

**SELECTBOARD MEETING
RICHFORD, VERMONT**

July 5, 2016

In an effort to save time and with no other members expected to attend tonight's Selectboard meeting, Chair Linda Collins called the regular meeting to order at 6:55pm and immediately motioned to enter Executive Session to discuss Personnel with members Tim Green, Wayne Hurtubise, and Norris Tillotson present. Wayne Hurtubise seconded the motion, and motion carried. Also present were Josh Aldrich, Eric Collins, Alan Fletcher (Town Clerk), Darlene Gregoire, Louise Irons, and Sheila Record. Guests and employees left the meeting room at 6:55pm. Norris Tillotson motioned to exit Executive Session at 7:15pm. Wayne Hurtubise seconded the motion, and motion carried. Guests and employees rejoined the meeting at 7:15pm.

The Town Clerk presented two tax rate options for the Selectboard to choose from and explained how each was calculated. The Town received an estimate letter from the State of Vermont that doesn't normally arrive until after the tax rate has been set. According to the letter, Richford will receive an estimated \$86,294 from the State which is \$16,294 more than was budgeted. The first tax rate was set by the same method used in previous years (without an estimate), and the other was set with the State's estimate applied. Motion made by Tim Green, seconded by Norris Tillotson, to file the non-homestead municipal tax rate at 2.2008 and the total homestead property rate at 1.9848. The motion carried.

Guests were acknowledged. Eric Collins questioned the status of the library quit claim deed. Linda Collins will look for the file, contact Michael Gawne, and get back to Eric with an answer.

Motion made by Wayne Hurtubise, seconded by Norris Tillotson, to approve minutes from the June 20th regular Selectboard meeting. The motion carried.

The Chair asked members to consider the following appointments to the Development Review Board (DRB): Rowena Brown (3 year term), Harold Foote (2 year term), Guy Charbonneau (1 year term), and Mary Robinson (alternate 1 year term). All are presently serving on the DRB and are willing to continue. Motion made by Tim Green, seconded by Wayne Hurtubise, to reappointment the DRB slate as presented. The motion carried with Norris Tillotson abstaining from vote.

The Chair read a letter aloud from acting Zoning Administrator John Libbey. Motion made by Wayne Hurtubise, seconded by Linda Collins, to appoint John Libbey to a 3 year term as Zoning Administrator. The motion carried with Norris Tillotson abstaining from vote.

Linda Collins met with a representative from RISE VT to discuss healthy activities in Richford and possible funding opportunities to keep the community active. Richford received funding earlier this year from Rise VT to help with costs to pave the basketball court at the playground. Additional funds from Rise VT may be available in October. Linda completed a Rise VT survey and confirmed that playground equipment would be eligible for the program.

A long running insurance claim has been settled. The homeowner accepted \$5,000 from the Town's insurance company, and the case is now closed.

Voicemail will be activated on the phone line in the Selectboard office (Line 6).

Wayne Hurtubise delivered a report from the Highway Department. ECI has fixed the storm drains. The road crew is starting to put in vacation time.

A report for Playground and Cemeteries was postponed pending availability of Chris Martel and Henry Haggerty.

Tim Green reported for Parks and Public Buildings. Riverfest 2016 was a very successful event in Richford held at the end of June. Tim noticed on the evening prior to the event that the canoe launch at Davis Park needed maintenance and contacted Matt Irons. Matt responded promptly and worked after dark to prepare the area on a minute's notice. Motion made by Tim Green, seconded by Norris Tillotson, to pay Matt a \$100 stipend for going above and beyond to get the job done.

Greg Hall is making repairs at the Post Office.

The Chair delivered a report from Public Safety. The Animal Control Officer's phone number is not readily available to residents. Ways to communicate the Animal Control Officer's phone number to the public were discussed.

Tim Green gave a Trash update. Tim has not received feedback from the letters that recently went out to residents.

Norris Tillotson reported for Water and Sewer. Work is progressing nicely on Thomas and Liberty Streets. There is plenty of water, and a new chlorine valve was purchased for \$600.

The Chair gave an update from the acting Zoning Administrator (ZA) on letters that have been mailed out from the ZA office.

Henry Haggerty arrived at 8pm representing the Richford Center Cemetery Association. Henry contacted the Secretary of State and learned that burial without a vault is acceptable for religious reasons. Henry recommended two bullet items to add under Article 16 of the By-laws: 1) All full body burials shall be done in a vault unless prohibited by a person's religion. 2) All cremation burials shall have a concrete cap installed above the urn and six inches down from the surface. Motion was made by Linda Collins, seconded by Wayne Hurtubise, to approve the proposed revision to Article 16 of By-laws (Richford Center Cemetery). The motion carried.

A motion was made by Linda Collins, seconded by Tim Green, to enter Executive Session at 8:08pm to discuss Personnel. Josh Aldrich and Eric Collins left the meeting, and Darlene Gregoire and Louise Irons joined members in Executive Session. The Chair adjourned Executive Session and the meeting at 8:30pm.

Minutes taken by Darlene Gregoire.

A true copy. Attest:

Town Clerk