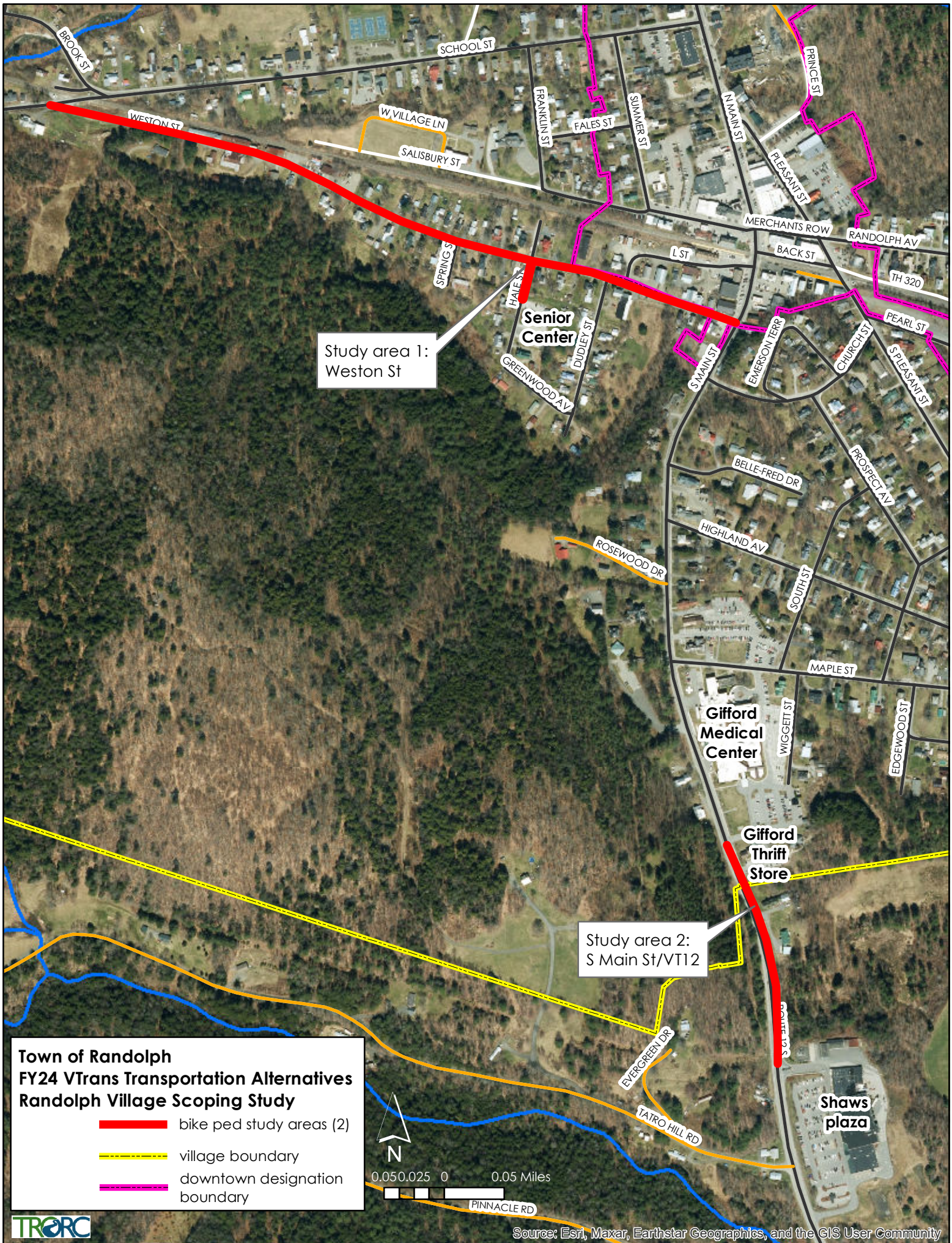


**Town of Randolph FY24 VTrans Transportation Alternatives Program Application
For a Scoping Study of Sidewalks on Weston St., Hale St. and South Main St.**

Supporting Documents

1. Project Map
2. RPC Support Letter
3. Town Support Letter
4. Selectboard Meeting Agenda
5. Selectboard Meeting Minutes
6. Email exchange with District Transportation Administrator
7. Project Area Photos



Trevor Lashua, Town Manager
Town of Randolph
Drawer B
Randolph, VT 05060

November 1, 2023

Dear Mr. Lashua,

I am pleased to provide a letter of support for the 2024 Vermont Transportation Alternatives Program application for a scoping study for the two identified areas in the village (Weston St and S Main St/VT12). These two sidewalk network gaps will benefit from a scoping study and develop possible alternatives to improve walkability in town.

The project is also in line with the Transportation Pedestrian and Bicycle goals in the Two Rivers-Ottauquechee Regional Plan which are to "expand opportunities for walking and bicycling in the region" and "promote walking and bicycling as a viable means of transportation in the region" (p.78).

I have reviewed the grant application and deemed it complete for submission.

Please contact me if you have any questions.

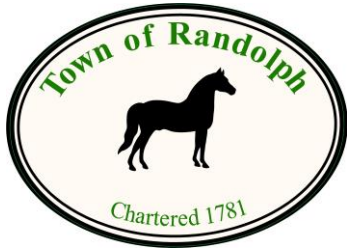
Sincerely,



Rita Seto, AICP
Senior Planner

128 King Farm Rd.
Woodstock, VT 05091
802-457-3188
trorc.org

William B. Emmons III, Chair
Peter G. Gregory, AICP, Executive Director



TOWN OF RANDOLPH, VERMONT

Office of the Town Manager

December 1, 2023

Scott Roberston, P.E.
Vermont Agency of Transportation
219 North Main Street
Barre, VT 05641

Dear Mr. Robertson

This letter is written to serve as the Town of Randolph's commitment to provide the local match for a sidewalk scoping study to be funded through the 2024 VTrans Transportation Alternatives program.

The Town's application includes two segments of sidewalk designated as local priorities. The scoping study will identify potential challenges and opportunities along with cost estimates for design and construction. The Town's matching funds will come from an established sidewalk reserve fund.

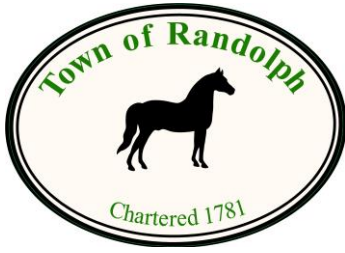
The Selectboard unanimously approved the application at its November 9th meeting.

Please reach out if you have any questions about our application.

Sincerely,

A handwritten signature in blue ink, appearing to read "T. Lashua", with a long horizontal flourish extending to the right.

Trevor M. Lashua
Randolph Town Manager



TOWN OF RANDOLPH, VERMONT SELECTBOARD MEETING

Thursday, November 9, 2023, at 5:30pm
Randolph Town Offices (*see note)

****This will be a hybrid meeting. Please use link below to join remotely:***

<https://us06web.zoom.us/j/2271876830>; Meeting ID: 227 187 6830; by phone only – (929) 436-2866.

Regular Meeting

1. Call to Order.
2. Public Comment.
3. Approval of Agenda.
4. Consent Calendar.
5. Business
 - a. Two Rivers-Ottawquechee Regional Commission Grant Proposal (by request).
 - b. Consider Grant Application Request for Kimball Public Library.
 - c. Consider Appointments to Boards/Committees/Commissions.
 - d. Consider Assembly Permit Application (Annual Tree Lighting).
 - e. **Consider Approval of VTrans Transportation Alternative Sidewalk Scoping Study Grant Application.**
 - f. Introduction and Review of Proposed Zoning Bylaw Amendments.
 - g. Police Services Committee – Update and Deadline Extension Request.
 - h. Discuss Village Fire Department Side-By-Side Donation (continued).
 - i. East Valley Community Group – Building Funding Proposal (by request).
 - j. Intermunicipal Energy Coordinator Proposal (by request).
 - k. Discuss Flood Buyout Programs and Town Participation In/With.
 - l. FEMA/July 10th Storm Update.
 - m. North Wells and Reservoir Project Update.
6. Manager's Report.
7. Executive Session – Pursuant to 1 V.S.A § 313 (a) (1) (E) [pending or probable litigation] and 1 V.S.A § 313 (a) (3) [appointment/evaluation of a public official].
8. Adjournment.

*Note: This agenda may be modified 24 hours prior to meeting. At the discretion of the Chair, the Board may deviate from the order of subjects above. The Town of Randolph provides equal access to its programs and services. To request a specific accommodation, contact the Town at 802-728-5433 or 800-253-0191 *TTY, or email trevor@randolphvt.org. The Town offices are wheelchair accessible.*

**Town of Randolph
Regular Meeting Minutes
Selectboard (DRAFT)
November 9, 2023**



***This meeting was hybrid, with remote access provided via Zoom.**

****This draft is intended for open meeting law compliance. A more detailed version will replace the draft.**

Selectboard: Trini Brassard, Larry Satcowitz, Alissa Matthews (arrived a few minutes into the meeting), Stephanie Tyler (arrived a few minutes into the meeting), and Tom Ayres.

Municipal Staff: Trevor Lashua (via Zoom), Town Manager, Kimberly Grout, Executive Assistant, Scott Clouatre, Police Chief (via Zoom), Morgan Easton, Recreation Coordinator (via Zoom).

Public Attendees (in person): John Pimental, Jerry Ward, Jon Kaplan, Jeff Grout, Two Rivers Ottawaquechee Regional Commission, Betsy Race, Josie Carothers, Mark Kelly, Peggy Whitehead.

Public Attendees (via Zoom): Sydney Steinle, Two River Ottawaquechee Regional Commission.

Media: ORCA in person and via Zoom

1. Call to Order

Trini called the meeting to order at 5:27.

2. Public Comment

Ryck Morales from the Small Business Administration stopped by to let the Selectboard and community know about the current federal funds that are available through the SBA, FEMA, and USDA.

3. Approval of Agenda

Tom moved to approve the agenda. Larry seconded. The motion passed 3-0.

Consent Calendar (#4)

Larry moved to approve the consent calendar as presented. Tom seconded. The motion passed 4-0.

Business (#5)

5.a. – Two Rivers-Ottawaquechee Regional Commission (TRORC) Grant Proposal (by request).

We had warned this knowing that Kevin had another meeting to attend. He was not able to make it, so we will put it on the December 14 agenda. We skipped over this and came back to it after the discussion about the regional energy position. Kevin still wasn't available, so we moved on.

**Town of Randolph
Regular Meeting Minutes
Selectboard (DRAFT)
November 9, 2023**



5.b – Consider a Grant Application Request for Kimball Public Library.

Tom moved to the request to apply for and accept a FiberConnect grant from the Vermont Department of Libraries for \$16,000. Larry seconded. The motion passed 4-0.

5.c – Consider Appointments to Boards/Committees/Commissions.

Tanya Pierce-Virtanen applied for consideration for appointment to the Recreation Advisory Committee.

Tom moved to appoint Tanya Pierce-Virtanen to the recreation committee. Alissa seconded. The motion passed 4-0.

5.d – Consider Assembly Permit Application (Annual Tree Lighting).

Trevor said that Morgan and Scott had met regarding this event. There will be no road closures.

Stephanie moved to approve the public assembly permit for the annual tree lighting. Tom seconded. The motion passed 5-0.

5.e – Consider Approval of VTrans Transportation Alternative Sidewalk Scoping Study Grant.

The Board had provided its preliminary “blessing,” and formal approval is now needed to proceed. The scoping study would look at options for extending/adding links to Shaw’s and on Weston Street.

Jon Kaplan said both scoping studies will be allowed for the 60K. there was a brief discussion about having the Weston Street sidewalk go all the way to where it meets School Street.

Larry moved to approve the application for a VTrans Transportation Alternative Sidewalk Scoping Study grant. Alissa seconded. The motion passed 5-0.

5.h – Discuss Village Fire Department Side-by-Side Donation (continued).

This item was moved up in the agenda,

This conversation started at the prior meeting. Staff reached out to VLCT. Trevor said they would insure it for an additional \$400.00 per year. It would be classified as a vehicle, “All Other Mobile Equipment.” He started the process of connecting to the loss control consultant. There are considerations regarding usage, training, best practices, and safety requirements.

Tom moved to approve the addition of the side-by-side to the Town’s fleet contingent on the Village Fire Department meeting the loss/control issues being addressed. Stephanie seconded. The motion passed 5-0.

5.j – Intermunicipal Energy Coordinator Proposal (by request).

Town of Randolph
Regular Meeting Minutes
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This item was also moved up in the agenda.

Jerry Ward and John Pimental presented on behalf of the regional group working on the idea. Randolph would be responsible for the largest share of the cost. There was a conversation about how to fund the position along with who would oversee the person in the role (who would their boss be)? Would they work for TRORC? Would they work for Randolph? Who would manage the grants? Jeff talked a little about his position at TRORC and the model there.

5.f – Introduction and Review of Proposed Zoning Bylaw Amendments.

The proposed amendments to the zoning bylaws (a.k.a. the land use regulations) are largely driven by the grant-funded bylaw modernization project – a multi-town effort involving TRORC and other municipalities. Sydney Steinle of TRORC presented. Jeff Grout of the Planning Commission was present to answer questions as needed.

Sydney said Randolph went in

The timeline for action is compressed when viewed through the lens of grant deadlines. With the delivery of the proposed changes occurring in November 2023, the end of January 2024 becomes the effective deadline by which action needs to be taken. That said, the Town should take whatever time is required for a full review before taking any action – an issue with a grant deadline is easier to fix than bylaws adopted in haste.

Recommended action:

Discuss the changes and identify dates for the public hearings.

5.g – Police Services Committee – Update and Deadline Extension Request.

The Police Services Committee’s original deadline to report to the Board was November 9th. The committee’s work is on-going, and a set of recommendations has yet to form. The group is also looking to host a public forum, with a tentative date of November 28th.

A lengthy extension is not necessary – if the Board is inclined, extending the deadline to December 14th should be sufficient and syncs up with the regular meeting schedule.

This does compress the timeframe for consideration of options, when working backwards from Town Meeting deadlines. Though the decision on a Police budget (and, by extension, the model for policing) would occur in March, the Board will need to warn Town Meeting in early February (no less than 30 days prior).

An update on progress and what remains can also be given.

Recommended action:

Consider a motion to extend the Police Services Committee’s deadline to December 14th, 2023.

**Town of Randolph
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5.i – East Valley Community Group – Building Funding Proposal (by request).

Members of the East Valley Community Group, which has been attempting to raise funds for the renovation of the East Valley Community Hall, have asked for time with the Board to pitch a funding idea – to ask voters to approve a bond for somewhere between \$500,000 and \$800,000. The amounts in the range are from the recent facility needs assessment. The lower tier of the range is for safety and accessibility upgrades; the larger tier includes all of the, “bells and whistles” in addition to the safety and accessibility upgrades.

Staff has not prepared an estimate for debt service payments at this point. The Town has been actively looking for ways to reduce its debt load, with a number of debt service payments (short and long-term) retiring in or after FY27.

5.k – Discuss Flood Buyout Programs and Town Participation In/With.

The Town has been approached multiple times to “participate” in programs related to flood hazard buyouts or protection and assistance. The latest entreaty came from Vermont Emergency Management (VEM) on behalf of the property owner at the end of Arlington Drive, where the July 10th storm eroded and destabilized the sizeable slope behind the house.

The challenge with the FEMA and NCRS EWPP programs, from the Town’s perspective, is that they are structured to functionally require that the Town becomes the entity responsible for all of the tasks (appraisal, contractor procurement, demolition and removal, site remediation, and possibly “fronting” the funds). In the flood buyout examples, the Town would become the owner of the property at the conclusion of the process.

At a minimum, setting aside concerns about future liabilities associated with ownership of the properties on Arlington Drive and Lincoln Avenue, there’s a more immediate functional capacity issue to address – there isn’t staffing to dedicate to these projects. If the Town is interested, an outside project manager would be required and carries its own cost (which may or may not be reimbursable). VEM is planning to pilot a program where it is responsible for the tasks associated with the buyout for FEMA-eligible properties; the Arlington Drive property would be the only one eligible.

5.l – FEMA/July 10th Storm Update.

Staff will provide an update on the process of working with FEMA.

The Town’s damage inventory – the listing of all projects that ties directly to the reimbursement process – was signed on Monday. The final amount the Town will be responsible for is 12.5% of the total cost, which is not known. To date, the Town has spent nearly \$420,000 with a few more invoices identified or expected. Estimates for the North Randolph Road slope stabilization are

**Town of Randolph
Regular Meeting Minutes
Selectboard (DRAFT)
November 9, 2023**



closer to \$500,000, and the Lincoln Avenue slope stabilization is estimated at \$245,000. The largest remaining variable is the replacement of the North Randolph Road bridge that washed out. The Town is looking into two options – a box culvert and a bridge.

5.m – North Wells and Reservoir Project Update.

Staff will provide an update on project progress. The Town just received notice that the State Revolving Fund loan was approved by the Bond Bank. This is the first source in the funding stack from which reimbursements can be pulled; the Town has a bond anticipation note in place for interim funding needs.

Materials have been supplied to EPA representatives in Boston; the hope is that the EPA STAG grant (the form the \$775,000 Federal earmark received will take) can be finalized and in place in the coming months.

In December, the Board will be asked to make a decision on whether or not to accept/retain the \$300,000 CDBG grant awarded by the Vermont Community Development Program for the project.

Manager's Report (#6)

- a. *Pothole Patching* – At least 90 tons of hot mix were shoveled and raked by hand in the past three weeks.
- b. *Winter Prep* – Everything's ready to fly, once the snow starts...
- c. *CCR and Manganese Letter* – Updated versions of both should be headed out to ratepayers shortly.
- d. *FY25 Budget Development Process* – The first round of budget meetings was held this week. The goal is to have a version to present to the Board at its December meeting.
- e. *Phone System* – The phone system at the Town Offices is still functioning, but at the modified level. A full restoration of service should occur by Monday; until then voicemail functions are not available.

Executive Session (#7)

Tom moved to find that executive session is necessary and prudent and that premature general public knowledge would place the Town at a disadvantage. Larry seconded. The motion passed 5-0.

Tom moved to enter executive session pursuant to 1 V.S.A § 313 (a) (1) (E) [pending or probable litigation] and 1 V.S.A § 313 (a) (3) [appointment/evaluation of a public official]. Larry seconded. The motion passed 5-0.

The Board's next regularly scheduled meeting is Thursday, December 14, at 5:30 p.m.

**Town of Randolph
Regular Meeting Minutes
Selectboard (DRAFT)
November 9, 2023**



211



Jon Kaplan <hockeyat50@gmail.com>

Intent to apply for TA funds

2 messages

Jon Kaplan <hockeyat50@gmail.com>

Mon, Oct 30, 2023 at 10:23 AM

To: shauna.clifford@vermont.gov

Good morning Shauna -

I am the co-chair of Walk+Bike+Roll Randolph, a local bicycle and pedestrian advocacy group in Randolph. We are working with the town to fill out an application on behalf of the Town to secure Transportation Alternatives funding for a sidewalk scoping study to cover two segments of proposed sidewalks in Randolph. One of them is on Weston and Hale Streets, which are both town highways and would not require VTrans involvement. The other sidewalk segment to be studied is from the end of the existing sidewalk on South Main Street/VT 12 near the Gifford Thrift shop, heading south to the driveway that provides access to the Shaw's/Dollar General/Kinney Drug plaza. About halfway between the end of the existing sidewalk and the Shaw's driveway is the point where South Main St. changes from Class 1 Town Highway back to VTrans jurisdiction. Because of this, I am reaching out to let the District know that the Town intends to apply for this project. We acknowledge that coordination will have to take place with VTrans during the scoping study for that section of proposed sidewalk. I look forward to hearing back from you so that I can include this documentation in the Town's application for funding. The applications are due to VTrans by December 8th. Thanks very much for your assistance and I hope you are doing well.

~~~~~

Sent from my gmail account

Jon Kaplan

[hockeyat50@gmail.com](mailto:hockeyat50@gmail.com)

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**Clifford, Shauna** <Shauna.Clifford@vermont.gov>

Mon, Oct 30, 2023 at 10:44 AM

To: Jon Kaplan &lt;hockeyat50@gmail.com&gt;

Cc: "Bump, Chris" &lt;Chris.Bump@vermont.gov&gt;

Thank you for reaching out to let us know. I have copied Chris on this as well for his awareness.

Hopefully retirement is treating you well!

Shauna

Shauna Clifford | District Transportation Administrator

District Maintenance and Fleet Division |

Vermont Agency of Transportation

[District 2 | 870 US Route 5 | Dummerston, Vermont 05301](#)[District 4 | 223 Beswick Drive | White River Junction, Vermont 05001](#)

(802)535-5317 (cell)

<http://vtrans.vermont.gov>



## Weston Street Photos

Looking west near the intersection with South Main St. Woman walking with a child in a stroller in area with no sidewalks.



High density residential development with no sidewalks.



Segment of existing, deteriorated and ADA non-compliant sidewalk approaching Hale St. (access to Senior Center).



View looking down Hale St. (white building in the background is the Senior Center).



West end of Weston St. - continued residential area with no sidewalk.





## South Main Street to Shaw's

View North on South Main St./VT 12 from end of Shaw's plaza driveway



View north along South Main St. End of existing sidewalk can be seen in front of tan building.



Elderly person returning from Shaw's with groceries in area with no sidewalk.



Existing sidewalk on South Main  
by Gifford hospital entrance.

