



Randolph Town Council- Resolutions and Proclamations Subcommittee

DRAFT Meeting Minutes

Meeting Date: Wednesday, April 22, 2026, at 6:00 p.m.

Randolph Town Hall-Chapin Hall 2nd Floor

This is a hybrid meeting. The Public is invited to attend this meeting in person or remotely, by telephone or computer access.

Call to Order: Councilor Gordon called the meeting to order.

Roll Call – Council Members Present: Jesse Gordon (In-Person), Katrina Huff-Larmond (In Person), Brandon Thompson (In-Person)

Approval of Meeting Minutes

1. March 19, 2026
2. April 14, 2026

Motion: Councilor Huff-Larmond motioned to approve the Subcommittee meeting minutes of March 19, 2026. This motion was seconded by Councilor Gordon.

Roll Call Vote: 3-0-0

Motion passes.

Motion: Councilor Gordon motioned to approve the subcommittee meeting minutes of April 14, 2026. This motion was seconded by Councilor Thompson.

Roll Call Vote: 2-0-1 (Abstention: Huff-Larmond)

Motion passes.

Old/Unfinished Business:

1. Resolution 2026-002: Resolution for Open Process
 - a. Councilor Gordon stated that this resolution goes with Council Order 2026-017 which has been referred back to the Zoning and Ordinance Subcommittee. The subcommittee agreed to hold off on this resolution to see how Zoning and Ordinance votes.
2. Resolution 2026-003: Budget Resolution on the Will of the Council on the DPW Budget
 - a. Councilor Gordon stated that this resolution is a will of the Council to create an FTE equivalent in the DPW department for the purpose of park cleaning and maintenance. Councilor Gordon referred to the Council vote from the last meeting, which was to approve funds for spring cleaning. This resolution would create a position for that purpose.
 - b. Councilor Huff-Larmond asked if this was affordable/ able to be funded yearly. Councilor Huff-Larmond would like more information from the DPW Superintendent.
 - c. Councilor Thompson has concerns with using free cash to fund a position. Asking if this is sustainable long term.

- d. Councilor Gordon would like this to be added to the budget in the future, this free cash use would be for this year only. Councilor Gordon added that this would allow for brush and litter cleaning on a rolling basis.
 - e. The Subcommittee members agreed to bring this Resolution back to the Town Council for further direction.
3. Resolution 2026-004: Budget Resolution on the Will of the Council on the RICC Budget
- a. Councilor Gordon spoke on Resolution 2026-004 which would give more funding to the RICC. The goal would be to increase hours and programming at the RICC.
 - b. Councilor Huff-Larmond stated that Appointments, Operations and Oversight have started to have a conversation regarding this as well. She would like to speak with the RICC Board and The Director of Community Programs to create a strategic plan and see what programs could be added.
 - c. Councilor Gordon wanted the RICC to decide how to spend the funds.
 - d. Councilor Thompson wants to explore the possibility of charging membership fees and how that would affect their budget.
 - e. The subcommittee is in agreement on allowing the RICC to create a strategic plan and following up the need of creating a revolving fund.
4. Resolution 2026-005: Budget Resolution on the Will of the Council on the RRA Budget
- a. Councilor Gordon stated that Resolution 2026-005 was to fund \$150,000 to the Redevelopment Authority to allow them to move forward with the next steps at Crawford Square. Councilor Gordon stated that the RRA is at a standstill since they do not have the funds to continue.
 - b. Councilor Huff-Larmond suggested that they supply a vision plan and what the RRA plans to do at Crawford Square.
 - c. Councilor Thompson agrees that a timeline and plan of what the future development would look like.
 - d. Councilor Gordon will ask the RRA to create bullet points of the plan and a vision document attached to this resolution, when they introduce this at Town Council.
5. Resolution 2026-006: Resolution and Letter of Support on the Master Plan and OSRP
- a. This resolution was to create a letter of support from the Town Council to the CPA for use of funds to update the OSRP and Master Plan. Councilor Gordon stated that there are some grants that the town is not eligible for since they do not have a Master Plan and/or OSRP. Councilor Gordon stated that he had spoken to Planning and the Conservation Commission and they were working on this.
 - b. Councilor Huff-Larmond asked if they are working on a solution; should we step in? We need to trust the process.
 - c. Councilor Thompson is in agreement, if they are on track why are we writing this letter.

Motion: Moved by Councilor Huff-Larmond and seconded by Councilor Thompson, the committee unanimously voted to take no action on Resolution 2026-006.

Roll Call Vote: 3-0-0

Motion passes.

6. Resolution 2026-007: Capital Budget Resolution on the Will of the Council on Street Paving
- a. Resolution 2026-007 is a will of the Council to maintain the four million dollar paving budget. Councilor Gordon added that the current budget is 1 million and it supplemented with 3 million of ARPA funding.
 - b. Councilor Huff-Larmond asked what is in the budget this year and how much we would need to reach four million. Councilor Gordon stated that usually chapter 90 funds total on average \$700,000.

- c. Councilor Thompson asked if any paving was done under capital improvement.
- d. Councilor Gordon would like to use 3 million from free cash since the total is roughly 16 million.
- e. Councilor Thompson added that this may not maintain the amount of paving due to inflation and other rising costs. Councilor Gordon stated that it is correct, this is level funded.
- f. The subcommittee is in agreement to bring this resolution back to the Town Council.
- g. Councilor Huff-Larmond asked how much free cash are we comfortable with using and how to maintain funds going forward without ARPA money.

Councilor Huff- Larmond would like to have a future discussion on adding the internship into the budget as well as how much free cash are we comfortable using. Councilor Gordon suggested that Brandon bring any ideas he has as well.

Adjournment:

Motion: Motion to adjourn made by Councilor Huff-Larmond and seconded by Councilor Thompson.

Roll Call Vote: 3-0-0

Meeting adjourned.

The Town Council Subcommittee Meeting adjourned at 7:13 pm.

Notification of Upcoming Council Meetings:

May 19, 2026