

Minutes of April 25, 2016 Regular Select Board Meeting.

Present: Board Members Carl Russell, Lisa Hill, Chris Jarvis, Vanessa Brown, and Moe Brigham. Others present: Town Manager Keith Arlund, Assistant Town Manager Abbie Sherman, Geneva Gaiko, Newt Whitcomb, Susan Whitcomb, Jim Hill, Janine Reeves, Cliff Cyphers, Larry Nobile, Ellen Nobile, Guy Best, Derrick Wright, Cory Krieg, James Dolan, and Lisa Campbell for the "Herald of Randolph."

Chairperson Russell called the meeting to order at 6:00 PM.

Public Comment or Inquiry: There was no public comment.

Appointments: Residents of Bicentennial Lane re. Sewer Connections. Larry Nobile, on behalf of the residents of Bicentennial Lane, provided an overview of the current wastewater system for that development, which has not historically been maintained by the Town. There are three catch basins on Janine Reeves' property where the development's sewer system connects with the Town's. A map was provided to the Board of the development's sewer system. Nobile advised that the residents were there to inquire as to whether the Town would be willing to take over the development's sewer system if it were brought up to code. Arlund advised the Board that the development was a private subdivision that occurred prior to construction of the Town's current wastewater system. Permit files indicate permission was granted for the development to connect to the system, which is the last connection on that leg of the system. Russell noted that the Town provided a connection to the development, but was not involved in the design of the system. There is no procedure or process defined in the Town's sewer ordinance for Town to takeover other developed systems. The development does not presently have a homeowner's association to address maintenance of the system. The Town does maintain the highway and water system within the development. Hill voiced concerns of taking over a system that is partially on private property (Reeves). There is no mention in the homeowner's deeds that the development's system is private. The system is made up of clay pipes, where PVC plastic is now the standard. It was noted that a root ball had to be removed from one of the catch basins as the system had backed up into the basements of two homes. Russell noted that taking over the system would set a precedence as there are similar private systems in other areas of Town. Russell advised the Board would need to know the quality of the current system and the code that describes what the standards are now. He suggested the residents come back to the Board when more information has been obtained. Arlund will also discuss with Wastewater Operator Tim Mills for his recommendations.

Reports, Motions, and Ordinances:

1. Conservation Commission: Mary Floyd had forwarded the Commission's recommendations for the Board's review.
 - a. Member Appointment. Motion to appoint Lisa Campbell to the Conservation Commission made by Lisa Hill, seconded by Moe Brigham, all were in favor.
 - b. Terms of Members. The Board agreed with Floyd's suggestions regarding terms of office, which will renew in July of the corresponding year.
2. TRORC Transportation Advisory Committee Reappointment. Bill Hall has been serving in this capacity and wishes to continue. Arlund will forward reports of the Committee to the Board. Motion to reappoint Bill Hall to the Transportation Advisory Committee made by Carl Russell, seconded by Lisa Hill, all were in favor.
3. Farm to Fork Fondo, Wrenegade Sports Request. Motion to approve use of Town highways and Peavine Park for this event made by Lisa Hill, seconded by Vanessa Brown, all were in favor.
4. Emergency Response Communication Plan. Arlund provided the Board with a copy of the Communications Plan as it appears in the Town's Emergency Operations Plan, noting that it needs to be updated to include the VTAAlert system.
5. Town Manager's Report:
 - a. FEMA Alternate Projects Update. Arlund updated the Board on the progress of the pool bathhouse to include framing, sewer line installation, and the new electric service. A site visit was made with a property owner regarding the Old Route 12 projects. Arlund has heard from most of the property owners. He noted that the projects have no major impact on the property owners but easements will need to be signed.
 - b. Wright Road Maintenance. Russell advised that he would like to discuss in executive session legal matters on the subject. At 7:00 PM, Vanessa Brown made the motion to enter executive session to discuss legal matters, seconded by Chris Jarvis, all were in favor. The Board reconvened at 7:12 PM. Russell advised the public that the Board has been made aware of several instances similar to the issues with Wright Road. The Town

has applied for grant funding to develop a Class 3 Road Inventory and the Board would not be able to make a decision at this meeting. Hill advised that the Board does understand the sense of urgency for the issue. Arlund will follow up with the involved parties.

- c. Grant Applications. The Town has applied for three new grants: (1) Better Backroads Category D in hopes of supplementing the structures grant; (2) a VLCT Equipment Grant for Fire Department and Wastewater Department needs; and (3) an Asset Management Grant for mapping of the Water System.
- d. Recreation Program Update. Arlund advised the Board that he had a personnel matter to update them on in executive session. The Town has received a \$3,125 grant from the William and Mary Markle Community Foundation, although it is still unknown why the Town received the grant. Management has discussed the matter with the Town's auditors and will be looking into ways these funds can be spent. Sherman presented the Board with a new format for pool signups due to the low turnout from last year. The Board approved the new format.
- e. Constable's Report. The Board acknowledged receipt of the Constable's Reports.
- f. Status Update of Action Items.
 - i. Cherry Hill Cemetery: The Public Works Department has installed a drainage swale parallel to Christian Hill Road to help bypass road runoff in the upper section. It was acknowledged that this may not be a permanent solution, but should help alleviate some of the water issues there.
 - ii. Christian Hill Road: Russell advised that he had received complaints from residents on Cherry Lane about granite trucks using Jake brakes. Jarvis suggested checking the quarry's Act 250 permit. Brigham advised that the trucks may be contractors and not those belonging to the quarry. Hill suggested posting signage.

Work Period: Ancient Roads

1. Criteria for Review of Class 4 Roads and Committee Charge. Arlund provided the Board with a draft Committee Charge and matrix for review Class 4 Roads. The Board made several changes to the matrix to allow for measurable data and assigning a numeric system to determine usability and quality of the roads. It was noted that evaluation of the Class 4 roads would be a time consuming task and the Board did not have a specific time frame for completion. The roads will be triaged to prioritize the ones that needed to be completed first. It was requested that there be more than one person evaluating any road and notation be made of the time of day and weather conditions. Arlund will incorporate all suggested changes into the matrix and charge for the Board's next meeting.
2. Appointment of Members to Committee. It was suggested the group not be designated as a committee so that they could work more efficiently and not be held to the Open Meeting Law guidelines. Arlund will provide the Board with a list of interested parties for the Board's consideration at their next meeting.

Minutes and Communications:

1. Selectboard Minutes of April 11, 2016. Motion by Lisa Hill to approve the April 11, 2016 minutes, seconded by Moe Brigham, all approved.
2. Committee Minutes. The Board acknowledged receipt of the following: (1) April 12, 2016 minutes of the Conservation Commission; and (2) April 13, 2016 minutes of the Recreation Committee. Russell noted mention of the communications matrix he developed in the Recreation Committee minutes, however the matrix has not yet been approved by the Board.

Any Other Business Necessary to Come Before the Board.

1. Arlund advised the Board that Richard Adams has posted the summer shooting hours at the Town gravel pit. Hill and Brown noted an inconsistency in the dates and times and requested the sign be revised to be less confusing.

At 8:10 PM, Lisa Hill made the motion to enter executive session to discuss personnel matters, seconded by Moe Brigham, all were in favor. Keith Arlund was the only person remaining with the Board; no minutes were kept. The Board reconvened to open session at 8:32 PM with no action taken. At 8:35 PM, Lisa Hill made the motion to adjourn, seconded by Chris Jarvis, all were in favor.

Carl Russell

Lisa Hill

Vanessa Brown

Chris Jarvis

Moe Brigham