

Joint Selectboard Rasputitsa Bike Event Meeting
January 8, 2024
Westfield Community Center
Minutes

Selectboard/Trustee Members present:

Troy: Gaston Bathalon, Anne Quirion
Jay: Le-Ann Tetreault, Tara Morse
Westfield: Jacques Couture (Zoom), Richard Degree, Dennis Vincent
Lowell: Wayne Richardson, Jennifer Blay
Newport Center: Richard Gosselin, Steve Barrup
North Troy: Terri Medley, Holly Ross

Emergency Services:

Jay F.D.: Jeff Morse (& Jay Road Commissioner)
Troy FD: Bobby Jacobs, Levi Rondeau, Jeremy Rondeau
Lowell F.D.: Calvin Allen (& Lowell Road Commissioner)
Newport Center F.D.: Jason Willis
Newport Ambulance: Jeff Johansen

Others Present: Pat Sanders (Jay Selectboard Clerk) , La Donna Dunn (Westfield Town Clerk)

Gaston called the meeting to order at 6: 01 p.m.

1. Gaston opened the meeting with a brief description of the Bike Event and an explanation of what the group hopes to accomplish at this meeting: To hear from emergency services, identify concerns regarding roads, discuss creating a contract with the Rasputitsa Event organizers and hiring of legal representation to draft the contract.
2. Emergency Services coverage and road concerns
 - A. Jeff J. mentioned that he had not heard from the event coordinator. He suggested the event organizers hire a dedicated transport ambulance with staff for the day of the event or possibly for the weekend. He mentioned that it does not have to be Newport Ambulance Service; However, everyone present felt that they would like Newport Ambulance Service to have the contract. In other events NAS has worked, the organizers had their own medical personnel and staff on site. NAS charges \$150 per hour with a minimum of 4 hours for the ambulance and 2-3 staff dedicated strictly for the event.
 - B. Jeff mentioned that emergency personnel may need set up a special channel for the day of the event to communicate with other emergency services such as the Fire Departments and possibly personnel manning posts along the event route.
 - C. Bobby Jacobs had spoken to one of the race coordinators but none of the other departments had been contacted. All of the Fire Departments present said they will not volunteer their services to work on the race but they will be available for any calls that occur.
 - D. Calvin is very concerned about the potential damage to the roads during that time of year, especially those that are not paved. He questioned how the Towns would get reimbursed for repairs and suggested that the event coordinators set up an escrow account to help offset the expense should it be needed.
 - E. Calvin also has concerns about who will man intersections, signage and traffic control during the event. Since our emergency services will not participate in that capacity, he suggested that the race organizers be required to hire a traffic control company for the event. They have all of the signage, man power and experience to do the job. He also suggested that the event organizers hire the Sherriff' Department to oversee the traffic safety issues.
 - F. The Lowell Selectboard members are very concerned about damage to the roads, safety issues and they do not see that the event is of any benefit to the Town and are leaning towards not allowing the event on their roads. Jennifer expressed concerns on the Town's liability if they do not allow the event to use their roads.
 - G. Gaston mentioned that the VLCT has stated that the roads need to be returned to the same conditions they were in prior to the event. The Towns do have the right to close roads.

3. Contract and insurance concerns

- A. Gaston mentioned that the VLCT has some concerns about the insurance policy the organizers have and recommended that the amount of coverage be increased to 3-5 million dollars and that all of the towns be named as additionally insured. They would also like to see some clarifying language in the document regarding liability.
- B. All present felt a contract needs to be signed between the joint Selectboards and the Event organizers and that it would be in the best interest of the towns to hire a lawyer to draft the contract. Discussion followed about how the financing would work. Most of the Board members felt it should not cost the towns anything to have this event use their roads and therefore the organizers need to cover the costs to the towns.

4. Executive Session:

- A. Steve Barrup made a motion seconded by Tara Morse to find that the public body would be placed at a disadvantage if legal issues were discussed in a public setting. Motion passed unanimously.
- B. Steve Barrup made a motion seconded by Tara Morse to enter into executive session to discuss legal issues regarding the event and invite Pat Sanders and LaDonna Dunn to attend. Motion passed unanimously and the Boards entered into executive session at 6:55 p.m.
- C. The Boards returned from executive session at 7:20 p.m.
- D. Richard Gosselin made a motion seconded by Anne Quirion to hire Clarke Attwell, Attorney at law, for \$400 an hour when needed to represent the joint Boards and draft a contract between the event coordinators and the joint Selectboards. Motion passed unanimously.

5. Requirements the event organizers must meet as part of the contract:

- A. Traffic Control will be conducted by a certified traffic control company such as ADA which will be hired by the event coordinators.
- B. Organizers will contract with Newport Ambulance Service to hire a dedicated transport ambulance and crew for the event and possibly for the Sunday cool down tour.
- C. Organizers will arrange to have their own medical personnel available during the event weekend.
- D. Organizers will place \$50,000 in an escrow account to cover the cost of event damage to town roads. Organizers will be financially responsible for all road repairs and will reimburse the Towns for any amount over the escrow account if necessary. Money not used for such repairs will be returned to the event organizers once all maintenance is complete.
- E. The organizers will place \$7,500 into an escrow account to offset the expenses incurred by the Towns in order for the event to occur. Any funds not used will be returned to the event organizers in a timely manner.
- F. Organizers will contract with the Sherriff's department to oversee road safety and traffic concerns and manage traffic control.
- G. Participants and event organizers will comply with the regulations set forth in the Manual on Uniform Traffic Devices (MUTD) and Vermont State Rules of the Road.
- H. Organizers will increase their insurance coverage to 3-5 million dollars and add clarifying language as recommended by the VLCT.
- I. Organizers will provide the Joint Boards copies of all State permits and contracts with the designated agencies or companies prior to the event.

6. Gaston will send the requirements to VLCT for review and will then pass them on to the event organizers. The organizers will be given 10 business days to respond and agree to compliance with all the requirements before a contract can be signed.

7. Next meeting will be on Monday, January 29, 2024 at 6 p.m. at the Westfield Community Center.

8. Motion to adjourn.

- A. Steve Barrup made a motion seconded by Wayne Richardson to adjourn. Motion passed unanimously and the meeting adjourned at 7:55 p.m.

Respectfully submitted.

Pat Sanders