

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

APPROVED MINUTES

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

Chair, Kristi Morris, called the meeting to order at 7:20 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 joined via Zoom.

Administration: Town Manager Jeff Mobus, Town Clerk Barbara Courchesne, Police Chief Jeff Burnham (arrived late), and Lisa Baker Animal Control Officer and Dispatcher were present in-person. Library Director Sue Dowdell joined via Zoom.

School Board Liaison: Steve Karaffa was not in attendance

Convene Local Cannabis Control Board

Act on Application from TMM Dispensary, LLC

Town Manager Jeff Mobus discussed the Town received an application through the State of Vermont for the Vermont Cannabis Control Board from TMM Dispensary LLC for a retail sale of cannabis. Town Manager Jeff Mobus added that unfortunately on the first page, the status of the application is issued, and the State board did not forward a report to the local Cannabis Control Commission as they should have done. Town Manager Jeff Mobus further added that he has included a letter from their counsel apologizing for the error and stating that they have adjusted their processes. Town Manager Jeff Mobus continued that the letter also states that they're hopeful that our local commission will issue and administer a local control license through our usual process despite their error. Town Manager Jeff Mobus further discussed that he included an email from Charles Wise stating that the applicant complies with all local zoning requirements and has obtained a Division of Fire Safety permit to operate and today he received a Certificate of Occupancy that Charles Wise also issued, which was one of the requirements on this permit. Town Manager Jeff Mobus noted that the TMM Dispensary LLC is currently operating under the approved state permit.

Town Manager Jeff Mobus introduced the owner Leanna LeBarron who was present in-person. Town Manager Jeff Mobus added that he did include the full online application that was forwarded to us from the state and there are many pages of categories that they don't explain very clearly. Town Manager Jeff Mobus further added that towards the end of the application it does say that the \$1,000 application fee has been paid, the \$10,000 license has been paid, and the Town application fee has been paid, so they paid all their fees and satisfied all the requirements of the permit.

Leanna Lebarron discussed that the licensing process was a nightmare. Leanna Lebarron added that she called at least once a week to the town to see if we had heard anything about her application from the State. Leanna Lebarron continued that she got a hold of her cannabis lawyers and told she didn't pay the \$100 fee for them to send the information to the Town, so she paid it, but still nothing happened. Leanna Lebarron added that she messaged chipper the state inspector to let him know she was having issues with the process. Leanna Lebarron further added after several more days she finally got a call back and was told that the Town had 45 days to opt out on her application and that she could open the next day. Leanna Lebarron continued that she told them she couldn't open it yet because she still had to get signs and was waiting to go before the Town Board and was told that she didn't need to go before the Town Board. Leanna Lebarron further discussed that she got her signs and opened and last Monday was her first day and it went very nice and smooth. Leanna Lebarron noted that for the question about parking during the Zoning permit process there was a big issue about that, but she didn't have any more than four cars at a time for the whole week.

Chair Kristi Morris asked to confirm that her establishment, The Magic Mushroom, was still on Chester Road. Leanna Lebarron responded that was where the TMM Dispensary was. Leanna Lebarron added that was where everybody is confused, her husband moved The Magic Mushroom out of there and she moved into there so TMM Dispensary is the only thing that's there. Leanna Lebarron further added that her husband put a lot of money into redoing that business and when Chipper came and inspected it, he said that that was the best setup he had ever seen and that it was very secure.

Walter Martone discussed that right before the Selectboard meeting he had to see the facility because he doesn't like to vote on something without having seen it. Walter Martone added that it is very nicely done and has very good security. Walter Martone further added that Leanna Lebarron did everything right and she followed the rules. Walter Martone continued that we did everything right, we not only passed the resolution, but we went so far as to approve a process and procedures and we provided all that to the State. Walter Martone further discussed that this was the State's issue and Chipper gave the wrong answer. Leanna Lebarron responded that Chipper did his job, he came in and inspected it. Walter Martone commented that Chipper shouldn't have said that she could operate without the Town license, he didn't have the authority to say that she could just open. Leanna Lebarron corrected that Chipper was not the one that said that it was the Cannabis Control Board that said that she was all set and that she didn't have to wait for the meeting.

Walter Martone discussed that all the mistakes were at the at the State level. Walter Martone added that he was a little concerned that on page 18 of the attached materials there are two things that are redacted, and he believes there needs to be an explanation as to why they are redacted from the State. Walter Martone commented that he thinks they should also notify the State and ensure that they have our rules and process in addition to our resolution, which clearly lays out what is supposed to happen and that in the future, they will be following that because that's what we approved and that's what we put on file. Walter Martone noted that these were taking right from the legislation verbatim, reminding them of what they should do.

Town Clerk Barbara Courchesne confirmed that it was troubling, and she couldn't understand why we weren't getting what we were supposed to get. Town Clerk Barbara Courchesne added that they all went to the training, and they all knew what to expect. Town Clerk Barbara Courchesne added that she expects the renewal will go better. Town Clerk Barbara Courchesne further added that the state also rolled out its

liquor portal and that's had some trouble as well, so it's not surprising, but she is sure they'll get it right and it'll come together. Town Clerk Barbara Courchesne noted that she has a certificate, just something simple that she ran by the Town Manager so that we have some documentation as to the meeting the state license number and that it was approved or not approved by our local control, and she will get that off to the applicant after the meeting. Chair Kristi Morris inquired if that was consistent with the liquor control permits or licensing. Town Clerk Barbara Courchesne confirmed.

Michael Martin commented that all the problems stemmed from the State Cannabis Control Commission's lack of following their own procedures. Michael Martin added that he believed that we were supposed to be notified but we were never notified and there may be provisions in the statute or regulations that allow you to continue to become operational without our approval provided you go through this 45-day period. Michael Martin continued that in looking at the application you can see it was approved in April, but the fees weren't paid until May and the last one, the local fee wasn't paid until May 25, so he doesn't know where the 45-day clock begins. Michael Martin further added that clearly State failed and it was not a reflection on Leanna Lebaron. Michael Martin further discussed that there's over 20 pages of what Leanna Lebaron had to fill out and send into them and yet none of that information is provided on any of these 20 pages and there's no information with this application. Michael Martin continued that we have no knowledge of anything about this business, or the owners, or any other compliance to any of these provisions that have been asked for this application, because each one of them says that it was either done on a picklist, a document was provided, a PDF was sent to them, or a checkbox.

Michael Martin commented that none of the answers to the questions that Leanna Lebaron was asked to provide to the State have then provided to them, so if we're going to receive this kind of information from the State in the future, why are we bothering to do this when we have no information to go on. Town Clerk Barbara Courchesne responded that she could say we have gotten the report that we're supposed to get for another applicant that's not doing retail and it has basic information. Town Clerk Barbara Courchesne added that she would have at least expected that, and she is going to assume because they were backpedaling this is all they gave us, but we have seen something different and did know what we should have at least been seeing something comparative to the other applicants. Town Clerk Barbara Courchesne agreed that it's a bunch of non-information.

Everett Hammond inquired if the report is easier to read than this 20-page document as it is not user-friendly reading material. Town Clerk Barbara Courchesne responded that what we received for a prior application was just a name, address, the type of application, specific tier, cultivator what tier, very basic one page, very decipherable and that's all we're allowed to have.

MOTION: Michael Martin moved to approve the retail license for TMM Dispensary LLC for the retail sale of cannabis in the Town of Springfield.

Seconded by: Walter Martone

Chair Kristi Morris confirmed that they had a motion and seconded to approve the application for TMM Dispensary LLC for a cannabis license and noted that it had already been licensed by the State.

Chair Kristi Morris commented that the cannabis is not illegal in the State of Vermont, it is now approved, and the State has given the approval of this permit and he doesn't have any significant reasons why this Cannabis Control Board should not also approve it, recognizing the State's error in not notifying them.

Chair Kristi Morris added that this is their first one and anytime you have something that's new there could be some hiccups, which they have been identified as the State issue and not necessarily ours.

Everett Hammond inquired what our officers would be looking for if they had to pull someone over for signs of impairment and if they are trained for all that stuff or going to be getting that training. Town Manager Jeff Mobus responded that he could not answer that and noted that he expected Police Chief Jeff Burnham to be here tonight, but he assumed he was delayed. Lisa Baker Animal Control Officer and Dispatcher added that there's a bunch of flooding and they're trying to take care of a fire in Chester.

Further discussion ensued regarding the difficulties of determining impairment and that training was believed to be done at the Academy.

Leanna Lebarron discussed that when they sell something to someone, the product that they buy goes into a bag which gets folded over with the receipt and stapled, so that is to stay that way when you bring it in your vehicle, you're bringing it home to a safe place just like you would if you had bought a six pack of beer, you can't pop it open in your car and drink it. Leanna Lebarron added that if an Officer was to pull you over after and they see the bag has been broken open, then that's a violation.

Walter Martone commented that he really appreciated having in the packet the useful information, which was the Division of Fire Safety approval and the memo from our Planning and Zoning Director, because those are real criteria under which we might have a reason to deny a permit because there are restrictions on what types of criteria you can use to deny, and these satisfy those criteria.

Doug Johnston via Zoom inquired if the Town had a policy for the employees of the Town. Town Manager Jeff Mobus responded that he knows that the CDL truck drivers are subject to testing, but he doesn't believe that there's a Town wide policy. Town Manager Jeff Mobus added that the problem is we have four versions of the handbook that we're working on and one of them is currently active which he doesn't think has something. Town Manager Jeff Mobus noted that we're certainly adding something to the new version of the handbook about drug testing. Carrie Kellow Town Hall Assistant added that she has only been at the Town for a year and had to get tested for drugs before employment. Chair Kristi Morris added that if a Town employee on the job is suspected of being impaired, there is some recourse there, for the CDL especially, for asking for the test and it would be in the same category as if there was suspicion of impairment from alcohol. Chair Kristi Morris noted that it's not a direct policy, but it's not allowed. Doug Johnston commented that he understands the CDL share but he noted concerns with Law Enforcement and it's still against the Federal Law about the marijuana, he just wants to make the Board aware that it may be something that should be investigated just so we don't run into problems in the future.

Vote: 5-0, unanimous

Chair Kristi Morris inquired do we have a document to sign. Town Clerk Barbara Courchesne responded that she took liberty of making it just like liquor control and as long as you have a decision with three, she will sign off that way they don't have to.

Chair Kristi Morris inquired that Leanna Lebarron said they opened Monday. Leanna Lebarron responded that they opened this past Monday on July 3rd.

Close Local Cannabis Control Board

Local Control was closed at 7:45 pm and the Board moved to Regular Session.

B. MINUTES

1. Regular Selectboard Meeting – June 12, 2023 *Minutes were not provided for the meeting.

Michael Martin noted that they do not have the Regular Selectboard Meeting Minutes of June 12, 2023. Further discussion ensued that they had been given the draft minutes of the Public Hearing about the Water and Wastewater Budget of June 12, 2023, the July 5th Special Meeting setting the tax rates, and the May 24, 2023, the first half of their Strategic Planning at the time of the meeting.

Minutes provided at the time of the meeting:

1. Strategic Planning Workshop Selectboard Meeting – May 24, 2023
2. Public Hearing Selectboard Meeting – Water and Wastewater Budget – June 12, 2023
3. Special Selectboard Meeting – Set tax rate – July 5, 2023

MOTION: Michael Martin moved to adopt the three sets of minutes as printed distributed with revisions for the Special Selectboard meeting set the tax rate for July 5, the strategic planning workshop meeting of Wednesday, May 24, 2023, and the Public Hearing for the Water Wastewater budget of June 12, 2023.

Seconded by: Walter Martone

Walter Martone requested correction the following corrections on the May 24 Strategic Planning Workshop meeting:

- on page 8, the very last line “further added that **SOM SLM**”
- on page 12, the second line after C4 for autonomous vehicles to list the fact that we “**approved**” not improved.
- on page 16, next to the last paragraph, the 8th line down where it starts “works before **for** us”

Vote: 5-0, unanimous

Chair Kristi Morris inquired about the question earlier regarding the meeting minutes of June 12th.

Carrie Kellow Recording Secretary responded that regarding the June 12 minutes, the regular Selectboard portion is being worked on and she will have those up on the website tomorrow and the June 6, Strategic Planning Workshops she will also get those on the website tomorrow as well, and then of course she will be working on today's minutes. Chair Kristi Morris commented that getting them on the website qualifies the requirement to have them posted for open meeting laws. Carrie Kellow Recording Secretary confirmed and added that the recordings are always available as well.

C. ANY REQUESTED ADDITIONS TO THIS AGENDA

No additions to the agenda were requested at the time of the meeting.

D. NEW BUSINESS

ITEM #1 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 the Town has received an appointed office questionnaire from Christine Boardman for the position of Library Trustee and as this is a vacant elected position the Board can appoint Christine Boardman until the next election in March 2023. Town Manager Jeff Mobus added that this would be the last position so this would actually fill the Library Trustee Board.

MOTION: Everett Hammond moved to approve the appointment of Christine Boardman to the position of Library Trustee.

Seconded by: Walter Martone

Vote: 5-0, unanimous

ITEM #2 Act on Airport Commission appointments.

Town Manager Jeff Mobus presented the “Act on Airport Commission appointments” item included in the meeting packet. Town Manager Jeff Mobus discussed that there are two Airport Commissioners whose terms expired in March of 2023, Bruce Johnson, and Charles Schumacher. Town Manager Jeff Mobus added that the Town has received a questionnaire from Mr. Johnson for reappointment to a term ending in March 2026. Town Manager Jeff Mobus further added that Mr. Schumacher has not submitted a questionnaire but said he is willing to continue for another term, which will also end in March of 2026. Town Manager Jeff Mobus continued that if the board requires an appointment office questionnaire, that is certainly understandable. Town Manager Jeff Mobus noted that he (Charles Schumacher is a continuing Airport Commissioner. Michael Martin commented that the absence of the questionnaire is not a requirement for appointment and the Board has the authority to appoint whoever they wish regardless of the questionnaire. Walter Martone noted that his (Charles Schumacher’s) application is already on file because he is a reappointment.

MOTION: Michael Martin moved to reappoint Bruce Johnson and Charles Schumacher to the Airport Commission with terms ending in March of 2026.

Seconded by: Walter Martone

Vote: 5-0, unanimous

ITEM #3 Act on taxi license.

Town Manager Jeff Mobus presented the “Act on taxi license” item included in the meeting packet. Town Manager Jeff Mobus discussed that the renewal of the taxicab license is for HMD Services LLC and the renewal of the taxicab driver license for Ayman Ahmed.

MOTION: Everett Hammond moved to approve the renewal of the taxicab license is for HMD Services LLC and the renewal of the taxicab driver license for Ayman Ahmed.

Seconded by: Michael Martin

Walter Martone asked the Town Clerk about his insurance expiring next month and if he was required to give her a new certificate. Town Clerk Barbara Courchesne responded that we are on file, there's a named certificate holder and we always get notice. Town Clerk Barbara Courchesne added that if he didn't renew, we would get a notice, if it lapsed, we would get notice and she expects to get a notice of renewal. Town Clerk Barbara Courchesne continued that it brings up a good point and the other taxicab company that was in town she did receive a notice that they had canceled their insurance, so she is going to assume that because she can't get a hold of Mr. Holton by email, phone, or any other way that since that renewal did not come in for that taxicab that they're not applying for renewal and we only have the one to consider.

Vote: 5-0, unanimous

ITEM #4 Act on downtown art proposal. *Mural mockups attached to end of minutes*

Town Manager Jeff Mobus presented the "Act on downtown art proposal" item included in the meeting packet. Town Manager Jeff Mobus discussed that Bettina McCrady had reached out for the proposal to add another mural to the downtown. Town Manager Jeff Mobus added that Bettina McCrady, Barbara Sanderson, and Phoebe Lo (the artist) were present at the meeting with the proposal. Town Manager Jeff Mobus further added that if approved, they would like to start the process next week on July 17. Town Manager Jeff Mobus noted that he included a portfolio of Pheobe Lo's work in the meeting packet.

Bettina McCrady introduced herself, Barbara Sanderson, and Pheobe Lo. Bettina McCrady added that Barbara Sanderson has been a resident of Springfield since the late 60s and as a business owner here in Springfield, both of Springfield printing Corporation and also Pepper Berries. Bettina McCrady added that Barbara has spent many years putting efforts into downtown revitalization and beautification, and she has been an active participant in Springfield on the Move, and the Springfield Garden Club. Bettina McCrady further added that Barbara Sanderson's efforts are seen all around Town in partnership again with the many volunteers that have supported those organizations.

Bettina McCrady discussed that over the years, Barbara Sanderson has really seen a mural as being a way to pay tribute to the Springfield Garden Club and Springfield on the Move, and all the revitalization efforts that have been made to bring people into our downtown to support local commerce and business. Bettina McCrady added that by doing this, Barbara Sanderson felt that there was no better way to do it than at the Town offices here at 96 Main Street which is where they are proposing that the mural be painted on the side of the building on the parking lot side.

Bettina McCrady discussed that the artist is Phoebe Lo from Burlington, Vermont who has painted murals and has artwork that has been commissioned by corporations throughout Vermont. Bettina McCrady added that they've known her personally and they love what she's done. Bettina McCrady further added that they had three different images for the mural that they wished to present that would be the artwork on the side of the building.

Pheobe Lo handed out a packet that contained her previous work and what she proposes to do for this mural at the time of the meeting. Pheobe Lo discussed that she is a professional artist and muralist in Burlington, Vermont, and close family friend of the Sandersons. Pheobe Lo added that she was so overjoyed when Barbara proposed this as a project because she believes it would be a really special edition to this like beautiful town that she has come over the years to visit and just have enjoyed so thoroughly such as seeing all the flowers blooming right now in the downtown. Pheobe Lo further added that she lives in Burlington and has murals across Vermont, for corporations and big businesses but also for communities and art in public space. Pheobe Lo continued that it's a really important way to make sure that art stays accessible to people, to inspire young minds, and to act as a backdrop for coming together as a community.

Pheobe Lo discussed that hopefully having a center beautified wall can attract tourists and it certainly wouldn't be the only tourist attraction but if the people are already visiting, she can only imagine that we'd brighten their visit and brighten the experience of the people that walked by this very public wall and a beautiful building. Pheobe Lo added that Barbara Sanderson's preference is the first example that's on the top, but she included multiple colorways so we could see the versatility of having a floral design and the process she's done many times and is very excited about the opportunity to paint the wall. Bettina McCrady added that the Board did receive two copies of articles that were written about downtown revitalization and how it's very common practice these days in both urban and rural areas.

Bettina McCrady discussed that she believes people would rather look at a painted wall than a brick wall in a parking lot that looks pretty empty and vacant on any given day and not the most attractive downtown space. Bettina McCrady added that anything to enhance that space and contribute to the downtown vitality of Springfield she believes would be wonderful. Bettina McCrady further added that it's nice that Barbara and the Sanderson Family wants to make a private donation to the Town of Springfield and that would be the intent, it would be a private donation and then the Town of Springfield would pay Pheobe Lo. Bettina McCrady noted that no fundraising raising is required on this, it would just be ready to go if the Board approved the artwork that Pheobe has presented to us. Chair Kristi Morris inquired if there was a Town match. Bettina McCrady responded that there was no Town match and no volunteers requested, the project is ready to go.

Everett Hammond inquired if it would be in the intent of the Selectboard to pick the final one as far as a design. Bettina McCrady responded that Barbara Sanderson's preference is the first one, if there was a lot of objections to it, we certainly would take that into consideration and the Board has final approval on whether or not this project can go forward on the building. Bettina McCrady added that they know art is very subjective and everyone has their own feelings on what is good or what is bad. Bettina McCrady further added that Jamie Townsend has done a couple of murals for us in town, and this just adds to the landscape of art interest.

Everett Hammond commented that he would prefer something more along the lines of the cow or something like that on the back page of Pheobe Lo's portfolio, even though it's a T shirt instead of the proposal. Everett Hammond inquired what the long-term maintenance would be such as what would happen in 10, 20, or 30 years from now when this paint starts flaking who's going to revamp or put this back up. Pheobe Lo responded that after the murals completed, she sprays an anti-graffiti topcoat, noting that obviously in Springfield there's not that many graffiti artists and we have minimal crime rates. Pheobe Lo added that the clear topcoat is also meant to protect against UV and weather

conditions. Pheobe Lo further added that if anything scuffs it, although it's not a highly trafficked area as it's very high up, that will get taken off first. Public Lo continued that she knows cities in the past with public art commissions write into a contract the maintenance, such as 5 years or 10 years it is being repainted or the topcoat being resprayed and that's something that we can certainly discuss. Pheobe Lo noted that she sees it as lasting for a long time, especially in a place where the mural would start above the three-foot cement foundation.

Pheobe Lo discussed that they went on a little mural tour today and there are beautiful murals in town already and they all seem to be holding up nicely. Pheobe Lo added that one thing that compromises the art is if it's on untreated wood that is warping or something like that and this being directly adhered to the brick and then protected with a topcoat you have a higher chance of it lasting for many years to come.

Everett Hammond inquired if the protective coating that you put on there, if that does fail and someone had to put that up, he could see another coat, but if some of the paint doesn't hold up who repaints that. Bettina McCrady responded that she would think it would be a small cost and be a small maintenance, in her opinion and she would think that the Town would gladly bear that cost if it was a small cost at 5 or 10 years. Pheobe Lo responded that she could also be hired for a small touch up day if needed as she does not plan to go anywhere and she hopes to outlive the mural. Pheobe Lo added that she could also make a list of all the paint colors used, noting she uses Benjamin Moore and Sherwin Williams paint, so we at least have a record of what exact shade that we could match if she was not around to come back and do this.

Everett Hammond commented that he was more inclined to not do the whole wall but would prefer the larger section that did not have windows. Everett Hammond added he would prefer that it had something to do with Springfield, the dam, or the river going down through and maybe something else could be added later.

Chair Kristi Morris commented that they got into a discussion a year or so ago or more regarding art downtown and who has the authority over that. Walter Martone responded that they exempted it from the DRB process and zoning requirements for public art. Walter Martone added that public art is something that the Selectboard should be deciding because it's really looking at a preference as opposed to if it meets architectural standards or setback requirements. Walter Martone further added that the exclusive authority to approve public art is with the Selectboard on municipal property and that does not mean that we would just do it without actually seeking information like the DRB would, for example like the questions we are asking tonight and if there were any issues of safety issues.

Town Manager Jeff Mobus added that the board has complete authority over art in public spaces in the downtown. Town Manager Jeff Mobus took the opportunity to announce that the clothes pin is being dedicated tomorrow at 10 o'clock if anybody wants to go see another piece of public art in the morning.

MOTION: Everett Hammond moved to accept the proposal by Bettina McCrady and Barbara Sanderson for Pheobe Lo to paint a mural on the large lower left side of the building, but not the whole building.

Chair Kristi Morris discussed that there was not a second to Everett Hammond's motion and asked to clarify that he was talking about the large section of the windowless portion of the building which is the back lower first floor section.

Further discussion ensued that Barbara Sanderson's preference was mockup one and Michael Martin preferred mockup three, and the final choice was up to the Selectboard.

MOTION: Michael Martin moved to authorize Pheobe Lo to paint the side of the Town Hall as commissioned by the Sanderson Family donations per mockup number three on the whole side of the building on the parking lot side.

Seconded by: Walter Martone

Crissy Webster asked for a visual of mockup three on the building as she was attending the meeting remotely.

Jessica Martin Springfield on the Move Director via Zoom commented that she wanted to remind the Board to keep in mind if any historical preservation is going to be considered for any type of Town Hall renovation. Jessica Martin Springfield on the Move Director added that the historical preservation funding might be challenging if there's something painted directly on the brick, noting that they ran into a problem over at the Woolson block building with the fox mural that used to be on the south side of the Woolson block building. Jessica Martin Springfield on the Move Director further added that was actually on the plywood and because historical preservation money was utilized to renovate the property that mural was not allowed to be reinstalled on the building because of the type of bricks as well as the mortar that was used. Jessica Martin Springfield on the Move Director noted that she doesn't know if painting directly on the brick would affect that, but some due diligence might be needed to check with historical preservation if this would in fact affect anything if renovation was to be considered for Town Hall. Chair Kristi Morris responded that it was a good question. Chair Kristi Morris added that he heard something today which surprised him regarding historical preservation on Woolson Block and that they have control of any changes to the building as long as the loan remains open. Chair Kristi Morris further added that he believes the loan on the Woolson Block was seven years or such and he was not aware that historical preservation restrictions went away at closing alone he thought it was for perpetuity. Town Manager Jeff Mobus commented that he has seen different things, requirements have changed over the years.

John Bond via Zoom inquired if there was any way that the general public could see what the proposal is. Further discussion ensued that Pheobe Lo would send the original digital pictures to be displayed for the Zoom participants. The meeting was paused as the pictures were brought up and displayed for Zoom participants.

John Bond commented that what sticks out to him with this picture is what's going on in the windows with the ACs unfortunately detracts from the painting and he wondered if there's a way to address that issue. Bettina McCrady confirmed that she was going to ask that as well regarding the cardboard between the air conditioners and the side of the building as space fillers. Bettina McCrady added that it would be really nice if this mural was painted, that the ACs were treated properly, it would just potentially add to the aesthetics of that mural. Chair Kristi Morris confirmed the point being good and noted that we do need to be budget conscience.

Everett Hammond commented that his first motion didn't go through when he was trying to stay away from the actual pick of the mockups and noted that he thought mockup one has more color. Everett Hammond added that what he worries about on mockups two and three are the large white flower and if it will show dirt, salt, and sand in the wintertime. Everett Hammond further added that he is more for the smaller portion, and we have to consider the Town Hall renovation issue before moving forward on any contract.

Everett Hammond inquired if Pheobe Lo had a certificate of insurance. Pheobe Lo confirmed, noting it was for exterior painting and trellis.

Chair Kristi Morris commented that staging was obviously going to be needed and he inquired what we would do for exposure to the parking lot from the public. Chair Kristi Morris added that if we have the staging setup and we have that single entrance and exit we would have to consider how we would handle public traffic.

Town Manager Jeff Mobus inquired how long the project would take. Pheobe Lo responded about a week.

Further discussion ensued that most of the wall could be done during the week, and they could save the end section that would conflict with the entrance for the weekend. Additional discussion ensued that the Town Manager would have to work through the considerations for safety and accessibility.

Bettina McCrady thanked the Board for considering the proposal and added that she personally wanted to say that she believes this is a really nice donation that Barbara Sanderson and Family would like to make to the Town of Springfield in support of all the efforts for revitalization downtown, and we've got a great candidate to do painting and she can't imagine why the Board would say no.

Vote: 4-1, approved, Everett Hammond voted Nay

Chair Kristi Morris commented that Barbara Sanderson and Family have been a longtime supporter of Springfield and we appreciate that, and their continued support is welcomed.

ITEM #5 Act on Public Works software.

Chair Kristi Morris introduced Item 5 Act on Public Works Software at 7:38 pm. Town Manager Jeff Mobus requested to discuss Items 6,7, 8, and 9 before Item 5 as the Police Chief and Animal Control Officer were present for their portions of the meeting and the Public Works staff were predisposed dealing with Public Works stuff. There was no objection from the Board.

After presentation of Items 6, 7, 8, and 9 the Board moved back to Item 5 at 9:13 pm.

Town Manager Jeff Mobus discussed that for several months the Public Works Department has been researching software that will allow the Town to have an inventory of all of our infrastructure. Town Manager Jeff Mobus added that the inventory is something that we need and that has been discussed in our Strategic Planning sessions. Town Manager Jeff Mobus further added that the team has chosen PubWorks which is a very well-known and well-regarded software for the purpose and the software will create a database of our infrastructure, allow us to maintain our assets, track our work projects, and allocate staffing as needed. Town Manager Jeff Mobus further discussed that the startup cost is \$10,625 and the ongoing annual commitment is \$9,375, with the total for the first year being \$20,000.

Town Manager Jeff Mobus discussed that this is not included in the budget, but he will be encumbering these funds from FY23 budget year, so there won't be a budgetary impact in FY24. Town Manager Jeff Mobus added that the annual commitment will need to be budgeted in the FY25 budget once we get into budget season in November. Town Manager Jeff Mobus further added that the original setup cost was \$12,500, but by signing the contract prior to June 30 he was able to obtain a discount of \$1,875 which brought the startup cost down to \$10,625.

Further discussion ensued that the Town Manager had already signed the contract and needed the Board to confirm his authorization for the software.

MOTION: Everett Hammond moved to authorize the purchase of the Public Works software at a startup cost of \$10,625.

Seconded by: Walter Martone

Everett Hammond inquired about the user friendliness and if it had been run and used in Vermont anywhere around here. Town Manager Jeff Mobus responded that Donny was supposed to be here, but all the guys are out working on the flood. Town Manager Jeff Mobus added that they all had a presentation on the software, himself, Donny Turner, Jeff Strong, and Brian Benoit and they all felt that it was easy to use, and it was the best of the options. Town Manager Jeff Mobus noted that he could not say which Towns use it.

Everett Hammond inquired if their support was decent. Town Manager Jeff Mobus confirmed and added that they've been very responsive.

Chair Kristi Morris inquired what data we are looking for record, noting that it would have been nice to have a printout or a record of what it is capturing. Town Manager Jeff Mobus responded that it'll track every project that we're working on and at what level and it'll create an inventory of all the bridges, all the culverts, it'll track all the jobs that we've done whether it be erosion control on Breezy hill and how much we spent on it, and it will also track all the storm drains. Town Manager Jeff Mobus added that it will track literally all the infrastructure and it's going to be a huge asset to the Town. Chai Kristi Morris commented that it may be a huge asset, but it sounds like it comes with a lot of data input, and somebody's got to input the data. Town Manager Jeff Mobus responded that it's expected to grow organically as opposed to all at once. Town Manager Jeff Mobus added that the concern that he has is that they have not been tracking their work online, which means that for decades the institutional memory has been in people's heads, not stored somewhere and that creates a challenge when you have employees that leave after 30 years because they bring a lot of knowledge with them.

Town Manager Jeff Mobus commented that they do have an Office Manager who will help maintain the software for the guys and this is certainly a huge improvement to our controls of our infrastructure. Town Manager Jeff Mobus added that you may be able to get a lot of the information just by driving by, they have systems that will as they drive by pickup what the camera sees and roll it right in.

Town Manager Jeff Mobus further added that the Public Works Department came to him asking for this software, not the other way around. Everett Hammond commented that hopefully the software was easy enough that all of the employees can figure out how to use it instead of one person that's entering all the stuff. Everett Hammond added that every day they might enter what they do or when someone calls because they have a complaint about a catch basin that needs to be replaced or something and it can all

be put in there and tracked. Town Manager Jeff Mobus confirmed and added that is the whole purpose and then we can also see if we've had repeat problems in the same area.

Doug Johnston inquired if it would track projects for town owned buildings. Town Manager Jeff Mobus responded that it would not, it's more tied directly to infrastructure not to buildings.

Vote: 5-0, unanimous

ITEM #6 Introduce animal control officer.

Town Manager Jeff Mobus discussed Chief Burnham and himself have been telling the board for months that we're working on certifying an Animal Control Officer and he is pleased that the day has come when we can finally introduce our new ACO to the board and to the Town.

Police Chief Jeff Burnham discussed that Dispatcher Lisa Baker is the new Animal Control Officer. Police Chief Jeff Burnham added that Lisa Baker is what he would consider a canine expert. Police Chief Jeff Burnham further added that in her pastime Lisa Baker trains dogs and does a lot of things dog centric, where she goes out for training and does a lot of drills and competitions.

Police Chief Jeff Burnham discussed that she has an unusual dispatch schedule, which throws a mild wrinkle into this position, but he doesn't think it's insurmountable because they have worked with the department itself on how we're going to incorporate her use as we get calls for service involving animals. Police Chief Jeff Burnham added that they will act normally in response to calls because they have to make sure there's no crime or emergency and once, they've determined that they will document as necessary and forward to Lisa Baker for her consideration or follow up. Police Chief Jeff Burnham further added that as they get dog nuisance calls if they're not emergent then they're going to forward to her and if there's a problem that they consider emergent that we need her for her technical skills she will be called in.

Police Chief Jeff Burnham discussed that Lisa Baker's equipped with safety equipment, catches, gloves, cages, and they have a dog car now. Police Chief Jeff Burnham added that Clever Cow has designed a special patch for the Animal Control Officer that will also be on her car. Police Chief Jeff Burnham further added that she has the capability if it's vicious she's already done the legwork working with the vet and the Humane Society on what we do if we take in someone that's kind of grumpy in the canine field. Police Chief Jeff Burnham continued that Lisa Baker just finished her certification nationally and now that they have done all the foundation work to set this program in motion that would be done properly, safely, and would be as transparent as they can. Police Chief Jeff Burnham noted that Lisa Baker works odd hours so that when residents call in to speak with the Animal Control Officer that might not be someone that they can forward a call to, but they certainly can get messages started and open up communication. Police Chief Jeff Burnham welcomed Lisa Baker and her skills, abilities, and expertise to the animal control area that we certainly need help in and because they are not half the capacity that she is.

Lisa Baker requested that because this is a new position that residents bear with her while she is trying to figure out what she is doing. Lisa Baker added that she has been working with dogs and training for over a decade handling some pretty severe behavioral modification cases and what not, with different rescues that she works with. Lisa Baker further added that she had worked in the pet store industry for over a decade before she came to this department 12 years ago, so animals are her thing. Lisa Baker continued

that she is still learning more about handling livestock and whatnot as far as if they get calls, noting the recent emo running around Town.

Walter Martone commented that he could vouch for the fact that her schedule is kind of wonky, because he had called at midnight one night and they chatted on the phone, and she provided some very good advice. Town Manager Jeff Mobus commented that he can speak for the patrol officers and the Town residents by thanking her and that this has been a needed service. Town Manager Jeff Mobus added that it's great to have someone who's actually trained to address these challenges, especially someone who loves animals.

Chair Kristi Morris asked to confirm that she currently works under Chief Burnham's oversight as a dispatcher and this position remains with the Police Department, as well, so any reporting will come through the Chief's monthly reports or information that they get their packets. Town Manager Jeff Mobus confirmed. Chair Kristi Morris further inquired that if she's working her regular shifts, she'll be compensated at overtime rates if she's off shift and performing in this capacity. Town Manager Jeff Mobus confirmed. Chair Kristi Morris additionally inquired that we have budgeted appropriately for this position. Town Manager Jeff Mobus confirmed and added that they will know for sure after the first year as they believe they have budgeted appropriately. Chair Kristi Morris commented that would be part of what we're reviewing as well, and we'll have a good handle on the number of calls that they're responding to and can forecast better.

ITEM #7 Act on police data terminal bids.

Town Manager Jeff Mobus presented the "Act on data terminal bids" item included in the meeting packet. Town Manager Jeff Mobus discussed in the FY24 approved budget there's an allocation of \$60,000 for mobile data terminals (MDT) for the police vehicles. Town Manager Jeff Mobus added that the town received 3 bids with the lowest bid being from Glacier Computer with a total cost of \$40,134. Town Manager Jeff Mobus further added that Chief Burnham applied for a grant that will offset some of the cost and the amount of the grant is \$6,760. Town Manager Jeff Mobus noted that this leaves a net cost to the Town of \$33,374, as long as we act this week.

MOTION: Everett Hammond moved to approve the Glacier bid of \$40,134 for the new data terminals in the Police Vehicles.

Seconded by: Walter Martone

Chair Kristi Morris inquired if the data is retained at the police station on the server. Police Chief Jeff Burnham responded that its cloud based.

Chair Kristi Morris thanked Chief Burnham for applying for a grant and getting at least a portion of the funds covered and thanked the taxpayers for allocating \$60,000 for the mobile data terminals.

Michael Martin inquired that this is only five units if that was all we need if we go to full staff. Police Chief Jeff Burnham responded that he believes so, because the five units what he calls line cars are basically what patrol officers would be in on a daily basis. Police Chief Jeff Burnham added that they have support vehicles that have less safety and functional equipment because they are administrative cars or detectives' cars, noting that one support vehicle was a pickup truck.

Vote: 5-0, unanimous

ITEM #8 Act on police body camera bids.

Town Manager Jeff Mobus presented the “Act on police body camera bids” item included in the meeting packet. Town Manager Jeff Mobus discussed that once the Chief settled in after we hired him, he and the Town Manager had a meeting about the needs of the department. Town Manager Jeff Mobus added that with the safety of his (Chief Burnham) officers being his top concern, he said that we need to provide new weapons to the officers, and we need to provide body cameras to the officers. Town Manager Jeff Mobus further added that we brought a request to the Board for the new weapons which was approved.

Town Manager Jeff Mobus discussed that he asked the Chief about the cost of body worn cameras and he quickly found that there are many expensive solutions. Town Manager Jeff Mobus added that fortunately he learned of a cheaper option from Reveal Body Cameras with initial cost of \$14,729 with an annual cost of \$2,709 after. Town Manager Jeff Mobus further added that he told Chief Burnham that he would see at the end of the fiscal year if there were funds that he could incur for this purpose and he is pleased the Town is able to incur \$15,000 for this purpose.

MOTION: Michael Martin moved to accept the recommendation and approve the purchase of the reveal body cameras for a total price of 14729.

Seconded by: Walter Martone

Michael Martin commented that there is a substantial deference between Axon and Reveal and inquired if there is any way that Chief Burnham could say that Axon has any virtue over Reveal. Police Chief Jeff Burnham responded in some respects the answer is yes, noting it's a quality product and it has a lot of unique features. Police Chief Jeff Burnham added that the taser units that you discharge a cartridge, and it sends electricity towards people, have the ability to sync the activation of a taser with the activation of a camera, so you never miss an opportunity to find out what happened when someone got tased that type of stuff. Police Chief Jeff Burnham further added that if you turn the lights on in the cruiser, they have the technology to activate the camera, and this is all stuff that was optional before and it's now foundational so you can't get it without it now. Police Chief Jeff Burnham continued that it also has this amazing data management software called Axon and Taser is now under the umbrella of Axon and it is pretty powerful and is also cloud based. Police Chief Jeff Burnham further discussed that as soon as you're doing that you are very heavy in the ever-repeating costs because they want the licenses, and they want data storage amounts and that's really expensive on top of what they want for the units.

Police Chief Jeff Burnham discussed that they packaged it nicely and they said it will divide it up in a bunch of chunks to make it palatable, but at the end of the five years, the chunks leave you with cameras that are nearly obsolete, and you've paid almost \$100,000 for them. Police Chief Jeff Burnham added that he struggled with that, and he knew there were other options and was fortunate to find out of another one that someone used and recommended. Police Chief Jeff Burnham further added that they are actually testing Reveal now and they like them. Police Chief Jeff Burnham continued that the quality is excellent, and they are going to work on our data storage process, but he believes they can get it so it's manageable for what we have.

Michael Martin inquired if the data storage for these Reveal cameras was not cloud based. Police Chief Jeff Burnham confirmed and added that it is on our server locally. Michael Martin commented that for body cameras the video chews up a lot of data and he inquired if we have the terabytes of storage that are going to be required. Police Chief Jeff Burnham confirmed and added that they have forecasted this possibility because right now they have mobile cameras in the cars and they went way above and beyond what they needed, so absorbing the body cameras is not a problem.

Michael Martin commented that there's a retention period for these kinds of records. Police Chief Jeff Burnham confirmed and added that it depends on what the record is, whether it's a complaint against an officer, whether it's an arrest, whether it's a warning, whether it's junk such as someone bumped it on an accident and they're videotaping them fiddling with the radio. Police Chief Jeff Burnham continued that there's a whole matrix on what you have and how long you're supposed to keep it. Police Chief Jeff Burnham noted that he knows exactly what it is for New Hampshire, and he is going to confer locally with the State's Attorney and the State Police and what the best practices are. Police Chief Jeff Burnham noted that he fully expects this to be one of those unfunded mandates in the near future that you will have body cameras or else because it's a trend since it shows what the officer is doing real time and it confirms what's already being reported, but just less argument so this is our attempt to get ahead.

Michael Martin commented that he hopes this never happens, but he can imagine at some point in time our officers get into a physical altercation with a person, and they might damage the cameras and he inquired if the maintenance agreement includes repairs. Police Chief Jeff Burnham responded that is the Cadillac Deluxe maintenance software update and if you dent it, ship it, get it back, get a new one, get a replacement or get it refurbished. Police Chief Jeff Burnham added that it's the recurring cost that is more than justified because cops are rough on their equipment, especially when it's in front of you and you sling a seatbelt across it and those things go flying all the time. Police Chief Jeff Burnham confirmed they have the warranty and it's pretty powerful to replace the stuff.

Everett Hammond inquired that they are trying them right now, are they user friendly and the guys have no complaints and like them. Police Chief Jeff Burnham confirmed and added that more importantly, we found that because it's a new thing for them to do their concern was, they were going to forget to do it. and they're not because they want them. Police Chief Jeff Burnham added that they know that they're doing the right thing and they want to show everyone that when this person complains that they did something wrong they're going to go back to the video and play it.

Walter Martone commented that this was extremely well thought out and a very cost-effective alternative and he supports it.

Doug Johnston via Zoom commented that he was glad to hear that we have plenty of storage for this. Doug Johnston inquired if one camera would be assigned per officer or if there is a group that you sign these cameras out when they go on duty. Police Chief Jeff Burnham responded that right now they're testing six units, so they give them out per shift, and they swap out the ones that are used for the ones that aren't because they have a battery that has to recharge. Police Chief Jeff Burnham added that right now that's for the testing and evaluation phase and he will order a quantity of 18 which will be one for each officer that they will have designated for them, the software will be assigned to them, and all their downloads will be grouped under their camera.

Doug Johnston commented that processing for evidence and stuff like that is going to take up awful lot of time and he inquired if we accounted for that type of thing because they're going to have to research and download these videos and for report purposes.

Police Chief Jeff Burnham responded that right now they have one dispatcher, possibly two depending on who's working, that are dealing with the downloads. Police Chief Jeff Burnham added that they have a laptop and a bank of charging batteries that also download, and it goes into their computer that they have hooked up to their server and there's a person manually going through the files they want to keep and bringing them from the laptop into our server. Police Chief Jeff Burnham further added that once we have this and it's our system, those downloads will not go to a laptop, it will not be handled twice, it'll go right into our server and we will set up the chronology or the file keeping in a means where it's either going to be by Officer and date or some combination thereof, so that we can access it by file name. Police Chief Jeff Burnham continued that it'll have a file name, which will probably be the incident number because that's what they're going to find in their records management and once that happens, they will have that on their server. Police Chief Jeff Burnham further discussed that they would do what they do now with their mobile videos, which are downloaded to a disk and then they become part of the case file that goes up to the State's Attorney's Office.

Vote: 5-0, unanimous

Chair Kristi Morris commented that he believes at the State level that body cameras are required by State Police now.

ITEM #9 Act on police vehicle bids.

Town Manager Jeff Mobus presented the "Act on police vehicle bids" item included in the meeting packet.

Town Manager Jeff Mobus discussed that the FY24 budget allows for the purchase of a police vehicle and the Chief has obtained three bids. Town Manager Jeff Mobus added that the Chief is recommending the purchase of a Chevy Tahoe from Colonial Municipal Group at a net price of \$42,566.55. Town Manager Jeff Mobus further added that this is not the lowest bid, but Chief Burnham believes that the increased functionality merits an additional expense of roughly \$1,500. Town Manager Jeff Mobus noted that there is not a trade in vehicle as the vehicle that was in line to be traded has been converted to a vehicle for the Animal Control Officer.

MOTION: Walter Martone moved to approve the bid from Colonial Municipal Group at a net price of \$4,2566.55 for the purchase of a Chevy Tahoe.

Seconded by: Michael Martin

Everett Hammond inquired if the Chevy Tahoe has been used for police cruisers elsewhere throughout the State in different Towns. Police Chief Jeff Burnham confirmed and added that they have been a very popular item with the New Hampshire State police. Police Chief Jeff Burnham added that the NH State Police like them better than the sedans, noting that they have chargers over there as well. Police Chief Jeff Burnham further added that the troopers that are using them like the gear ratios, it handles well, it's a little bit higher in the clearance, and it deals with snow better because it's going to be all wheel drive and it's prepared for the punishment of 24-hour use. Police Chief Jeff Burnham noted that's why they have

a police package as a PPV (police pursuit vehicle) but it's a special design for that. Police Chief Jeff Burnham continued that they're using them in Chester and the Springfield Fire Chief just got one as well and this is going to look almost identical to that.

Everett Hammond inquired if there is an extra warranty with it. Police Chief Jeff Burnham responded that he did not ask that question but could ask. Town Manager Jeff Mobus commented that we've traditionally gotten warranties for the frontline vehicles and the budget is \$58,000 which also includes the outfitting of the vehicle, so there's still money to do that with. Chair Kristi Morris noted that they will check on the extended warranty.

Crissy Webster inquired what specifically is the increased functionality. Police Chief Jeff Burnham responded that for us, it's going to be the passenger compartment size, noting that some of our police officers are his size or bigger in shoulder width and physical height. Police Chief Jeff Burnham added that stuffing them into a police vehicle and then asking them to put a radar, a computer, some safety equipment nearby, and a gear bag along with the stuff in the trunk area, which is full of safety equipment, cones, flares, tape, etc. Police Chief Jeff Burnham further added that he is looking to make it easier to get in and out for our officers. Police Chief Jeff Burnham continued that he also has some very shorter statured people that if you tried to put them in the backseat of the Fords, they couldn't sit normal, they'd have to lean sideways or spin sideways. Police Chief Jeff Burnham noted that with the cage between the officer and the person being detained it takes up three or four inches of leg space and that is an eternity in a vehicle. Police Chief Jeff Burnham commented that he is looking to make it more user friendly for everybody.

Doug Johnston via Zoom commented that he was glad that somebody mentioned standard maintenance because it's been very beneficial in the past and usually was eight years or 100,000 Miles whichever came first. Doug Johnston inquired if this price included all the new equipment, noting that when you're going from a Ford to a Tahoe that means you'll have to have it fitted with brand new equipment. Police Chief Jeff Burnham responded that it is not included, but he does have a quote for the upfitting of equipment. Chair Kristi Morris commented that the Town Manager spoke to the amount that he had allocated for purchase of the vehicle. Town Manager Jeff Mobus responded it was \$58,000, so there's \$15,000 left for upfitting or additional expenses related to the vehicle. Police Chief Jeff Burnham commented that with the amount of the upfitting cost it is not going to exceed the \$58,000 because he used that number while he was equipping the vehicle.

Vote: 5-0, unanimous

Chair Kristi Morris commented that it would be interesting to see how the officers report back on this vehicle versus the explorers, noting that the Fire Chief loves his Tahoe. Town Manager Jeff Mobus commented that he believes the FTO officers are going to like it a lot. Police Chief Jeff Burnham agreed.

Update on storm damage in North Springfield

Town Manager Jeff Mobus requested that Chief Burnham give a quick update on the storm damage in North Springfield.

Police Chief Jeff Burnham responded that he would give the cliff note version. Police Chief Jeff Burnham added that we got called up for water coming over the road on Giddings Street and it's almost all the way up to the north end of Giddings Street. Police Chief Jeff Burnham continued that water is bubbling up over the bridge, so we shut the bridge off because what we see doesn't necessarily mean what's happening underneath. Police Chief Jeff Burnham further added that it's going around the cement, so we think it's going to start eroding it.

Police Chief Jeff Burnham discussed that while that happened further up on Giddings Street basements were being flooded and houses were becoming submerged. Police Chief Jeff Burnham added that we ended up evacuating five residences north of that bridge and he knows the Fire Department had to help one or try to talk one out because one person just didn't want to go regardless. Police Chief Jeff Burnham noted that they have cleared there. Police Chief Jeff Burnham continued that the Fire Department went to another call as there was a flood that had a propane issue and that made things really complicated, which is why he was a little bit late because they had blocked the road out further down because they didn't want any sparks or ignition points.

Police Chief Jeff Burnham discussed that we have probably two or three spots on Giddings and Route 106, noting that he wasn't sure if the area on Route 106 was in Springfield or Chester but it's right on the line. Police Chief Jeff Burnham added that one of the bridges is getting crested on both sides because the bridge is just high enough so it doesn't hit the top of the bridge but on either side of the low points it's flowing over the road. Police Chief Jeff Burnham further added that he can say on his way over here he saw Public Works vehicles going that way and they were pulling up to the spot that he just left. Police Chief Jeff Burnham continued that is where they're going to be for a little while because it's not lowering, it's still rising.

Chair Kristi Morris inquired if the area on the upper Giddings Road is the Cider Mill Road Bridge culvert. Police Chief Jeff Burnham responded that he did not know if that area was called that. Chair Kristi Morris inquired if it was the bridge by the Industrial Park. Police Chief Jeff Burnham responded that he believes it's beyond.

Bill Handly in-person inquired if the flood control was letting water out. Police Chief Jeff Burnham responded that we were told that Bellows Falls opened their dam because we were waiting for it all day, we just didn't see it, but it was raining pretty hard. Police Chief Jeff Burnham added that we don't know if north or south of Bellows Falls have let water out. Police Chief Jeff Burnham commented that we thought that was going to be good for us, the afternoon was fine, and then in the evening everything started happening. Chair Kristi Morris commented that the Great Brook has no influence on the flood control dam, and he doesn't know where that stands, but he knows this afternoon it wasn't anywhere near capacity, noting that was before all this water is coming down the river from the Cavendish to Ludlow. Bill Handly commented that the water was lower than expected this morning at the flood control dam. Chair Kristi Morris added that it changed dramatically this afternoon into early evening.

Everett Hammond commented that Pleasant Valley Road there were some wash out concerns. Police Chief Jeff Burnham commented that he can say that some of the secondary roads that are dirt, are starting to lose some of their drainage and erosion and safety gardens because the water is coming down pretty fast. Police Chief Jeff Burnham added that we know a couple of the roads that are eroding but we'll start doing inventories throughout the night and into tomorrow to see what roads are safe or not. Chair Kristi

Morris commented that highways have been watching them all day. Town Manager Jeff Mobus added that he got a report from Donny at 3:30 pm and at that point he thought they were doing pretty well.

ITEM #10 Authorize heating bid authorization.

Town Manager Jeff Mobus presented the "Authorize heating bid authorization" item included in the meeting packet. Town Manager Jeff Mobus discussed that the Town joins the School District and the Housing Authority to purchase heating fuel. Town Manager Jeff Mobus added that the request for bids on heating fuel is due tomorrow, Tuesday, July 11. Town Manager Jeff Mobus continued that since the bids are only valid for a couple of hours, he is requesting the authorization to accept the low bid.

Town Manager Jeff Mobus discussed that last year the Town contracted with Irving Oil for 51,700 gallons at \$3.613 cents per gallon through August 2023. Town Manager Jeff Mobus added that since the Town only used just under 40,000 gallons there may be liquidated damages of \$3,600. Town Manager Jeff Mobus further added that he suspects that the prices this year will be substantially better than last year. Town Manager Jeff Mobus further discussed that once he knows the price, he'll decide if he should purchase more fuel before August 31 if the Town would be better off paying the damages and purchasing the fuel at the new price in September. Town Manager Jeff Mobus noted that the price when we went out to bid was \$2.72, so it is about 90 cents cheaper per gallon.

Town Manager Jeff Mobus discussed that he suspects that we've had Irving for several years and if there's a little bit left over, they may even just wave the liquidated damages as they've strongly implied that. Town Manager Jeff Mobus added that at the first meeting we were about 12,000 gallons under budget because it was just a warmer winter. Town Manager Jeff Mobus further added that the School District and the Housing Authority they were many more gallons and we originally thought that we had to pay full prices for all the gallons because we didn't realize the damages were just a fraction of the price per gallon and it was a huge sigh of relief when we realized they were much smaller numbers.

MOTION: Michael Martin moved to authorize the Town Manager to accept the low bid and execute a contract for the purchase of heating fuel for the coming season.

Seconded by: Everett Hammond

Everett Hammond commented that he would strongly encourage them to waive it for you as they traditionally did that in the past. Town Manager Jeff Mobus commented that he may also reduce the budget request for the Town from 51,007 to 45,000 gallons to give us a little bit of protection.

Vote: 5-0, unanimous

ITEM #11 Act on loan application and engineering agreement for Project I. ***Item was removed at time of meeting.**

Town Manager Jeff Mobus discussed that he would like to pull this item until the August meeting as we don't have the completed application right now. Town Manager Jeff Mobus added that he thought they would have time to finish that today, but they ran into some short staffing, noting that one of our Finance staff lives in Mount Holly and couldn't get to work today.

ITEM #12 Approve municipal policies required by state.

Town Manager Jeff Mobus presented the “Approve municipal policies required by state” item included in the meeting packet. Town Manager Jeff Mobus discussed that last year the Board approved a set of municipal policies as required by the State of Vermont in order to obtain Community Development Block grant funding for the Housing Authority project. Town Manager Jeff Mobus added that the Town received a second Community Development Block Grant for life safety work at the Park Street School and that's with SRDC. Town Manager Jeff Mobus further added that since last year, the State has added two new policies to the set of municipal policies and as a result we are required to approve the new municipal policies. Town Manager Jeff Mobus continued that the two new policies are “Violence Against Women Act” and “accessibility and 508 compliance requirements”, noting that these policies are towards the end of the document.

MOTION: Walter Martone moved to approve the municipal policies required by the state for the CDBG grant applications one being of “Violence Against Women Act” and the second being “Accessibility & 508 compliance requirements”.

Seconded by: Everett Hammond

Chair Kristi Morris inquired what the 508 compliance requirements were about. Town Manager Jeff Mobus read the policy “This municipality certifies and assures the Department that it shall consider and implement required accessibility requirements in its Community Development Block Grant assisted facilities. Further, the municipality shall consider the accessibility of any materials produced via or related to federal funds and implement accessibility measures.”. Town Manager Jeff Mobus added that this is for life safety up at Park Street School.

Walter Martone commented about the “Violence Against Women Act” and the narrative they put under it and inquired if someone like SRDC is going to have to develop a policy around this. Town Manager Jeff Mobus responded that we will have to develop a policy around this as the municipality and he was sure that the Housing Authority already has such a plan, and he would just copy that one. Town Manager Jeff Mobus noted that the Housing authority has to have these policies all the time.

Vote: 5-0, unanimous

ITEM #13 Possible action on ordinance

MOTION: Michael Martin moved to approval of the ordinance amending chapter 18-24 Protective Services to fire department removing the residency requirements are providing a fire chief and Deputy Fire Chief to reside within a 30-minute response time.

Seconded by: Walter Martone

Michael Martin commented that he grammatically made an error as we aren't removing the residency requirement, we are amending the residency requirement.

MOTION Amended: Michael Martin moved to approval of the ordinance amending chapter 18-24 Protective Services to fire department amending the residency requirements are providing a fire chief and Deputy Fire Chief to reside within a 30-minute response time.

Amendment Seconded by: Walter Martone

Crissy Webster commented that she wanted to reiterate her concerns from earlier at the Public Hearing, that we'll be able to address those and if we have the residency requirements of the 30-minute response time, then we're going to be able to address the other stuff within personnel. Town Manager Jeff Mobus confirmed. Chair Kristi Morris commented that he personally has heard from the public on this subject matter and all of them are against it as we heard tonight from Mr. Handy earlier at the public hearing and he has not heard perhaps others in support. Chair Kristi Morris added that he has concerns about the 30-minute response time, and he would much rather have drawn a circle or put a center point at the fire station or the downtown and drawing an arc out to the furthest you can get on Pleasant Valley Road and drawing an arc based around that and have that as our response time. Chair Kristi Morris continued that would probably be somewhere in the 15-minute range for the requirement.

Chair Kristi Morris noted his concerns about vehicles being out of Town by more than 30 minutes and he knows that's going to be addressed in personnel. Chair Kristi Morris inquired where that would be written if it would be a contractual obligation with the Chief or Deputy Chief to leave the Town vehicles here. Town Manager Jeff Mobus responded that would be something that he implements, noting that he has already done that for the Highway Superintendent. Chair Kristi Morris inquired if that was going to be written somewhere. Town Manager Jeff Mobus confirmed and added that he would write it up and put it in the employee handbook. Chair Kristi Morris commented that he is concerned about the visibility of Town vehicles being out of Town that far away and for that reason, he may not vote in favor of this. Crissy Webster commented that adding she believes that was a good idea.

Crissy Webster inquired if we could look at trying to do the response time by picking a pinpoint such as the fire station and going from there, or has that chance already passed and we can't do that. Town Manager Jeff Mobus responded that we would have to start the process over. Chair Kristi Morris added that the ordinance was recommended by the Ordinance Committee and changes were first read and accepted by the Board with a 30-minute response time and the public hearing tonight was with a 30-minute response time, so if we're making a change to that it would be a major change and we would have to go back for a second public hearing again. Town Manager Jeff Mobus added that could be done.

Everett Hammond commented that he was not sure what the confusion was as we are going with a 30-minute response time from the main fire house, and it states that right in there. Chair Kristi Morris commented that he doesn't have so much concern over Springfield, Chester, Weathersfield, Charlestown, as they're all within a relatively short response time, but 30-minutes puts you in Putney, Upper White River, beyond Claremont, and beyond Ludlow. Everett Hammond commented that you would be pushing it in White River to get here in 30 minutes. Chair Kristi Morris commented that it brings up another question, unfortunately, what's the 30-minute time frame is it going normal speed.

Town Manager Jeff Mobus discussed that in Vermont you run into the same problem if you go by a distance, not all distances are created equal. Town Manager Jeff Mobus added that when they were talking to the Fire Union last week, they heard them say that Keene has opened it up to 75-minute response time. Town manager Jeff Mobus further added that it's not always easy to find people to do

these jobs. Crissy Webster commented that Keene is very different because they have more manpower on a daily shift, and she believes we have to also remember that we only have two people on a shift and then we rely on call in coverage. Crissy Webster added that we've been averaging two to three calls at a time, so she believes they need to be really mindful of that. Town Manager Jeff Mobus agreed and added that the Chief and the Deputy Chief are not the primary responders.

Vote: 3-2 Approved, Chair Kristi Morris and Crissy Webster voted Nay

Town Manager Jeff Mobus commented that the ordinance goes into a waiting period. Town Clerk Barbara Courchesne confirmed and added the waiting period was 44 days. Chair Kristi Morris confirmed and added that it was just for the process that the public has the right to petition in opposition. Micheal Martin inquired if it was 5% or 10% of the voters that had to petition. Town Clerk Barbara Courchesne responded that it is going to be 5% need to petition in opposition. Michael Martin commented that would be somewhere north of 350 voters. Town Clerk Barbara Courchesne confirmed.

ITEM #14 On-call engineering authorizations

Everett Hammond recused himself from this item and joined the audience

Town Manager Jeff Mobus presented the "On-call engineering authorization" item included in the meeting packet. Town Manager Jeff Mobus discussed that a few months ago the Town issued a request for qualifications for on-call engineering and the Town received five proposals. Town Manager Jeff Mobus added that 10 employees and a representative from Mount Ascutney Regional Commission reviewed and graded the proposals and as a result of their review he's requesting authorization to write letters to the following firms to inform them that they have been selected to perform on call engineering services for the next three years for new projects as the Town will honor all existing commitments for ongoing projects, the Dufresne Group and Hammond Engineering Consortium which is Hammond Engineering joining with Otter Creek, Todd Heninger, and Jason Waynesville to cover all the different types of engineering that we were looking for.

Town Manager Jeff Mobus discussed that he has spoken with both Tammy Johnson (Dufresne Group) and Everett Hammond (Hammond Engineering Group), and they agreed upon which types of on-call services to refer to which firm. Town Manager Jeff Mobus added that the Town will continue to work with Aldrich and Elliott for work at the wastewater treatment plant and water projects H, I, and J, because we've already committed down that path.

Town Manager Jeff Mobus discussed that when they had the discussion earlier, they talked about it is beneficial to the Town to have more than one firm for on-call, because different firms have things they do better. Town Manager Jeff Mobus added that he can say that the Public Works Department is very eager to get started on this and they are ready to call both companies with different projects.

Michael Martin inquired who was going to be the contact person at Hammond Engineering. Town Manager Jeff Mobus responded that Everett Hammond was and added that Everett had moved to the audience during this portion of the meeting.

Chair Kristi Morris commented that for purposes of discussion since this obviously involves a financial gain and through transparency Everett Hammond opted to recuse himself from the discussion which is

appropriate. Chair Kristi Morris added that we appreciate his bringing that to our attention as it wasn't something he was asked of or recommended to do, it was just Open Meeting Laws and transparency. Walter Martone commented that he wanted to let the minutes reflect that Everett Hammond recused himself from the Board to the audience and recused himself.

MOTION: Walter Martone moved to authorize the Town Manager to write letters to the following firms informing them that they have been selected to perform on call engineering services for the next three years Dufresne group and Hammond Engineering Group.

Seconded by: Michael Martin

Town Manager Jeff Mobus discussed that he wanted to note that Dufresne Group and Hammond Engineering Group were easily the two most responsive to what RFQ was, it felt very much like a couple of the firms already had their standard proposal and just shipped it off, noting that they are very good firms, but it was not necessarily the response we were looking for.

Michael Martin inquired if the Town Manager had spoken to Mr. Hammond and Miss. Johnson about the types of on-call projects and if he could share that information with the Board. Town Manager Jeff Mobus responded that if it has water in it, we'll call the Dufresne Group, which would be water projects, wastewater project, stormwater projects. Town Manager Jeff Mobus added that for roads, culverts, bridges, structural engineering, retaining walls would go to Hammond Engineering Group. Michael Martin commented that we've used Dufresne Group in the past and bridges. Town Manager Jeff Mobus responded that full disclosure the Dufresne Group did have the highest score by one point. Town Manager Jeff Mobus added that he talked to Naomi Dufresne, and she said that if they get all the water work, they'll be busy. Michael Martin confirmed that all the other construction projects would go to the Hammond Engineering Group.

Michael Martin inquired if the catalyst for this was the concern that we had over the non-response to design build requests that we made for the fire escape and ramp to the Community Center and not having any plans that anybody could bid on. Town Manager Jeff Mobus responded that was not the catalyst in his mind. Town Manager Jeff Mobus added that the catalyst in his mind is that we have a project and the first thing the board or he wants to know is what's an estimate for the project. Town Manager Jeff Mobus continued that they go to an engineering firm and get an estimate to budget and then we go out to bid. Town Manager Jeff Mobus further added that then you already have that firm at a sort of disadvantage because their price is already out there for the others to bid against. Town Manager Jeff Mobus further discussed that by doing on-call engineering based on qualifications you're getting quality firms that are going to be able to do the work and because you've done it based on qualifications, you're not as worried about running into a situation where you hire the low bid that may not be able to do the work.

Town Manager Jeff Mobus discussed that this was really important to him, because for example this year he's had a number of call requests to deal with a stormwater project and we don't have any technical expertise on the staff to deal with that. Town Manager Jeff Mobus continued that he could say that he was going to call Naomi Dufresne probably tomorrow to talk about the Grove Street stormwater issues and working on a design project shared with the Housing Authority and the Town to work on that stormwater issue over on Grove Street all the way up Craig Hill. Town Manager Jeff Mobus added that we have stuff we are waiting on we such as a culvert for another group that we're ready to reach out on

and it's good to be able to know that we've selected quality firms and can do this instead of doing the back and forth to get an estimate, come back and this allows him to know that we're treating the firms fairly.

Crissy Webster commented that her biggest concern is that one of the Board Members would have financial gain and she wants to be transparent. Crissy Webster requested if they could get an estimate of what that financial gain could be within a year so that the public knows. Town Manager Jeff Mobus responded that he believed they had a different solution to that. Chair Kristi Morris commented that they are currently discussing the motion to authorize the Town Manager to write letters to these two engineering firms or groups to be on-call engineers on behalf of the Town, so they haven't gotten into that next step yet or what that might look like or what would need to take place for moving forward with projects.

Crissy Webster commented that she feels that it should be a part of the discussion now so that they are transparent. Town Manager Jeff Mobus responded that one thing to consider is that the projects that cost over \$10,000 will still have to come to the Board for approval so they'll still have control over expenses at that level. Town Manager Jeff Mobus added that he had already spoken with Mr. Hammond about this conflict, and he (Everett Hammond) understands it to be a conflict. Town Manager Jeff Mobus added that he understood that he's (Everett Hammond) willing to resign from the Board to practice his trade as an engineer. Chair Kristi Morris commented that would be step two and they are not going to take that action at this time, but it could be part of the conversation. Chair Kristi Morris added that the action wouldn't be necessary until the firm had been approved and they had authorized the Town Manager to hire on or to take on these two firms for future projects.

Walter Martone inquired if the request for qualifications included what hourly rates were. Town Manager Jeff Mobus responded they did not specifically because that's a request for bids, noting that we are familiar with the rate structures so we're comfortable that these are good firms. Walter Martone further inquired that they are fair rate structures. Town Manager Jeff Mobus confirmed. Town Manager Jeff Mobus continued that anything that is over \$10,000 comes before the board and if the rate structures are outrageous, they simply would not vote for the project. Town Manager Jeff Mobus noted that one of the firms did include their rate structure with their bid.

Michael Martin discussed that in Vermont with small municipalities, the State recognizes that towns must do business with available contractors in their community and there are provisions that allow for Selectboard members to do business in the towns they serve. Michael Martin continued that the openness of our meeting structure allows that to happen, so even though there may be an apparent conflict of interest, the State recognizes that with limited options sometimes towns must do business with firms that might include a Selectboard member. Crissy Webster responded that she agreed but wanted to be fully transparent of any estimates or whatever so that we're not looking shady.

Doug Johnston via Zoom inquired if the structural engineer would be used for unsafe buildings in the Town and how's that is compared to what we have been using in the past. Town Manager Jeff Mobus responded that it is the same firm we've been using in the past that is now part of Hammond Engineering Group.

Vote: 4-0, unanimous, recognizing Everett Hammond recused himself.

E. FINANCIAL REPORTS

FY2023 Warrants to July 6, 2023 – copies on website.

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 he has the completed version of the Revolving Loan Fund for Board signature tonight as well, adding that it was approved at the last Board meeting.

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 was excited to report that the paving work has already started on South Street for the portion beyond the High School to the four corners and Severs Brook Road. Town Manager Jeff Mobus added that we expect the rest of the paving work to be done in August.

Town Manager Jeff Mobus discussed that the replacement of the first large culvert on Eureka Road will occur during the second half of September and this work will involve a full road closure during this period. Town Manager Jeff Mobus added that the detour routes have been agreed upon and will be posted on the Town website and we will disperse that information as widely as we can once we know the exact dates.

Town Manager Jeff Mobus discussed that he had a meeting with Sanborn Head before the Board meeting about the possible alternative treatment methods at the pretreatment facility Superfund site. Town Manager Jeff Mobus added that his initial understanding is that there may not be many options and we are correct there are not many options. Town Manager Jeff Mobus continued that due to the topography over there and the depth of the contamination there just aren't a lot of good options. Town Manager Jeff Mobus further added that there is new technology, but in many cases the new technology would cost about 10 times as much to implement and even if we only had to pay a third, we still would be paying 3 times as much as you would for a new technology.

Town Manager Jeff Mobus discussed that what we are looking into is not pretreating and using our wastewater treatment facility to do the treatment down there and that would be a much lower cost to get into and we could then get rid of some of the equipment that's already up there that's aging out and not have to replace it. Town Manager Jeff Mobus added that this will require us getting an amended permit, which will require a bunch of different testing to show that our wastewater treatment facility can handle the contamination and get it cleaned appropriately. Michael Martin inquired if it was without pretreatment. Town Manager Jeff Mobus responded that the treatment would all be done at the treatment plant. Town Manager Jeff Mobus added that this would be financially much cheaper than the other options and over a 30-year period you're looking at \$1.6 million as opposed to \$2.4 million which would be for replacing all the parts up there now. Town Manager Jeff Mobus noted that sounds like a lot of money until you realize that we're already paying almost \$200,000 a year as it is and over 30 years that's \$6 million.

Town Manager Jeff Mobus discussed that is the process that we'd like to go towards and the timeline for this would be August and early September due to dilution analysis and that work to evaluate the effectiveness of the wastewater treatment plant treatment and prepare a draft application. Town Manager Jeff Mobus added that then mid to late September they would likely be the scheduled meeting with the agencies to review the proposed permit modification and then October or November we'd submit the permit modification application. Town Manager Jeff Mobus noted that we're very hopeful that the State DEC and the US EPA will allow us to use the treatment plant because that's financially the best option out there.

Town Manager Jeff Mobus discussed that the Town has purchased the property of 43 Park Street with grant funds. Town Manager Jeff Mobus added that the next step is to put the demolition of the property out to bid and the grant funds will also pay for the demolition and then the site remediation.

Town Manager Jeff Mobus discussed that there are three properties that are under demolition orders from the board. Town Manager Jeff Mobus added that he has an agreement in place to transfer 31 Pearl Street to another owner who will complete the demolition under the order. Town Manager Jeff Mobus further added that the owner of 84 Valley Street is working on his property under an approved amended timeline and the Town had to advertise the demolition order for 316 South Street for a 30-day period which is now complete. Town Manager Jeff Mobus continued that we are now in the 90-day compliance period where the owner has 90 days to comply which will end near the end of September.

Town Manager Jeff Mobus discussed that he is working with the Housing Trust on this property, and it will be demolished as ordered. Town Manager Jeff Mobus added that they have applied for a Missing Middle-Income Housing grant which they believe that they could use the fund to take it down. Town Manager Jeff Mobus continued that they're applying in July, and they'll know in September before our 90-days is up whether they get the grant. Town Manager Jeff Mobus further discussed that if they don't have the grant then the Town will do the demolition anyway and put a lien on the property and then once they finish all their processes, they'll clear the title and pay back the lien at that point. Town Manager Jeff Mobus noted that they have been very communicative they just have a slow process.

Town Manager Jeff Mobus announced that tax bills will be mailed this week and the due date for the first payment is August 15. Town Manager Jeff Mobus added that if you do not receive your tax bill by the first of August, please reach out to the finance department and request an additional copy.

Town Manager Jeff Mobus announced that he would be on vacation from July 12 to 26th and thanked the department heads who will keep things moving over the next couple of weeks while he was gone.

Chair Kristi Morris inquired that the super fund pretreatment discharge is tested and would include any of the new regulations coming down from the State around PFAs. Town Manager Jeff Mobus confirmed.

Everett Hammond commented that every year he would like to see us push them to see if the State could take this over. Further discussion ensued that we do continually try to see if the State will take this over and we continually seek funding but there is no funding available.

G. FUTURE AGENDA ITEM PROPOSALS

Walter Martone commented that the Ordinance Committee has more coming up for the Board as they are cranking them out.

Everett Hammond commented that he believed they should address at some point him getting off the Board as he is willing to do what's right or what appears to be right. Chair Kristi Morris commented that we all respect that and they all want to be transparent and do what is ethically correct. Chair Kristi Morris continued that we all know the discussions that small towns are kind of trapped into that because of the nature of the number of businesses and number of board members they have and how it works. Walter Martone commented that's why there is a recusal process, and it works.

Crissy Webster requested a list of encumbered funds for next year. Town Manager Jeff Mobus responded that he will bring a list to the Board to act on at the next meeting.

H. COMMITTEE REPORTS AND ANNOUNCEMENTS

Michael Martin reminded participants of the Springfield Street Festival being sponsored by SOM on July 15th. Further discussion ensued that some of the Board members planned to attend and there would be a Zero-K event at 3:30 starting at the Woodbury Courtyard.

Crissy Webster announced that the Springfield Booster Club's first annual golf tournament is on July 27, so if people want to sponsor any holes or sign up a team that is still open.

Walter Martone announced the Equity Committee has developed a tool for evaluating Town policies to see to what extent they are responsive to equity issues and each of the members of the committee has agreed to take an existing Town policy and apply the tools and see how it works. Walter Martone added that he was testing the tax policy and will be looking at the 2009 Tax Agreement policy. Town Manager Jeff Mobus commented that the next thing you will see is the employee handbook as they're typing it now.

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 May 25, 2023
2. Springfield Inclusion Committee – Minutes of June 21, 2023
3. Springfield Ordinance Subcommittee – Minutes of June 6, 2023
4. Springfield Public Works – Highway Division monthly activities – May 2023
5. Springfield Public Works – Wastewater Treatment Plant monthly activities – May 2023
6. Springfield Public Works – Water Systems Division monthly activities – May 2023
7. Springfield Regional Development Corporation – Minutes of May 23, 2023
8. Springfield Senior Center – Monthly Activities bulletin for July 2023
9. Springfield Town Library Board of Trustees – Minutes of June 13, 2023
10. Springfield Trails & Rural Economy Committee – Minutes of June 22, 2023

J. CITIZENS' COMMENTS

Everett Hammond as a citizen inquired if they would ever want to consider having Citizens' Comments up front on the agenda as if we had someone that wanted to voice their opinion on something that's a long time to wait. Chair Kristi Morris commented that it used to be up front, and we used to have it twice once at the beginning and then at the end, but they found that people wanted to speak to the agenda items before they hadn't gotten there so they had to drop that first one. Town Manager Jeff Mobus added that the way you get around that is to call and ask to get put on the agenda noting that the Citizens' Comments were items that are not on the agenda. Town Manager Jeff Mobus continued that anybody can call and ask to be an agenda item.

K. ADJOURN

MOTION: Everett Hammond moved to adjourn the meeting.

Seconded by: Michael Martin

Vote: 5-0, unanimous

The meeting adjourned at 10:14 pm.

Respectfully submitted,

Carrie M. Kellow, Recording Secretary