

**SELECTBOARD MEETING  
RICHFORD, VERMONT**

**August 1, 2016**

In an effort to save time and with all members present, Chair Linda Collins called the regular meeting to order at 6:50pm and immediately motioned to enter Executive Session to discuss Personnel with employee Louise Irons and members Tim Green, Wayne Hurtubise, Chris Martel, and Norris Tillotson in attendance. Tim Green seconded the motion, and motion carried. Josh Aldrich, Rowena Brown, Eric Collins, Darlene Gregoire, John Libbey, Joe Pollender, and Joey Randall were present outside the meeting room at 7:00pm. Motion made by Linda Collins, seconded by Tim Green to come out of Executive Session at 7:10pm and re-enter at the end of regular business to complete discussion. Guests and employees joined the meeting at 7:10pm.

The Chair recognized guests not on the agenda. John Libbey requested time to report from the Zoning Administrator's (ZA) office. Two letters have been sent to Dan Newton since May 2016, but the Newton property remains out of compliance with zoning regulations. The ZA explained the State's involvement and passed around photos of violations on Mr. Newton's property. The ZA has received phone complaints from other residents and requested permission from the Selectboard to have a formal letter sent to Mr. Newton from an attorney. Motion made by Tim Green, seconded by Wayne Hurtubise, to authorize the ZA to proceed with an attorney. The Chair asked John to check into a property on the Corliss Road that may be unsafe.

Chris Martel made a motion, seconded by Wayne Hurtubise, to approve minutes of the July 18, 2016 regular Selectboard meeting. The motion carried.

Tim Green stepped away from his seat on the Selectboard to follow up discussion from the July 18<sup>th</sup> regular Selectboard meeting regarding a sign that the Northern Forest Canoe Trail (NFCT) proposes to install on Main Street. Mr. Green showed conceptual drawings of the sign and explained its location and purpose. One side of the sign will have way-finding information and the other side will be a cork board under glass where the public may post notices. The Development Review Board (DRB) was unable to deny or approve the permit because it determined the proposed location is in the Town's right-of-way. Motion made by Chris Martel, seconded by Wayne Hurtubise, to approve a zoning permit for the NFCT sign. Tim Green and Norris Tillotson abstained from the vote. The motion carried.

Tim Green stepped away from his seat to address the Selectboard on the DRB process and questioned whether the Selectboard has oversight over the DRB. The Chair will research the answer to this question in statutes. Mr. Green referenced a permit application submitted by Richford Economic Advancement Corporation (REAC) for Phase II of its Missisquoi Overlook Project and stated the permit application process discourages economic growth in Richford. REAC is a private 501c4 and intends to open the overlook area and walking path to the public. Tim acknowledged that a Conditional Use Permit is needed to install a fence according to Town by-laws but questioned validity of other conditions in a Findings and Decision letter sent to REAC. DRB Chair Rowena Brown responded that a site plan is required according to Town bylaws and a Conditional Use Permit is appropriate for the proposed purpose of the REAC project in the mixed use district. Conditions that REAC feels are unreasonable include: 1. Multiple signs posted with specific hours, (the DRB Chair reported that this condition was carried over from Phase I). 2. Trash and recycling receptacles with weekly removal. 3. Shrubs, lawn, and plantings maintained weekly. 4. No determination made on benches in Town's Right of Way (ROW).

5. Monitor performance standards (DRB Chair indicated this statement is on all conditional use permits). 6. A corrected site plan. REAC has 30 days from July 14 to appeal to courts, which is the next step according to the Findings and Decision letter. Tim advised that the Town of Richford could appeal the DRB decision as a property abutter. The Selectboard Chair would rather see the issue settled without going to court and asked if a meeting with representation from REAC, the DRB, and the Selectboard would be possible. The DRB Chair will look into whether further negotiations can be made after a DRB decision has been rendered. The Selectboard may determine whether benches may be placed in the Town ROW, as it did earlier in the meeting for the Northern Forest Canoe Trail (NFCT) sign. The DRB Chair will investigate whether a portion of the permit application fee can be returned to NFCT. The Selectboard Chair will set up a meeting with representatives from REAC, the DRB, and the Selectboard if it is permitted.

The Chair reported that the Sheehan property behind the Town Barn on Hardwood Hill is up for tax sale, and the Town Clerk recommends the Town acquire the parcel. The Town once owned the landlocked property, sold it to Sheehan, and then offered to buy it back. Landlocked property cannot be accessed. By consensus, members voted to authorize the Town Clerk to acquire the Sheehan property behind the Town Barn at tax sale on behalf of the Town.

The Chair reviewed public meeting rules from the Vermont League of Cities and Towns (VLCT) individually with members, and members selected from the options by consensus. Tim Green motioned, seconded by Wayne Hurtubise, to accept the VLCT Rules incorporating member selections. Motion carried.

Tim Green asked to table discussion on the Rail Trail extension. Linda Collins is sorting through Selectboard files and is pulling together necessary information to proceed with the library deed and Rail Trail extension projects.

Wayne Hurtubise reported that the Road Foreman confirmed no culvert is needed for a driveway at 342 McAllister Road (Michael Hemond property). Motion made by Wayne Hurtubise, seconded by Linda Collins to approve the driveway permit application. Motion carried.

Chris Martel reported from Playgrounds and Cemeteries. James Howarth has agreed to repair or replace the water fountain at Richford Playground. The highway crew has completed work at Richford Center Cemetery.

Tim Green reported from Parks and Public Buildings. Tim has been reviewing applications for a Custodian position in preparation for Angela Tracy's pending retirement. Members will proceed with this topic in Executive Session. Tim noted that branches in Davis Park need trimming, and he is looking for someone to work on it. Tim will follow up with Gregg Hall to get the status of Gregg's work at the Post Office.

Chris Martel reported from Public Safety. Chris confirmed that no members had received an update from Frank O'Neal regarding concerns he brought up at the last Selectboard meeting. The Selectboard received a letter today from Wendy and Jeff Dezotelle about a nuisance dog in their neighborhood. Unless the dog is unlicensed, not fed properly, etc... , there is nothing the Selectboard can do about nuisance dogs. The Constable is the one who may take a dog and destroy it, if necessary. Chris received a complaint and confirmed that it is acceptable for a resident to have a tortoise as a pet because it is not considered an exotic animal. The Selectboard has received more complaints about Adrian Whitfield's dogs. The Town's pending case regarding these dogs has been in court for 2 years already. The Town will need a warrant to follow up on current complaints. A letter has been sent to Jeff Lamos regarding safety concerns at a property he owns on Liberty Street. Motion made by Linda Collins, seconded by Chris Martel, to contribute \$600 to the Lions Club toward the club's sign project and

asked Tim to encourage the club to complete the project as soon as possible. Tim Green abstained from vote, and motion carried.

Tim Green reported from Trash. Tim will meet with the Town Clerk regarding the trash collection rate to determine whether the rate should be adjusted.

Norris Tillotson reported from Water and Sewer. The old reservoir is okay now on Breault's hill, and construction is caught up for this year.

The Chair is sending out ambulance subscription letters to current subscribers as they come due. More promotion is needed to increase participation in ambulance subscriptions. The Town Report and Front Porch Forum were suggested as places to post the ambulance subscription letter. The tax sale for properties with delinquent water and sewer taxes will be held on August 16<sup>th</sup> at 2pm at the Town Hall. The primary vote will be held at the Town Hall on August 9<sup>th</sup>.

With no other regular business at hand, motion made by Linda Collins, seconded by Tim Green to re-enter Executive Session to continue discussion from the first agenda item. Motion carried. Guests and employees left the premises at 8:24pm. Motion made by Wayne Hurtubise, seconded by Norris Tillotson, to adjourn the meeting at 9:15pm.

Minutes taken by Darlene Gregoire.

A true copy. Attest:

Town Clerk