

Town of Randolph
Regular Meeting Minutes
Selectboard (DRAFT)
December 12, 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, Stephanie Tyler, and Alissa Matthews (entered
7 late).

8
9 **Municipal Staff:** Trevor Lashua, Town Manager; Jeff Grout, Zoning Director, Mimi Burstein,
10 Lister, Judy Powell, Exec. Assistant; Mike Hildenbrand, Village Fire Chief, Wayne Warner,
11 Asst. Fire Chief, Scott Cloutre, Police Chief (via Zoom).

12
13 **Public Attendees** (in person): Jeff Thayer, Jon Kaplan, Jon Hall, Tamara Morgan, Harvie Porter,
14 Ken Hafner, Joe Voci, Maury Smith, Adele Smith.

15
16 **Public Attendees** (via Zoom): “Charlene”, “Andrea”

17
18 **Media:** ORCA (via Zoom).

19
20 **Board of Liquor Control Meeting**

21 1. Call to Order

22 Trini called the meeting to order at 5:27.

23 2. Public Comment

24 There was no public comment.

25 3. Approval of Agenda

26 *Stephanie moved to approve the agenda. Larry seconded. The motion passed 3-0.*

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

28 The liquor license renewal for Wee Bird Bagel Cafe was considered.

29 *Stephanie moved to approve the liquor license application. Larry seconded. The motion passed*
30 *3-0.*

31 *Stephanie moved to adjourn the Liquor Control Board meeting. Larry seconded. The motion*
32 *passed 3-0.*

33
34 **Board of Cannabis Control Meeting**

35 1. Call to Order

36 Trini called the meeting to order at 5:30.

37 2. Public Comment

38 There was no public comment.

39 3. Approval of Agenda

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40 *Stephanie moved to approve the agenda. Larry seconded. The motion passed 3-0.*

41

42 4. Consider Tier 1 License – Jon Hall.

43 The Tier 1 Cannabis license for Jon Hall was considered.

44 *Stephanie moved to approve the cannabis license application. Larry seconded. The motion*
45 *passed 3-0.*

46 *Stephanie moved to adjourn the Cannabis Control Board meeting. Larry seconded. The motion*
47 *passed 3-0.*

48

49 **Regular Selectboard Meeting**

50

51 **1. Call to Order**

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

53

54 **2. Public Comment**

55 Harvie Porter commented on the police budget. Trini advised him to wait as the budget was an
56 agenda item.

57

58 **3. Approval of Agenda**

59 *Stephanie moved to approve the agenda. Larry seconded. The motion passed 4-0.*

60

61 **4. Consent Calendar**

62 *Stephanie moved to approve the consent calendar as amended to include a cemetery deed. Larry*
63 *seconded. The motion passed 4-0.*

64

65 **5. Business**

66

67 **5.a.- Consider UTV Agreement Amendment/Addition – Follow-Up.**

68 Chief Hildenbrand gave details about how the UTV is outfitted. He questioned the availability of
69 Town owned vehicles to tow it. Trini asked Trevor to check with PACIF regarding insurance and
70 liability.

71

72 **5.b. – Discuss Sign Ordinance – Banners.**

73 Larry suggested that SB members thoroughly review the ordinance and discuss it at the January
74 meeting.

75

76 **5.c. – Consider EV Charger Site Approval and Conveyance.**

77 Trini inquired if there was a lease option instead. Jeff advised that he hadn't heard back from
78 Green Mt. Power.

79

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80 *Larry moved to approve the installation if a lease agreement can be arranged. Alissa seconded.*
81 *The motion passed 4-0.*

82
83 *5.d. - Consider Braley Covered Bridge Weight Posting.*

84 Trevor reported that there had been a concern with a fuel company not wanting to cross the
85 bridge. The recommendation is to increase the weight limit of the bridge to match the road
86 posting and to issue Excess Weight Permits as needed.

87
88 *Larry moved to increase the bridge weight limit to 24,000 pounds. Stephanie seconded. The*
89 *motion passed 4-0.*

90
91 *5.e. – Consider Approval of Errors and Omissions and Homestead Declaration Changes.*

92 Mimi outlined the changes that needed approval.

93
94 *Stephanie moved to approve the changes as presented. Alissa seconded. The motion passed 4-0.*

95
96 *5.f. - Consider Tree Grant Application Requests.*

97 *Stephanie moved to approve the applications for the Vermont Urban and Community Forestry*
98 *Program grants. Alissa seconded. The motion passed 4-0.*

99
100 *5.g. – Consider Awarding North Randolph Road Slope Stabilization and Site Exploration Bid.*

101
102 *Stephanie moved to award the North Randolph Road Slope Stabilization and Site Exploration*
103 *Bid to 135 Galfetti Grading, Inc. Alissa seconded. The motion passed 4-0.*

104
105 *5.h. – Consider Awarding Cemetery Mowing Bid for 2025 & 2026 Mowing Season.*

106 The Town received two bids for mowing the Randolph Center and East Randolph cemeteries for
107 the 2025 139 and 2026 mowing seasons.

108
109 *Stephanie moved to award the mowing contract to Andrew Wirtz. Alissa seconded. The motion*
110 *passed 4-0.*

111
112 *5.i. – Consider Temporary Amendment to the Personnel Policy (Vacation Time Extension).*

113 Trevor reported that a handful of employees are carrying vacation time balances that exceed the
114 carry forward and cash out provisions in the Town’s personnel policy. This is tied to short-
115 staffing.

116
117 *Stephanie moved to temporarily amend Section VI.5 of the personnel policy and extend the*
118 *deadline to June 30, 2025. Larry seconded. The motion passed 4-0.*

119
120 *5.j. – Budget Committee Discussion re: charge, expectations.*

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121 Tamara Morgan advised that the committee was looking for direction from the selectboard. Joe
122 Voci commented that the committee hasn't been financial updates from the Finance Office. The
123 committee will draft a new charge and present it to the selectboard.

124

125 *5.k. - Review FY 26 Budget – 1st Draft.*

126 Trevor handed out an Expenditure Summary.

127 There was discussion regarding the increase to the ambulance budget.

128 Larry would like to see a debt services table and would like information on the Town's bank
129 accounts. Trini mentioned a possible change in retirement plans for police. Alissa asked about
130 the status of the summer camp program.

131

132 Public Comment: Harvie Porter feels that the police expenses should be shared townwide.

133

134 **6. Manager's Report**

135 Nothing in addition to what's in the packet.

136

137 **7. Executive Session**

138

139 *Stephanie moved that executive session is necessary and prudent and that premature general*
140 *public knowledge would place the Town at a disadvantage. Alissa seconded. The motion passed*
141 *4-0.*

142

143 *Stephanie moved motion to enter executive session pursuant to 1 V.S.A § 313 (a) (1) (A)*
144 *[contracts], 1 V.S.A § 313 (a) (1) (B) [collective bargaining], 1 V.S.A § 313 (a) (1) (F)*
145 *[attorney/client communications], 1 V.S.A § 313 (a) (2) [real estate], and 1 V.S.A § 313 (a) (3)*
146 *[personnel]. Alissa seconded. The motion passed 4-0.*

147

148 Executive session entered at 7:34pm.

149

150 *Stephanie moved to exit executive session at 8:23 p.m. The motion passed 4-0.*

151

152 *Stephanie moved to authorize the extension to the manager's contract, and authorize the chair to*
153 *sign. Alissa seconded. The motion passed 4-0.*

154

155 *Stephanie moved to adjourn at 8:23 p.m. Alissa seconded. The motion passed 4-0.*

156

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

158

159 https://us06web.zoom.us/rec/share/EfIvpZNMjfxXqbemiCkos4Q6cjxpQnHrrKAbp5Rcm3Ujf_s-9W7u0rhaj4CL3Jlr.X5R4zCdG0ToDkv0W?startTime=1734042462000

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The Board's next meeting is Thursday, January 9th, at 5:30 p.m.