

**TOWN OF SPRINGFIELD
SELECTBOARD HALL – 96 MAIN STREET – THIRD FLOOR
REGULAR SELECTBOARD MEETING
MONDAY, March 27, 2023**

APPROVED MINUTES

A. CALL MEETING TO ORDER, PLEDGE OF ALLEGIANCE AND ROLL CALL

Chair, Kristi Morris, called the meeting to order at 6:30 pm. Pledge of Allegiance was recited, and Roll Call was taken.

Selectboard Members: Chair Kristi Morris, Vice Chair Michael Martin, and Crissy Webster were present in-person. Walter Martone joined via Zoom for the Executive Session and Local Control. Everett Hammond arrived late at 6:32 pm in-person.

Administration: Town Manager Jeff Mobus, Town Clerk Barbara Courchesne, and Parks and Rec Director Chris Merrill were present in-person. Water/Wastewater Superintendent Rick Chambers, Finance Director Cathy Sohngen, and Library Director Sue Dowdell joined via Zoom.

School Board Liaison: Steve Karaffa was not in attendance.

B. EXECUTIVE SESSION

For the purpose of discussing the negotiation or securing of real estate purchase or lease options in accordance with 1 V.S.A. section 313(2).

MOTION: Michael Martin moved to move into Executive Session for purposes of aforementioned Real Estate purchase option and they would like to invite the Town Manager.

Seconded by: Crissy Webster

Vote: 4-0, unanimous, recognizing Everett Hammond as being absent.

The Board moved into Executive Session at 6:32 pm and Everett Hammond joined the meeting in-person.

The Board returned from Executive Session at 7:07 pm.

CONVENE LOCAL CONTROL COMMISSION

ACT ON APPLICATIONS – Renewals, one new application, and catering permits

The Board moved into Local Control at 7:07 pm.

Town Manager Jeff Mobus presented the Local Control Commission included in the meeting packet. Kristi Morris noted the program has changed from when they used to get the individual applications at the Board level. Town Clerk Barbara Courchesne described the program for the Department of Liquor and Lottery has moved to an online portal system and applicants will put information into the system, the Department of Liquor and Lottery does as well, and then so does the Local Control through each Town Clerk. Town Clerk Barbara Courchesne added the requirements are still the same, noting there is still a state component and local component, and a State fee and a local fee on some of the applications. Town Clerk Barbara Courchesne further added now we have to deal with the tobacco and the endorsement for the tobacco.

Town Clerk Barbara Courchesne noted it is a little wonky right now, people are struggling on all fronts, but she thinks eventually it will probably work out. Town Clerk Barbara Courchesne added hopefully there will be some kind of reporting she can generate from the system for now she has to make it up for the Board.

Town Clerk Barbara Courchesne discussed the list is of renewals of known liquor licensees and she has separated them out to make it easier for them to make motions between first class, second class, third class, outside consumption, tobacco license, and tobacco endorsement. Town Clerk Barbara Courchesne added that all of these licensees were put into the portal and made available only when the Department of Liquor decides they are ready for renewal. Town Clerk Barbara Courchesne continued that the applicant will do their part and the Town does its part, noting we make sure fees are collected, taxes, water/sewer, Chief of Police review, those same requirements are still met.

Chair Kristi Morris inquired if that also includes any feedback from the Police Department. Town Clerk Barbara Courchesne responded there is very minimal feedback, it is the same list that they have been providing except for anyone that comes on that is new. Chair Kristi Morris inquired if the checkback on that would be on the local side if we happen to hear or learn of something. Town Clerk Barbara Courchesne confirmed and added on the criminal side more in-depth research is done in Montpelier and this is just local review.

Town Manager Jeff Mobus read aloud the renewals for First Class Liquor Licenses:

BUSINESS/ENTITY NAME	D/B/A
Black Rock Steakhouse, Inc.	Black Rock Steakhouse
Crown Point Country Club, Inc.	Crown Point Country Club
Itzabella, LLC	Maria's 371 Family Restaurant
Springfield Elks Club #1560, Inc.	Springfield Elks Club
Springfield Lodge No. 679, Inc.	Loyal Order of Moose
Sunshine, LLC	Sheri's Place
The Sub-way, Inc.	The Subway
Veterans of Foreign Wars	VFW Springfield Club

MOTION: Crissy Webster moved to approve the existing applications for renewal for the aforementioned businesses.

Seconded by: Michael Martin

Vote: 5-0, unanimous

Town Manager Jeff Mobus read aloud the renewals for Second Class Liquor Licenses:

BUSINESS/ENTITY NAME	D/B/A
Aminah & Rayhan, LLC	Mina Mart
Brockton Corporation	Shaw's Beer & Wine
Circle K Vermont, Inc.	Circle K Vermont, Inc. #4707404
DG Retail, LLC	Dollar General
JC's Market, LLC	JC's Market & Deli
K-B Ventures, Inc.	Jake's Market & Deli
M.J., Inc.	Joe's Discount Beverage

Maria, LLC	Black River Kwik Stop
Midway Oil Corporation	North Springfield Mobil
Penguin Market, LLC	Penguin Market
Quality Deli, LLC	Route 106 North Market & Deli
Springfield Co-Op, Inc.	Springfield Co-Op

MOTION: Crissy Webster moved to approve the Second-Class licenses for renewal for the aforementioned businesses.

Seconded by: Michael Martin

Vote: 5-0, unanimous

Town Manager Jeff Mobus read aloud the renewals for Third Class Liquor Licenses:

BUSINESS/ENTITY NAME	D/B/A
Black Rock Steakhouse, Inc.	Black Rock Steakhouse
Crown Point Country Club, Inc.	Crown Point Country Club
Springfield Elks Club #1560, Inc.	Springfield Elks Club
Springfield Lodge No. 679, Inc.	Loyal Order of Moose
Sunshine, LLC	Sheri's Place
Veterans of Foreign Wars	VFW Springfield Club

MOTION: Crissy Webster moved to approve the Third-Class licenses for renewal for the aforementioned businesses.

Seconded by: Michael Martin

Vote: 5-0, unanimous

Town Manager Jeff Mobus read aloud the renewals for Outside Consumption:

BUSINESS/ENTITY NAME	D/B/A
Black Rock Steakhouse, Inc.	Black Rock Steakhouse
Crown Point Country Club, Inc.	Crown Point Country Club
Springfield Lodge No. 679, Inc.	Loyal Order of Moose
Veterans of Foreign Wars	VFW Springfield Club

MOTION: Crissy Webster moved to approve the outside consumption permits from four businesses aforementioned by the Town Manager.

Seconded by: Michael Martin

Michael Martin inquired if outside consumption permits are issued on an annual basis or if they are for specific events. Town Clerk Barbara Courchesne responded it is usually an annual basis, noting a licensee could not have one and then decide halfway through the year that they want outside consumption. Michael Martin inquired that when people cater liquor, they need a special license to cater, but they do not have to have an outside consumption permit in order to get a catering license. Town Clerk Barbara Courchesne clarified those would be two different entities, it would be two different

permits and two different types of licensees.

Michael Martin inquired if we specify the boundaries by which outside consumption is allowed. Town Clerk Barbara Courchesne confirmed. Town Clerk Barbara Courchesne added that these are the renewals they have in front of them and because she was concerned about this new online portal and how it all would work if an applicant could change their boundaries and we wouldn't know it because it was under renewal so she did go and pull these outdoor consumption permits from the prior year and the descriptions in the portal match the prior year, noting they are the same as they have authorized in prior years.

Vote: 5-0, unanimous

Town Manager Jeff Mobus read aloud the renewals for Tobacco Licenses:

BUSINESS/ENTITY NAME	D/B/A
Aminah & Rayhan, LLC	Mina Mart
Brockton Corporation	Shaw's Beer & Wine
Circle K Vermont, Inc.	Circle K Vermont, Inc. #4707404
DG Retail, LLC	Dollar General
JC's Market, LLC	JC's Market & Deli
K-B Ventures, Inc.	Jake's Market & Deli
M.J., Inc.	Joe's Discount Beverage
Maria, LLC	Black River Kwik Stop
Midway Oil Corporation	North Springfield Mobil
Penguin Market, LLC	Penguin Market
Quality Deli, LLC	Route 106 North Market & Deli

MOTION: Crissy Webster moved to approve the tobacco licenses from the businesses that the Town manager listed prior to the motion.

Seconded by: Michael Martin

Vote: 5-0, unanimous

Town Clerk Barbara Courchesne noted that the Tobacco Endorsement is off the Tobacco License, and it is for vape products and not every tobacco licensee has an endorsement, it is an option. Town Manager Jeff Mobus read aloud the renewals for Tobacco Endorsements:

BUSINESS/ENTITY NAME	D/B/A
Aminah & Rayhan, LLC	Mina Mart
Brockton Corporation	Shaw's Beer & Wine
Circle K Vermont, Inc.	Circle K Vermont, Inc. #4707404
Maria, LLC	Black River Kwik Stop
Midway Oil Corporation	North Springfield Mobil
Penguin Market, LLC	Penguin Market

MOTION: Crissy Webster moved to approve the tobacco endorsements for the businesses aforementioned by the

Town Manager.

Seconded by: Michael Martin

Chair Kristi Morris inquired if this was an additional license. Town Clerk Barbara Courchesne confirmed. Crissy Webster inquired if the smoke shop or the vape shop (Magic Mushroom) would have to apply for this where they specifically sell vape products. Town Clerk Barbara Courchesne responded she would think they would and noted they were not in her system for renewal they could be coming up for their own, noting another piece of the puzzle is even though we have a large group renewing now it's because they have had prior licenses this time of year there will be others coming on it will be open enrollment from now on so at some point we will see them she believes.

Michael Martin inquired that these are all effective April 1st. Town Clerk Barbara Courchesne responded the licenses that are being renewed expire April 30 and we (Local Control) try our best to make sure the Department of Liquor and Lottery have their stuff, so they have time to produce the permits and licenses and get them to us and then we can get them disbursed before April 30th.

Vote: 5-0, unanimous

Chair Kristi Morris commented that this system even though it seems long and linear it is so much better than what they previously had. Town Clerk Barbara Courchesne responded it took her days to put this together. Town Clerk Barbara Courchesne noted that the paper applications do not give concise information.

New First-Class Application for Kindred Market, LTD

Town Clerk Barbara Courchesne presented the New First-Class Application for Kindred Market, LTD. Town Clerk Barbara Courchesne noted this looks familiar because it is the same folks under Kindred Market LTD, they will no longer be doing business as Jake's South Street Market and they will also no longer be a second-class liquor licensee, noting they are requesting a first-class so they will be moving from selling to serving. Town Clerk Barbara Courchesne added this is a sample of a new application because they are changing their entity the Department of Liquor and Lottery says they have to reapply. Town Clerk Barbara Courchesne further added she will continue to give them new applications and then once they run into the renewal process then there is probably some comfort in that process.

MOTION: Michael Martin moved to approve the First-Class application for Kindred Market, LTD.

Seconded by: Crissy Webster

Chair Kristi Morris inquired if they are going to be serving on-site. Town Clerk Barbara Courchesne responded she believes they are going through the Zoning process to amend the use of their building. Town Clerk Barbara Courchesne added she was told that it was expensive to have the refrigerators and second-class selling and they are going to move into a café deli type of situation and when they are open, they would like to have this in place.

Wes Marshall of SAPA TV inquired if this was Joan's (Jake's) Market up by the High School. Town Clerk Barbara Courchesne confirmed this is what was known as Jake's South Street Market. Wes Marshall inquired if there was a stipulation as to how close a place that serves alcohol can be to the school. Town Clerk Barbara Courchesne responded she believes Erin Crawford, one of the principals is going through the Zoning process and she believes that will be found out there. Town Manager Jeff Mobus noted for years and years the Elks Club was right across from BRIC on Park Street when that was the school. Wes Marshall noted that the Elks Club was more like a closed place where this other establishment is open to the public.

Michael Martin inquired if they would come back to the Board for a Third-class license. Town Clerk Barbara Courchesne

responded she was told at this time they are not interested in that. Further discussion ensued to clarify this license is for beer and wine.

Vote: 5-0, unanimous

Two Request to Cater Permits for Black Rock Steakhouse, Inc, DBA Black Rock Steakhouse and Rusted Roof, Inc, DBA Copper Fox.

Town Clerk Barbara Courchesne clarified that this is not actually a request for them to be caterers, this is letting the Board know that these are the two State approved caterers in our area. Town Clerk Barbara Courchesne added the request to cater permits come off of these licenses, noting the license to cater is held with the State and local control gets involved when a permit needs to be issued for a specific event for catering. Town Clerk Barbara Courchesne further added for many years the Town Clerk had the authority to sign those as they came in because they sometimes come in last minute and we don't want to hold up a business from taking on a job and they would be on private property or property not owned by the Town.

Town Clerk Barbara Courchesne discussed now that we have moved into this online portal system she thought it would be good idea just to reaffirm for her that authority to approve the catering permits that come in. Town Clerk Barbara Courchesne added these two are the caterers in the area that are licensed in the State and previously she would have to call the State and make sure they had an active license in place before signing a permit, now she can see it in the system.

Chair Kristi Morris inquired if the motion they make needs to include "authorize the Town Clerk to have authority". Town Clerk Barbara Courchesne confirmed, noting they are just affirming the authority being extended to her to approve catering permits. Town Clerk Barbara Courchesne added that there aren't any permits in front of the Board as of yet, this is just letting them know who the licensed caterers are for the State and when they come to her with a permit with their license number she makes sure it is valid and then signoff and since she will be approving in the system she thought it was a good idea to reestablish that.

MOTION: Michael Martin moved to reaffirm that the Town Clerk has the authority to sign request to cater permits upon receipt as long as the caterer is licensed by the State.

Seconded by: Crissy Webster

Vote: 5-0, unanimous.

EXIT LOCAL CONTROL COMMISSION

The Board ended Local Control Commission and Walter Martone left the meeting at 7:33 pm.

C. MINUTES

1. Organizational Selectboard Meeting – March 9, 2023
2. Public Informational Hearing - VTrans – Bridge No. 4/VT Route 106 – March 13, 2023
3. Regular Selectboard Meeting – March 13, 2023

MOTION: Michael Martin moved to accept the minutes as drafted and presented with revisions.

Seconded by: Crissy Webster

Michael Martin requested correction on the Regular Meeting Minutes of Monday, March 13 on page 5, the third paragraph

in the fourth line down, "...between restrictions and closers, and closer according to statute..." he believes that "closers" and "closer" should say "**closing roads**". Michael Martin added that would read a little bit clearer.

Michael Martin requested correction on page 7 of the same minutes, the end of the first paragraph with reference to the vote 4-1 we should strike "**unanimous**" as 4-1 is not unanimous.

Vote: 4-0, unanimous, recognizing Walter Martone as being absent.

D. ANY REQUESTED ADDITIONS TO THIS AGENDA

Town Manager Jeff Mobus requested to add event permit application from John Ellis as the first item they do under new business, noting that John Ellis was present at the meeting. The Board did not object and so the Event Permit for John Ellis of 71 Chester Road, sponsor organization Spanky's with the event chairperson is John Ellis Jr will be added as Item 1a under New Business.

E. NEW BUSINESS

ITEM #1A Event Permit for John Ellis of 71 Chester Road, sponsor organization Spanky's

Town Manager Jeff Mobus presented the Event Permit for John Ellis of 71 Chester Road, sponsor organization Spanky's, this item was not included in the meeting packet and was added at the time of the meeting. Town Manager Jeff Mobus added that Mr. Ellis reached out to him two months ago and noted this was something he had been doing for many years then Covid shut him down and in the meantime, we have had a noise ordinance and Mr. Ellis is concerned his event will violate the noise ordinance. Town Manager Jeff Mobus further added that the noise ordinance does allow for waivers, but we have never developed a waiver form, so he sent Mr. Ellis an event permit because that is what they have done for a couple of neighborhood block parties.

Town Manager Jeff Mobus discussed that he and Chief Burnham believe an event permit is not appropriate as it is all on private property, it isn't closing or crossing a road, it is a private event, it's just that the Town has never developed a noise waiver permit application, so they are using the event permit for this. Town Manager Jeff Mobus added we do need to have a noise waiver permit application and he will come up with one for the next meeting to have it for the Board. Town Manager Jeff Mobus further added according to the ordinance there is a notification rule, but for noise events lasting less than 12 hours the Board may waive or reduce the 10 days advance written notice of the Selectboard, and the Selectboard may delegate its authority to grant noise waiver requests for events lasting less than a 12-hour period if it so chooses by majority vote of the Board. Town Manager Jeff Mobus noted the best example he can give right now for that would be the fireworks permits, which are for noise and end at 10 pm. Town Manager Jeff Mobus commented that Mr. Ellis said this will end at 9:45 so it is not a late-night event.

MOTION: Michael Martin moved to authorize an event permit application for John Ellis at 71 Chester Road in Springfield and the event is May 6th, 2023, and the time period is specified as 3 pm to 9:45 pm.

Seconded by: Crissy Webster

Chair Kristi Morris noted that this is an event that has been held before and is not something new. John Ellis Jr. in-person discussed that it is a birthday party show for him and Alan Reardon, as they have the same birthday and they have been doing it at his house (71 Chester Road) for 12 years now. John Ellis Jr added that they have done 4 a year but have cut it down to one or two a year. John Ellis Jr further added one year they had bands from every part of New England and Connecticut and one from Venezuela, noting they get a lot of different styles of music together.

John Ellis Jr discussed this year they have bluegrass, surf punk, acoustic, hip hop so it is a mixture of music and will be three hours of electrified music with drums with 30 minutes sets and 20-minute breaks in between to setup. John Ellis Jr noted that his band is playing, and they do not have a full drum set, just a box drum which is pretty quiet, and they have one acoustic and one hip-hop which they have not had problems with the sound carrying. John Ellis Jr added they have been doing it for 12 years and have only had the cops come once or twice and that was because the neighbor called the cops for noise. John Ellis Jr further added they will have acoustic music from 9:30 pm to 10 pm.

Chair Kristi Morris stated for clarification purposes the event was May 6th which is a Saturday. Michael Martin commented that his question was answered that there is control over the play schedule to have acoustic music from 9-10, noting it shouldn't be an issue. Everett Hammond inquired about parking. John Ellis Jr responded they always park down right in the breakdown lane there and sometimes over at the old bottle redemption. Further discussion ensued regarding the location.

Everett Hammond noted that is a State road there so he was not sure if they needed anything from the State, noting that the Board cannot give permission on anything on the State road. John Ellis Jr responded that they have never had a problem with it and the cops have never said that there were any issues with that. Chair Kristi Morris inquired if they had in the past or had plans to inform the neighbors. John Ellis Jr responded that a few of the neighbors are aware of it and are perfectly fine with it and have commented that they barely hear it and may hear the bass occasionally, because it carries. Chair Kristi Morris noted that they are done by 9:45 or 10 and he understands that people get fired up sometimes about the noise, but this is a one-time event. John Ellis Jr noted he would like to do two a year, but he will go through the noise waiver process for each event.

Vote: 4-0, unanimous, recognizing Walter Martone as being absent.

Town Manager Jeff Mobus noted that next month he will have an item on the agenda where he presents to the Board a proposed policy and noise waiver permit application.

ITEM #1 Act on Alumni Parade permit request

Town Manager Jeff Mobus presented the Act on Alumni Parade permit request item included in the meeting packet.

MOTION: Everett Hammond moved to approve the Alumni Parade permit request.

Seconded by: Michael Martin

Everett Hammond commented that the positive that comes out of this is that they are working together with the construction project with this parade route and was good that it was thought of. Chair Kristi Morris noted that it is usually spread out quite a distance down to Jones and Lamson between plant one and plant two, and he inquired if there is going to be enough area at the Fire Station or if we will need overflow. Town Manager Jeff Mobus responded that one thing they can do that they talked about is putting the classic cars in the practice area and the floats in another area and they feel there is enough space combined. Chair Kristi Morris commented he was wondering on a contingency if they considered across the street or at least informing the businesses over there, noting that parking is always an issue as we have people that go for the parade lineup or the floats and they usually park somewhere, it's not just the participants in the parade. Town Manager Jeff Mobus commented that Lisa Varney will make sure they get the word out widely that the roads are closed and there is a different entry for the parade that it will affect traffic that morning. Town Manager Jeff Mobus continued that they may want to keep this as a starting point if it works out.

Vote: 4-0, unanimous, recognizing Walter Martone as being absent.

Doug Johnston via Zoom inquired if it would be better to start at Riverside than reversing the role of the Alumni Day

parade and that way it would be a staggered effect when they get down towards the Bridge Street area. Town Manager Jeff Mobus responded they did talk about that, but the problem is that when the parade ends everyone gathers and all the extra people join in over there and they did not think there would be enough space down at the Fire Department.

ITEM #2 Act on Edgar May event permit

Town Manager Jeff Mobus presented the Act on Edgar May event permit included in the meeting packet, noting that he does have their certificate of insurance now. Town Manager Jeff Mobus noted that this is an event that we have had in the last couple of years and there was confusion between Edgar May and the Springfield Area Parent Child Center who was going to submit the permit request.

MOTION: Everett Hammond moved to authorize the event permit at Riverside School parking lot on April 8th for the Springfield Area Parent Child Center and Edgar May Recreation Organization called Touch a Truck.

Seconded by: Crissy Webster

Jessica Martin Springfield on the Move Director via Zoom commented that Christian Craig asked her to let them know that he lost internet and if they have any questions, she could communicate with him through text on his behalf if needed. Chair Kristi Morris commented that it was a repeat event that they had not seen for a little while due to Covid.

Wes Marshall of SAPA TV inquired what time the event was. Chair Kristi Morris responded it was 9 am to 12 pm on April 8th.

Vote: 4-0, unanimous, recognizing Walter Martone as being absent.

ITEM #3 Appoint representatives to the Solid Waste District

Town Manager Jeff Mobus presented the Appoint representatives to the Solid Waste District item included in the meeting packet.

MOTION: Everett Hammond moved to appoint Jeff Mobus as Town Representative and Matt Priestly as Alternative to the Southern Windsor/Windsor Counties Solid Waste District and authorize the Chair to sign for a period starting April 1st, 2023, through March 30th, 2024.

Seconded by: Michael Martin

Vote: 4-0, unanimous, recognizing Walter Martone as being absent.

ITEM #4 Act on TA60 Public Works financial form

Town Manager Jeff Mobus presented the Act on TA60 Public Works financial form item included in the meeting packet.

MOTION: Everett Hammond moved to act on the annual financial plan for Town Highways and recognize that the Board will sign this.

Seconded by: Crissy Webster

Everett Hammond commented a year ago he brought up the road that goes up to the Crown Point Country Club is on this State list still, and inquired if they could put this on the slate of things to do at some point between now or next year. Everett Hammond added they should have some kind of discussion as to what to do with that road if we even want to continue to own it. Chair Kristi Morris inquired if that was even considered on our RSMS plan. Everett Hammond responded it was not and it wasn't even brought up as being a Town road. Town Manager Jeff Mobus added it used to go

all the way through the golf course to Carley Road. Further discussion ensued that it is included in the inventory on this item and we receive State funds according to that inventory.

Chair Kristi Morris inquired if we own the parking lot at Crown Point as well. Town Manager Jeff Mobus responded we do not. Chair Kristi Morris noted they can add it to the list to have a conversation about, noting if we own the road it should be up for consideration at some point. Town Manager Jeff Mobus responded that he would reach out to their (Country Club) Board to see if they want us to keep the road or if they want to control the road. Town Manager Jeff Mobus added that we do have other not up to standard (NUTS) roads, one up on Southview the section that is all torn down and is all green field, we still have all those roads. Town Manager Jeff Mobus further added he believed at one point back in the 90's it was intended to be thrown up but was never done. Town Manager Jeff Mobus noted that would be a good place for housing, adding the problem you have there is Springfield Housing has covenants to USDA or whoever their funding source was.

Vote: 4-0, unanimous, recognizing Walter Martone as being absent.

Chair Kristi Morris noted this is an annual event. Town Manager Jeff Mobus discussed that the TA60 annual financial plan form talks about how much money we receive from the State. Town Manager Jeff Mobus added that for Class 1 roads we have 2.879 miles and we receive \$34,397.00 from the State, Class 2 we have 19.91 miles and receive \$87,392.00 from the State, and Class 3 we have 100.7 miles and receive \$164,034.00 from the State. Town Manager Jeff Mobus further added our total road maintenance budget is \$2,260,505.00, and that leaves \$1,974,682.00 that will be raised by our taxes. Town Manager Jeff Mobus noted we raise the majority is paid for out of tax funds.

ITEM #5 Receive updated job descriptions for Evidence Tech and Animal Control Officer

Town Manager Jeff Mobus presented the Receive updated job descriptions for Evidence Tech and Animal Control Officer item included in the meeting packet. Town Manager Jeff Mobus noted that the only change that was not grammatical or substantial was on the Evidence Technician description he added this is a non-exempt position. Town Manager Jeff Mobus added on the Animal Control job description he added per Walter Martone's request, "the ability to support Town diversity, equity, and cultural competency efforts within stated job responsibilities and work effectively across diverse cultures and constituencies.", noting that was already on the Evidence Tech. Town Manager Jeff Mobus noted the other changes he made was just spelling.

MOTION: Michael Martin moved to consider the updated job descriptions the Town Manager just referred to as Minor in that consistency.

Seconded by: Crissy Webster

Vote: 4-0, unanimous, recognizing Walter Martone as being absent.

ITEM #6 Possible Action on Real Estate Transaction

Town Manager Jeff Mobus presented the Possible Action on Real Estate Transaction item included in the meeting packet, noting the plan to remediate the property was tentative as we have not received it in writing yet. Town Manager Jeff Mobus added that the tentative plan was received by Big Sky Properties, LLC to pay \$10,000 to the Town to obtain the property with the urban renewal plan consisting of razing the existing structure within the next 90 days (with possible asbestos remediation needed), remediating the stormwater and invasive species issue that is along the back of that property and the neighboring properties, and also to commit to returning the property to residential housing.

MOTION: Michael Martin moved to convey real estate at 25 Union Street to Big Sky Properties, LLC for \$10,000 with

the following conditions:

1. The owner agrees to raze the existing structure within 90 days.
2. Remediate invasive plant species and storm water runoff to Town DPW specifications.
3. Return the property to residential housing.

Further contingent upon receipt of an Urban Renewal Plan submitted in writing by Big Sky Properties containing these conditions.

Seconded by: Crissy Webster

Vote: 4-0, unanimous, recognizing Walter Martone as being absent.

ITEM #7 Act on Lions Club Toonerville Trail permit request

Town Manager Jeff Mobus presented the Act on Lions Club Toonerville Trail permit request included in the meeting packet.

MOTION: Crissy Webster moved to authorize a parade permit on the Toonerville Trail for the Lion's Club on Saturday May 13th from 10 am to 2 pm.

Seconded by: Everett Hammond

Michael Martin noted on the permit application the assembly location is specified as United Ag & Turf, but it is on the SRDC property at the trailhead nearest the United Ag & Turf.

Vote: 4-0, unanimous, recognizing Walter Martone as being absent.

ITEM #8 Act on wayfinding proposals

Town Manager Jeff Mobus presented the Act on wayfinding proposals item included in the meeting packet, noting that Jessica Martin Director of Springfield on the Move was present via Zoom. Town Manager Jeff Mobus noted that we have two downtown transportation grants existing, this being one and the other being the sidewalk and the Woodbury Memorial Garden work. Town Manager Jeff Mobus added that we can only have two Downtown Transportation grants at a time. Chair Kristi Morris inquired if the sidewalk grant was for the Mineral Street property. Town Manager Jeff Mobus confirmed.

Jessica Martin Director of Springfield on the Move via Zoom discussed Springfield on the Move was granted money from the revolving loan fund to work on this phase one of the wayfinding project. Jessica Martin Director of Springfield on the Move added due to the death of David, Landworks was not able to complete all of that required work therefore they still have approximately \$7,500 remaining from that granted RLF funding. Jessica Martin Director of Springfield on the Move further added what Springfield on the Move would like to do is put it towards the manufacturing of these signs in the next phase we are at, and hopefully that will lessen the amount that the Town has to contribute which was up to \$25,000.

MOTION: Michael Martin moved to accept the wayfinding proposal from Wood & Wood for a range of pricing from \$31,820-\$46,575.

Seconded by: Crissy Webster

Everett Hammond inquired if the paint was powder coated on the Wood & Wood proposal. Town Manager Jeff Mobus responded that is why they have a range of prices because it depends on what we select. Everett Hammond commented that would make the signs last longer to select powder coated. Further discussion ensued that we do want to make these

signs durable.

Town Manager Jeff Mobus described the project as having seven signs in phase 1, there will be two 2-legged signs and 5 1-leg signs. Town Manager Jeff Mobus added this is meant to be the downtown area so the first sign would be down on Clinton Street and the last sign would be down near the VFW. Town Manager Jeff Mobus noted that phase 2 would go further out.

Vote: 4-0, unanimous, recognizing Walter Martone as being absent.

ITEM #9 Act on Pre-Treatment Facility services agreement

Town Manager Jeff Mobus presented the Act on Pre-Treatment Facility services agreement item included in the meeting packet.

MOTION: Everett Hammond moved to approve the proposed agreement from Sanborn Head for \$44,200 for the pretreatment facility services agreement and authorize the Town Manager to sign the agreement.

Seconded by: Crissy Webster

Michael Martin inquired if this was for the EPA monitoring at Will Dean Road. Town Manager Jeff Mobus confirmed. Further discussion ensued to clarify that the annual budget is \$190,000 a year and this is just for the monitoring and sampling and the implementation part of it is not included. Town Manager Jeff Mobus added if the sampling shows something that we need to do, we have to do that.

Water/Wastewater Superintendent Rick Chambers via zoom discussed that we have a great working relationship with Sanborn Head and somebody like them that specializes in this really helps us navigate through the EPA and the State. Water/Wastewater Superintendent Rick Chambers added the EPA used to hire their own engineering firm that the Town had to pay for as well, but they no longer do that because they have a good relationship with Sanborn Head as well.

Michael Martin commented in the cover letter that they are performing alternative treatment options, noting they talked about this a year ago and complained about the high cost of maintaining this facility. Town Manager Jeff Mobus responded they are going to evaluate if there are any alternatives that would be acceptable to the EPA. Town Manager Jeff Mobus added one of the challenges is that we have passed the expected 30-year lifespan of the facility but the treatment that we are doing is working, but we would love to see if there is an alternative option for treatment that would allow us to seek other funding sources for capital improvements. Town Manager Jeff Mobus noted that the treatment we are doing is just considered ordinary maintenance and it does not allow us access to other funding options.

Everett Hammond commented he would like to see us push this a little harder, noting that he heard that the Strafford copper mine was cleaned up fully by the EPA and maybe Sanborn Head may know some of the background on that and what can we do to press the State Legislators to move this along so we can finally cut the ties on this. Town Manager Jeff Mobus responded that Representative Morris had a meeting last year and we went there, the State, EPA, and everyone was there but there were no funds available. Chair Kristi Morris confirmed there were no funds available at that time. Further discussion ensued that we look for funds annually.

Vote: 4-0, unanimous, recognizing Walter Martone as being absent.

ITEM #10 Act on contract with Library Union

Town Manager Jeff Mobus presented the Act on contract with Library Union item included in the meeting packet, noting that part of the reason the library is a little different is they have a Library Board of Trustees also so there are multiple

input points.

MOTION: Michael Martin moved to approve the labor union contract between the Springfield Library Union and the Town of Springfield and authorize the Town Manager to sign it.

Seconded by: Chair Kristi Morris

Chair Kristi Morris noted this was a five year contract which is a first typically they have been a three year contract, and it runs from January 1 2023 to December 31, 2027. Chair Kristi Morris added there is a cost of living adjustments over the term of the contract at 4% for the first 3 years and 3% for year 4 and year 5. Chair Kristi Morris further added the copay of health insurance premium was adjusted for those hired prior to December 30th 2017 and increases from 4% to 7% effective January 1st 2023 and then to 10% starting on January 1st 2024, and the copay for employees hired after that date remains at 10%.

Everett Hammond inquired why they brought it up to 5 years as he was not aware of any other 5 year contract we had. Town Manager Jeff Mobus responded they brought it up to 5 year, noting this is a small union but it also has a lot of long term members, so he had all but one of the members as only being up to 4% for insurance co-pay and he has been pushing for 10% copay. Town Manager Jeff Mobus noted that the only way to get them to go to the 10% was to tack on 2 years of security.

Everett Hammond inquired about the sick time buyout if it was part of the personnel rules and not the contract. Town Manager Jeff Mobus confirmed it was the personnel rules. Crissy Webster asked what the significance was behind the December 30th 2017. Town Manager Jeff Mobus responded he believed that was the clear demarcation for when people where hired at that time. Crissy Webster asked to confirm that everyone else was up to 10% including other bargaining's for the insurance. Town Manager Jeff Mobus noted all except for the Fire & Ambulance they have not negotiated with.

Further discussion ensued regarding this Union being smaller and being allowed to stay as was at the time due to that as it was not a significant amount of funds.

Vote: 4-0, unanimous, recognizing Walter Martone as being absent.

ITEM #11 Act on unsafe building reports

Town Manager Jeff Mobus presented the Act on unsafe building reports item included in the meeting packet, noting that all three properties have the same order as they were all damaged by fire.

MOTION: Michael Martin moved to acknowledge receipt of the findings of the inspection committee for the three buildings 84 Valley Street, 316 South Street, and 31 Pearl Street, the reports are the finding of fact by the inspection committee and recommend the demolition of the buildings.

Seconded by: Crissy Webster

Vote: 4-0, unanimous, recognizing Walter Martone as being absent.

ITEM #12 Covid-19 update

Town Manager Jeff Mobus presented the Covid-19 update included in the meeting packet. Crissy Webster inquired if this was something they wanted to continue monitoring, noting that the data hadn't changed for a while. Town Manager Jeff Mobus responded he can continue monitoring and let the Board know if there is any significant change.

F. FINANCIAL REPORTS

FY2023 Warrants to March 28, 2023 – copies on website. February 2023 budget report on website

G. MANAGER’S REPORT

Town Manager Jeff Mobus presented the Manager’s Report included in the meeting packet. Town Manager Jeff Mobus noted that the Trails and Rural Economy Committee needs to be reconstituted and will be added to the April 10th Agenda

H. FUTURE AGENDA ITEM PROPOSALS

No Future Agenda Item Proposals at the time of the meeting. Town Manager Jeff Mobus noted that at the next meeting all of the liaison positions of the Board need to be appointed, noting that the Schoolboard requested them to appoint a Selectboard Liaison to the Schoolboard.

I. COMMITTEE REPORTS AND ANNOUNCEMENTS

No Committee Reports and Announcements at the time of the meeting.

J. OTHER MINUTES & CORRESPONDENCE

Chair Morris read aloud the list of Other Minutes and Correspondence and noted these are all available online.

1. Airport Commission – Minutes of February 23, 2023
2. Inclusion Committee – Flyer for Housing Discussion to be held at Black River Innovation Campus on Friday, April 21, from 5-7 PM
3. Springfield On The Move – Minutes of February 16, 2023
4. Springfield Regional Development Corporation – Minutes of February 28, 2023
5. Springfield Town Library – April 2023 library programs calendar
6. Springfield Town Library – Strategic Planning Subcommittee – Minutes of March 23, 2023
7. VT Civil Air Patrol – Catamount Composite Squadron – Open House – April 27, 2023

Chair Kristi Morris noted that there are a couple of events April 21st the Inclusion Committee at BRIC and the Civil Air Patrol open house on April 27th.

K. CITIZENS’ COMMENTS

Jessica Martin, Springfield on the Move Director, via Zoom announced March 22nd it was Downtown Advocacy day up in Montpelier and it was great turnout and great support for all of the 24 Designated Downtowns in Vermont. Jessica Martin SOM Director thanked Representative Morris for his positive support of our Designated Downtown.

Sue Dowdell Library Director via Zoom announced on April 5th FOSTL will have their annual meeting at the library and they are having at 7 pm the softer side of Celtic so Jeff Snow will be there having a concert and the public is allowed to attend.

L. ADJOURN

MOTION: Crissy Webster moved to adjourn the meeting.

Seconded by: Everett Hammond

Vote: 4-0, unanimous, recognizing Walter Martone as being absent.

The meeting adjourned at 9:17 pm.

Respectfully submitted,

Carrie M. Kellow, Recording Secretary