



2022 Annual Meeting MINUTES

The Nolan Murray Center

10 Pleasant Street

Springfield, VT 05156

Friday, October 7, 2022

5:00 pm-6:30 pm

1. Members in attendance: Mary Perry, Tom Yennerell, Christian Craig, Neomi Lauritsen, Tom Heron, Chris Maggiolo, Kelen Beardsley, Ted Cody, Peter MacGillivray, Barbara Sanderson, John Bond, Jessica Martin, Corky Bond, Jeff Taft-Dick, Bob Flint, Mike Martin, Judi Martin
2. Call to Order and Opening Remarks by Mary Perry, President
3. Committee Reports
 - a. Ex Officio Update:
 - i. MARC-None given
 - ii. SRCOC- New co-directors Taylor Drinker and Alice Page were announced
 - iii. SRDC-Bob Flint discussed J&L update, Jones Building update, BRIC update (given by Chris Maggiolo), One Hundred River Street update, Working Communities Challenge, SRDC Annual Meeting 11/1/2022 at CPCC
 - iv. TOS-Mike Martin discussed collaborative SOM projects including wayfinding, upcoming courtyard, new Chief of Police Jeff Burnham, new SFD Chief Paul Stagner, discussed updated zoning requirements
 - b. Organization
 - i. President
 1. 2022 Executive Board and Board of Directors
 - a. Approval of FY2021 minutes-John B/Ted C
 - b. 2022 Executive Board with years remaining-Carol C/Ted C
 - i. Neomi Lauritsen, Secretary 1 year (BOD 2 years)
 - ii. Tom Heron, Treasurer 1 year (BOD 1 year)
 - iii. Christian Craig, Vice President 1 year (BOD 1 year)
 - iv. Tom Yennerell, President 1 year (BOD 1 year)
 - v. Mary Perry, Past President begin 3 years
 - c. Board of Directors with years remaining
 - i. Bonny Andrews, 3 years (renewed)
 - ii. Kelen Beardsley, 3 years
 - iii. John Bond, 3 years (renewed)
 - iv. Ted Cody, 3 years (renewed)
 - v. Carol Cole, 1 year
 - vi. Peter MacGillivray, 2 years
 - vii. Chris Maggiolo, 1 year

- viii. Bill Morlock, 2 years
 - ix. Jeff Taft-Dick, 1 year
 - x. Barbara Sanderson, Honorarium
 - xi. Empty position, 2 years
- ii. Treasurer's report by Tom Hernon
 - 1. Town funding:
 - \$35,000 annually-4 quarterly payments (increased to \$40,000 for FY 2022-2023) plus office space with electricity in Town Hall
 - 2. First and Second Draw PPP
 - 1st draw PPP was for \$8,200.00, full amount was utilized for payroll during the covered period and full amount forgiven
 - 2nd Draw PPP was received for \$7,582.00, funds were utilized during the covered period for payroll expenses with full amount forgiven
 - 3. Income
 - Donorship for July 1, 2021-June 30, 2022 totaled \$7,839.18
 - Sandy MacGillivray Memorial funds: \$5,755.00
 - Project unknown at this time
 - Alan R. Woodbury Memorial Courtyard funds: \$1,250.00 remain
 - To be used on courtyard improvements
 - Concerts at the Comtu
 - 2021:
 - \$12,134.00 Better Places Grant
 - \$10,00.00 Bob and Lisa Rivers
 - \$500.00 SRDC
 - \$400.00 SHA
 - 2022:
 - \$10,00.00 Bob and Lisa Rivers
 - \$500.00 SRDC
 - \$400.00 SHA
 - Light the Poles
 - \$2,234.10
 - Springfield Garden Club:
 - \$400.00/year
 - Springfield Rotary Club:
 - \$200.00/year
 - 4. Expenses:
 - Monthly expenses include:
 - payroll (\$36,400.00/year)
 - VT payroll tax payments (2,785.00/year)
 - insurance premiums (2,760.00/year)
 - accountant costs
 - \$45/quarter=\$180.00/year
 - \$450.00 annual taxes
 - VTel telephone bills (ave \$109.00/mo)
 - advertising costs for Woolson Block Building \$858.00
 - office supplies, includes postage \$250.00

- Mulch: \$112.50
 - Vegetation
 - wreaths \$538.74
 - annual flowers \$150.00
 - flower arrangements \$45.00
 - holiday trees \$175.00
 - Permits: \$90.00
 - Comtu Cascade Park vegetation: (comes from People's-\$2,000.00- and Claremont Savings Bank-\$2,500.00- \$4,617.10
5. Opening Account for 37-39 Main Uplift Acrobatics (July 2022 but lease started June 1, 2022)
- Savings Account opened for WB Main, LLC which is for space retainer fee. Shear Beauty Salon also has this same type of account. These funds are not to be used ("deposit")
 - Continue to deposit monthly lease rate from Shear Beauty and Uplift Acrobatics into same checking account. SOM will be making a lease payment to the housing partnership by the end of 2022.
6. Food CoOp Bank Account closed
- Account was closed Spring 2022
 - Dividends from CoOp (\$4,200.00) to be used to pay bookkeeper for two years

Balances as of June 30, 2022

People's Bank/M&T Bank (SOM Accounts):

-Operating: \$31,922.31

-Project: \$35,044.97

-Community Raffle (closing in Fall 2022): \$250.00

-Escrow: \$21,874.42

-Springfield Food CoOp (closed)

Claremont Savings Bank for WB Main, LLC (Woolson Block Building):

-Savings for 33 Main: \$1,701.18 (space retainer fee)

-Savings for 37-39 Main: space retainer fee account not opened until July 2022 due to lease agreement delay. Lease for 37 Main began June 1, 2022 with lease for 39 Main beginning August 1, 2022.

-Checking: \$5,299.54 (monthly lease payments from WBB tenants)

iii. Executive Director's update given by Jessica Martin

1. Main Street Committee subcommittee projects:

- a. Wayfinding Sign Project Phase I: Downtown Transportation Fund awarded which TOS will match; timeline delayed and sign installation 2023
- b. Crosswalk Sign Project: Comtu Park crosswalk signs installed June 2022, RiseVT Amplify Grant paid for one sign which TOS will match plus fund assembly and installation; Edgar May crosswalk is next with funding from RiseVT Amplify Grant, Edgar May, and TOS (assembly/installation)
- c. Town Hall Parking Lot/Front Entryway Renovation tabled

- d. Odd Fellows Building: Oct 2021 tax sale was redeemed by property owner Spring 2022, RLF loan of \$30,000.00 was repaid to TOS and SOM received \$400.00 in interest
 - 2. Light the Alleyway Projects
 - a. Bank Block/Huber Building: lighting completed; artwork still needs to be reinstalled on Huber Building
 - b. Collaboration with Library: Light the Library alleyway Phase I completed
 - i. Looking at Phases II and III
 - 3. Volunteer hours are on calendar year: Jan-Sept 2022 439 hours with 136 volunteer contacts
 - 4. Storefront décor throughout year
 - 5. Alumni 2022 prepping for 2023
 - 6. E-911 Main Street
- c. Economic Development and Promotions Committee Update given by Jessica Martin
 - i. Light the Falls Projects
 - 1. Phase II underway at Slack and Lovejoy Dams, HB Energy donating labor and fundraising underway for materials-Springfield Lights the Falls
 - 2. Looking at Phase III at Fellows and Handly Dams
 - ii. Woolson Block Building
 - 1. SHA support
 - 2. Marketing and Pop Up Businesses and Fundraisers
 - 3. Shear Beauty Salon in year two of three year lease
 - 4. Uplift Acrobatics began leasing two spaces
 - 5. One remaining space
 - iii. Concerts at the Comtu: Year 2 with funding from Bob and Lisa Rivers, SRDC, SHA
 - iv. Cosmos Light the Poles
 - v. Possible 2023 event downtown or dinner series
 - vi. Social media and website
- d. Design Committee Update given by Judi Martin, Design Committee Co-Chair
 - i. Beautification Update
 - 1. Annual weeding and mulch maintenance of Comtu Cascade Park, Alan R. Woodbury Courtyard, Paul Putnam Park, alleyway
 - 2. Comtu Cascade Park: private donors for wildflower garden and entryway; "Pop Up in the Park" events permitted in June 2022
 - 3. Holiday collaboration with Springfield Garden Club: real balsam wreaths donated by SGC which SOM hangs
 - 4. Bird houses along Main Street
 - 5. Holiday wreaths and Town Hall decorations
 - 6. Adna Brown Stagecoach Mural on Ellis Block Building
 - 7. Downtown Holiday Program with SRCOC and HB Energy
 - a. Stories with Santa collaboration with Black River Innovation Campus and SAPA TV
 - b. Mail slot at Santa's House
 - ii. Alan R. Woodbury Memorial Courtyard: to be completed in October 2022
 - iii. Collaboration with Town for tree removal and addition of four new trees; edging removal and replacement (slate) in courtyard with Downtown Transportation Grant funding; completion anticipated in 2023

4. Old Business-None
5. New Business-special vote by board members to vote on emergency annual meeting minutes so new board members could be added to insurance policy/has to be notarized before policy can begin; John B/Ted C
6. Next meeting- TBD 2023
7. Adjournment at 6:21 pm Chris M/Ted C