*Stephanie moved to adjourn. Larry seconded. The motion passed 5-0.*

**The Board's next meeting is Thursday, June 13<sup>th</sup>, at 5:30 p.m.**