

**SELECTBOARD MEETING
RICHFORD, VERMONT
Approved Minutes**

April 18, 2022

Chair Andy Pond called the special meeting to order at 6:00pm with members Tim Green, Sherry Paquette, and Wally Steinhour present. Also present were Zoning Administrator John Libbey, Rowena Brown, cameraman Gerry Vase, Michael Olio, and Joey Randall.

The Board said the Pledge of Allegiance.

Guest Joey Randall was recognized as just visiting.

Zoning Administrator presented two complaints he had received from residents. The first complaint was related to Mokahs, and the Board decided to take no action. The second item was related to a hearing concerning a driveway approval for a next door neighbor. Rowena Brown suggested that the Town establish driveway standards and include the approval on the applications.

Motion by Ms. Paquette, second by Mr. Steinhour, to approve the March 28, 2022 Special Meeting minutes with amendments related to the Community Facilities Grant, and some abstention votes on Liquor Licenses. Approved as amended 4-0.

Mr. Steinhour reported on the Highway Department. He discussed multiple items including Pike Paving bids, a bid for a new loader vehicle, work on Coy/Smith culverts related to FEMA, and announced that current Road Foreman Scott Coons is planning to retire June 3rd.

Ms. Paquette reported on the Town Buildings. The leak in the fire station side of the Emergency Services roof has been repaired. There will be work done on the overhead doors at the Emergency Services Building. The new roof at the Post Office should start work at the beginning of May. The Town needs to hire a new buildings custodian, and Ms. Paquette indicated she had a list of candidates.

Chair Pond reported on the Water and Sewer Department. Numerous projects including checking the water source on a regular basis, preventative maintenance throughout the systems, final reads on a couple of properties, attention to a curb stop on Mullen Ave, installing a meter base on Golf Course Road, establishing service at a Church Street property, followed up on the Golf Course Road booster pump situation, investigating a potential water main leak on Highland Avenue, and discussing installation for a booster pump on Green Avenue. Chair Pond will also investigate the lack of a radio read on Thomas Street.

Mr. Green reported on Parks and Cemeteries. Deer Run maintenance is well on their way to the annual winter clean-up of their areas of responsibility. There is some concern associated with the repairs at the

Playground building that should be investigated this week. As far as the cemeteries he is asking for support, in grant form, for headstone and other maintenance. There are significant trash issues along the Rail Trail including a homeless encampment that the State of Vermont should be working to clean up. Additionally, Mr. Green will check with the Town's rubbish hauler and coordinate with the schools and Green-up Day, to hopefully rectify the situation.

Motion made by Mr. Green, second by Ms. Paquette, to reapprove the slate of Fire Officers as recommended by the Fire Association. A copy of that letter is attached. Motion passed 3-0 with Chair Pond abstaining.

It was noted that Joey Randall should be reimbursed for his emergency batteries purchase for the ambulance service.

Mr. Steinhour will follow-up with the Town Crew to determine what can be done about the sinkholes that have developed behind a Province Street property.

The eviction at 55 Farrar Street should proceed as the Court has denied their appeal. It is recommended that we have the Sheriff on site for a May 1 eviction.

Mr. Steinhour has been investigating the Town Conflict of Interest policy, and recommends reviewing the VLCT website for a possible new policy. This item should be on the agenda for the next Regular Meeting.

Michael Olio forwarded a message from the Northern Forest Canoe Trail asking about a sponsorship of their Pedal/Paddle event scheduled for July.

A driveway permit for Stevens Mills Road was discussed. It was determined that while we would approve this application, but the form needs to be updated to include the need for additional zoning approval for land improvement.

Motion made by Mr. Green, second by Mr. Steinhour, to recess this meeting and go into Liquor Control Commission meeting, at 7:13 pm. Motion made by Mr. Green, second by Mr. Steinhour to approve the license applications for the Richford Country Club. Motion passed 4-0.

Motion by Mr. Green, second by Mr. Steinhour to reconvene the regular Selectboard meeting at 7:15 pm .

Motion made by Mr. Green, second by Ms. Paquette to enter executive session to discuss the Town Administrator position, Selectboard appointments, and other personal issues.

The Board exited the executive session at 8:26pm with the following actions to be taken:

- There will be a job description for the Road Foreman position, and the job will be posted until the position is filled. Motion by Mr. Green, second by Mr. Steinhour to proceed.
- Motion by Mr. Steinhour, second by Ms. Paquette, to schedule interviews with three prospective individuals to fill the vacant Selectboard seat for the remainder of this term.
- Motion made by Mr. Green, second by Mr. Steinhour, to offer the Town Administrator position to a candidate, with the salary to be negotiated at a special meeting to be held on April 25, 2022 at 4:00 pm.
- All motions passed by 4-0.

The Meeting adjourned at 8:30 pm.

Respectfully Submitted

Tim Green,
Meeting Secretary

Attest:

Richford Firefighter's Association

March 16, 2022

To the Town of Richford Select board
Attention Linda Collins
94 Main Street
Richford Vermont

The Firefighter's Association met March 15, 2022, for the election of officers for the 2021-2022 year.

The following were elected to

Fire Chief----- Andrew Pond
1st Assistant Chief----- Shelby Paquette
2nd Assistant Chief----- Thomas Chiaravalle

Sincerely

Secretary Arthur R. Pond