

Selectboard Meeting of September 13, 2018  
Town Hall Conference Room B, 7 Summer Street

Selectboard: Trinni Brassard, Larry Satcowitz, Matt Fordham (arrived at 5:55pm after start of meeting), Michael Hildenbrand

Municipal Staff: Adolfo Bailon (Town Manager)

Public Attendees: Peter Reed, George Holt, John Pimental, Yoshiko Pimental, Marjorie Ryerson, Dave Crosby, Paul Kendell, Joyce Mazzuco, John Mazzuco, Brooke Dingleline, Jon Skates, Sam Sammis, Joan Sax, Bill Lynch, Julie Iffland, Tim Schroeder, Martha Hafner, Ed Luce, Brendon Barden, Jessamyn West, Jenny Davis (*some attendees left after the public hearing*)

Media: Matt Swenson from Orca Media

### **Regular Meeting**

#### **1. Call to order**

Ms. Brassard called the meeting to order at 5:37 p.m.

#### **2. Public Comment**

Sam Sammis talked about his properties in Randolph, and recommended the true market value assessments of businesses in town to improve the town's reputation.

Brooke Dingleline commented on the recent OSSD School Board vacancies. Ms. Brassard said that this will be discussed on the agenda. Ms. Dingleline requested that this be discussed earlier in the meeting.

#### **3. Approval of Agenda**

At Ms. Dingleline's request, Ms. Brassard proposed moving item 5(l) to item 5(a) to allow Ms. Dingleline to proceed with her comments on the OSSD School Board vacancies.

Mr. Bailon made a request to add a discussion of the Dry Hydrant Grant Request to Other Business.

On motion by Mr. Satcowitz, and seconded by Mr. Hildenbrand, the Board approved the agenda with changes and additions. Vote 3-0-2

#### **4. Consent Calendar**

- a. Meeting Minutes of July 12, 2018
- b. Warrants

On motion by Mr. Hildenbrand and seconded by Mr. Satcowitz, the Board approved the Consent Calendar. Vote 3-0-2

#### **5. New Business**

##### **a. Board Vacancies within Orange Southwest Supervisory District**

Mr. Bailon opened the discussion by saying that in light of the vacancies, the OSSD School Board and Selectboard are required to communicate in regards to the selection of new OSSD candidates. Ms. Brassard asked how the Selectboard is involved with this

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process. Mr. Bailon clarified that the OSSD gathers the candidates and then consults with the Selectboard.

Ms. Dingleline asked about the involvement of the Selectboard with the process of appointing new OSSD candidates. She asked if this was in accordance with state statute. Mr. Bailon said yes, but he would have to look up the specific statute.

Ms. Dingleline expressed concern over possible unethical behavior by the Superintendent and some members of the OSSD School Board, specifically in regards to "Policy Governance". Ms. Dingleline also expressed concern over the possible "lack of good judgement" by members of the school board. Ms. Dingleline said that this is what led to her recent resignation from the OSSD School Board. Ms. Dingleline requests that the Selectboard "chooses wisely" when advising the school board with the appointment of new OSSD School Board candidates.

Ms. Brassard and Mr. Bailon said that they will be waiting for candidate information from the OSSD School Board. So far, they have received notice of one interested person.

**b. Decision on Proposed Town Plan**

Ms. Brassard reviewed the Action Item Sheet containing the comments and suggestions from the last public hearing.

Ms. Brassard agreed that the cover of the plan should be "jazzed up" with photos as suggested by Mr. Holt. Ms. Brassard also agreed that the introduction written by Mr. Holt should be added to the plan. There were no objections by the Board. The Board commented that reshaping Chapter 1, as also suggested by Mr. Holt, would be difficult due to time constraints.

Ms. Brassard and Ms. Dingleline determined that Ms. Dingleline's suggestions to the town plan were not critical.

Ms. Iffland suggested making some changes to the Town Plan. Ms. Brassard requested that Ms. Iffland attend the next Planning Commission meeting to give them her thoughts on the proposed Town Plan.

Mr. Bailon said that the Board of Two Rivers Ottoaquechee will next meet on September 26, 2018, at which point they will review Randolph's Town Plan.

On a motion by Mr. Hildenbrand and seconded by Mr. Fordham, the Board voted to adopt the proposed Town Plan with minor grammatical changes as suggested by the board and community. Vote 4-0-1

**c. Briefing from Casella on Recycling at Transfer Station**

Mr. Bailon introduced Jon Skates, a representative from Casella Waste Management (CWM), to talk about 2018 legislative changes to Vermont Solid Waste and Bottle Bill Laws.

Mr. Skates passed around a document and discussed the nationwide changes in recycling laws including an increase in the cost of recycling and an increase in the cost of regular trash disposal.

Mr. Skates announced that in following with this legislation, CWM will now be charging for recycling at the Randolph Transfer Station, and in one month, will start separating the cost of regular trash and recycling.

Ms. Brassard asked if the Board needs to approve the rate changes. The consensus was that the Selectboard must vote to approve an increase in rates.

The Board and Mr. Skates continued to have a discussion about costs for recyclables, and how often these rate changes will occur. Mr. Satcowitz and members of the public commented on the fact that prices have already changed at the Transfer Station. The Board mentioned concern over not receiving any prior notice to these rate increases. Mr. Skates said that he would look into this matter.

Mr. Fordham asked about the longevity of these rate changes and who approves these rate changes. Ms. Brassard mentioned that state law allows for these changes to occur. Mr. Skates said that the local rate changes are adjusted via the global rate changes.

Mr. Satcowitz asked how the capability of some residents to drop off their recycling at the Transfer Station for free, and then to deposit their trash somewhere else for a lower cost, is tracked. Mr. Skates said CWM has checks and balances for this, and is charging fairly for services provided.

Mr. Satcowitz expressed concern about how large amounts of cash without receipts are handled at the Transfer Station by attendants. Mr. Skates said that the cash count is based on an average amount of weight of trash received and expected, but is of concern to CWM.

Mr. Fordham asked if research has been done on recycling and trash being separated or combined. Mr. Skates said yes, but it will take another couple of months to acquire this data. Mr. Skates said that it is still cheaper to recycle.

The Board and Mr. Skates then discussed the issue of food scraps. At the moment, the Transfer Station accepts food scraps by the gallon, but by 2020 all food scraps are to be diverted from Vermont landfills. A discussion ensued on how these non-disposable food scraps will be handled by residents, and how they may pose a health risk.

On motion by Mr. Fordham and seconded by Mr. Hildenbrand, the board voted to approve the rate changes proposed by Casella Waste Management. Vote 4-0-1

**d. One Home Roads**

• **Schedule Hearing (30 days' notice)**

Mr. Bailon introduced an Action Item Sheet to consider the reclassification of the "One Home Roads" in Randolph from Class 3 to Class 4. Mr. Bailon expressed concern over the safety of Highway Department staff members who maintain these roads during the winter season.

Ms. Brassard wanted clarification of Ferris Road. Mr. Bailon responded.

Mr. Fordham asked about the current average costs by the town to maintain these roads. Mr. Bailon said that the total cost is not known, but that the overall concern is safety due to narrow road conditions.

Ms. Brassard offered an estimated cost of \$12-\$16,000.

A discussion by the Board ensued about the history of these roads. Ms. Brassard proposed reclassifying only those roads that are most difficult to maintain.

Mr. Bailon spoke about other "One Home Roads" in other towns, and how some roads were successfully reclassified due to safety concerns.

Ms. Brassard proposed that the Selectboard review the characteristics of each of the "One Home Roads", such as the "turn-around radius". Ms. Brassard proposed that the Board select a date for a Public Hearing to discuss the "One Home Roads."

The Board agreed to move the regular October Selectboard meeting to Monday, October 15, 2018. The Public Hearing will be at 5:30pm with the regular Selectboard meeting to follow.

**e. Set Municipal Tax Rates (FY 2019)**

Ed Luce, Town Lister, asked if the Board had any questions in regards to the proposed Municipal Tax Rates for 2018 (FY 2019). The Board had no questions.

Mr. Luce reviewed the proposed changes, including "Homestead" and "Non-residential".

Ms. Brassard clarified the definition of "Non-Resident" which refers to property other than residential such as a business or a store.

Mr. Luce said that he did not know about the General and Highway Fund Tax Rate changes. Mr. Bailon said that there were no fluctuations.

On motion by Mr. Hildenbrand and seconded by Mr. Satcowitz, the Board voted to approve the Municipal Tax Rate Changes for 2018 (FY 2019) as presented by Mr. Luce. Vote 4-0-1

**f. General Briefing from the Director of Recreation**

Mr. Bailon introduced Haidi Arias, Recreation Director, stating that she has made many positive changes to the Recreation Department.

Ms. Arias discussed the youth soccer program, the upcoming “Safe and Seen” Assembly for Halloween, and a possible “Winter Life Parade” to occur on December 1<sup>st</sup> of 2018.

Mr. Fordham advised Ms. Arias to communicate with Chief Collette in regards to the “Winter Life Parade” idea.

Mr. Bailon spoke about the potential of creating a Tri-Town Recreation Department, involving Braintree, Brookfield and Randolph; an idea of Ms. Arias’. Mr. Fordham suggested reaching out to other towns as well, such as Chelsea and Bethel, to allow the youths of smaller towns the opportunity to be more involved in sports teams, such as baseball and soccer.

Ms. Arias spoke about the new “Early Release After School Program” that is being offered by the Recreation Department.

Ms. Arias hopes to improve the use of the Ice Rink as well as making revisions to the skate park and the town park ordinances. Ms. Arias commented on the fact that the Recreation Advisory Committee is organized to “get things done!”

Mr. Satcowitz responded by approving of the positive changes.

Ms. Arias and the Board continued with a discussion of the possibility of new sports fields.

**g. Review Request for Qualifications (RFQ) for Pool Repairs**

Ms. Brassard opened this discussion by asking if Mr. Bailon and Ms. Arias had looked into the purchase of a new pool. Ms. Arias said that the existing pool is a good pool, but just needs repairs. A new pool would be quite expensive. Mr. Bailon said that a new pool could cost up to \$500,000, and that the decision to go with a new pool vs. repairs to the existing pool depends on what the community wants.

Ms. Brassard asked how long the repairs to the existing pool would last. Ms. Arias said maybe 20-30 years.

Mr. Bailon proposed the idea of making the pool usable year-round. Mr. Bailon also expressed concern over putting off the repairs to look into the option of purchasing a new pool. Ms. Arias commented on the fact that the community wants the pool to open as soon as possible. Ms. Arias believes the repairs would be a good investment.

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Mr. Fordham asked when repairs to the pool would begin. Ms. Arias said that they would begin this fall and then continue in the spring of 2019. The goal is to open the pool in June of 2019.

Mr. Fordham asked what the deadline is for RFQ responses. Mr. Bailon said early October.

Mr. Fordham asked about the cost of a new pool.

A discussion ensued by Board members about the RFQ and proposals to be received by contractors. The Board requested that more information be obtained from the contractors, such as actual bids, the life expectancy of repairs, contractor qualifications, guarantees and costs of a potential new pool.

Mr. Satcowitz suggested that the town gather more information, but also move forward with repairs at the same time.

Mr. Bailon said he and Ms. Arias will work on refining the RFQ.

Ms. Arias asked about creating an RFP, and a discussion ensued by the Board.

Mr. Satcowitz suggested that the town get started on the upgrades while looking into a new pool.

Mr. Fordham and Mr. Bailon continued with a discussion about the drawbacks of putting off repairs, and how funding for the pool could also be used for the East Randolph Community Hall.

**At this time, Mr. Bailon mentioned that a group called “Meals-Randolph Region”, a new non-profit meal delivery service, brought some food to the Selectboard Meeting leftover from a community luncheon.**

On motion by Mr. Fordham and seconded by Mr. Hildenbrand, the Board voted to approve Mr. Bailon to move forward with the pool repairs with the understanding that an RFP will be created by modifying the wording of the RFQ to include repair and new pool bids along with life expectancy of work, warranty periods and contractor qualifications.  
Vote 4-0-1

**h. Assembly Permit – Fall Foliage 15K Running Race**

Mr. Bailon introduced the permit. Ms. Brassard asked about obtaining a permit for the “upper pass”. Mr. Bailon said he will work to receive that.

On motion by Mr. Satcowitz and seconded by Mr. Fordham, the Board voted to approve the 15K Assembly Permit. Vote 4-0-1.

**i. Assembly Permit – VTC Homecoming Festival**

Mr. Bailon introduced the permit. Mr. Bailon and Shannon Hance, Administrative Assistant for Town Hall, questioned the accuracy of having to obtain a signature from the Health Officer for this permit. Ms. Brassard said that the HO signature has been received at other private events, so should therefore be obtained.

On motion by Mr. Satcowitz and seconded by Mr. Fordham, the Board voted to approve the VTC Homecoming Festival Permit. Vote 4-0-1

**j. Review of Position Announcement**

• **Director of Community/Economic Development**

Mr. Bailon introduced an Action Item Sheet containing characteristics for the proposed position of Economic/Community Development Director.

Mr. Bailon worked with local economic development groups to build these characteristics, and now requests input from the Board.

Mr. Bailon discussed the terms and salary of, and some concerns associated with, the position.

Ms. Brassard asked when the town was planning to recruit candidates for the position. Mr. Bailon said that he would like the final draft of the position announcement by the next Selectboard meeting. The Board offered to provide comments by September 20, 2018.

**k. Agenda Development Discussion**

Mr. Bailon asked the Board for their input on creating the Selectboard meeting agendas. Ms. Brassard said that the agenda is fine.

Mr. Fordham expressed interest in, and asked if, a state representative could come to the meetings to act as a liaison between the Selectboard and the State. Mr. Bailon said that we could ask for their quarterly involvement.

Mr. Satcowitz said that this could be a good time during which Mr. Bailon could ask the Board for guidance regarding specific issues.

**l. Review of Personnel Policy**

Mr. Bailon introduced the Personnel Policy with proposed updates, gave reasons for the updates, proposed the addition of the “Domestic Partnership Policy” and asked for the Boards input by September 20, 2018.

Mr. Bailon and the Board had some questions and discussed some of the proposed updates to the policy, but concluded that the Board will review and submit any input by September 20, 2018.

**6. Grants**

**a. Grant Agreement and Resolution – LEDdynamic Project**

Mr. Bailon introduced the Grant Agreement Offer provided by the State Department of Housing and Community Development. Mr. Fordham asked a question which Mr. Bailon and Ms. Brassard responded to. The Board had no other concerns or questions.

On motion by Mr. Fordham, and seconded by Mr. Satcowitz, the Board voted to approve to accept the Grant Agreement Offer and Resolution. Vote 4-0-1.

**b. FEMA-VEM Sub-grant Agreement DR-4356**

Mr. Bailon introduced the grant agreement. Ms. Brassard asked what the amount of the grant is. Mr. Bailon directed her to the amounts. Ms. Brassard requested that these amounts be added to the grant form in the appropriate pages.

On motion by Mr. Fordham, and seconded by Mr. Hildenbrand, the Board voted for Mr. Bailon to authorize the grant with verification that the amounts will be added to the grant form in the appropriate places. Vote 4-0-1.

**c. Transportation Alternatives Grant**

Mr. Bailon asked for the authorization to apply for these types of grants with the idea that they are not a priority over other grants.

On motion by Mr. Satcowitz and seconded by Mr. Fordham, the Board gave Mr. Bailon authorization to apply for these grants. Vote 4-0-1

**7. Old Business**

**a. Local Emergency Operations Plan (LEOP)**

Mr. Bailon introduced updates and changes to the LEOP stating that a “Base Plan” has been created and there will be additions to the plan over time.

The Board requested some changes to the LEOP for Mr. Bailon to complete.

On motion by Mr. Satcowitz, and seconded by Mr. Fordham, the Board voted to approve the LEOP following confirmation of the requested changes. Vote 4-0-0

**b. Rural Economic Development Initiative (REDI) District Discussion**

Mr. Bailon started a discussion on the REDI District.

A discussion ensued between the Board and Mr. Bailon in regards to frustrations associated with internet services provide by EC Fiber, who did not send a representative to the meeting. Mr. Fordham commented on the current necessity of high-speed internet access for schools in Randolph. Mr. Satcowitz approves of the REDI District. The Board continued to discuss the necessity of high-speed internet and who to use for this service. Ms. Brassard and Mr. Bailon suggested a review of the REDI Districts by-laws. Mr. Bailon agreed to obtain more information in regards to the REDI Districts by-laws, and in regards to having a representative of EC Fiber come to a meeting.



**c. Police Contract with Orange County Sheriff's Department**

Mr. Bailon mentioned that Matt Chin, a Lieutenant of the Randolph Police Department, will be leaving the department as of September 16, 2018. Mr. Bailon therefore requested the addition of another 40 hours a week of pay included on the OCS's Department's Contract.

On motion by Mr. Fordham and seconded by Mr. Satcowitz, the Board approved the addition of another 40 hour a week of pay to the OCS's Contract. Vote 4-0-1

**d. Tax Anticipation Note Agreement**

Mr. Bailon requested the confirmation by the Board that he and the town have the authority to sign this agreement. The Board said yes.

**8. Other Business**

Mr. Bailon spoke about the grant for the dry hydrant repairs on Silloway Road.

On motion by Mr. Fordham and seconded by Mr. Hildenbrand, the Board voted to accept the Grant Agreement for the dry hydrant repairs. Vote 4-0-1

**9. Manager's Report**

Mr. Bailon spoke to the Board about choosing a liaison from the Selectboard to represent the Randolph Conservation Commission.

Three members of the RCC, Brendan Barden, Jessamyn West and Jenny Davis, asked the Board to review and update the Ash Borer Report. Mr. Barden said that the town needs a "Pest Management Plan Committee" to deal with the Ash Borer infestation. Ms. Davis expressed concern about how to prevent the future destruction of Ash trees. Ms. West expressed a need to deal with the problem as soon as possible. Mr. Barden and Ms. Brassard discussed the plans created by the state to cut down all Ash Trees, but Mr. Barden commented on the fact that natural resistance is being shown by the Ash Trees.

Mr. Bailon introduced to the Board the possibility of creating a "committee of chairs" to exchange information between committees, and an "Arts and Culture Committee" to handle Arts Grants.

Mr. Bailon expressed concern over the previous Town Reports. The company that printed out the reports did not use enough glue on the spines of the notebooks, and the town received multiple complaints by residents that the books were falling apart. Mr. Bailon proposed using spiral-bound notebooks in the future, and spoke about discounts offered by the printing company.

Mr. Bailon said that meeting number three of the Ad-Hoc Police Evaluation Committee will be held on September 20, 2018 from 6:30 to 8:00pm. There will also be a Public Hearing/Listening Session of the Ad-Hoc Police Evaluation Committee on October 12, 2018 from 6:30 to 8:00pm.

Mr. Bailon also spoke about the intersection improvements on Beanville Road and Route 12, and re-establishing a North East Central Rail Lease Agreement on Railroad Street.

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Mr. Bailon told the Board that he is now the Human Resources Director for the Town, which is part of his job description according to state statute. The Board had some questions about this and Mr. Bailon said that he would look into it.

Mr. Bailon spoke about an upcoming phone conference to be held in regards to the LEOP and an Emergency Tabletop Exercise to be held in October at the Village Fire Department.

Mr. Bailon spoke about an RACDC Goals Meeting, a family-fun town softball game that is currently being planned, and about scheduling a Public Hearing for the Maple Street Project.

Mr. Bailon also spoke about a conversation had at the last Town Manager's Meeting. There is currently no Buildings and Grounds Manager since the former Manager is now the Highway Superintendent. In place of the Buildings and Grounds Manager position, the Manager's talked about the possibility of hiring "laborers and/or farming out maintenance duties to Gifford Employees or other contractors.

**10. Executive Session**

- a. Pursuant to 1 VSA §313 (F) Attorney-Town Communication

At 8:59 pm, on motion by Mr. Hildenbrand and seconded by Mr. Fordham, the Board moved to enter into executive session with Mr. Bailon present. Vote 4-0-1

At 9:35pm, on motion by Mr. Hildenbrand and seconded by Mr. Satcowitz, the Board moved to exit the Executive Session. Vote 4-0-1

**11. Adjournment**

The Board voted to adjourn at 9:38pm. The motion was made by Mr. Hildenbrand and seconded by Mr. Fordham. Vote 4-0-1