

**TOWN OF SPRINGFIELD
SELECTBOARD HALL – 96 MAIN STREET – THIRD FLOOR
REGULAR SELECTBOARD MEETING
MONDAY, April 10, 2023**

APPROVED MINUTES

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

Chair, Kristi Morris, called the meeting to order at 7:00 pm. Pledge of Allegiance was recited, and Roll Call was taken.

Selectboard Members: Chair Kristi Morris, Vice Chair Michael Martin, and Walter Martone were present in-person. Crissy Webster was present via Zoom. Everett Hammond was absent.

Administration: Town Manager Jeff Mobus and Town Clerk Barbara Courchesne were present in-person. Fire Chief Paul Stagner and Library Director Sue Dowdell joined via Zoom.

School Board Liaison: Steve Karaffa was present in-person.

B. MINUTES

1. Regular Selectboard Meeting – March 27, 2023

MOTION: Michael Martin moved to adopt the regular Selectboard minutes of March 27, 2023, as amended.

Seconded by: Walter Martone

Walter Martone requested correction on page 4 of 15 in the fourth line down “...wouldn’t know it because it was...”. Walter Martone requested additional correction on page 9 line 3 “...when the parade ends **everything** gathers...” should be “**everyone**”.

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

C. ANY REQUESTED ADDITIONS TO THIS AGENDA

No new additions to this agenda at the time of the meeting. Town Manager Jeff Mobus requested to move the Executive Session to follow Item 1 and pull Item 2 Act on “Belonging Day” proclamation from the agenda.

D. NEW BUSINESS

- ITEM #1** Update on BRIC and SRDC

BRIC Update

Marguerite Dibble Interim Executive Director of BRIC via Zoom discussed they grew up in the region and started up a company in Burlington and is excited to be helping with BRIC as the Interim Director to support its goals, which are really all about fostering entrepreneurship and technology innovation in the region with the goal of adding vibrancy and connectivity within our communities. Marguerite Dibble added the goal for BRIC is to be able to achieve this in a couple

different ways, one being the coworking space. Marguerite Dibble noted the coworker space is set up in the 6 Park Street building, the old schoolhouse, and they have been building that out. Marguerite Dibble further added COVID slowed this project down and they have recently relaunched the coworker space. Marguerite Dibble further discussed this coworking space is a really good space for people to get together, have good internet speed, and provide a space for people who are working with tech and people who are curious about it in the community to get together and connect around that stuff.

Marguerite Dibble Interim Executive Director of BRIC discussed the other piece of it is the accelerator program a key part for BRIC is their actuator programming the goal of that is to provide an incubator and an entrepreneurial support system for companies that are doing new technology companies in the region. Marguerite Dibble added this is a ten-week program that they are going to be running three times per year and the goal of the curriculum is to give a company everything they need to take a business concept from that idea stage to a successful launching point. Marguerite Dibble further added it is a curriculum that goes through a whole bunch of different entrepreneurial structures, connect people to mentors, and provides all of the learning and skillsets that you will need in order to successfully launch a company.

Marguerite Dibble Interim Executive Director of BRIC discussed all of this was funded for the next 3 years through a grant they were awarded through the EDA called the Build to Scale grant which is going to fund the operations for them to try and use this actuator program to foster and create technology innovation and technology entrepreneurship within the region. Marguerite Dibble added a key focus of that with adding some new lenses to BRIC's entrepreneurial innovation ecosystem are advanced computing and advanced manufacturing.

Marguerite Dibble Interim Executive Director of BRIC discussed they have partnerships with Norwich University and with a number of folks up in Randolph, Vermont Technical College now shifting into Vermont State University, are offering them support to help build out these programs and make sure they are as strong and successful as they can be. Marguerite Dibble added they are an official NASA partner for building out technology transfer incubation, what that means is NASA has a ton of technology they create and that is technology that is available to anyone in the public to innovate and create companies from, but sometimes it can be inaccessible to get your hands on that technology. Marguerite Dibble further added they are partnering with NASA to build an entrepreneurship program where people can explore all of the innovation and all of the invention coming out of NASA that have company ideas around how they can take that tech and reapply it and then build companies here in Springfield and the region with that technology as a base.

Marguerite Dibble Interim Executive Director of BRIC discussed they are excited for this to be a program that really highlights what is so special about building companies in Vermont and to Marguerite that's the connectiveness of a rural lifestyle, the fact we get to live in a beautiful place, have a beautiful empowering incredible way of life, and you have to make do so you get this entrepreneurial spirit built in living in a rural area like this. Marguerite Dibble continued part of the programming is going to be what they are calling a Founder's curriculum which is getting people who participate, the skills not only to build a particular business idea that is going to be strong, but they are exposing them to a ton of different business building toolkits, they want to set them up for a lifetime of entrepreneurship. Marguerite Dibble noted the idea is that when someone starts one company it is likely that they will start another company down the line. Marguerite Dibble added they can provide a base and a foundation for them that shows why Vermont, particularly this region of Vermont and rural Vermont, can be a wonderful place to live while you are building companies. Marguerite Dibble further added their hope is that they are getting people to come and stay and experience and they have a lifetime here where they can be bringing innovation and bring new startups into the area.

Marguerite Dibble Interim Executive Director of BRIC discussed they are also working on a lifestyle curriculum for this so when you do your startup curriculum with all of your learning about all of your entrepreneurship skills they are going to be touring people around the region, going on day hikes, getting ski passes to really try and make the value proposition

as strong as they can around why this is a wonderful place to build companies particularly companies that are technology powered and companies that can lead into an innovation ecosystem and an innovation hub in the region.

Marguerite Dibble Interim Executive Director of BRIC discussed they are working with the Cosmos Fund which is a group of Springfield High School Alumni from a couple of different classes, they are really motivated and excited to see Springfield be able to thrive as a technology ecosystem and they want that to come from a STEM education foundation. Marguerite Dibble added they have been talking with them (the Cosmos Fund) about how they can build support for STEM education within the area so that students can be exposed to a ton of different technology starting from early years so it is not intimidating to technology fields like something you can get your hands on a ton of different ways with the goal of that being something that can then foster entrepreneurship and foster innovation within the community on an ongoing basis. Marguerite Dibble further added they have been talking with them about how they can add some supplementary roles that they will be able to connect students with afterschool programs, camps, video game design, robotics, and a ton of different STEM related fields and then how they can make sure there is a buffet of options for students in the region to engage with technology in a creative and entrepreneurial way so that this can be something that they are really building into the community from the ground up and not just bringing in from their entrepreneurial accelerator.

Bob Flint Executive Director of SRDC in-person discussed on the real estate side of Park Street, SRDC was one of the recipients of the recently announced Community Revitalization and Recovery Program (CRRP) that added another \$500,000 to the till, so they are up over \$6 million for stuff for Park Street from various sources for the building, not BRIC. Bob Flint added the State has put in over \$9 million for economic development projects in this community the last few years, noting the State is backing up what they are trying to do here. Bob Flint further added with that money for Park Street their challenge is how do they stage work and try to be as coordinated as they can be and not duplicate things and not have to mobilize repeatedly for different parts of the building inside and outside. Bob Flint Executive further discussed they are also going through procurements because all of these different pots have different procurement requirements, for example the Community Development Block Grant for the Town, Steve Ankuda as the attorney for the Town is working with Ethan McNaughton SRDC's attorney to get a mortgage deed that has to be recorded on the property to complete the environmental review so they can start to bid out the sprinkler work that will hopefully be going on this summer.

Bob Flint Executive Director of SRDC discussed their thoughts at the moment which are subject to change, is there will be some exterior work this summer particularly on the lower garage, the Marsh property some of the locals know. Bob Flint added assessment work started on that started last week and they want to take that building down and do the environmental cleanup at least out there and they would like to move up to the upper parking lot if possible. Bob Flint added again subject to change they would like to do sprinkler work, they would like to get a new electrical feed into the building, they are trying to secure some funding to deal with a heating plant in that property, and dealing with energy related improvements while at the same time recognizing how can you deal with energy improvements and not deal with the building envelope and replacing windows and so forth. Bob Flint noted they are in a position now with over \$6 million in stuff they have some resources to actually get some things done.

Town Manager Jeff Mobus commented as the Board knows he pushed to have BRIC put into the Strategic Plan, to him this is a very important element to the prospective development of Springfield and going forward so that Springfield can move forward. Town Manager Jeff Mobus inquired what BRIC or SRDC thinks they need from the Town to support this, because we want them to be successful, this is important for our future. Bob Flint Executive Director of SRDC responded he thinks that we are partners in this, just like the School District is a partner, and he would like to see that continue beyond just the gymnasium. Bob Flint added there is a synergistic relationship between the School District and BRIC on educational offerings and making sure what is being done at the schools will dovetail with NASA and everything else that is going on, that is the workforce for the companies that emerge from BRIC. Bob Flint further added he would defer to

the Town what they want that relationship to be, noting that we are not in this alone we are all partners in this project. Town Manager Jeff Mobus inquired if there were any infrastructure needs to develop that site. Bob Flint responded that they would communicate with the Public Works Department, noting they did early on about water and sewer and how they could develop that.

Bob Flint Executive Director of SRDC discussed the reason they and the Parent Child Center both got CRRP grants is because they are in the magic qualified census track, noting that is one of the eligibility criteria that this is the only one in this region and one of the only few in the State. Bob Flint added driving through Springfield from the interstate to the square and all the way up to North Springfield on the left side of the road is the qualified census track, noting that Park Street School and the Parent Child Center are in that track. Bob Flint further added the other thing is that is an opportunity zone as well. Bob Flint further added 7 buildings have been purchased going from Pearl Street down Park Street hill onto Main Street by investors that have a hope for the success of the Black River Innovation Campus (BRIC), noting there has been an investment made by external investors in this community because they see what is going on.

Chair Kristi Morris inquired how many businesses were taking advantage of the BRIC campus and that are in there now. Marguerite Dibble Interim Executive Director of BRIC responded that there are currently two tech startups that have permanent office space and came out of earlier actuator programs, and they have about a dozen or so other smaller businesses or freelance tech workers that come in regularly to use this space, noting it has been growing steadily also. Marguerite Dibble added they have been touring people in the coworking space, noting it has been half a dozen a week since they got it up and going back in February. Marguerite Dibble further added it will be fun to get their actuator program launched and see how many more companies that can inspire to stick around and build on things here.

Walter Martone announced that on April 21st, from 5-7pm the Inclusion Committee of the Springfield Selectboard is going to have a housing event, an opportunity for members of the community to talk about housing solutions and it is going to be at BRIC. Walter Martone added the facilities are perfect for this event and hopefully they will be introducing some new people to BRIC.

SRDC Update

Bob Flint Executive Director of SRDC discussed the J&L property, there have been people working at the sight the last week or two and they should be back this week to do assessment work under the slab and that has not gone as fast as he had hoped it would. Bob Flint added the State has requested what is called an ECA (evaluating cleanup alternatives), they have to complete the assessment, the ECA, then they can update the corrective action or the cap. Bob Flint further added the practical matter is until the revised cap is submitted and accepted they are not taking up the slab, so we are looking at fall best case scenario before they can look at taking up the slab. Bob Flint noted they have had interested parties in the site. Bob Flint noted he will remind the Board when they are sure of the timeline for when the property is available, he will come back to them to ask them to trigger the State Opportunity Zone Designation for that property, noting that is the only site in the State that has that specific set of incentives for it. Bob Flint further discussed the water project and dealing with the trees, noting it was heartbreaking to see them go, but it is safer. Bob Flint added there will be new ones there when they know what the site plan will be, and they will work with horticulture folks at the Tech Center to get something there that will last for the next 70 years or more years.

Bob Flint Executive Director of SRDC discussed workforce is a huge issue, they are involved with the Working Communities Challenge. Bob Flint added there is a job fair at Riverside this Friday (4/14/23). Bob Flint further added like the national economy they are starting to see some issues with businesses and cash flow, but on the other hand they have some businesses that are still rocking and rolling, noting Mamava in the Jones Center building and Vermont Dry and Cure up in the Industrial Park.

Walter Martone inquired if the delay on the slab work will affect the Toonerville trail. Bob Flint Executive Director of SRDC responded in a twisted bit of serendipity it might be good for the Toonerville Trail, noting in an ideal world they

are doing all that work at the same time and saving on mobilization and using the fill to do filling in of the path. Town Manager Jeff Mobus noted we did receive the third grant for the Toonerville Extension, we still have the Act 250 to go through but there is more funding to do the project.

Further discussion ensued regarding the trees on the J&L site coming down, because several of the trees were coming down on their own, evaluations had been done on the trees and none of them would make it.

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). Town Manager Jeff Mobus is invited.

MOTION: Michael Martin moved to move to Executive Session.

Seconded by: Walter Martone

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

The Board moved to Executive Session at 7:32 pm. The Board returned from Executive Session at 8 pm, no actions were taken.

CONVENE LOCAL CONTROL COMMISSION

The Board moved to local control at 8 pm.

ACT ON APPLICATIONS—Renewals and New Applications

Town Clerk Barbara Courchesne discussed Rusted Roof LLC has applied for their first-class renewal, Maxi Green is the Rite Aid stores, they are applying for their second-class renewal and their tobacco license renewal, and KB Ventures Inc which is Jake's Market and Deli have a tobacco endorsement that they need approved. Town Manager Jeff Mobus noted Rusted Roof is the Copper Fox. Further discussion ensued that the Board would approve the licenses by category.

MOTION: Walter Martone moved to approve the first-class license for Rusted Roof LLC, also known as Copper Fox.

Seconded by: Michael Martin

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

Further discussion ensued to clarify that they previously had done the renewals as one batch.

MOTION: Michael Martin moved to approve a second class, liquor license for Maxi green incorporated doing business as Rite Aid 10313 and their tobacco license at the same location Maxi Green doing business at Rite Aid 10313 at 55 Springfield Plaza.

Seconded by: Walter Martone

MOTION: Walter Martone moved to approve a tobacco endorsement for KB Ventures Inc, doing business as Jake's Market and Deli at 197 Clinton Street.

Seconded by: Michael Martin

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

Town Clerk Barbara Courchesne discussed the next batch being the new ones, the first one is Family Dollar Store which is in the Plaza for a second-class application. Town Clerk Barbara Courchesne continued the next one would be the Hartness House location, that's the MG & JO LLC doing business as Hartness House, and they are applying for their third class and their outside consumption. Town Clerk Barbara Courchesne noted they (Hartness House) got their first class back in September. Town Clerk Barbara Courchesne added they have all paid their fee if applicable and gone through the same vetting process that new applications go through, noting they are all subject to liquor inspector inspections and further scrutiny at the State level.

Chair Kristi Morris inquired if the applicants completed the forms or if the Town Clerk did. Town Clerk Barbara Courchesne responded it is done by the applicant and what becomes available to her in the portal is their application as long as it's starting to move through the process with Department of Liquor and Lottery, noting local control is the first stop and then it moves up the chain and eventually they'll get approved or not approved but for now they've each submitted enough to get to this rung on the ladder.

MOTION: Crissy Webster moved to approve a new second-class liquor license for DLL application 23622 from Family Dollar Stores of Vermont LLC doing business as the Family Dollar, and a new third-class liquor license for MG and JO LLC doing business as Hartness House located at 109 Front Street and then the outside consumption for MJ and JO LLC doing business as Hartness House.

Seconded by: Michael Martin

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

EXIT LOCAL CONTROL COMMISSION

The Board left Local Control and returned to regular session at 8:10 pm.

ITEM #2 Act on "Belonging Day" proclamation

This item was removed at the time of the meeting.

ITEM #3 Act on event permit application—River Valley Tech Center Job Fair

Town Manager Jeff Mobus presented the Act on event permit application – River Valley Tech Center Job Fair included in the meeting packet. Town Manager Jeff Mobus added the River Valley Tech Center, and the Workforce Investment Board are cohosting a job fair at Riverside on April 14. Town Manager Jeff Mobus noted the permit was not even necessary.

MOTION: Michael Martin moved to approve the event permit for the River Valley Tech Center Job Fair located at Riverside School on April 14th 3-6 pm.

Seconded by: Walter Martone

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

ITEM #4 Act on Appointments - Development Review Board (3) - Lister - Tree Warden

Town Manager Jeff Mobus presented the Act on Appointments – Development Review Board (3) – Lister – Tree Warden item included in the meeting packet. Town Manager Jeff Mobus discussed the Development Review Board has two

vacancies in addition to an opening for an alternate and the Town has received the appointed office questionnaire from Steve Kraft who is willing to renew for another three-year term which would end in March 2026, Matt Priestley who is willing to serve a three-year term ending in March 2026, and Michael Kollman who is willing to serve as an alternate. Town Manager Jeff Mobus noted the alternate position is particularly important because both Steve Kraft as a Forester and Matt Priestley as a contractor may have to recuse themselves on various issues.

MOTION: Crissy Webster moved to appoint Stephen Kraft to a three-year term ending March 2026, Matt Priestley a three-year term ending March 2026, and Michael Kollman as alternate..

Seconded by: Walter Martone

Walter Martone inquired if the alternate position was indefinite. Town Manager Jeff Mobus responded it's more indefinite because that could change, noting in the past we've had an alternate there before that when somebody left, they moved up immediately so it's not tied to any specific term because it could be moving, they could end up replacing another member who's leaving prior to 2026.

Walter Martone inquired if there was an interview process done to determine between Matt Priestley and Michael Kollman which one would be alternate. Town Manager Jeff Mobus responded he knew that Planning and Zoning Administrator Chuck Wise had spoken to all three people and Mike (Kollman) understands he is alternate.

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

Town Manager Jeff Mobus discussed for the vacant lister position, Dave Coleman has served for the last three years and he's willing to be reappointed to another three-year term.

MOTION: Michael Martin moved to appoint David Coleman as lister to fill the vacant position for a term of three years.

Seconded by: Walter Martone

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

Town Manager Jeff Mobus discussed for the vacant Tree Warden position Mark Blanchard has agreed to be reappointed. Town Manager Jeff Mobus added this position has been annual in the past, but he did not see any reason not to make it a three-year appointment, noting Mark Blanchard has been doing it for 20 years. Town Manager Jeff Mobus further added as can be seen on Mark Blanchard's questionnaire he's been doing all the education programs for UVM Extension for Tree Wardens throughout the State, he's attended several roundtables, and he's actively trying to educate himself to be an effective tree warden.

MOTION: Michael Martin moved to appoint Mark Blanchard with three-year position appointment as our tree Warden, for the town of Springfield.

Seconded by: Walter Martone

Walter Martone inquired if we had to consult with Mark Blanchard on the trees on Clinton Street. Town Manager Jeff Mobus responded we did not have to as there was no argument over whose trees they belong to and there's no discussion on that level everybody agreed what had to be done. Further discussion ensued that they all had to come down as they were diseased, and it was in cooperation with the property owner at the Town expense within the contract for the new waterline.

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

ITEM #5 Fill Elected Position Vacancy—Trustees of Public Funds

Town Manager Jeff Mobus presented the Fill Elected Position Vacancy – Trustees of Public Funds item included in the meeting packet. Town Manager Jeff Mobus noted there's a vacancy on the Board of Trustees of Public Funds and in the March vote there was an unproductive vote for the position as no one ran, and no write-in candidate received the minimum number of votes. Town Manager Jeff Mobus added Gerry Mittica has been approached about filling the vacancy and he has agreed that that should the Board appoint him he will agree to serve. Town Manager Jeff Mobus noted Gerry Mittica has an extensive background in finance.

Further discussion ensued that this was a less than one-year appointment and would have to run for this position next year if he chose to continue. Michael Martin inquired if all the Trustees of Public Funds were annual positions. Town Clerk Barbara Courchesne responded they are three-year terms. Michael Martin asked to confirm we had a three-year term that was vacant. Town Clerk Barbara Courchesne confirmed. Further discussion ensued that the Board was only allowed to appoint for one year because it did not produce a winner.

MOTION: Michael Martin moved to appoint Gerald Mittica to fill the vacant Trustee of Public Funds position until the next Town Meeting in March 2024.

Seconded by: Crissy Webster

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

Crissy Webster excused herself from the meeting.

ITEM # 6 Appoint Selectboard Liaison positions to all committees

Town Manager Jeff Mobus presented “Appoint Selectboard Liaison positions to all committees” item included in the meeting packet and noted the Board Chair actually does the appointments. Town Manager Jeff Mobus added it's currently the Airport Commission liaison is Michael Martin, The Declaration of Inclusion Implementation Committee is Walter Martone as the liaison and a voting member, the Library Building Committee is Everett Hammond, the Mount Ascutney regional Commission is Walter Martone with the alternative as Crissy Webster, the Ordinance Subcommittee is currently Walter Martone and Michael Martin. Town Manager Jeff Mobus added the Planning Commission is currently Crissy Webster and he understood that's going to change to Michael Martin. Town Manager Jeff Mobus continued the Regional Emergency Management Committee as already appointed Paul Stagner with Town Manager Jeff Mobus as the alternate, Southern Windsor Windham County Transportation Advisory Committee was Kristi Morris, the Southern Windsor Windham County Solid Waste Management District already appointed as Town Manager Jeff Mobus with Matt Priestley as the alternate.

Town Manager Jeff Mobus discussed the Springfield on the Move liaison Michael Martin has been doing that and Springfield Regional Development Corporation Kristi Morris. Town Manager Jeff Mobus added the Springfield School board liaison had been varying, but Crissy Webster had agreed to be the liaison. Town Manager Jeff Mobus continued Springfield Trails and Rural Economy Advisory Committee was Kristi Morris, and the Sustainability Committee if we ever get one would be Everett Hammond. Town Manager Jeff Mobus further added he received an email from Everett Hammond saying that he's willing to continue on the library and the sustainability committee.

MOTION: Michael Martin moved to approve the appointments as presented and amended.

Seconded by: Walter Martone

Vote: 3-0, unanimous, recognizing Everett Hammond and Crissy Webster as being absent

ITEM # 7 Reconstitute Springfield Trails & Rural Economy Advisory Committee

Town Manager Jeff Mobus presented the Reconstitute Springfield Trails & Rural Economy Advisory Committee item included in the meeting packet. Town Manager Jeff Mobus discussed per the charter, "Any body created under this subsection shall not have an effective life of more than three years. At the end of that period, the mandate creating the committee shall terminate and the Selectboard shall be required to review the reason for the body's existence and may act to reconstitute the body.." Town Manager Jeff Mobus added this committee was originally constituted in 2017 and was reconstituted in 2020 and since it has been three years the Selectboard is required to review the committee and determine if it should be reconstituted. Town Manager Jeff Mobus further added this committee is very active even recently submitting a grant to further improve the trails at Hartness Park, additionally the town continues to work on the extension of the Toonerville Trail, which is a major project supported by the committee, and lastly, the strategic plan encourages the Town to develop our rural economy.

MOTION: Michael Martin moved to reconstitute the Springfield trails rural economy committee and affirm their existing mission that they have been operating under.

Seconded by: Walter Martone.

Further discussion ensued regarding the terms previously held by the committee members would still be valid. Michael Martin inquired what the provisions are for establishing a permanent committee. Town Manager Jeff Mobus responded we would have to change the charter.

Michael Martin commented the committee has been a valuable addition to the community, and they have done some very good work and he thinks it's very important that we reconstitute their standing as an ad-hoc committee of the Town and reaffirm their mission and reappoint all of the members that are currently serving to continue the terms that were established at their appointment.

Vote: 3-0, unanimous, recognizing Everett Hammond and Crissy Webster as being absent

ITEM # 8 Review noise waiver and possible action

Town Manager Jeff Mobus presented the Review noise waiver and possible action item included in the meeting packet. Town Manager Jeff Mobus described in the Noise Ordinance there is a provision whereby any person can apply for a noise waiver, noting this came up recently when there was a request submitted on an event permit application and at that time the Town didn't have a noise waiver request form. Town Manager Jeff Mobus added the draft noise waiver request form is modeled on the fireworks permit that the Town is already using.

MOTION: Walter Martone moved to approve the noise waiver request form as presented with amendments and that the Board delegates the authority to act on noise waiver requests for events lasting less than a 12-hour period to the Town Manager.

Seconded by: Michael Martin

Town Manager Jeff Mobus noted that he would send the Board an email whenever he has one of these requests, so the Board members are all aware of it. Michael Martin commented that the form should have contact information for the

responsible person on the form. Michael Martin added the form does not specify what type of activity and noted that should also be included. Town Manager Jeff Mobus responded he would make those changes on the form. Doug Johnston via Zoom commented that regarding noise in the nighttime he believes the violations occur in the State statute after 10 o'clock and he inquired if the suggested noise waiver was going to put the Police Department or the Town in a bind possibility if you have a complaint that depending on what's going on what kind of activity it is. Chair Kristi Morris responded that the Town Manager did reference a timeframe of 10 o'clock as an example. Town Manager Jeff Mobus added that's what the fireworks permit is also, it is only till 10 o'clock. Further discussion ensued to confirm that the proposed noise waiver was intended to be within the same time cutoff as the fireworks permits. Town Manager Jeff Mobus additionally noted he would be happy to include the 10 pm curfew as it would be consistent with the fireworks permit and State statute. Walter Martone noted that he recalled when they were writing the noise ordinance, this question came up and they incorporated something, not dealing with the waiver part but in the ordinance itself about what happens to be consistent with the State law. Walter Martone added what they are dealing with tonight is just the waiver things and he did not think those things that are in the state law they have the ability to waive it.

Vote: 3-0, unanimous, recognizing Everett Hammond and Crissy Webster as being absent

ITEM # 9 Set date for reviewing/updating the Strategic Plan

Town Manager Jeff Mobus presented the “Set date for reviewing/updating the Strategic Plan” item included in the meeting packet. Town Manager Jeff Mobus noted he would like to set a date and time to review and consider updates to the strategic plan, since the plan was adopted nearly two years ago there's been progress on several items. Town Manager Jeff Mobus noted during those two years, he has seen very important issues that he would like the Board to consider adding to the plan, one example would be the addition of evaluating all Town properties to determine their best use long term and connecting the five-year capital plan to the strategic plan. Town Manager Jeff Mobus further added he also wants to be sure that the priorities and the strategic plan are in alignment with the Town Plan which is also being worked on currently. Town Manager Jeff Mobus noted this will likely be a time-consuming project that he would want completed in time for the next budget. Town Manager Jeff Mobus proposed that because two of the five Board members were not present, they set the date and time during the next meeting.

Town Manager Jeff Mobus discussed the strategic plan was always meant to be a living document and he wants to make sure that he can tie the capital plan to it and that it aligns well with the Town Plan. Town Manager Jeff Mobus added when you apply for grants it's always nice to be able to say that this is approved in our Town Plan, noting that always gives you points if you're trying to align with long term objectives as outlined in the Town Plan. Chair Kristi Morris recommended that the Town Manager send out a reminder before the next meeting to the Board Members to remind them that they have seen this and that we will be looking to set a date.

E. FINANCIAL REPORTS

FY2023 Warrants to April 7, 2023—copies on website.

Town Manager, Jeff Mobus stated that any questions regarding these warrants should be directed to the Finance Director, Cathy Sohngen.

F. MANAGER'S REPORT

Town Manager Jeff Mobus presented the Manager's Report included in the meeting packet. Town Manager Jeff Mobus announced the water project on Clinton Street between Severs Brook Road and Bridge Street has started, noting the most obvious sign that the work has begun has been the removal of the trees. Town Manager Jeff Mobus added these trees have been examined by an arborist and found to be diseased and in need of removal and the water project only determined the timeline for the removal not from necessity. Town Manager Jeff Mobus further added the initial work has gone well and the expectation is that the project will be completed by early fall, noting they have 160 days in the contract.

Town Manager Jeff Mobus discussed he met with the Regional Commission, the engineer from TCE, and SRDC on the Toonerville Trail extension and TCE has provided the detailed design of the project, noting we are still waiting on updated construction cost estimates. Town Manager Jeff Mobus added he received an email before that meeting from the State notifying the Town that a request for a third grant for this project has been approved and is about \$136,000, noting that's up to 80%, noting as we discussed at the time, we're actually putting in more than 20% because we maxed out the grant program. Town Manager Jeff Mobus further added the next step of the project is to move on to the Act 250 permitting process. Town Manager Jeff Mobus continued there has been some Act 250 work already done such as negotiating the protection distance to the river and other things but that that was preliminary Act 250 work it's not getting the permit. Town Manager Jeff Mobus added they're going to tie it with the updated corrective action plan to SRDC as was discussed earlier with Bob Flint.

Town Manager Jeff Mobus discussed he also met with Otis Monroe from the Regional Commission, Stantec, and the State on both the Northern Gateway scoping grant and the Clinton Street Road diet scoping grant, noting that both meetings were productive, and he is confident that the results of the scoping grant will provide the Town with good information as to how best to proceed with each project. Town Manager Jeff Mobus added that both these projects were originated in the Main Street Master Plan. Town Manager Jeff Mobus further added that though we received the Northern Gateway scoping project first and we started on that one first, it's more likely since we're doing the waterlines from south to north that the Clinton Street Road Diet would go first as opposed to the Northern Gateway. Town Manager Jeff Mobus noted it's also a smaller project and certainly less costly project than the other one. Town Manager Jeff Mobus additionally noted that though the roundabout at the bottom of South Street Hill is not part of the diet, he did make sure that the engineer knows that we're looking at putting a roundabout there and to make sure that the diet would work well with a roundabout.

Town Manager Jeff Mobus discussed he signed the contract for the replacement of the first Eureka Road culvert replacement, noting there are three Eureka Road culverts that need to be replaced. Town Manager Jeff Mobus added due to lead time in obtaining culverts he expects this work won't begin until later in September. Town Manager Jeff Mobus further added that project is supported by Structures grant which is 90% up to \$200,000 and the construction contract is \$189,000 and then there's little over \$10,000 in an engineering.

Town Manager Jeff Mobus discussed currently the Town has a request for bids for two trucks, landscape maintenance, and paving. Town Manager Jeff Mobus added in addition the Town has a request for qualifications out for on call Civil Engineers, noting it would be good to have an Engineer that we can just reach out to especially for smaller projects because we don't have engineering on staff.

Town Manager Jeff Mobus pointed out the Town is still looking for volunteers to serve as Library Trustees, noting there are two open positions and if anyone has any interest in becoming a trustee to contact either Library Director Sue Dowdell or himself. Library Director Sue Dowdell via Zoom noted that she did have one individual express interest but believed they had not submitted an application yet, but she would reach out to them again.

G. FUTURE AGENDA ITEM PROPOSALS

No future agenda item proposals at the time of the meeting.

H. COMMITTEE REPORTS AND ANNOUNCEMENTS

Chair Kristi Morris noted they heard from Bob Flint this meeting from SRDC, and they also heard from the Trails Committee based on the activity of reconstituted the committee.

Walter Martone announced the Inclusion Committee is going to be having a housing event, which will be an opportunity for community conversations about the housing crisis and things that we can do to try to address that, the meeting is on April 21, from 5 to 7 pm at Black River Innovation Campus, and there's an announcement about it on the Town's website and numerous other places.

I. OTHER MINUTES & CORRESPONDENCE

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

1. Springfield Development Review Board – Minutes of March 21, 2023
2. Springfield Housing Authority – Minutes of March 14, 2023
3. Springfield Housing Unlimited – Minutes of March 14, 2023
4. Springfield Inclusion Committee – Minutes of February 15, 2023
5. Springfield Inclusion Committee – Minutes of March 29, 2023
6. Springfield Planning Commission – Minutes of March 1, 2023
7. Springfield Senior Center – April 2023 Newsletter
8. Springfield Town Library – Director's Report for March 2023

J. CITIZENS' COMMENTS

Doug Johnston via Zoom discussed he wanted to bring the Board's attention to a situation regarding 66 Reservoir Road that has been 4-5 years in the making. Doug Johnston commented about seven weeks ago he went down to the Town hall and was directed to the Zoning Administrator who took his name, email, and phone number and he wanted the Zoning Administrator to provide him a list of activity as far as when they were dealing with that parcel. Doug Johnston added he had not heard from the Zoning Administrator and had attempted to stop in and call him several times since their first meeting and still had not heard back from the Zoning Administrator with the requested information. Doug Johnston inquired what it is going to take in order to address this problem parcel, noting if this property had been downtown, it would have been addressed a long time ago.

Town Manager Jeff Mobus responded that the Zoning Administrator Chuck Wise did reach out to him (Town Manager) last week and he had a call from Mrs. Griffin who lives on Reservoir Road, and she spoke with Zoning Administrator Chuck Wise. Town Manager Jeff Mobus added he confirmed with Zoning Administrator Chuck Wise that this is now the priority he is looking at. Town Manager Jeff Mobus further added that he (Chuck Wise) asked that a ticket would be written this weekend and he (Town Manager) was having another meeting tomorrow to make sure that was done. Town Manager Jeff Mobus added that if the Code Enforcement officer hasn't done the ticket, then the Zoning Administrator Chuck Wise was going to do it himself.

Town Manager Jeff Mobus discussed that the Zoning Administrator had not asked him for the list of what happened before he became the Zoning Administrator, but he would make sure that he gets that information for that property. Town

Manager Jeff Mobus noted that he will get Doug Johnston updated on that. Town Manager Jeff Mobus added that both he and Zoning Administrator Chuck Wise have spoken with Mrs. Griffin and told her what they're doing about that issue.

Doug Johnston commented it had been a long time and he believed this goes back as far as when Paul Stagner was the Code Enforcement Officer. Doug Johnston added it just seems he's adding more stuff to the front lawn on the property, he built a shed next to the road, and it just seems to be getting worse and worse and nothing seems to be getting done about it. Doug Johnston inquired how many tickets had been issued to the individual. Town Manager Jeff Mobus responded he would need to look it up but knew of two that had been issued last year. Town Manager Jeff Mobus reaffirmed that it is a focus, and he believes there will be action very quickly. Town Manager Jeff Mobus added they have also spoken with a neighbor and she's aware of what they are doing and was thankful.

K. 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). Town Manager Jeff Mobus is invited.

This item was moved up to new business at the time of the meeting.

L. ADJOURN

MOTION: Walter Martone moved to adjourn the meeting.

Seconded by: Michael Martin

Vote: 3-0, unanimous, recognizing Everett Hammond and Crissy Webster as being absent

The meeting adjourned at 9:09 pm.

Respectfully submitted,

Carrie M. Kellow, Recording Secretary