

Selectboard Meeting of April 13, 2017  
Town Hall Conference Room B, 7 Summer Street

Selectboard: Trini Brassard, Ross Evans, Michael Hildenbrand, Lawrence Satcowitz, and Jerald Ward, MD.

Municipal Staff: Melvin Adams (Town Manager), Cindy Spaulding (Recorder) and William Morgan (Facilities Manager).

Public Attendees: John Hart, Chris Sargent, Joel Tillberg, Julie Iffland, Wayne Warner and Jay Collette (RVFD)

Media: David Crosby (*Herald of Randolph*).

1. Call to order

Mrs. Brassard called the meeting to order at 5:35 p.m.

2. Public Comment

No public comment

3. Approval of Agenda

**On motion by Mr. Evans seconded by Mr. Satcowitz, the Board voted to approve the agenda as presented. Vote 5-0-0.**

4. Consent Calendar

**On motion by Mr. Satcowitz, seconded by Mr. Evans, the Board voted to approve the consent agenda as presented. Vote: 5-0-0.**

*Approved*

a. Meeting Minutes of March 6, 2017, March 8, 2017 and March 30, 2017

b. Department of Liquor Control Licensees:

First Class: Montague Golf Club, Randolph Village Pizza, One Main Tap, Valley Bowl, Rail Side Tavern

Second Class: Champlain Farms, Dollar General, Shaw's Beer & Wine, One Main Tap Growler, Middle Branch Market & Deli and Fenix Foods

c. Warrants

5. New Business

a. Interviews for DRAC, DRB and Randolph Center Design

The Board conducted interviews with Chris Sargent and John Hart for the Development Review Board. Both candidates provided their personal and professional backgrounds. They answered questions from the board regarding their impression of the DRB's role. Both candidates expressed that the role of the DRB is to follow the rules set in zoning regulations and not their own personal views.

Discussion ensued regarding candidates who expressed interest in the Economic Development Council and TRORC Representatives.

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b. Animal Control Officers

Mr. Adams recommended there would be a single full-time Animal Control Officer, Milo Cutler. Ms. Cutler will respond in the daytime when she is available or will follow up as soon as possible and when she gets messages. She will be required to submit reports same to the Town Manager's office. If she is not available during the day and it is an urgent matter, the Town Manager or Law Enforcement will respond.

c. Continued Committee, Commission and Representative Appointees

Peter Thoenen and Gary Dir – Energy Committee  
Larry Richburg and Jim Sault – Police Design Committee

**On motion by Mr. Evans, seconded by Dr. Ward to appoint Anne “Milo” Cutler as Animal Control Officer, Peter Thoenen and Gary Dir to the Energy Committee, and Larry Richburg and Jim Sault to Police Design Committee . Vote 5-0-0.**

d. Local Emergency Operations Plan

**On motion by Mr. Evans, seconded by Dr. Ward, the Board adopted the Local Emergency Operations Plan as presented and appointed Melvin Adams as authorized signatory. Vote 5-0-0**

e. Recommendation to award bid for RVFD Engine 1

Discussion ended regarding the review of RVFD's bid specifications for the replacement fire truck lost in the September 1, 2015 fire. It was recommended to approve the bid to Shakerley Fire Truck Sales for the purchase of a Toyne Fire Apparatus, specifically a stainless CAFS pumper built on a Spartan MetroStar Chassis for a price of \$595,127 which will be reduced by 10% when payment is made and a request with a contingency of \$10,000 from the fire equipment fund should changes be necessary during fabrication of the vehicle.

**On motion by Mrs. Brassard, seconded by Dr. Ward, the Board accepted VLCT's insurance settlement of \$573,462 for Claim number 20150883-A01 and awarded building the new fire truck to Shakerley Fire Truck sales in the amount of \$573,462 with a contingency of additional \$10,000 from the Fire Equipment Fund. Vote 5-0-0.**

f. Annual Financial Plan – Town Highways

Mr. Adams provided an overview of the Annual Financial Plan document. Elm Street and East Bethel Road projects will be on hold til 2018.

**On motion by Mr. Evans, seconded by Mr. Satcowitz, the Board approved the Annual Financial Plan for Town Highways as presented. Vote 5-0-0**

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g. Grants

- SWIP 2017 Grant Agreement

**On motion by Dr. Ward, seconded by Mr. Evans, the Board approved the SWIP 2017 grant agreement: 2017-SWIP-1278 in the amount of \$8,646, and appointed Melvin Adams as authorized signature. Vote 5-0-0.**

- Time Extension Amendment RACDC's Randolph House VCDP PG-2014-Randolph-00003

Ms. Iffland provided an overview of the Time Extension Amendment RACDC's Randolph House VCDP grant for a feasibility study. Discussion ensued if RACDC would be able to finalize the grant by the extended date of September 1, 2017. Ms. Iffland confirmed that RACDC would comply with the deadline date.

**On motion by Mr. Satcowitz, seconded by Dr. Ward, the Board approved the Time Extension Amendment to September 1, 2017 for RACDC's Randolph House VCDP PG-2014-Randolph-00003 and appointed Melvin Adams as authorized signatory. Vote 5-0-0.**

The Board received a written update on the pocket park from RACDC Executive Director Julie Iffland. Discussion ensued concerning the responsibility and maintenance of the pocket park; potential site control agreement between RACDC and Catamount and potentially the Town of Randolph; and who would hold the liability insurance on the property. Presentation will be made at the May 11 meeting with various concepts with and without the town taking it over.

- Climate Economy Model Community (ratify)

**On motion by Dr. Ward, seconded by Mr. Evans, the Board ratified approval to submit an application through Climate Economic Model Community and appointed the Town Manager's office and Melvin Adams as primary point of contact. Vote 5-0-0.**

Mr. Adams announced that Randolph was not chosen as one of the communities.

The board interviewed Mr. Tillberg who is seeking reappointment to the DRB.

- Robert Sincerbeaux Fund matching Grant (Kimball Library)

**On motion by Dr. Ward, seconded by Mr. Evans, the Board approved the Robert Sincerbeaux Fund matching grant for the Kimball Library. Vote 5-0-0.**

- Governor Highway Safety Grant applications Occupant Protection/DUI & Equipment and Education

Discussion ensued concerning the various GHSP grants and the amount of each was not available. Action tabled to a future meeting.

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h. Policy

- Internal Affairs

Discussion ensued concerning the proposed Internal Affairs Policy. Tabled for further editing by LS, action to be taken at May 11 meeting.

i. VLCT Deductible Personal Vehicles

Mr. Adams recommended the deductible approved by Selectboard in 2002, should be updated or reaffirmed. The previous Board had approved up to \$500 for first responders responding to an incident and has an accident that is not their fault. Tabled to a future meeting.

j. Conservation Fund Request

Nothing was received from the Conservation Commission at the time of the meeting.

k. Finance/Lease for New Highway Truck

**On motion by Dr. Ward, seconded by Mr. Hildenbrand, the Board approved financing the 2017 Freightliner with Community Leasing Partners Lease number RANDVT2017-04E in the amount of \$150,677.44 and authorized Trini Brassard, Melvin Adams, Michael DeCubellis and Joyce Mazzucco to sign documents. Vote 5-0-0.**

l. Coin Drop Request

The Board received a coin drop request from the Randolph Elementary School to fund raise money for the students to attend the Destination Imagination state tournament. It is the consensus of Board to deny the request due to safety issues while conducting coin drops in public roadways.

m. Clay Wight Road Realignment

The Board reviewed a proposal to widen the right of way on Clay Wight Road by shifting the alignment. The board questioned if the realignment would fix the drainage issues with the water springs above.

**On motion by Mr. Evans, seconded by Mr. Satcowitz, the Board approved the realignment of Clay Wight Road Reconstruction as presented. Vote 5-0-0.**

n. Outside Consumption One Main Tap & Grill and Black Krim(Public Property) and Montague Golf Course (Private Property):

The Board reviewed the outside consumption permits for Black Krim and One Main Tap and Grill using public sidewalks to serve alcohol. The Black Krim complies with removing all seating and roped off area from the sidewalks every evening.

The Board had concerns with request to extend One Main Tap and Grill's outside consumption area beyond the original 9' x 30' area. The extended area last year caused concerns brought to the board:

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- Seating and signage not removed at the end of business each evening.
- Roped off serving area does not have its chains removed at the end of business to allow pedestrians to use the public sidewalk during the day
- Chains between the planters are potential hazard
- Propane heating units being used under awnings
- Extended area made the town out of compliance for ADA sidewalks
- Overgrown planters on North Main Street and Merchants Row causing trip hazards
- Noise complaints from residents who live over the bar area
- Insurance liability of the town
- Business owners will not remove all seating and equipment from the sidewalks when there is a winter storm and interferes with the maintenance of the sidewalks.
- Revert back to 9 ft. x 30 ft. serving area with any planters to be inside the dimensions, removal of all seating and roped off area at the end of business each evening including signage. Service will be from April 1 to November 1.
- All requests for use of public space require a certificate of insurance from the business owner including naming the town as additional insured.

**On motion by Mr. Evans, seconded by Mr. Hildenbrand, the Board approved:**

- 1) Montague Golf Course's private outside consumption permit;**
- 2) Black Krim's public outside consumption request contingent upon receiving a certificate of insurance naming the town as additional insured;**
- 3) One Main Tap and Grill's public outside consumption permit as follows: 9' x 30' service area with planters to be placed within the service dimensions; seating, roped off area, signage shall be removed at the end of each business evening; service from April 1 to November 1; and provide a certificate of insurance naming the town as additional insured; all seating, planters, heaters, etc shall be removed from the public sidewalks by November 2, 2017. Vote 5-0-0.**

6. Old Business

The Board tabled action on appointing members to the Development Review Board until its May meeting.

7. Other Business

8. Executive Session Pursuant to 1 VSA 313 (if any)

**At 9:20 p.m. on motion by Mr. Hildenbrand, seconded by Mr. Ward the Board entered into executive session pursuant to 1 VSA 313 (a)(3) for the purpose of discussing personnel matters and invited Mr. Adams to join them. Vote 5-0-0.**

**At 10:00 p.m. on motion by Mr. Hildenbrand, seconded by Mr. Evans, the Board returned to open session. Vote 5-0-0.**

Action: none

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9. Adjournment

**At 10:00 p.m. on motion by Mr. Hildenbrand, seconded by Mr. Evans, the Board voted to adjourn until its next scheduled meeting of May 13, 2017 at 5:30 p.m. in Town Hall Conference Room.  
Vote: 5-0-0.**

Respectfully submitted,

Cindy Spaulding  
Recorder