

## **Minutes of November 28, 2016 Regular Selectboard Meeting**

Present: Board Members Carl Russell, Lisa Hill, Chris Jarvis, Moe Brigham, and Vanessa Brown. Others present: Town Manager Keith Arlund, Assistant Town Manager Abbie Sherman, Geneva Gaiko, Jose Lazo, Mary Floyd, Ele Griffin, Carla Hodgdon, Colin Floyd, Lucien Hinkle, Rick Benson, Dietre Feeney, Pete Fellows of Two Rivers-Ottawaquechee Regional Commission, Chuck Davis, Newt Whitcomb, Neal Fox, Chuck Washburn, Keith Bollman, Mike Bilodeau, Fred Dieffenbach, Andrew Delaney, Rebecca Stone, and Lisa Campbell for the "Herald of Randolph."

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

**Approval of the Agenda:** Lisa Hill requested an executive session at the end of the meeting to review correspondence received by the Board regarding personnel issues.

**Public Comment:** Jose Lazo inquired as to whether the Board is in agreement to request energy planning assistance. Lazo will send a letter to Two Rivers-Ottawaquechee Regional Commission (TRORC), copy to the Board.

**Appointments:** Representatives of the Recreation Committee re. Recreation Facility Master Plan. Ele Griffin and Dietre Feeney were present to request the Board's approval of a skate park design estimate and application to the Tony Hawk grant. Griffin noted that the cost estimate could be reduced by utilizing volunteers where possible. The Recreation Committee has identified the skate park as the next step in the master plan. Application to the program is due in mid-January. Russell advised that the Board would need time to review the proposal and requires additional information on the grant application and procedures before authorizing moving forward. Brigham wondered if the proposal needed to be put out to bid before being accepted. Russell advised that the general practice is to develop a place and recommended discussing with the Town Manager to determine the appropriate method of moving forward. The Board will discuss this further at the December 12 meeting, after receiving additional information from the Recreation Committee.

The Committee also submitted their recommendations for the FY'18 budget, requesting \$10,000 be budgeted for the Recreation Facility Improvement Fund, and an additional \$20,000 added on the Warning for consideration of the voters at Town Meeting. They also recommended an increase in "Red Cross Training." Griffin initially felt that an increase in wages for additional Recreation Facility oversight was not necessary.

**Working Period:** Work Group with Planning Commission, Conservation Commission, and Development Review Board for Review and Possible Revision of Unified Bylaws. Russell requested hearing the concerns of the Development Review Board. Benson noted that the new regulations require a survey map for minor subdivisions which can be cost prohibitive in terms of large lots. He recommended removal of that term or a clear definition. Andrew Delaney noted that there was no clear rationale for the additional of that language and it had been borrowed from another source. Pete Fellows advised that the only legal requirement for a minor subdivision is a "plat" which is defined in the bylaws. The term "survey" was then replaced with "plat" in all areas for minor subdivision.

Arlund advised that terms for development districts were not updated in all areas of the new bylaws and need to be made consistent with the new maps.

Discussion then turned to the matter of the river corridor. TRORC is working on revisions to the maps, which will then be turned over to the Agency of Natural Resources for approval. These new maps are not yet available to the public and it was noted that the Town does not have an official impact on the updated maps. The Town can only regulate zoning in the river corridor areas. The potential effect of the river corridor on property values was discussed, Benson noting that the ability to develop has an impact on the property's appraisal. Motion by Lisa Hill, seconded by Chris Jarvis, to add a "Riverway" column which requires a conditional use approval for new structures and storage, and change "River Corridor" to be a 50 foot setback where new structures and storage would be prohibited. All were in favor. Russell advised as to the public process for adoption of the bylaws, noting that the amendments would be available before Christmas.

## Reports, Motions, Ordinances:

- 1. Review of Draft FY'18 Budget: General Fund and Administration/Personnel.**  
**Arlund pointed out the following to the Board:** (1) increase in wages for the Recreation Department to account for the increase in recreation activities to occur there and additional facility management; (2) addition of a full-time employee split 42.5% water, 42.5% wastewater, and 15% public works; (3) clarification on the increase in expenses for uniforms; (4) the need for a bond vote for the purchase of a new fire truck to replace one that is nearing the end of its useful life; (5) sand and gravel will need to be purchased from a new source. Jarvis noted that the current draft represents a 10% increase over the current year and recommended considering cuts in materials and personnel. It was noted that the Grand List typically sees a 1% growth. The budget will be reviewed again at the next meeting.
- 2. Selection of Dedication for Annual Report.** A recommendation was circulated to Board members. There was consensus agreement and Lisa Hill will provide information to Sherman for the Annual Town Report.
- 3. Request from the Bethel Revitalization Initiative (BRI) regarding Vermont Arts Council's Animating Infrastructure Grant.** Rebecca Sanborn Stone presented preliminary information about a Vermont Arts Council grant opportunity. The BRI will be presenting a formal Better Block after action report in the future. The BRI is interested in bringing art into the community as this was one of the positive outcomes of the Better Block demonstration. The group considered cross walk art but that is not allowed by federal highway standards. The BRI is requesting permission to submit a Letter of Intent to the Arts Council for banners that would be placed on the streetlights along Main Street. The consensus of the Board was to support the application for banners.
- 4. Town Manager's Report:**
  - a. Review and Potential Award of Town Garage Trench Drain Contract. Mr. Arlund presented the results of the bid proposals for the Trench Drain project at the Highway Garage. Harvey's Plumbing & Excavating was low bidder and Arlund recommended that the Board approve the award. The need for this work is a change in the Vermont rules on floor drains in highway garages that also perform maintenance on vehicles. Motion by Hill, second by Brigham to award the bid to Harvey's. Motion passed unanimously.
  - b. Constable's Report. The Constable's report was included in the Board package.
  - c. Status Update of Action Items.
    - i. Arlund included the statutory basis for tax stabilization agreements at the request of an investor in Main Street properties. Brigham stated that he recalled a similar agreement for Vermont Castings. The Board must request approval from the citizens at the Annual Town Meeting in either a "blanket" type approval or a specific request for a particular property as part of economic development efforts.
    - ii. Arlund reported that the work on the FEMA buy-out properties was complete with the exception of plantings that will be done in the spring.

## Minutes and Communications:

- 1. Selectboard Minutes of November 14, 2016 Regular Meeting.** The Board reviewed the minutes. Motion by Brigham, second by Jarvis to accept as printed. Motion passed unanimously.
- 2. Committee Minutes.** The Board reviewed the minutes of the Conservation Commission.
- 3. Other Communications.** There were no other communications for the Board.

## Any Other Business Necessary to Come Before the Board:

**Executive Session to Discuss Personnel Matters:** At 9:05 PM, Lisa Hill made the motion to enter executive session, seconded by Moe Brigham. Motion passed unanimously. No minutes were kept.

At 9:27 PM, the Board reconvened open meeting with no action being taken. Motion by Hill, seconded by Brigham, to adjourn. Motion passed unanimously.

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Carl Russell

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Lisa Hill

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Vanessa Brown

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Chris Jarvis

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Moe Brigham