

**TOWN OF SPRINGFIELD  
SELECTBOARD HALL – 96 MAIN STREET – THIRD FLOOR  
PUBLIC HEARING & REGULAR SELECTBOARD MEETING  
MONDAY, June 12, 2023**

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**APPROVED MINUTES**

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

Chair, Kristi Morris, called the meeting to order at 6:32 pm. Pledge of Allegiance was recited, and Roll Call was taken.

**Selectboard Members:** Chair Kristi Morris, Vice Chair Michael Martin, Everett Hammond, and Walter Martone were present in-person. Crissy Webster was not in attendance.

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

**School Board Liaison:** Steve Karaffa was not in attendance

**Local Control Commission**

The Board moved to Local Control at 6:33 pm.

Town Manager Jeff Mobus discussed that the local control commission is being asked to act on two items, the first is the renewal of the first-class liquor license and outside consumption for Vermont Beer Shapers Limited, doing business as Vermont Beer Makers and the second is the open container permit and catering permit for Rusted Roof LLC doing business as the Copper Fox. Town Manager Jeff Mobus added that the Copper Fox permit is to allow the servicing of alcohol at the previously approved July 15 downtown event sponsored by Springfield on the Move. Town Manager Jeff Mobus further added that Springfield on the Move Director Jessica Marton has reviewed her security plans with Jeff Burnham and himself and they both approve of her plans and recommend approval of these permits.

**1. Act on 2023 liquor renewals**

Town Clerk Barbara Courchesne discussed that Vermont Beer Shapers is the last of the renewals that she is expecting, and they are renewing their first-class consumption permit and their outside consumption permit. Town Clerk Barbara Courchesne added that their outside consumption has not changed since the prior years and the designated area is a 35' by 110' space adjacent to the parking lot and walled on three sides. Town Clerk Barbara Courchesne noted that this is the same area they have had before.

**MOTION: Walter Martone moved to approve the renewal of the first-class liquor license and outside consumption permit for Vermont Beer Shapers Limited doing business as Vermont Beer Makers.**

**Seconded by: Michael Martin**

Michael Martin asked to confirm that the perimeters of the outside consumption permit of 35' by 110' were not prescribed by the State and is requested by the applicant and then approved by the State. Town Clerk Barbara Courchesne confirmed and noted that this is a renewal of what is currently in place.

Further discussion ensued that if the applicant requests to amend the area they must contact the State first and it would likely come back through local control.

**Vote: 4-0, unanimous, recognizing Crissy Webster as being absent.**

## **2. Act on Open Container Permit and Catering Permit for July 15 event**

Chair Kristi Morris discussed this is for an open container permit and catering permit for Rusted Roof LLC doing business as Copper Fox and these permits are to allow the servicing of alcohol at the previously approved July 15 downtown event sponsored by Springfield on the Move.

**MOTION: Michael Martin moved to approve the open container permit and catering permit for Rusted Roof LLC doing business as Copper Fox at the previously approved downtown event on July 15, 2023, sponsored by Springfield on the Move.**

**Seconded by: Everett Hammond**

Walter Martone thanked Jessica Martin for the site plan information sheet, noting it was simple, clear, and easy to figure out with the map.

Town Manager Jeff Mobus clarified that the alcohol must stay in that prescribed area and people cannot buy it and walk out. Springfield on the Move Director Jessica Martin confirmed and noted that this was being held in a small area in the back. Further discussion ensued that the area was next to the wooden stage in the Comtu Cascade Park. Springfield on the Move Director Jessica Martin added that she wanted to preserve some of that green space adjacent to the wooden stage simply because they have children that are going to be performing on the wood stage and she wanted them to have a little bit of grassy area. Springfield on the Move Director continued that it will be a little bit north of the access ramp that goes onto the wooded stage. Springfield on the Move Director Jessica Martin further added that Copper Fox will be set up within that area and it will be roped off on the stage side of that area and it is going to have two sections of fence to help deter anybody from passing a drink to somebody on the other side.

Walter Martone asked to clarify that the open container permit is with SOM, but the catering license is with Copper Fox, so it is two separate things. Town Clerk Barbara Courchesne confirmed that they are two separate things that work together. Town Manager Jeff Mobus added that he and Barbara Courchesne had talked about how to present this because it is two permits but really one event, so they decided to put it all in one place in Local Control.

Walter Martone suggested that they make the motion clarify that the catering permit is for Copper Fox and open container permit is for SOM.

**MOTION Amended: Michael Martin agreed to amend his motion to clarify it is to approve a catering permit for Copper Fox and an open container permit for SOM.**

**Amendment Seconded by: Everett Hammond**

The meeting experienced technical difficulties with the Zoom meeting, the meeting was paused until the issue was resolved.

Doug Johnston via Zoom inquired if the open container permit for SOM (Springfield on the Move) should be under the catering permit because SOM is not the one serving the alcohol. Town Clerk Barbara Courchesne responded that it is a combined event and Rusted Roof doing business as Copper Fox has a license for catering and has the ability to do catering and we have an open container ordinance and SOM (Springfield on the Move), and Rusted Roof are working together. Chair Kristi Morris clarified that the open container permit is for the event sponsored by Springfield on the Move and then the caterer, Copper Fox is the one that is serving the alcohol. Doug Johnston inquired if all the liability will rest with a Copper Fox for anything related to over serving or whatever on the alcohol if they are the ones doing it. Town Clerk Barbara Courchesne confirmed and added that they are the ones licensed by the State and the event permit has Town Property insurance.

**Vote: 4-0, unanimous, recognizing Crissy Webster as being absent.**

The Board left local control at 6:55 pm.

**B. MINUTES**

1. Regular Selectboard Meeting – May 22, 2023
2. Strategic Planning Workshop – May 15, 2023

**MOTION: Michael Martin moved to approve the minutes of the Regular Selectboard Meeting – May 22, 2023, and the Strategic Planning Workshop – May 15, 2023, as printed and distributed with revisions.**

**Seconded by: Walter Martone**

Walter Martone requested correction on the Strategic Planning minutes on page 1 of 14, second line of A “the focus of this music is” should be meeting. Further discussion ensued regarding page 2 of 14 the last paragraph in the second line “from the head of the downtown towards the plaza” meaning the four-way streetlights near the theater.

**Vote: 4-0, unanimous, recognizing Crissy Webster as being absent.**

**C. ANY REQUESTED ADDITIONS TO THIS AGENDA**

Town Manager Jeff Mobus requested to add 84 Valley Street as Item 11. Town Manager Jeff Mobus added that he received a schedule from Jason Skibniowsky to work on 84 Valley Street as was requested at the last meeting. This item was added without objection from the Board.

**D. NEW BUSINESS**

**ITEM #1** Act on Drain Layer license

Town Manager Jeff Mobus presented the “Act on Drain Layer License” item included in the meeting packet and noted that this is an annual item. Town Clerk Barbara Courchesne discussed that all the applicants have provided the application fee, bond, and certificate of insurance which is required from each of them. Town Clerk Barbara Courchesne added that they are all renewals, except for Gurney’s that has one new person Jacob Muse, but the business itself is a renewal.

**MOTION: Everett Hammond moved to approve the drain layer licenses as distributed in the June 8, 2023, memo distributed by Town Clerk Barbara Courchesne.**

**Seconded by: Walter Martone**

Everett Hammond commented that he did not recall seeing that we asked for that much information before, such as DOB, height, and weight before and noted that some of that might be getting a little personal. Town Clerk Barbara Courchesne responded that it has all been on there before and it is on the licenses, and she suspects it so that whoever the authority is out for the Town and identify. Michael Martin commented that we must match their driver's license. Everett Hammond commented that at some point between now and next year we should check with the State to see if we are putting too much information out there as it is all public now.

**Vote: 4-0, unanimous, recognizing Crissy Webster as being absent.**

**ITEM #2** Act on Revolving Loan Fund guidelines

Town Manager Jeff Mobus presented the “Act on Revolving Loan Fund guidelines” item included in the meeting packet. Town Manager Jeff Mobus added that Board Member Walter Martone is seeking to amend our revolving loan fund guidelines to add the Executive Director of Mount Ascutney Regional Commission to the loan committee and he is also seeking to add allowable usage of the revolving loan fund to include marketing and brownfield remediation work.

**MOTION: Michael Martin moved to approve the recommended changes to the revolving loan fund guidelines.**

**Seconded by: Everett Hammond**

Further discussion ensued that the standard editing methods that we use for ordinances and the underlined represents additions and the strikethrough represents deletions.

Michael Martin inquired if there was a reason that the entire section about amendments of the Revolving Loan guidelines had been deleted. Michael Martin added that there is a guideline that says that Town Manager recommends to the Selectboard for approval which is what is happening tonight. Michael Martin continued that Walter Martone requested a change, gave it to the Town Manager, he is recommending approval, and now we are in the process of amending this. Michael Martin inquired why we would want to delete this passage here that refers to amendments. Walter Martone responded that it is in two places, and they say different things, so it was conflicting information. Walter Martone added that he does not know that there needs to be anything in here that says who can propose an amendment, noting that ultimately everything goes through the Town Manager before it comes to the board. Further discussion ensued to keep the section on page 10, item B that refers to sections being proposed by the Town

Manager and recommended for approval and the source of the recommendation can come from anywhere, but it must go through the Town Manager for his approval before it elevates to the Selectboard and to delete section E on page two and section J on page 7.

**MOTION Amended: Michael Martin amended his motion to include on page 10 to leave sections B amendments of Revolving Loan Fund guidelines as originally in the guidelines.**

**Amendment Seconded by: Everett Hammond**

Walter Martone inquired if he needed to recuse himself. Chair Kristi Morris responded he did not need to recuse himself.

**Amendment Vote: 4-0, unanimous, recognizing Crissy Webster as being absent.**

Chair Kristi Morris commented on page 2, part B. Authority, in line three halfway across number one purpose/history items C D, E are there and inquired if F should be there also. Further discussion ensued that F. implement a professional marketing campaign should be included. Chair Kristi Morris added that he would count that as a typo and if the Board gave him permission for that they would include that in the original motion made by Michael Martin seconded by Mr. Hammond to approve the revolving loan fund guidelines as amended and include the letter F on page 2 under B which is authority.

Walter Martone inquired if they should also add G in that place as it is also on page 8 item 8. Walter Martone suggested that all the places that have C, D, and E, they should add F and G.

**MOTION: Michael Martin agreed to amend his motion to include adding letters F and G to the omitted sections.**

**Seconded by: Everett Hammond**

**Vote: 4-0, unanimous, recognizing Crissy Webster as being absent.**

Michael Martin thanked Walter Martone for his work on revising the Revolving Loan Fund guidelines.

**ITEM #3** Amend ordinance requiring residency for Fire Chief and Deputy

Town Manager Jeff Mobus presented the "Amend ordinance requiring the residency for Fire Chief and Deputy" item included in the meeting packet. Town Manager Jeff Mobus discussed that under the Town ordinances there are only two positions that require that the employee be Town of Springfield resident are the Fire Chief and the Deputy. Town Manager Jeff Mobus added that changing the residence requirement to response time requirement would be consistent with other emergency positions in Town and it would also expand the field for applicants in the future when the Town is looking to fill these critical positions. Town Manager Jeff Mobus recommended approval and setting July 10, 2023, as the date of second review and public hearing.

**MOTION: Michael Martin moved to accept the ordinance amendment under Chapter 18 Protective Services Article 2 Fire Department otherwise known as ordinance 2023 0001, as presented and set the date for the second review and public hearing to July 10, 2023.**

**Seconded by: Everett Hammond**

Further discussion ensued that the 30-minute response time matches other emergency response personnel.

Walter Martone noted that under the charter, they also need to designate the proposed amendment as a major amendment or minor amendment and our Town Attorney tells us that this is a major amendment because it does change the nature and substance of the original ordinance.

**MOTION Amended: Michael Martin amended his motion to include acknowledging the amendment as a major change.**

**Seconded by: Everett Hammond**

Michael Martin restated that chapter 18 Article 2 Fire Department section 18-28 residency requirements be amended as follows:

“The Fire Chief and the Deputy Fire Chief shall be residents of the town ~~reside~~ within a 30-minute response time to the main Fire House in Springfield. The Fire Chief shall have control and command of the company and equipment.”

Doug Johnston via Zoom inquired that if they are changing this for one department should not it apply to all department heads. Michael Martin responded that we addressed the Town Manager’s residency requirement in the Town Charter as recently adopted and amended by the State Legislature. Michael Martin continued that we addressed the Police Chief’s residency requirements and response time in the job description, and we do that as appropriate for other department heads within their job descriptions which is an administrative requirement of the Town Manager's purview. Michael Martin added that this requirement ended up in our code of ordinances and in order to remove it, it requires Selectboard action. Michael Martin further added that is why we are doing this and that puts us pretty much on an even keel with all the other Town Administrative Heads. Chair Kristi Morris noted that was responded to by the Ordinance Committee member himself.

Doug Johnston inquired if the Police Chief was required to live in Town when the current Police Chief was hired. Town Manager Jeff Mobus responded that it is a response time requirement, and that this Chief did choose to move to Town.

**Vote: 4-0, unanimous, recognizing Crissy Webster as being absent.**

**ITEM #4** Sign dog warrant

Town Manager Jeff Mobus presented the “Sign dog warrant” item included in the meeting packet. Town Manager Jeff Mobus discussed that this is an annual event requiring action by the Selectboard. Town Manager Jeff Mobus added that the list is comprised only of dogs that have been registered in prior years are not registered in the current year. Town Manager Jeff Mobus further added that if there are dogs that have not previously been registered the owners would receive tickets for unregistered dogs and those would not be covered under this warrant, it would be under the ticketing process for violation for unregistered dog.

Town Clerk Barbara Courchesne noted that there are four people that can be struck off the original warrant as they have paid since the warrant was prepared for the packet. Town Clerk Barbara Courchesne

read the names to be stricken on page one Ondre, Kevin for Mia; Obremski, Tracy for Rey and Emma; and Picard, Lisa & Joey for Bella.

Michael Martin inquired what was the due date for registering dogs. Town Clerk Barbara Courchesne responded April 1 is the dog registration date for State law and if there is not payment by April 1 depending on whether your dog is fixed or not fixed there is a late fee. Town Clerk Barbara Courchesne continued then we move into May a letter is sent saying hey, last reminder before the warrant. Town Clerk Barbara Courchesne added that once the warrant is signed then there is another \$10 that is collected, and the Constable will get this list and he has 90 days to contact. Michael Martin commented that there are two penalties and he inquired how much the late fee was for the registration. Town Clerk Barbara Courchesne responded if your dog is fixed it is a \$2 late fee and if your dog is not fixed it is a \$4 late fee. Michael Martin added and then there is a \$10 for this. Town Clerk Barbara Courchesne confirmed and added the \$10 fee is for if the Constable must contact you.

Further discussion ensued if they needed to read the resolution or just approve the resolution as presented.

**MOTION: Walter Martone moved to approve the list and the resolution as presented by the Town Clerk.**

**Seconded by: Everett Hammond**

Walter Martone inquired if while visiting all these people and collecting or citing them, if the Constable identifies additional dogs are not on the list that have no licenses can they get added to this list. Town Clerk Barbara Courchesne responded she supposed they could report them and have Animal Control issue a ticket. Walter Martone commented that the only way they would know whether a dog has been unlicensed or never been unlicensed is if someone reports it so the Constable could give a report and he inquired if Chief Stagner was still the Constable. Town Clerk Barbara Courchesne confirmed.

**Vote: 4-0, unanimous, recognizing Crissy Webster as being absent.**

**ITEM #5** Declare vacancy on the Inclusion Committee

Town Manager Jeff Mobus presented the “Declare vacancy on the Inclusion Committee” item included in the meeting packet. Town Manager Jeff Mobus discussed that under the charter if an appointed official misses three consecutive regularly scheduled meetings, the chair of that committee shall report absences to the Selectboard who may declare the position vacant. Town Manager Jeff Mobus continued that Crystal Stevens has missed seven regular Inclusion Committee meetings and the chair of that committee has asked to have the position declared vacant.

**MOTION: Everett Hammond moved to declare the vacancy on the Inclusion Committee by the removal of Crystal Stevens who has missed seven regular Inclusion Committee meetings and their Chair has recommended that position be vacant.**

**Seconded by: Michael Martin**

Michael Martin pointed out that they have correspondence that says that the Chair has attempted to contact Crystal Stevens several times without success.

Walter Martone commented that when somebody resigns usually the motion is with regrets and he wondered if it would be appropriate to include in the motion here. Walter Martone added that they only met her at one meeting, and she was good, and it is very unfortunate that they are unable to contact her again. Chair Kristi Morris responded he had no problem adding that it was with regrets from the Board that we lose any of our volunteers for any of our committees and commissions.

**Vote: 4-0, unanimous, recognizing Crissy Webster as being absent.**

Chair Kristi Morris commented that he appreciated the efforts of the committee Chair to try and reach out to Crystal Stevens.

**ITEM #6** Act on application for Inclusion Committee

Town Manager Jeff Mobus presented the “Act on application for Inclusion Committee” item included in the meeting packet. Town Manager Jeff Mobus discussed the Board did declare a vacancy so there is a vacancy on the Inclusion Committee and the Town has received an application from Marianne Morales to be appointed to the Inclusion Committee. Town Manager Jeff Mobus noted that the address on her application is her in-law’s address, and she is moving residences very soon and does not have where she is going to be, and she wants to make sure she has all correspondence. Town Manager Jeff Mobus continued that she is currently living at 23 Pleasant Street here in Springfield, but she is expecting to move soon.

**MOTION: Everett Hammond moved to appoint Marianne Morales to the Inclusion Committee.**

**Seconded by: Walter Martone**

Further discussion ensued that the Inclusion Committee as an ad hoc committee by the Board exists for three years unless it is reconstituted or renewed, and the Inclusion Committee has just had their annual review and has two years remaining.

**Vote: 4-0, unanimous, recognizing Crissy Webster as being absent.**

**ITEM #7** Act on Library Trustee appointment

Town Manager Jeff Mobus presented the “Act on Library Trustee appointment” item included in the meeting packet. Town Manager Jeff Mobus discussed that there are currently two vacancies on the Library Trustee Board and the Town has received an application from L. Chris Goding to be appointed as Library Trustee. Town Manager Jeff Mobus added that as this is an elected position, the appointment would run until the next Town meeting in March 2024, at that point, Chris could run for election as trustee if he so desires.

**MOTION: Walter Martone moved to approve the appointment of L. Chris Goding as a Library Trustee until March of 2024 the next Town Meeting.**

**Seconded by: Everett Hammond**

**Vote: 4-0, unanimous, recognizing Crissy Webster as being absent.**



**ITEM #8** Act on non-bargaining employees' compensation

Town Manager Jeff Mobus presented the "Act on non-bargaining employees' compensation" item included in the meeting packet. Town Manager Jeff Mobus discussed that under the new Charter, the Town Manager makes recommendations to the Selectboard on employee compensation, noting that previously the Manager was responsible for employee compensation. Town Manager Jeff Mobus continued that the Board has always acted on Union contracts but not on the compensation for non-bargaining employees. Town Manager Jeff Mobus added that he is recommending the following compensation package including steps and benefits to the Board for approval:

The approved budget for FY24 includes a cost-of-living adjustment of 4% for all non-bargaining employees, effective July 1, 2023.

Town Manager Jeff Mobus discussed that as he has worked on the contracts for the four unions, it has become clear to him that there are some inequities between the compensation for union employees and non-bargaining employees and to begin addressing these inequities he is recommending for Board approval, a new step increase for employees with 15 years of service, noting that currently non-bargaining employees are the only Town employees who go from 10 years of service to 20 years of service without a step increase. Town Manager Jeff Mobus added that he believes the Town should do all it can to retain employees who have given great service to the Town for several years, and it is much less costly to the Town to keep good employees than it is to recruit and train new employees. Town Manager Jeff Mobus further added that this step should be 4%, which would also include a step for non-bargaining employees who have already been with the Town for 20 years. Town Manager Jeff Mobus continued that the cost to add this step would be \$30,744 and he would recommend at a minimum the Board to add this step over two years, which would cost \$15,372 in the next year's budget.

Town Manager Jeff Mobus discussed that he would also like to add an incentive to delay retirement, noting that in the union contracts the Town has added an incentive to those who delay normal retirement by three years. Town Manager Jeff Mobus continued that he is proposing that non-bargaining employees who have reached normal retirement as defined by VMERS who give a three-year notice to increase their base pay for those three years by 3%, and the reason for that is to give these employees an incentive to remain on for an additional three years.

Town Manager Jeff Mobus discussed there are also a couple smaller items: increase the payment for health insurance eligible employees who declined Town health insurance coverage increase it from \$1,000 per year to \$2,000 per year; and increase the amount of vacation PTO that employees can carry over to the following year from 5 days to 10 days.

Michael Martin commented that he has been a champion for some of the non-bargaining employees who worked at our recycling center for some time and has been discussing this with the Town Manager and he is incredibly pleased to see that we are codifying a new payment plan for our workers at the recycling center.

**MOTION: Michael Martin moved to accept the recommendations from the Town Manager to act on the non-bargaining compensation for our Town employees.**

**Seconded by: Walter Martone**

Everett Hammond inquired why is not this merit based. Town Manager Jeff Mobus responded that steps are based on a successful evaluation, and you do not get a step unless you have a satisfactory evaluation by your supervisor, so it does not come automatically, the COLA comes automatically though. Town Manager Jeff Mobus added that the steps are always merit based so if an employee gets an unsatisfactory evaluation the step is held and the employee is put on probation and either the employee improves and clears out of probation and receives the step, or else the employee fails out of probation and is terminated.

Everett Hammond commented that there cannot be that many people at year 15 at this point. Town Manager Jeff Mobus responded that it would affect 15 years and above, noting that we have people here that have been here for 20 years, and they would have to also get the increase. Everett Hammond inquired if that would still be merit based. Town Manager Jeff Mobus confirmed.

Michael Martin commented that in the introductory information, it says to increase the payment of health insurance for eligible employees and then on the Summary of Benefits submission there is no mention here about qualifies as eligible employee. Michael Martin added the benefits that you have described here have eligibility requirements and he inquired what those are. Town Manager Jeff Mobus responded that the requirements for retirement benefits are 20 hours a week halftime, and then health insurance is 30 hours, though some of the unions do have 20-hour qualifications in the union contract that they could qualify for health insurance at a reduced benefit for halftime. Michael Martin inquired that health insurance is 30 hours and that would apply to dental insurance as well. Town Manager Jeff Mobus responded that the dental insurance the Town does not pay for, we have a group policy plan to help keep the rates lower, but it is entirely paid for by the employees.

Michael Martin inquired if on the short-term disability that would be 20 or 30 hours. Town Manager Jeff Mobus responded that for short-term disability they must work for the Town he believed for a year before they qualify for disability, but then do they have to have a minimum of 20 hours. Michael Martin then inquired if on the next page, long term disability would be the same being 20 hours. Town Manager Jeff Mobus confirmed. Michael Martin additionally inquired if Life Insurance was the same. Town Manager Jeff Mobus responded that we provide that entirely and it would be 30 hours. Michael Martin further inquired that workers' compensation would be for any number of hours. Town Manager Jeff Mobus responded that if they work for the Town, they get covered and it is not negotiable. Michael Martin finally inquired about paid time off (PTO) if we do that for 20- and 30-hour employees. Town Manager Jeff Mobus responded we do that for 30-hour employees, and it is prorated so they get  $\frac{3}{4}$ . Town Manager Jeff Mobus discussed that this information is what gets handed out to new employees and he just made the changes from \$1000 to \$2000 and the 10-day carryover.

Walter Martone inquired that non-bargaining employees get a 4% increase at 15 years and then another 4% at 20 years. Town Manager Jeff Mobus confirmed. Walter Martone then inquired that this would go into effect after they approved it. Town Manager Jeff Mobus corrected that it would go into effect July 1, 2023, if they approved it.

Further discussion ensued that people that already attained 15 years and they would have an evaluation to get the next step, but it would not be retroactive to their 15-year anniversary. Additional discussion

ensued that the employees that already attained 20 years and got their 4% increase could also qualify for another 4% (or whatever percent the Board chooses) for the 15 years that they missed.

Walter Martone inquired about holidays and what happens if the holiday falls on a normally scheduled day off such as a Sunday. Town Manager Jeff Mobus responded that it will go either the day before or the day after, noting that every year we set a list of all the holidays and adjust according to the calendar.

Everett Hammond inquired if we have many people taking the health insurance buyout. Town Manager Jeff Mobus responded we did not, he believed that for non-bargaining there are two or three, he also believes it could be that others join in as it becomes more competitive. Further discussion ensued that the amount of the buyout could be investigated in the future, but it is consistent with what we have done with the Unions.

Haley Whitcomb in-person inquired who would be doing the evaluation. Town Manager Jeff Mobus responded that the immediate supervisor. Doug Johnston via Zoom inquired if every employee gets a yearly evaluation, including the department heads, noting that he knew it had not been past practice. Town Manager Jeff Mobus responded they department heads have only gotten evaluations when they have been eligible for a step increase. Town Manager Jeff Mobus added that we are working on the handbook and that is one of the items that we are talking about changing to move it to everybody has an annual evaluation. Doug Johnston then inquired if the current handbook required that. Town Manager Jeff Mobus responded that he was not sure and noted that current handbook also requires people to retire at 65. Town Manager Jeff Mobus added that he believes it is healthy to evaluate every year whether there is a step involved. Library Director Sue Dowdell via Zoom added that the library employees get evaluated every year.

Chair Kristi Morris inquired if we are looking to do this in a two-year step. Town Manager Jeff Mobus responded that he was going to ask the same question. Town Manager Jeff Mobus added that we have a \$14 million budget so \$15,000 is just over 1/10 of 1%, and he feels more comfortable doing that as a two year. Town Manager Jeff Mobus further added that he does recognize that our employees are very valuable, and it certainly is good to recognize them. Chair Kristi Morris inquired if we did it over a two-year period would half of them get the increase. Town Manager Jeff Mobus responded that it would be a 2% step this year for all non-bargaining and then the other 2% the following year, which also has the benefit of allowing us to budget that that one in.

Chair Kristi Morris then inquired if that would be considered fair when the collective bargaining units do have the steps in, so if they are out of step, they would be getting their normal step increase. Town Manager Jeff Mobus responded it is fair in the sense of the employees have been doing without this stuff for years and they took the jobs knowing that was the situation. Town Manager Jeff Mobus added that it is something that he has heard increased grumbling about this from the non-bargaining employees' group that they feel that they are taken for granted and this is a way to recognize those employees and encourage them to stay longer term. Michael Martin added that for that same reason he proposes that the higher 4% Step Increase be effective on July 1, 2023. Chair Kristi Morris commented that would be amending your motion. Michael Martin responded that he was not amending it as the recommendation said 4% effective July 1, 2023. Chair Kristi Morris asked to confirm that he was just clarifying the motion. Michael Martin responded that this two-year thing is an afterthought, the recommendation was 4% Effective July 1 which is \$30,000. Town Manager Jeff Mobus confirmed.

Chair Kristi Morris restated the motion is to accept the Town Manager's recommendation for the non-bargaining employee compensations, the changes are adding a step at 15 years of 4%, a 4% COLA, and adjusting the healthcare insurance for those not taking healthcare from \$1,000 to \$2,000 which equals the bargaining unit compensation, and then increase the amount of vacation PTO from 5 days to 10 days and the 3 year notice of retirement where they would get a 3% added for that announcement. Everett Hammond acknowledged the clarification.

**Vote: 4-0, unanimous, recognizing Crissy Webster as being absent.**

**ITEM #9** Act on transfer station punch card fee

Town Manager Jeff Mobus presented the "Act on transfer station punch card fee" item included in the meeting packet. Town Manager Jeff Mobus discussed that at the last meeting the Board approved the increase in the cost of stickers for the transfer station. Town Manager Jeff Mobus added that at that meeting he said he would finish his review of the transfer station and make recommendations for the Board at this meeting. Town Manager Jeff Mobus further added that he has only completed my evaluation on the revenue side and to bring down the net expense of operating the facility to roughly \$63,000 which is dependent on the tax rate, it is necessary to raise the revenue by about \$40,000. Town Manager Jeff Mobus continued that the increase in sticker price that the board approved previously raises about a third of that, it is about \$13,000 increase based on the number of stickers that we sell. Town Manager Jeff Mobus further discussed for raising the remaining amount of \$27,000 he is recommending that the Board set the price for punch cards at \$8.50 which is up from \$7.50 and begin charging for compost.

Town Manager Jeff Mobus discussed that to date the Town has not charged for compost, but we do pay \$700 to \$800 monthly to have it removed. Town Manager Jeff Mobus added that it is a Town service, and we do not want to discourage people from using the Town service. Town Manager Jeff Mobus further added that he arbitrarily set the one penny as the amount of the subsidy and that is after the \$35,000 that Chester pays. Town Manager Jeff Mobus continued the budget he is creating for next year with this adjustment would be that the operations of the facility would be about \$98,000 more than the revenue that we generate and of that \$98,000, \$35,000 would be covered by Chester's percentage and the other \$63,000 would be covered by Springfield's percentage. Town Manager Jeff Mobus noted that Chester has about a third of the residents of Springfield so that is even a little bit in our favor as charging them \$35,000 is obviously more than a third of the \$63,000 that the Town would be paying.

Michael Martin commented that although there might be a discrepancy in the population base between the Town burden of \$63,000 versus the Chester Town burden \$35,000, he does not believe that the direct operating cost of this reflects some of the other hosting costs that the Town of Springfield absorbs within the Department of Public Works and some of the coverage that goes on there and the fact that we have some other maintenance issues associated with operating this facility that aren't necessarily directly accounted for. Town Manager Jeff Mobus responded that he believes it covers everything. because he goes through and has added in employee benefits and the Town's portion of health insurance and workers comp, though the one thing it does not account for of course is any enhanced liability if there were a worker's comp claim that would affect our workers comp rates.

Everett Hammond inquired how we stand revenue wise for the first five months this year versus last year for the revenue for trash tickets. Town Manager Jeff Mobus responded it is very level and it was less than 3% increase or something like that and the changeover from volume to weight did not change. Further discussion ensued that the Town Manager's calculations were based on the first 10 months of fiscal year of 2022 and the first ten of this fiscal year.

Everett Hammond commented that he believes we are more accurate as of January weighing and believed that could make a difference. Michael Martin inquired if he was concerned that would have skewed the revenue projections. Everett Hammond confirmed and added that he believes the revenue will be a bit higher than they anticipated.

Everett Hammond stated that he was against charging for compost, right now people are trained and setting it aside and he was concerned that people would start tossing compost in their trash. Town Manager Jeff Mobus responded that to dispose of the compost you are looking at \$8,500-\$10,000 a year depending on how much and what he was thinking is that anybody who had compost would get one punch on a punch card. Everett Hammond commented that would not be fair.

Michael Martin commented that he watches people compost at the facility, noting that he has home composting bins and does not do it at the Town facility, and he sees people bring one bucket, two buckets, small bags, it is a variety of containers that they use. Michael Martin added that when the State enacted the compostable waste separation, it was because our landfills were filling up too fast. Michael Martin further added that when Tom Kennedy came to speak to us, he said that a large percentage, about half of the waste that was going into the trash bins was compostable waste so it's a substantial reduction in the solid waste stream by composting. Michael Martin continued that if we were to charge appropriately by the pound, it would be a lot more than what we are recommending by the pound for the fee structure that is being recommended now. Michael Martin inquired how many pounds that represents at \$85,000-\$10,000 a year. Town Manager Jeff Mobus responded that we get charged for the compost by the six containers they take away it is not weighed

**MOTION: Everett Hammond moved to increase the price of the punch cards from \$7.50 to \$8.50 effective July 1, 2023, and to leave the compost disposal at no cost.**

**Seconded by: Michael Martin**

Town Manager Jeff Mobus commented that he would rather have people bring compost down to the facility, as opposed to doing it at home because you may attract nuisance animals around residences, noting that if it is down at the facilities at least it is keeping those nuisance animals out of our backyards.

Everett Hammond spoke about it being a high methane production that produces a lot of methane which is what deteriorates the ozone.

Haley Whitcomb in-person commented that it would be wonderful to have a composting facility in this area, noting that the people that pick up this compost are from the Upper Valley area currently. Haley Whitcomb added that the Coop takes a lot of food waste but what does not get taken goes to Music Mountain Compost which is up near Killington. Haley Whitcomb further added that it is sad to her that if we had a local composting facility it would save a lot of travel and cost, and as we're thinking about the development of Springfield and so on most people aren't going to think about a composting facility, but she believes it would be a great thing to have.

Doug Johnson asked to clarify that the tickets purchased after July 1, 2023, would be at the new rate, but the current tickets purchased are going to be honored at the old rate purchased. Town Manager Jeff Mobus confirmed.

Everett Hammond commented that this may cause a rush of people to buy the tickets. Town Manager Jeff Mobus responded that we have a fair number of tickets, and it would be nice if they sold them, so the new ones would come in with the new printed amount on them. Michael Martin commented that the potential rush was a good point, because we have a fiscal year that starts July 1, and he knows that one of the challenges of analyzing the solid waste facility is the sticker sales are in the current fiscal year because they are required to be purchase before the next fiscal year begins so all the revenue shows up now. Town Manager Jeff Mobus responded that we see 20 to 25% of the revenue in June, and most of them buy the stickers when we have those two sale days down at the transfer station. Michael Martin inquired if a lot of the revenue shows up in the correct fiscal year. Town Manager Jeff Mobus responded that in June when he does the analysis for the facility he counts it from June 1 to May 31 Not from July 1, because that is when the tickets are sold.

**Vote: 4-0, unanimous, recognizing Crissy Webster as being absent.**

**ITEM #10** Possible action on FY24 Water and Wastewater Budget

Town Manager Jeff Mobus presented the “Possible action on the fiscal year 24 Water and Wastewater Budget” item included in the meeting packet.

Town Manager Jeff Mobus discussed that earlier on this evening at the public hearing we discussed the rates to support the budget and as we discussed during the public hearing that the total budget is an increase of 2.67%. Town Manager Jeff Mobus added that he believed that our guys did a fantastic job really sharpening their pencils especially in today’s inflationary period. Town Manager Jeff Mobus further added at the public hearing we also discussed the fact that we are losing the double payment from the Correctional Facility and adjusting the rates this year such that we are taking the decrease in revenue from the Correctional Facility and increasing the rates to adjust for that. Town Manager Jeff Mobus continued that this is something we have known is coming for 20 years, but to soften the ledge a little we started reducing the volume last year and reduced the volume even more this year. Town Manager Jeff Mobus further discussed that the current year budget we’re basing on 21 million for water and 19 million for wastewater and using the volumes of 19.5 million cubic feet and 17.5 million cubic feet and the rates that we would recommend for supporting that budget the water would be \$5.32 per 100 cubic feet and wastewater would be \$10.51 per 100 cubic feet.

**MOTION: Everett Hammond moved to accept the water rate of \$5.32 per one hundred cubic feet plus any base charges and the wastewater of \$10.51 per one hundred cubic feet plus any base charges for FY24.**

Walter Martone commented that he would second the motion if they included the total amount of the budget. Town Manager Jeff Mobus responded that the total budget is \$3,994,510.

**Seconded by: Walter Martone**

Michael Martin commented that something they discussed last year was that the revenue comes from two sources, the base rate and the meter charge and he does not see a distinction in revenue forecasts. Michael Martin inquired what the base rate is and what is the meter forecast. Michael Martin inquired that they are approving a rate change for the cubic feet of usage, but should they be approving new rates for base charges, and do we have a schedule attached to this. Town Manager Jeff Mobus responded that he did not bring that schedule and that the base charges are all in the water revenue line, because you cannot just multiply the rate times the sales and get the revenue numbers. Town Manager Jeff Mobus added that there are other pieces such as there are properties that are sewer only in Town and you cannot measure sewer by itself because of solids. Town Manager Jeff Mobus further added that there are places where we have charges with sewer and no meter which is based primarily on the number of bedrooms in a house and then the average usage for that number of bedrooms and that number is in there as well. Town Manager Jeff Mobus continued that there are a lot of little pieces that make it hard to break out of that total revenue number there is a whole spreadsheet involved. Michael Martin commented that he could read a spreadsheet if he had one. Town Manager Jeff Mobus responded that he could get that from Cathy Sohngen. Town Manager Jeff Mobus further discussed it is hard to see that because the revenue is meters, no meters, base charges, those are all in the revenue numbers.

Town Manager Jeff Mobus discussed that the rates right now it is \$45 for residential for six months and increasing that 15% would raise it up to \$51.75 for residential per six months, so it is a total increase of \$6.75 per 6 months or \$1.12 a month in the base charge. Town Manager Jeff Mobus noted that we have been trying to move away from the usage to generate revenue. Michael Martin commented that he asked the question last year about how many different types of meters we have, because it came up in their discussion earlier that the size of the meter changes the base rate for the user. Michael Martin continued that out of the 2,300 water users that we have, he believes that close to 2,200 are the standard five eighths size meter. Town Manager Jeff Mobus responded that 2,100 users are the standard five eighths size meter which is about 90% of them and then there are a few three quarters, and there is several one inch, two inches, and three inches, noting that three inches is the largest. Michael Martin commented there are very few of those. Michael Martin added that he did not think that needs to be part of the motion, but he thinks in the future if they can't have a breakdown of the distinction between what the base rate generates for revenue and what the meters generate for revenue, they should at least be able to approve the annual base rate meter charges as part of their process. Town Manager Jeff Mobus agreed and added that Everett Hammond wanted more details also. Town Manager Jeff Mobus noted that they are not complex spreadsheets, it is just all the different categories.

Town Manager Jeff Mobus restate that there is a 2.67% increase in the total budget. Chair Kristi Morris inquired how that was compared to years past. Town Manager Jeff Mobus responded that it is quite a bit less than years past because we were bumping up the capital items, noting that we had the five-year capital plan we were funding.

**Vote: 4-0, unanimous, recognizing Crissy Webster as being absent.**

**ITEM #11** 84 Valley Street

Town Manager Jeff Mobus presented "84 Valley Street". This item was not included in the meeting packet and was added to the agenda at the time of the meeting.

Town Manager Jeff Mobus discussed that at the last Board meeting, Mr. Skibniowsky requested a delay in the enforcement of the order to the end of the year 12/31/2023 and the Board at that point asked him for a timeline on when he was going to get what work done. Town Manager Jeff Mobus added that he spoke with Chuck Wise about this because they have reached out to Chuck Wise and talked to him about the zoning implications and we are fine at the administrative level of extending the order to December 31, contingent upon him meeting every one of the deadlines. Town Manager Jeff Mobus provided examples such as, if June 21 comes and he has not taken that roof down then we enforce the order at that point; if he does that, but he does not remove the trusses for the third floor by July 21 then we enforce it at that point. Town Manager Jeff Mobus continued that he must meet every one of these deadlines and he was very clear to him (Mr. Skibniowsky) that if the Board did approve it that each time marker in the timeline would be enforced separately.

Michael Martin noted concerns that this schedule can be met. Michael Martin added that when we spoke last time about this, we had asked for some reassurance from the building owner that he was capable and had the resources to complete this job in timely fashion and we've got a piece of paper here that has a series of self-imposed deadlines to meet the schedule. Michael Martin further added that he agrees with the Town Manager that if any one of these dates are missed that we immediately enforce the action now and that obviously is not going to be a 90-day period it is going to be at the pleasure of the contractor who's going to be supplying the demolition. Town Manager Jeff Mobus commented that it would be now anyway.

Michael Martin discussed that it would be immediately enforceable, and the 90 days has been waived and this is the schedule now and any one of these dates gets missed that demolition order is effective immediately on the date of the missed deadline. Michael Martin added that he would give him a 30-day grace period on each step, noting that if for instance step one by June 21 was not met, he could have that done by the 21st of July, provided that the July 21 deadline work was done as well. Michael Martin further added that it's not letting all of them slide 30 days, if June 21 comes and goes and step one is not complete, but step one and step two are complete by July 21 then he would be back in compliance but if by July 21 steps one and two were not met then the order would be effective immediately on that day.

Michael Martin discussed that he was trying to give a little leeway to the building owner, but he still has concerns that they have the capability to get the work done and because of that to protect the Town he believes it's important that he understands that we don't have much tolerance for missing these dates. Town Manager Jeff Mobus confirmed and added that he was very clear to him (Mr. Skibniowsky), and he told him that if the Board did approve this each date would become its own deadline.

Everett Hammond commented that he liked what he (Mr. Skibniowsky) laid out here and if he hits these dates, they could stick with it providing all these dates and everything is a safe environment, noting that safety was not discussed in the timeline. Everett Hammond added that if something is not safe and some kids can easily access this demolition or deconstruction that could be grounds for enforcing the order.



Chair Kristi Morris commented that the options are not to accept this or a motion to accept it. Michael Martin added they could accept this with conditions. Chair Kristi Morris noted that the conditions are outlined in the timeline.

Walter Martone added that he heard conditions that Michael Martin gave as far as allowing 30 days so long as you catch up by the next deadline and he agreed to that condition. Walter Martone continued that he believed that there could be some things that he (Mr. Skibniowsky) did not calculate or that are beyond his control but before the next deadline shows up, he must have caught up on two deadlines so he would have to pick up the pace.

**MOTION: Everett Hammond moved to accept the turn down order deadlines as written by Jason Skibniowsky providing safety is provided through the tear down order.**

Michael Martin commented that Everett Hammond was missing a piece for the motion.

Chair Kristi Morris commented that he was not sure what the definition of safety is. Town Manager Jeff Mobus responded that you set up a safe perimeter like any demolition does. Everett Hammond confirmed. Chair Kristi Morris commented that it is undefined if we are going to require him something. Town Manager Jeff Mobus added that he would ask what the standard is for demolitions as there are plenty of resources that he can ask regarding that.

Chair Kristi Morris pointed out the other part discussed was providing the grace period up until the next due date, not to be carried over. Everett Hammond noted that was not part of his motion and there was not a second on the motion.

Further discussion ensued that by just extending the due dates, you're extending that up to the next due date but not to be extended beyond that and it doesn't move the whole schedule down he will have a 30-day window, roughly to complete number one task and also it starts the clock on number two task and so on.

**Seconded by: Walter Martone**

Chair Kristi Morris restated that the motion is to accept the deconstruction plan from Jason Skibniowsky on 84 Valley Street per the schedule he submitted, acknowledging a 30-day grace period from the due date extended up to the next one, but not to be carried over and that would be throughout the different steps.

Walter Martone requested to add to that motion to establish a safety perimeter as per industry standards. Town Manager Jeff Mobus noted that he wrote that done to bring up with Mr. Skibniowsky, but he does not believe that it needs to be part of this because it goes without saying, noting that he is still going to be say it anyway.

Further discussion ensued regarding whether the Board could enforce safety standards and that the building was residential and not commercial.

Everett Hammond inquired if number 7 with the December 31<sup>st</sup> deadline would have the 30-day grace period also. Michael Martin confirmed and added that if they gave 30 days on each step, we would be extending it to January 31, and he was fine with that. Michael Martin reiterated his concerns about the

ability to get this completed by each of the deadlines and he expected that they would have to impose the order.

**Vote: 4-0, unanimous, recognizing Crissy Webster as being absent.**

Town Manager Jeff Mobus commented that he told Mr. Skibniowsky on Friday that he strongly suggested that since the first deadline is June 21, he should start now and not wait for this meeting.

Further discussion ensued that the Town Manager would contact him so that there was no delay in him being notified.

#### **E. FINANCIAL REPORTS**

FY2023 warrants to June 8, 2023 – copies on website.

Budget status update – April 2023

Town Manager, Jeff Mobus stated that any questions regarding these warrants should be directed to the Finance Director, Cathy Sohngen. Town Manager Jeff Mobus noted that the Budget status update – April 2023 was from last month. Town Manager Jeff Mobus added that there are a large number of warrants and that our AP Bookkeeper, Dee Richardson retired on June 9, 2023. Town Manager Jeff Mobus thanked Dee Richardson for her dedication and that was typical of Dee, she is a worker. Town Manager Jeff Mobus continued that she did not want to leave anything else and tried to get everything cleared before she left so she did not have to pass things along.

Further discussion ensued that the position had been posted and has not been hired for yet, but they had seven applicants and they are interviewing four of the applicants.

#### **F. MANAGER'S REPORT**

Town Manager Jeff Mobus presented the Manager's Report included in the meeting packet. Town Manager Jeff Mobus discussed that he has continued to work with the Selectboard on an update to the Strategic Plan and they have met three times and the next step in the processes for him is to produce a new draft strategic plan for the Board to review and edit.

Town Manager Jeff Mobus added that on June 5, he spoke at the library and the topic was "Ask Jeff Anything". Town Manager Jeff Mobus added that most of the questions addressed the housing situation both the condition of blighted properties and the lack of workforce housing and he told them about our efforts to address the blighted properties with more focused code enforcement and the recent Board action to demolish three properties. Town Manager Jeff Mobus further added that as for the lack of workforce housing, he sympathized with their concerns. Town Manager Jeff Mobus continued that at this point the funding from the State is nearly all allocated to address homelessness and low-income housing and they agreed that the Town already has enough low-income housing. Town Manager Jeff Mobus further discussed that he also spoke about addressing the Town's aging infrastructure.

Town Manager Jeff Mobus discussed that after the Board's action at the last meeting, he was happy to announce that Roy Farrar is accepting the position of Superintendent of Water and Nate Fraser has

accepted the position as Superintendent of Wastewater. Town Manager Jeff Mobus added that he is very thankful to both for embracing the challenges and two positions very quickly.

Town Manager Jeff Mobus discussed that he was very pleased to congratulate William Guzzo and Gabriel Freeman on graduating from the Police Academy and obtaining their certifications as Vermont Police Officers. Town Manager Jeff Mobus added that this brings the patrol division up to eleven officers. Town Manager Jeff Mobus further added that Officers Guzzo and Freeman must now complete their field training in Springfield and that is a 2 to 3month process to learn how they adapt to the rules of Springfield as opposed to the State law.

Town Manager Jeff Mobus recognized HB Energy, noting that they did a nice thing for the downtown. Town Manager Jeff Mobus continued that there's been an awning that was falling off and being a hazard off the 15-17 Oddfellows building on Main Street and HB as a good neighbor with permission from the owner, removed that awning from the front of the building so that you don't have that danger for pedestrians walking by and having something fall on them or birds or whatever. Town Manager Jeff Mobus added that he wanted to make sure that HB Energy was recognized for that because they just did that just to be good downtown partners and citizens.

Town Manager Jeff Mobus discussed that he learned Friday that Chief Stagner received approval for a grant he applied for a few months ago. Town Manager Jeff Mobus added that the grant is \$120,000 for roughly twenty new sets of turnout gear and there is no match involved, which is the best part of the whole thing. Town Manager Jeff Mobus further added that all the gear gets used and a lot of the gear we have now does not meet the specifications as it has not been upgraded and of course the suits do deteriorate with usage. Town Manager Jeff Mobus continued that this is fantastic because obviously if we had to get twenty new sets of turnout gear to be \$120,000. Town Manager Jeff Mobus further discussed that he wanted to thank Chief Stagner for applying and receiving this grant and being consistently conscious of how much it costs the Town to maintain our standards and seeking grants to help subsidize the cost, or in this case entirely pay the costs.

#### **G. FUTURE AGENDA ITEM PROPOSALS**

Walter Martone announced that the Ordinance Committee meets on July 17<sup>th</sup> and they are working on a hopefully new blighted ordinance for a future agenda item.

#### **H. COMMITTEE REPORTS AND ANNOUNCEMENTS**

Chair Kristi Morris discussed that he was continuing to meet with the Regional Planning Commission, Transportation Advisory Committee, and Springfield Regional Development Corporation and that the minutes are usually provided.

Walter Martone announced that at the last Inclusion Committee meeting they did a review of the first year of things that happened and there were quite a few accomplishments that were made, and they were very pleased.

**I. OTHER MINUTES & CORRESPONDENCE**

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

1. Springfield Airport Commission - Minutes of April 27, 2023
2. Springfield Cemetery Commission - Minutes of June 7, 2023
3. Springfield Development Review Board- Minutes of May 5, 2023
4. Springfield Housing Authority- Minutes of annual meeting of May 9, 2023
5. Springfield Housing Authority -Minutes of regular meeting of May 9, 2023
6. Springfield Inclusion Committee - Minutes of May 24, 2023
7. Springfield Ordinance Subcommittee - Minutes of May 17, 2023
8. Springfield Planning Commission- Minutes of May 3, 2023
9. Springfield Senior Center- June 2023 newsletter
10. Springfield Town Library-Director's report for May 2023
11. Springfield Town Library- July 2023 event calendar

**J. CITIZENS' COMMENTS**

Town Manager Jeff Mobus reminded everyone that the Selectboard meets regularly only once a month in the summer, so our next regular scheduled meeting is July 10. Town Manager Jeff Mobus added that if we receive the information from the State there would be a special meeting simply to set the tax rate the week before that so we can get tax bills out but that is dependent upon the Town receiving the information. Chair Kristi Morris noted that we would have a public hearing next month as well for the second reading of the Ordinance and he confirmed that the time would still be 7 pm.

Jessica Martin Springfield on the Move Director in-person invited all the Selectboard to the zero-K donut dash on Saturday July 15, 2023, to see if they might be able to cruise down all 420 feet from Woodbury Courtyard down to Comtu Cascade Park while eating two donuts.

Haley Whitcomb in-person discussed that the two weeks ago when we had the meeting, there was something that came up about sustainability and that they were looking for people to sign up to be on the Sustainability Committee which at one point was the Energy Committee. Haley Whitcomb added that she had been getting together with about four other people and one of their projects is to try to encourage less mowing so that habitats for diverse plants, insects, birds, and so on can be improved and we all know that is a big issue. Haley Whitcomb further added that these people are passionate about all kinds of projects to do with conservation in the environment and they were thinking about a Conservation Commission and Josie Hingston (one of the interested individuals) had noted when we met that in the Town Plan there was a mention of a conservation group that isn't apparently active at this point because there was currently no one on it currently, but it could be a possibility. Haley Whitcomb continued that another thing that came up would be if it would be possible to dovetail Sustainability and Conservation. Town Manager Jeff Mobus responded that he would have Carrie Kellow reach out to her, noting that she went to some sustainability forum. Haley Whitcomb commented that she had a nice chat with Carrie Kellow sometime last week and wanted to reconnect with her to meet these other people to see what they could produce so they might be able to present something to the Board.

Sue Dowdell Library Director via Zoom thanked Jeff Mobus for coming to the library and doing “Ask Jeff anything.” Sue Dowdell Library Director announced that Chief Stagner will be coming on June 27, 2023, and she just put out the press release on that and recognizing the number of hats that Paul Stagner wears in terms of his positions, noting he is the Constable, and he is also the Health Officer.

Chair Kristi Morris thanked Sue Dowdell and he commented that it is nice to highlight our Town officials. Chair Kristi Morris added that there was one point when he first took over as Chair, he used to invite different department representatives here to speak before the public but obviously sometimes our meetings get lengthy. Town Manager Jeff Mobus commented that this is a very nice forum, and they try to keep it to an hour.

**K. ADJOURN**

**MOTION: Michael Martin moved to adjourn the meeting.**

**Seconded by: Everett Hammond**

**Vote: 4-0, unanimous, recognizing Crissy Webster as being absent.**

The meeting adjourned at the meeting adjourned at 8:55 pm.

Respectfully submitted,

Carrie M. Kellow, Recording Secretary