

**TOWN OF SPRINGFIELD
SELECTMEN'S HALL – 96 MAIN STREET – THIRD FLOOR
MONDAY, SEPTEMBER 9, 2019
REGULAR SELECTBOARD MEETING @ 7:00 PM**

AGENDA

WELCOME: Visitors are most welcome at the Selectboard Meetings. Anyone wishing to address the Selectboard on a specific matter is required to make arrangements to appear on the Agenda with either the Selectboard Chair, Kristi Morris, or the Town Manager, Tom Yennerell, before the Friday preceding each meeting. Emergency matters can be handled by requesting recognition by the Chair under – Any Requested Additions to the Agenda section of the agenda.

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

B. MINUTES:

1. Regular Selectboard Meeting Minutes of August 12, 2019.
2. Public Hearing Minutes of August 26, 2019.

C. ANY REQUESTED ADDITIONS TO THIS AGENDA:

D. CONSENT AGENDA ITEM(S):

ITEM #1: Accept Resignation from the Airport Commission

ITEM #2: Appointment to the Airport Commission.

ITEM #3: Appointment to the Library Trustee Board.

E. NEW BUSINESS:

ITEM #4: Nominating a Voting Delegate for the VLCT Annual Business Meeting.

ITEM #5: Errors & Omissions

ITEM #6: Municipal Planning Grant

ITEM #7: Discuss Riverside School Parking Lot Repaving

ITEM #8: Discuss obtaining a Phase I Environmental Assessment for the Community Center

F. TOWN MANAGER'S REPORT:

G. FUTURE AGENDA ITEM PROPOSALS:

H. OTHER MINUTES & CORRESPONDENCE:

1. Cemetery Commission Minutes, dated August 7, 2019
2. Energy Committee Minutes, dated August 15, 2019
3. Development Review Board Minutes, dated August 13, 2019.
4. Ordinance Committee Minutes, dated August 12, 2019
5. Springfield Housing Authority Board Minutes, dated August 13, 2019

I. CITIZEN'S COMMENTS:

J. EXECUTIVE SESSION: Real Estate, H. R. Matter and Legal Matter

K. ADJOURN:

**TOWN OF SPRINGFIELD
SELECTMEN'S HALL – 96 MAIN STREET – THIRD FLOOR
REGULAR SELECTBOARD MEETING @ 7:00 PM
MONDAY, AUGUST 12, 2019**

MINUTES

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

Selectboard Vice-Chair, Walter Morris, called the Selectboard Meeting to order at 7:02 PM. Roll call was taken and the Pledge of Allegiance was recited.

Selectboard Members Present: Vice-Chair, Walter Martone, Peter MacGillivray, Michael Martin and George McNaughton. *Chair, Kristi Morris, was running late.

Town Administration Present: Town Manager, Tom Yennerell, Town Clerk, Barbara Courchesne, Public Works Director, Jeffery Strong, Acting Police Chief, Mark Fountain, Zoning & Planning Administrator, Renee Vondle and Library Director, Sue Dowdell.

Guest: Planning Commission Chair, Joseph Wilson.

School Board Liaison: Absent.

B. MINUTES:

1. Regular Selectboard Meeting Minutes of July 8, 2019.

MOTION: Peter MacGillivray moved to approve the Regular Selectboard Meeting Minutes of July 8, 2019 with the following change(s) and/or correction(s).
Seconded by: Michael Martin

Vice-Chair, Walter Martone, requested the following change(s) and/or correction(s):

Page 3, 4th Paragraph from bottom of the page. First sentence should read – The changes discussed at previous Selectboard meetings and proposed this evening have already been implemented by other towns in the area, (the Southern Windsor/Windham Solid Waste Management District) and throughout Vermont.

Page 4, last sentence on the page. Vice-Chair Martone did not understand the comment. Mr. McNaughton explained what he had meant.

Page 5, Amended Motion. Vice-Chair Martone was confused by the mention of both the eight (8) and twelve (12) punch cards in the same sentence. Once the sentence was reviewed again, he understood.

Page 6, 1st Paragraph last sentence. Sentence should read – He also noted the ~~instead the~~ Town should follow best management practices that are applied industry wide.

Page 6, 6th Paragraph second sentence. Sentence should read – Everything is in the trucking business is figured by weight.

Page 7, first motion. Vice-Chair Martone changed the wording to read as follows – **George McNaughton moved that once the \$15 Punch Cards with Twelve (12) punches was were printed and distributed the Town should start selling them immediately.**

Page 7, 4th Paragraph. Vice-Chair Martone changed a word in the sentence to read as follows – George McNaughton stated that he would not withdraw his motion second.

Page 9, 1st motion. Motion should read as follows – **Michael Martone Martin moved to approve and adopt the proposed Conflict of Interest and Ethical Conduct Policy, effective Monday, July 8, 2019.**

* Chair, Kristi Morris, arrived at 7:08 PM.

Peter MacGillivray, requested the following change(s) and/or correction(s):

Page 6, 1st Paragraph, second sentence should read as follows – He didn't ~~not~~ think pricing and policy should be based on one or two individuals' practices at the Transfer Station.

Michael Martin, requested the following change(s) and/or correction(s):

Page 3, 3rd Paragraph, 4th sentence should read as follows – Consequently, a sticker program was discussed during the 2019-2020 2018 budget process and \$60,000 was added to the Transfer Station revenues.

Page 5, 6th Paragraph, 6th sentence should read as follows – The cost for the Town to dispose of the tote ~~teter~~ is \$26 monthly.

Vote: 5 Yes, passed unanimously.

Chair, Kristi Morris, took over the Selectboard meeting and thanked Vice-Chair Martone for opening the Selectboard meeting.

C. ANY REQUESTED ADDITIONS TO THIS AGENDA:

Town Manager, Tom Yennerell, requested to add one (1) more item to the Errors and Omissions. There were no objections from the Selectboard Members.

D. LIQUOR CONTROL COMMISSION:

ITEM #1: Open Container Permit – Steampunk Society of Vermont, Ltd. – Steampunk Festival, September 21 & 22, 2019 for Trout River Beer.

LOCAL LIQUOR CONTROL OPEN AT 7:15 PM.

Mr. McNaughton inquired if the Open Container Permit and the Special Event Permit could be handled separately. He recused himself from the Open Container Permit vote.

Town Clerk, Barbara Courchesne, is seeking a motion of approval of an Open Container Permit and for the Town Manager and the Selectboard Members to sign the permit. The Vermont Beer Shapers, Ltd. d/b/a Trout River Brewing Company will be participating in the Steampunk Festival scheduled for September 21 & 22, 2019.

Mr. MacGillivray pointed out the paperwork submitted by the Steampunk Society noted the times of the event was 12:00 (Noon) to 4:00 PM both on Saturday (9/21) and Sunday (9/22) and the paperwork submitted by the Trout River Brewing Company was different. The Special Event Permit submitted from Trout River Brewing Company was 12:00 (Noon) to 4:00 PM on Saturday (9/21) and 12:00 (Noon) to 3:30 PM on Sunday (9/22). In addition, the letter submitted with the Special Event Permit stated 12:00 (Noon) to 4:00 PM both on Saturday (9/21) and Sunday (9/22).

Ms. Lisa Mobus, President of the Steampunk Society, speculated the difference in hours might be to adjust for the Tasting Room hours at the Trout River Brewing Company. The Tasting Room will still be open on Saturday and Sunday that particular weekend.

MOTION: Michael Martin moved for approval of an Open Container Permit and for the Town Manager and the Selectboard Members to sign the permit on behalf of Vermont Beer Shapers, Ltd. d/b/a Trout River Brewing Company who will be participating in the Steampunk Festival scheduled for September 21 & 22, 2019.
Seconded by: Vice-Chair, Walter Martone.
Vote: 4 Yes and 1 Recused (George McNaughton).

ITEM #2: Special Event Permit: Steampunk Festival – Vermont Beer Shapers, LTD d/b/a Trout River Brewing Company.

Town Clerk, Barbara Courchesne, is seeking a motion to authorize her to sign the Special Event Permit from Vermont Beer Shapers, Ltd. d/b/a Trout River Brewing Company who will be participating in the Steampunk Festival scheduled for September 21 & 22, 2019.

George McNaughton inquired if the Trout River Brewing Company was part of the Steampunk Festival. Once he found that to be true, he recused himself from the Special Event Permit vote.

MOTION: Michael Martin moved to authorize the Town Clerk to sign the Special Event Permit from Vermont Beer Shapers, Ltd. d/b/a Trout River Brewing Company who will be participating in the Steampunk Festival scheduled for September 21 & 22, 2019.
Seconded by: Vice-Chair, Walter Martone.
Vote: 4 Yes and 1 Recused (George McNaughton).

LOCAL LIQUOR CONTROL CLOSED AT 7:24 PM.

E. CONSENT AGENDA ITEM(S):

ITEM #3: Planning Commission Resignation Acceptance.

Town Manager Yennerell stated Beth Gray has submitted her resignation from the Planning Commission due to health issues. Ms. Gray will be finished with the Planning Commission at the end of August 2019. Her term ran until March 2022.

ITEM #4: Credit Card for Springfield Town Library.

Town Manager Yennerell noted this item was no longer necessary. The bank agreed to change the name on the existing credit card account.

MOTION: George McNaughton moved to accept the resignation of Beth Gray from the Planning Commission. She will be finished with the Planning Commission at the end of August 2019.
Seconded by: Peter MacGillivray.
Vote: 5 Yes, passed unanimously

At this point in the meeting, Town Manager Yennerell took the opportunity to introduce Library Director, Sue Dowdell to the Selectboard Members and audience. Chair Morris welcomed her to town and thanked her for attending the Selectboard meeting. Town Manager Yennerell thanked Ms. Dowdell for her appearance as well.

George McNaughton took the opportunity to inquire if the resignation of Ms. Gray meant there was a vacancy on the Planning Commission. Recording Secretary, Donna Hall, confirmed that to be true. Town Manager Yennerell noted the open position has already been advertised.

F. **NEW BUSINESS:**

ITEM #5: Approve Solar Preferred Siting Request.

Town Manager Yennerell shared Catamount Solar has a permit to build a solar array adjacent to the Springfield Medical Care System (SMCS) at the Ridgewood location. The solar array will be built on SMCS land and they will receive the lease revenue and the Town will tax the solar array.

The “Preferred Site Status” was not previously requested because it was going to be granted automatically since the initial plan was to have SMCS purchase the power. SMCS is no longer going to purchase the power, therefore, the Selectboard is being requested to grant a “Preferred Siting Status”.

Staff recommends granting the “Preferred Siting Status”. The Springfield Planning Commission went through the five (5) Preferred Siting Criteria to make its determination.

Town Manager Yennerell noted the Zoning & Planning Administrator, Renee Vondle, Planning Commission Chair, Joseph Wilson and Catamount Solar Representative, Kevin McCollister were all present this evening.

MOTION: Michael Martin moved to grant the “Preferred Siting Status” to Catamount Solar for the solar array at the Ridgewood location.

Seconded by: Peter MacGillivray (for the purpose of discussion).

Mr. McNaughton inquired where the documentation, maps and studies were; the Selectboard members had not been provided with anything.

Zoning & Planning Administrator Vondle explained that Mr. McCollister started this process nearly two (2) years ago and the documentation, maps and studies had all been done. She noted that the Public Hearings had also been held. Mr. McCollister has already gone through the “Preferred Siting Status” with both the Southern Windsor County Regional Planning Commission (SWCRPC) and the Springfield Planning Commission. These two entities have already agreed to grant the “Preferred Siting Status”. Zoning & Planning Administrator Vondle noted the Planning Commission Meeting Minutes of July 22, 2019 and asked the Selectboard Members to review them.

The Selectboard member referred to their copies of the Planning Commission Minutes dated July 22, 2019. Pages 5, 6, 7 and 8 were reviewed. On Page 8, 2nd Paragraph read as follows:

Char Osterlund then asked all the questions from Springfield’s criteria (exposure, suitable access to 3 phase power, no undue adverse impact to the abutters, not in the viewshed from a major transportation corridor, aesthetic mitigation, will not increase potential erosion, will not result in substantial deforestation or interfere with wildlife, will not be placed over prime agricultural soils or interfere with historical use for agricultural purposes and won’t interfere with future uses) for which Mr. McCollister responded that it meets all the criteria. Char Osterlund concluded that the project had met all criteria in our existing plan.

Mr. McNaughton still wanted to know where the Planning Commission findings of fact were. Catamount Solar presented nothing to the Selectboard with the current criteria and answers indicating a “Preferred Site Status” was met.

Planning Commission Chair, Joseph Wilson, shared this particular solar array project was all approved two (2) years ago. The only thing that has changed is the receiver of the power generated. The maps have been approved, the abutting neighbors have been satisfied and the stormwater plan approved. There is just a different receiver, it will not be the Springfield Medical Care Systems. At the evening of the

Planning Commission's Public Hearing, they received a Letter of Intent from the Springfield School District for power generated from the Catamount solar array on Ridgewood Road. Planning Commission Chair, Joe Wilson, stated this is not a new application that requires all the bells and whistles.

Mr. McNaughton noted the Catamount Solar Array Project was like a new application because when the project started the Springfield Medical Care Systems received an exempt status from having to seek a "Preferred Siting Status" because they were going to be the end user of the power generated and it was on their property. That is not the case now; the power generated will be used by another entity, therefore, the project is non-exempt. He also stated that the Selectboard should not be asked to "Rubber Stamp this project".

Michael Martin noted that Selectboard had a copy of the "Preferred Siting Status" criteria based on the Springfield Town Plan, adopted August 14, 2017. Mr. Martin started questioning Mr. McCollister. The questioning went as follows:

1. Technical Feasibility:

- a. The site should have a suitable exposure rating of at least 70% efficiency.
- b. The site should have suitable access to a juncture with 3 Phase power line or another appropriate grid connection unless it is to be used as a dedicated source.

Mr. McCollister noted the solar project met the Technical Feasibility criteria. A short-line was available for the 3 Phase power.

2. Aesthetics:

- a. The solar array shall have no undue adverse impact to neighboring lands and
 - i. Should be consistent with and blend with the neighboring uses; and
 - ii. Will not be prominent in the foreground of any viewshed along a major transportation corridor into the developed portion of Springfield.

Mr. McCollister noted the solar project would be tucked away behind the hospital.

- b. Where there is an adverse impact on the public viewshed, aesthetic mitigation should consider:
 - i. Planting of a solid evergreen hedge sufficient to obscure the under structure of the solar array;
 - ii. Natural vegetation or objects tending to obscure the array in the buffer area; and
 - iii. Maintenance of a 50' buffer from a major transportation corridor calculated from edge of the right-of-way.

Mr. McCollister noted that he didn't believe there needed to be plantings.

- c. There should be binding covenants with respect to maintenance of the arrays and the site by the developer.

Mr. McCollister stated that he didn't know what that sentence meant. Mr. Martin commented that it meant there would be some type of maintenance of the site between the developer and owner.

3. Environmental Impact:

- a. The array should not substantially increase potential erosion.
- b. The project should not result in substantial deforestation or cause forest fragmentation.
- c. The project should not substantially interfere with wildlife habitat or cause substantial disruption of the area's natural ecology.
- d. The project should not be placed over prime agricultural soils, or in such a manner as to interfere with historical use of an area for agricultural purposes.

Mr. McCollister noted there was a Stormwater Plan for the site. The solar array would cover 9 – 10 acres of scrub forest growth. The land had been logged approximately twenty (20) years ago. The property already has a transmission line fragmenting the parcel.

4. Impediment of Future Use:

- a. Sites which are prime sites for realistic future residential, commercial or industrial uses should not be impeded or used for solar arrays without substantial justification.

Mr. McNaughton interjected by inquiring if the property was easily accessible? He also wanted to know if Mr. McCollister thought the property was of prime commercial and/or residential usage? Mr. McNaughton also inquired about the zoning of the property.

Mr. McCollister noted that the property was easily accessible. He did not know if the property was prime residential and/or commercial or the zoning of the parcel.

Mr. Martin looked up the zoning and shared the property was zoned “Medium Density Residential”.

5. Preferred Sites:

- a. Fringe or back acreage of developed commercial or industrial sites which are obscured from the public viewshed by the dominant use.
- b. Areas which are not suitable for other usage due to environmental contamination, or as reclamation of topographical disruption such as gravel pits or as a result of the slope.
- c. Areas where the viewshed is already developed in a manner which will not be substantially changed by the project.
- d. Innovative arrays which allow for a co-use of space such as above large parking areas or stormwater facilities.
- e. On the roofs and exteriors of buildings. (Arrays so situated should be considered exempt from the viewshed criteria).
- f. Fringe agricultural areas having slopes or rocky soil not conducive to farming and not prominent in the viewshed.

Mr. Martin thought maybe 5f might apply. George McNaughton asked Mr. McCollister if the solar array was on the back acreage?

Mr. McCollister stated the solar array was located on the left side of Ridgewood Road when approaching Springfield Medical Care Systems. The solar array could be accessed by driving in the upper left parking lot.

George McNaughton concluded the fact finding met Preferred Site 5a; “Fringe or back acreage of developed commercial or industrial sites which are obscured from the public viewshed by the dominant use”.

Vote: 5 Yes, passed unanimously

Joseph Wilson inquired to the Chair of Selectboard if he had a preference for the letter of “Preferred Site Status” one single letter with signatures from the Regional Planning Commission, the Springfield Planning Commission and the Springfield Selectboard or three (3) separate letters from each mentioned entity?

Mr. McCollister had come prepared and had a joint letter if the Springfield Selectboard was agreeable.

MOTION: George McNaughton authorized the Chair of the Springfield Selectboard, based on the evidence provided by Catamount Solar, to sign a joint letter supporting a “Preferred Site Status” for the Catamount Solar Array located on Ridgewood Road.
Seconded by: Michael Martin
Vote: 5 Yes, passed unanimously.

ITEM #6: Approve New State Town & Bridge Standards.

Town Manager Yennerell noted that Staff recommends the approval of the new State of Vermont Town Road and Bridge Standards. The new standards are identical to the long existing VTrans standards and the Town of Springfield is already using the standards or knew that we had to start using them when the Municipal Roads General Permit became a legal requirement a few years ago.

Public Works Director, Jeffery Strong, noted the new State & Bridge Standards also put the Town in a position for Class 2 Highway Paving Grants where we will receive 90/10 funding instead of the usual 80/20 funding. (Funding will be at 90% State Funds and the Town will need to match 10%.) The same 90/10 funding would also apply for Structure and Stormwater Grants. PW Director Strong also shared the Town, with the assistance of the Regional Planning Commission, has followed the new State & Bridge Standards to perform work on the Mile High Road. The work on the Mile High Road is a prime example of stormwater procedures the Town performed. He also noted by adopting these State & Bridge Standards, it also assists the Town should we need Federal Emergency Management Assistance (FEMA) grant funding.

Chair Morris commented he was just going to inquire about the FEMA funding.

PW Director Strong also shared the Town had just sent in the Annual Fee of \$500 for the first time for the Municipal Roads General Permit. Chair Morris inquired if the annual fee was assessed by the Town’s population. PW Director Strong confirmed that to be true.

Chair Morris also noted he heard at the State level by something like 2024 – 2025 a certain percentage of the municipal roads will have to meet the newly adopted State Town & Bridge Standards. PW Director Strong agreed that was true and shared that is why the Public Works Department has been using these new State & Bridge Standards for the past couple of years. He was confident the Town of Springfield would meet the requirement.

George McNaughton inquired by adopting and approving these new State Town & Bridge Standards, if it would interfere with the Toonerville Trail Extension in any way? Both Town Manager Yennerell and Public Works Director Strong assured him there would not be any impact to the Toonerville Trail Extension.

MOTION: Peter MacGillivray moved approval of the new State Town & Bridge Standards.
Seconded by: Vice-Chair, Walter Martone.
Vote: 4 Yes and 1 No (George McNaughton).

ITEM #7: Errors & Omissions.

Town Manager Yennerell noted the Town Assessor, Nichole Knight, had submitted four (4) Errors and Omissions Request for review and approval by the Selectboard. The State of Vermont is now using an “Errors and Omissions Certificate” form.

1. SPAN: 606-190-12828
Property Value: \$63,800 Dropped to: \$ 14,500 Difference: (\$ 49,300.)
There was a house fire, which was a total loss. This data was lost during a server virus.

2. Health Care Rehabilitation Services (10 Lincoln Street):
 Property Value: \$200,200 Dropped to: \$ 00 Difference: (\$200,200.)
 Should be a non-taxable parcel. Error was corrected, but data was lost during a server virus.

3. SPAN: 606-190-13902
 Property Value: \$326,400 Dropped to: \$298,700 Difference: (\$ 27,700.)
 Percentage incomplete on home was not figured.

4. Canon Financial Services:
 Personal Property: \$470,461 Increased to: \$812,679 Difference: \$342,218.
 Submitted corrected data on 08/08/2019.

MOTION: **George McNaughton moved to approve the four (4) Errors & Omissions submitted by the Town Assessor.**

Seconded by: Michael Martin.

Vote: 5 Yes, passed unanimously.

ITEM #8: Approve Town Charter Change Committee Structure.

Town Manager Yennerell noted Town Clerk, Barbara Courchesne and Selectboard Vice-Chair, Walter Martone did most of the work for this agenda item. He asked them to present their recommendations.

Vice-Chair, Walter Martone, presented the four (4) recommendations.

Recommendation #1: The Selectboard established a Charter Review Committee as follows:

- a. The Committee shall be composed of eleven (11) members; seven (7) individuals from the community at large; two (2) members from the Selectboard; and two (2) members from the Town Administration.
- b. Individuals interested in serving as one of the community at large representatives must complete an application (the APPOINTED OFFICE QUESTIONNAIRE) and submit to the Selectboard within two (2) weeks of the notice of availability. A committee of the Selectboard composed of two (2) members, will review the applications for appointments at a full Selectboard meeting. The final selection of candidates will be made by a majority of the Selectboard.
- c. The two (2) Selectboard members of the Charter Review Committee will be chosen through nomination and approval by the Selectboard.
- d. The two (2) members from Town Administration will be nominated by the Town Manager and be subject to confirmation by the Selectboard. The Town Manager may include himself as one of the nominees.
- e. All members must be registered voters in the Town of Springfield.

Recommendation #2: The Selectboard establish the following topics for the Committee to focus its Review and to develop recommendations on:

- a. Changing the requirement that at least 25% of the voters must participate at an election where a Charter revision is being voted on;
- b. Changing the requirement that Charter amendments or revision may only be voted once in three (3) years;
- c. Changing all gender identifying terms to be gender neutral; and
- d. Providing additional authority for the Selectboard to address blight, economic development and revitalization of the Town.

Recommendation #3: The Selectboard may enlist assistance of the Vermont League of Cities and Town to conduct research and provide legal advice on the formulating of changes to the Charter. This assistance should be provided to help the Charter Review Committee conduct their review, investigation and development of recommendations. Additional assistance by VLCT may also be required to help the Selectboard to formulate its recommendations for presentation to the voters at Town Meeting.

Recommendation #4: The Charter Review Committee reports out any amendments, revisions or changes to the Charter for consideration by the Selectboard at its June 2020 meeting.

**MOTION: George McNaughton moved to approve and accept recommendations #1, #3 and #4 as presented to the Selectboard for the Town Charter Change Committee Structure.
Seconded by: Michael Martin.**

There was a discussion as to why Mr. McNaughton did not include recommendation #2. Mr. McNaughton did not include recommendation #2 in his motion because he felt there should not be restrictions put on the committee. Town Clerk Courchesne was questioned if her time line took into account meeting all the appropriate deadlines.

She confirmed it did. Town Clerk Courchesne also stated she felt the work the Charter Review Committee did in 2017 would be a very good foundation to start with for the next Charter Review Committee.

Thomas Miller, Resident. Mr. Miller commented about the criteria of having 25% of the registered voters available to vote. He wondered if it meant the registered voters didn't understand the importance of their vote. Mr. Miller also noted his generation, the younger generation, appeared to only discuss voting when it came to Presidential Elections. Mr. Miller suggested making emails mandatory when registering voters. That way emails could be sent out as reminders to vote.

Vote: 5 Yes, passed unanimously.

G. TOWN MANAGER'S REPORT:

Town Manager Yennerell reported on the following topics:

Bakery Building Update: This building was sold to Bakery Building LLC on August 5, 2019. Bakery Building LLC now has funds to demolish the building and the asbestos has already been removed from the building. Plans to demolish the building and create a grass covered slope are under way.

Vice-Chair Martone also noted the Bakery Building LLC group has enough funds for the demolition of the building, but there is still a need of funds to cover ancillary expenses.

Police Chief Hiring Process Update: The first round of interviews is complete. Two (2) candidates were chosen and they will be interviewed on Wednesday, August 14, 2019.

South Street Sidewalk: Nearly all the new sidewalk has been poured. There were two (2) areas that required design changes and the design changes are going through the VTrans approval process.

Town Website Upgrades: We recently upgraded the Town's website to the latest standard available, known as Responsive Web Design. In addition to being more efficient and legible, it is designed to be usable on any device.

Peter MacGillivray requested the Town's Website Address; which is <https://springfieldvt.govoffice2.com/>

Paving Update: The installation of the first layer of new pavement began on the milled streets on August 5th. Work will continue with crews from both the Town and the paving contractor doing the work.

Main Street Community Center: The elimination of the second story windows along Main Street and on the northern end of the building is scheduled to begin on August 12th. There will be a change in the Main Street traffic pattern to enable the work's completion.

Town Forest Timber Sale: The timber sale is 50% complete and the progress payments have been made.

H. FUTURE AGENDA ITEM PROPOSALS:

The Selectboard members did not have any requests.

I. OTHER MINUTES & CORRESPONDENCE:

1. Cemetery Commissioners Minutes – July 3, 2019.
2. Cemetery Commissioners, Public Hearing Minutes – July 3, 2019.
3. Development Review Board Minutes – July 9, 2019.
4. Energy Committee Minutes – June 20, 2019 and July 18, 2019.
5. Greenways, Byways, Trails, and Rural Economy Advisory Committee Minutes – July 23, 2019.
6. Library Board of Trustees Minutes – June 11, 2019 and July 16, 2019.
7. Parks & Recreation Brochure – 2019 Fall Programs
8. Planning Commission Minutes – June 5, 2019, June 27, 2019, July 2, 2019 and July 22, 2019.
9. Police Department – Incident Analysis Report, June 2019.
10. Senior Center Newsletter July 2019.
11. Temporary Grand List Task Force Minutes – July 19, 2019.
12. Springfield Housing Authority Minutes – July 9, 2019.
13. Springfield On The Move Minutes – May 16, 2019.
14. Southern Windsor County Regional Planning Commission Newsletter – Summer 2019.

Chair Morris read out loud the OTHER MINUTES & CORRESPONDENCE. Copies of this information may be found on the Town's website or picked up at the Town Manager's Office.

J. CITIZEN'S COMMENTS:

Josephine Hingston, Resident. Ms. Hingston was seeking information regarding the Transfer Station/Recycling Center's financial records and the Selectboard Meeting Minutes of Monday, July 8, 2019. Town Manager Yennerell provided answers to her.

Hallie Whitcomb, Resident. Ms. Whitcomb apologized for missing the July 8th Selectboard Meeting. Ms. Whitcomb was before the Selectboard to voice her concern over the method of solid waste removal and the changes made at the Transfer Station/Recycling Center. Ms. Whitcomb shared, in her opinion, the change from "weight system" to "volume system" is taking a step backwards. The "volume system" will not save any time. Just because everybody else is doing the "volume system" doesn't mean that is the best way to proceed. She would encourage the Town of Springfield to keep the "weight system"; redesign the traffic pattern at the Transfer Station/Recycling Center so the majority of the public could throw their own bags of trash. She asked the Selectboard if there was a Plan for the "volume system"; she had not seen one. She wanted to know if Administration had asked the staff at the Transfer Station/Recycling Center for their input. When Ms. Whitcomb was done with her comments, she thanked the Selectboard for the opportunity to present.

K. EXECUTIVE SESSION: Legal Matter, Human Resources & Real Estate.

MOTION: Michael Martin moved for the Selectboard to enter into Executive Session for the purpose of discussing a Legal Matter, Human Resources and Real Estate where preliminary knowledge could place the public body or the persons involved at a substantial disadvantage.

Seconded by: Peter MacGillivray

Vote: 5 Yes, passed unanimously.

The Regular Selectboard Meeting ended at 9:04 PM.

L. ADJOURN:

**MOTION: Michael Martin moved to adjourn at 9:40 PM.
Seconded by: George McNaughton.
Vote: 5 Yes, passed unanimously.**

Submitted by:

Donna M. Hall,
Recording Secretary

**TOWN OF SPRINGFIELD
SELECTMEN'S HALL – 96 MAIN STREET – THIRD FLOOR
PUBLIC HEARING
MONDAY, AUGUST 26, 2019 @ 6:00 PM**

MINUTES

Selectboard Members: Chair, Kristi Morris, Vice-Chair, Walter Martone, Peter MacGillivray, Michael Martin and George McNaughton.

Administration: Town Manager, Tom Yennerell and Planner & Zoning Administrator (ZA), Renee Vondle.

Guests: Southern Windsor County Regional Planning Commission (SWCRPC) Senior Planner, Allison Hopkins.

Roll call was taken and Selectboard Chair, Kristi Morris, opened the Public Hearing and First Review to receive public input on the proposed amendment to the Town Zoning Bylaws [24 V.S.A. § 4441] at 6:00 PM.

ZA, Renee Vondle, had prepared a summary dated August 26, 2019 of the proposed changes the Selectboard had requested on March 25, 2019.

Chair Morris read the summary out loud:

1. Section 3.30 Public Utility Substations (Essential Services) was deleted.
2. Section 3.36 Short Term Rentals (deleted the sentence: “In addition, home owners have the responsibility to comply with the Vermont Department of Taxes re: rooms and meals tax rules and regulations”. This was based on a recommendation from the Town Attorney.
3. Section 3.20 Group Homes –
 - A. Language was changed to say that a state licensed or registered group home serving not more than eight (8) persons who are disabled as defined in 9 V.S.A. Section 4501 shall be considered (added in “by right”) as a permitted single-family dwelling unit.
 - B. A residential care home (deleted: “or group home”) to be operated under state licensing or registration serving nine (9) or more who have a handicap or disability and shall be subject to Conditional Use Review.
 - C. Also, per State Statute, “Such a dwelling must be at least 1000 feet from another dwelling Being utilized for a similar purpose” was also added in.
 - D. Please note: “by right” means it can be permitted by the ZA as an administrative permit.
4. New individual section for motor vehicle categories and an update to Section 3.32 Small Repair Services. The PC added new definitions, updated the district charts and rewrote Section 3.32 which was Repair Services excluding Automobile and now “Small Repair Services”. Motor vehicle repair and/or service and motor vehicle sales and service have been separated out into three (3) separate categories:
 - A. Motor Vehicle Repair
 - B. Motor Vehicle Service
 - C. Motor Vehicle Sales
 - D. A new category has been added for small repair services.

5. Section 5.4 Downtown Design Overlay Standards and Procedures. The following actions were taken to revise this section including:
 - A. SWCRPC Senior Planner, Allison Hopkins, revised this section and took out a lot of the restrictive language.
 - B. A Design Review Minor procedure was created to allow the ZA to approve minor requests Quickly.
 - C. The DDRC was renamed DDRAC (Downtown Design Review Advisory Commission) to Make it clear that their function is for advice and not judiciary.
 - D. "Product rendering" was added as a substitution for catalogue cutsheet, if necessary, depending on the level of intensity per the application submitted. Larger, more detailed applications would be required to submit catalogue cutsheets, but minor application requests would be able to submit photographs or product renderings in lieu of catalogue cutsheets.

6. Section 4.18 (A) (19) Electronic Media Display Signage was added.

Chair Morris asked for public comment.

George McNaughton was looking for confirmation that he understood this to be the first phase of amendments to the Zoning Bylaws. ZA Vondle confirmed that to be true. Mr. McNaughton referred to Page 55 of the Town of Springfield Zoning Bylaws, dated 11/10/2014, with track changes; Section 4.8 Height Limitations (B). He wanted to know what an "elevator bulkhead" was. Planning Commission Member, Jesse Webster, quickly found the definition on his cell phone, which defined a "elevator bulkhead" as: *A boxlike structure built over an opening, as at the head of a staircase, elevator shaft, etc.* Mr. McNaughton was very concerned with fact if there were general height limitations the Town could possibly be limiting themselves to restricting a potential business that might be in Springfield.

ZA Vondle stated the remainder of the paragraph ended with may be approved upon Conditional Use Approval by the Development Review Board. Mr. McNaughton was still concerned over this language in the proposed Zoning Bylaws; however, he didn't want the language to hold up the First Review. He wanted this language flagged for the second phase.

George McNaughton referred to Page 123, the definitions, Medical Marijuana Dispensary. Mr. McNaughton expressed his concern that there should not be a definition for a Medical Marijuana Dispensary in the proposed zoning bylaws. There is nothing else in the proposed zoning bylaws for medical marijuana; the definition is just sitting there not attached to anything. Mr. McNaughton is concerned that if the State allows the recreational use of medical marijuana this definition, if left in the proposed zoning bylaws, will just cause confusion. A discussion took place between Selectboard Members, SWCRPC Senior Planner, Allison Hopkins, ZA Vondle and Planning Commission Member, Char Osterlund. No decision was made to remove the definition.

Town Manager, Tom Yennerell, and SWCRPC Senior Planner, Allison Hopkins, agreed they had no further recommendations. Vice-Chair, Walter Martone, did point out the Town is in the process of updating the codifications and it is likely that some of the numbering within the zoning bylaws will be different.

Chair Morris asked for other comments or suggestions and there were none. Chair Morris closed the Public Hearing.

MOTION: Michael Martin moved to accept the current version of the first reading of the amendments to the Springfield Zoning Bylaws [24 VSA §4441] based on the Planning Commission's Public Hearing of July 22, 2019 as presented and moved to schedule the second reading on September 23, 2019 at 6:00 PM.

Seconded by: Peter MacGillivray

Vote: 5 Yes, passed unanimously

MOTION: Peter MacGillivray moved to close the meeting.

Seconded by: George McNaughton.

Vote: 5 Yes, passed unanimously

Meeting ended at 7:40 PM.

Submitted by:

Donna M. Hall
Recording Secretary

Consent Agenda Item(s)

Manager's Info
September 9, 2019

ITEM #1

Accept Resignation from the Airport Commission:

Please note the resignation email from Walter Stredieck. Mr. Stredieck has relocated and will not be able to fulfill his term on the Airport Commission. The term runs until March 2020.

ITEM #2

Appointment to the Airport Commission:

Please note the APPOINTED OFFICE QUESTIONNAIRE completed by Charles Schumacher. Mr. Schumacher would like to be on the Airport Commission. With the resignation of Mr. Stredieck there is an opening with a term balance ending in March 2020.

ITEM #3

Appointment to the Library Trustee Board:

There is an opening on the Board of Library Trustees because a member moved out of town. The Library Director, Sue Dowdell, has requested the Selectboard appoint Patrice Jones to the vacant Library Trustee position until Town Election in March 2020. The balance of the term expires in March 2022. There will be an "Elected" position on the Town Ballot for the balance of the term (March 2020 through March 2022). All potential candidates interested in the position will have a chance run in an election for the position. Staff recommends the appointment of Patrice Jones to the vacant Library Trustee position.

Donna Hall

From: Tom Yennerell <tosmanager@vermontel.net>
Sent: Friday, August 23, 2019 3:25 PM
To: Donna Hall
Subject: FW: Springfield Airport Commission

Airport resignation

From: aeropics @sover.net [mailto:aeropics@sover.net]
Sent: Wednesday, August 21, 2019 4:44 PM
To: tosmanager@vermontel.net
Cc: Sandy/Peter MacGillivray <sandymac@vermontel.net>
Subject: Springfield Airport Commission

Dear Sir,

Prior to this month's Springfield Airport Commission meeting, I wanted to give notice of my resignation from the Commission effective this date.

This notice is given due to my relocation from the Springfield area this month.

I would like to express my gratitude for the privilege to serve with a fine group of aviation advocates who have helped the airport facility to become a respected and well maintained site in Southern Vermont.

I shall mail a signed version of this letter.

I wish the Commission and the Town of Springfield continued blue skies.

Sincerely,

Walter Striedieck

828 862 5420

802 376 9922 (C)

APPOINTED OFFICE QUESTIONNAIRE

Name: Charles Schumacher Date: 8/17/2019

Address: 288 Cambridgeport Road Rockingham vt 05143
Home Phone: 802-374-0081
Email: chas900@gmail.com
Cell Phone: 781-856-3260

OFFICE DESIRED

Airport Commission

Reasons for desired position: To assist and support the maintenance and development of this critical Springfield Vermont asset.

Please state reason(s) you feel make you qualified for the office: I am Springfield Airport hangar owner and have been involved with the airport for over 25 years as a user and pilot and have contributed to the revenue stream as a promoter and supported of the annual aerobatic contest. Also, as I possess an aeronautical engineering degree a PhD in physics and a masters in business I possess the broad disciplines that an airport typically requires. Furthermore I am a permanent local resident invested in the betterment of this community. Furthermore I am a permanent local resident invested in the betterment of this community.

Please Return or Email this Form To:

Donna Hall or Brian Benoit, Administrative Assistants
Town of Springfield
96 Main Street
Springfield, VT 05156 or tosmanagerasst@vermontel.net
Telephone: 885-2104, Ext. 221

ITEM #3



Sue Dowdell <sue.dowdell@gmail.com>

I have to resign from the library board

Barbara Ball <barbaball@gmail.com>

Sun, Aug 4, 2019 at 6:39 PM

To: Sue Dowdell <stld@vermontel.net>

Cc: Anna Boarini <anna.boarini@gmail.com>, Sara Druen <sdruen@vermontel.net>, Ralph Jacobs <8rjacobs8@comcast.net>, Margery Reurink <margiereurink@gmail.com>, Sue Dowdell <sue.dowdell@gmail.com>, Jennifer Dechen <gogolsoul@yahoo.com>, Jamison <jam@vermontel.net>

Hi Everyone,

I am so sorry to tell you that I've been informed I must resign from the library board. I recently moved to the Rockingham/Springfield border. Unfortunately, our new house is a smidge on the wrong side of the town line.

I love our library and thank you all for the work you are doing, and for letting me be a part of it. I will miss this.

Thank you and sorry to leave unexpectedly. It was not my plan.

Fondly,
Barbara

Sent from my iPhone

On Jul 22, 2019, at 12:22 PM, Sue Dowdell <stld@vermontel.net> wrote:

Hi All. I summarized my report and added it into Barbara's minutes. Let me know if there are any issues. Sue

Sue Dowdell
Director, Springfield Town Library

Springfield, VT 05156
stld@vermontel.net
(802) 885-3108

<Minutes07162019.pdf>

APPLICATION FOR APPOINTMENT TO THE BOARD OF COMMISSIONS AND COMMITTEES
~~OFFICE DESIRED BY THE MANAGER~~

Name: PATRECE JONES Date: 13 AUGUST 2019

Address: 158 MASSEY ROAD Home Phone: 802-885-4017
SPRINGFIELD VT 05156 Work Phone: ~~802-885-4017~~ SAME

Email: PATRECE.C.BRAVERBERDS.DRG Cell Phone: 612-751-1955

OFFICE DESIRED

- | | | |
|--|---|---|
| <input type="checkbox"/> Energy Committee | <input type="checkbox"/> Housing Authority | <input type="checkbox"/> Surveyor Wood & Lumber |
| <input type="checkbox"/> Budget Advisory Committee | <input type="checkbox"/> Planning Commission | <input type="checkbox"/> Fence Viewer |
| <input type="checkbox"/> Development Review Board | <input type="checkbox"/> Downtown Design Commission | <input type="checkbox"/> Tree Warden |
| <input type="checkbox"/> Greenways, Trails, Byways and Rural
Economy Advisory Committee | <input type="checkbox"/> Airport Commission | |
| <input checked="" type="checkbox"/> Other: <u>LIBRARY BOARD OF TRUSTEES</u> | | |

Reason(s) for desiring office: _____

Public libraries are vital civic institutions that both educate and nurture communities. We all have the obligation to support them however we can. My grandmother took me to the library every week when I was a child, and I credit that with everything I have achieved in life. As a regular visitor to STL, I see how much it gives to the community, and it has given much to me. I would be honored to serve on its Board of Trustees.

Please state reason(s) you feel make you qualified for the office: _____

(1) I am a library patron and volunteer. I initiated and help to maintain the Free Seed Library at STL. Previously, I started and maintained a library at a center for antiracist education. (2) I am an educator. I have taught writing, psychology, and gender studies at the college level and have also helped to craft youth programs. (3) I have board experience: I have previously served on a mayoral task force and on the advisory boards of scholarly publications; I currently serve on the advisory boards of two non-profit organizations. (4) I know books: I have worked at a bookstore and as a book reviewer. I have published two books and contributed to numerous anthologies. (5) As an openly LGBTQ person with a disability who has previously worked at a center for antiracist education, I can help the library fulfill its commitment to serving our community in all of its diversity.

Please Return or Email this Form To:

Administrative Assistant
Town of Springfield
96 Main Street
Springfield, VT 05156
tosmanagerasst@vermontel.net
Telephone: 885-2104, Ext. 221

Agenda Item(s): 4

Nominating a Voting Delegate for the VLCT Annual Business Meeting

Manager's Info
September 9, 2019

This is an annual appointment. This year the annual meeting is Wednesday October 2nd at 1:00 PM in the Killington Grand Hotel. The Town Fair is on Thursday. Last year Mike Martin was Springfield's delegate.



*Serving and
Strengthening
Vermont Local
Governments*

To: Vermont Selectboards and City Councils
From: Dominic Cloud, President, VLCT Board of Directors
Re: VLCT Annual Business Meeting Voting Delegates and Procedure
Date: August 6, 2019

As part of Town Fair, the Vermont League of Cities and Towns will hold its annual business meeting at the Killington Grand Resort Hotel in Killington, Vermont, **starting at approximately 1:00 p.m.** on Wednesday, October 2, 2019.

To ensure that all VLCT member cities and towns are properly represented and able to participate in the election of League officers, as well as any other business that may come before the meeting, we are asking you – as your municipality’s legislative body – to designate **one** official from your town as a **Voting Delegate** for the meeting. This designation will ensure that each town is heard and uses the vote to which it is entitled.

Please inform us of your designation by Friday, September 20. If necessary, designations may be made on the day of the Annual Meeting at the registration table, where designated delegates pick up their credential cards.

While all currently serving local officials may speak at the annual meeting, **only designated city or town delegates may vote.**

According to the VLCT bylaws:

“ARTICLE X SECTION 1. LEGISLATIVE POLICY – The broad outline of policies to be supported by the Vermont League of Cities and Towns during the ensuing legislative session will be developed by the legislative committees; reviewed, amended as needed and approved by the Board of Directors; and adopted at an annual or special meeting. Suggested policy amendments may also be presented by full members in writing prior to the meeting or on the floor at the meeting. The draft policy shall be presented at a duly warned meeting of the membership and shall become the legislative policy of VLCT if approved by a majority of votes cast at the meeting.”

The enclosed Voting Delegate Form is *not* a Town Fair registration form. If you want to participate in either day’s activities (workshops, trade show, lunch, and awards ceremony), please complete and return a Town Fair registration form with your payment, or register online at <http://www.vlct.org/training-events>. If you plan to attend *only* the Annual Meeting, please check the appropriate box on the attached voting delegate form.

Sponsor of:

VLCT Employment
Resource and Benefits
Trust, Inc.

VLCT Municipal
Assistance Center

VLCT Property and
Casualty Intermunicipal
Fund, Inc.

Enclosure

VLCT ANNUAL BUSINESS MEETING
1:00-4:00 p.m.

Wednesday, October 2, 2019
Killington Grand Hotel
Killington, Vermont

DELEGATE DESIGNATION FORM

We, the Selectboard/City Council of _____,

designate the following individual as the voting delegate for our city/town at the 2019 Annual Business Meeting:

Name (please print) Position

We understand that the above individual will represent the city/town as a voting member of the VLCT membership.

Signed,

Chairperson Date

Please return completed form by Friday, September 20, 2019, to VLCT, 89 Main Street, Suite 4, Montpelier, VT 05602. You may also bring it with you to Town Fair.

Please note. This is *not* a Town Fair registration form. Visit www.vlct.org/training-events to register online.

If you plan to attend *only* the VLCT Annual Meeting (and Wednesday networking reception in the Foyer), please check the box below. There is no charge to attend either of these activities.

I will only attend the Annual Meeting.

Assessment Errors and Omissions

Manager's Info
September 9, 2019

Assessor, Nichole Knight, has submitted two, (2), Errors and Omissions Requests for review and approval of the Selectboard. The "Errors and Omissions Certificate" is a new form the State of Vermont.

Errors and Omissions Certificate

The Board of Listers of the Town of Springfield, Vermont are hereby supplying the following changes to

the 10/24/2019 ²⁰¹⁹ ~~2020~~ Grand List. Specifically: as Billed
Final Grand List Date

Owner: WE Precision Drive NM LLC SPAN: 606-190-14687

Real Value Change: From: \$ 297,700 To: \$ 119,200 Difference: \$ 178,500

Homestead: From _____ To: _____ NonResidential: From \$ 297,700 To: \$ 119,200

Reason: This was an Error and Omission last year approved by board on 11/26/2018, This data was lost during server virus.

Owner: Gertrude Holl Revocable Trust SPAN: 606-190-14570

Real Value Change: From: \$ 700.00 To: 0 Difference: \$ 700.00

Homestead: From _____ To: _____ NonResidential: From \$ 700.00 To: 0

Reason: Parcel was sold and merged with Abbeduto parcel, value is added on new owners hand. Parcel became active during reappraisal in ERROR. .03 of an acre.

Owner: _____ SPAN: _____

Real Value Change: From: _____ To: _____ Difference: _____

Homestead: From _____ To: _____ NonResidential: From _____ To: _____

Reason: _____

Date: 8/28/2019 Date: September 9, 2019
Nicholas York Peter E. MacGillivray, Selectboard
Kristi C. Morris, Selectboard Chair George T. McNaughton, Selectboard
Walter E. Martone, Selectboard Vice-Chair

I, _____, town clerk of _____ Michael E. Martin Selectboard certify receipt of these changes. This

certificate will be attached to or recorded in the grand list of _____ for tax year _____.

Date: _____, Town Clerk

When real or personal estate is omitted from the grand list by mistake, or an obvious error is found, the listers, with the approval of the selectboard, before December 30, may supply such omissions or correct such errors and make a certificate thereon of the fact; provided, however, the listers may make a correction resulting from the filing or rescission of a homestead declaration without approval of the selectboard. 32 V.S.A. §4261

08/28/2019
08:32 am

Springfield 2018 As Billed Grand List
Parcel Report
For Parcel: 01A/1/70-1 WE 36 PRECISION DRIVE NM LLC

Page 1 of 1
Listers

Name WE 36 PRECISION DRIVE NM LLC
C/O WINSTANLEY LLC
150 BAKER AVENUE EXTENSION -SUITE 303
CONCORD MA 01742

Location (A) 46 PRECISION DRIVE
911 46 PRECISION DR
Desc. INDUSTRIAL - SOLAR ARRAY SITE

Codes:	(1)	(Category)	I	(Equipment)	(Owner)	NS			
		Wood	Crop	Pasture	Other	Site	Total		
Acres:		0.00	0.00	0.00	0.00	15.41	15.41		
Values:		Real	Land	Building	Equipment	Inventory			
		119,200	119,200	0	0	0			
		Homestead	Veterans	Farm Stab.	L.U. Acres	Land Use			
		0	0.00	0.00	0.00	0.00			
		Contract	Lease	Prev. Eqpm	Land Use Amt	Prev. Real			
		0	0.00	0	0.00	297,700			
		Housesite	Special Exmp	Grand List					
		0.00	0.00	1,192.00					

Misc: Status: T Updated: 11/27/2018
Last sale was: Invalid on 11/23/2017 for \$0 recorded on 557/240

Grievance Info: Flag: N Remarks: (1) CHANGE DUE TO ERROR AND OMISSION
(2) APPROVED ON 11/26/2018 BY SELECTBOARD
(3) NKNIGHT 11/27/2018

Misc Fields: (9): SEEK BY CAMA
SPAN: 606-190-14687

Planning Grant Application Approval

Manager's Info
September 9, 2019

The Planning Commission is prepared to move into phase 2 of the Zoning Bylaws Update. This grant will provide funding for planning assistance through SWCRPC.

Below is the main text of the grant application.

Staff recommends approving the grant application and signing the corresponding resolution.

FY 2020 Municipal Planning Grant Outline for Springfield Bylaws Update Phase 2

Project Description

This project entails updating Springfield bylaws with an overarching intent to improve or streamline the development review process in order to implement the Town Plan goals and further encourage downtown revitalization. Specifically, we propose to focus our efforts on revisiting site plan and conditional use procedures, streamlining the subdivision review process, and clarifying the flood hazard review procedures and application materials. Parking standards are also an issue lately in and around the downtown. This project will address those concerns as well.

This project also involves a review to ensure that the development review procedures meet with statutory requirements.

Phase 1 bylaw updates were funded under a FY2017 Municipal Planning Grant. The associated amendments are just now going through the public hearing/adoption process.

Project Budget

1. Statutory review, kickoff meeting, outline, schedule**	24 hrs.	\$60/hr.	\$1,440
2. Draft development review procedure updates	76 hrs.	\$60/hr.	\$4,560
3. Draft flood hazard review updates (model)	64 hrs.	\$60/hr.	\$3,840
4. Draft flood hazard application materials	8 hrs.	\$60/hr.	\$480
5. Draft parking updates	24 hrs.	\$60/hr.	\$1,440
6. Prepare/present final draft	36 hrs.	\$60/hr.	\$2,160
7. <u>Prepare public hearing documentation</u>	8 hrs.	\$60/hr.	\$480
TOTAL	240 hrs.	\$60/hr.	\$14,400

NOTE: 10% local match of \$1,440 required.

* Assume the facilitation of one workshop (each) for direction/feedback before proceeding with steps 2, 3 and 5. The workshops would be held at a PC meeting, but would invite DRB, business groups, SOM, SRDC, Chamber, etc., as appropriate, to provide input.

** We need to have a better process in place to manage the Phase 2 working draft document to avoid the types of confusion experienced in Phase 1.

FY20 Municipal Resolution for Municipal Planning Grant

WHEREAS, the Municipality of Springfield is applying for funding as provided for in the FY20 Budget Act and may receive an award of funds under said provisions; and

WHEREAS, the Department of Housing and Community Development may offer a Grant Agreement to this Municipality for said funding; and

WHEREAS, the municipality is maintaining its efforts to provide local funds for municipal and regional planning purposes or that the municipality has voted at an annual or special meeting to provide local funds for municipal and regional planning purposes,

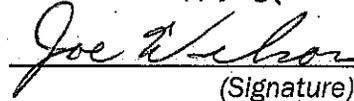
Now, THEREFORE, BE IT RESOLVED

1. That the Legislative Body of this Municipality enters into and agrees to the requirements and obligations of this grant program including a commitment to match funds.

2. That the Municipal Planning Commission recommends applying for said Grant;

Joe Wilson

(Name of Planning Commission Chair)


(Signature)

3a. That (Name) Tom Yennerell Title Town Manager

who is either the Chief Executive Officer (CEO), as defined by 10 VSA §683(8), or is a Select Board Member, the Town Manager, the City Manager, or the Town Administrator, is hereby designated to serve as the Municipal/Authorizing Official (M/AO) for the Grant Electronic Application and Reporting System (GEARS), and to execute the Grant Agreement and other such Documents as may be necessary to secure these funds.

3b. (Alternate Authorizing Official for redundancy)

That (Name) _____ Title Selectboard Chair

Kristi C. Morris

who is either the Chief Executive Officer (CEO), as defined by 10 VSA §683(8), or a Select Board Member, is the Town Manager, the City Manager, or the Town Administrator, is hereby designated to serve as the Municipal/ Authorizing Official (M/AO) for the Grant Electronic Application and Reporting System (GEARS), and to execute the Grant Agreement and other such Documents as may be necessary to secure these funds.

3c. That (Name) Renee Vondle Title Zoning Administrator

is hereby designated as the Grant Administrator, the person with the overall Administrative responsibility for the Municipal Planning Grant program activities related to the application, and any subsequent Grant Agreement provisions.

Passed this 9th day of September, 2019

- (For rural towns or consortia only)** The regional planning commission will serve as agent for the municipality or consortium. (Check the box if the municipality authorizes its regional planning commission to prepare the application, support grant administration and be exempt from competitive selection if serving as project consultant.)

LEGISLATIVE BODY

(name)	(signature)
Kristi Morris	
Walter Martone	
Peter MacGillivray	
Michael Martin	
George McNaughton	

INSTRUCTIONS FOR RESOLUTION FORM

- A. The Legislative Body of the Municipality must adopt this resolution or one that will have the same effect. This Form may be filled in on the adopted Resolution may be issued on municipal letterhead, filling in the name of the municipality, the Legislative Body (e.g. Selectboard), and the name and title of the Municipal/Authorizing Official(s) (M/AOs); and the Grant Administrator.
- B. Following formal adoption, a majority of the legislative body must sign the Resolution. The Chair of the Planning Commission must also sign upon endorsement by vote of the Planning Commission.
- C. This form must be either uploaded to the online application or grant, or mailed to:

Municipal Planning Grant Program
 Department of Housing and Community Development
 One National Life Drive, Sixth Floor
 Montpelier, VT 05620-0501
- D. If mailed, an electronic copy of the submitted Resolution document will be uploaded by DHCD staff and available online.
- E. Please note that the designated Municipal/Authorizing Official(s) and Grant Administrator must also register for an account in the online grants management system, if they have not done so already, before the application can be considered complete.

CONSORTIUM APPLICATIONS: For a consortium, each municipality must complete a separate Resolution form. All municipalities in a consortium must designate the same Municipal/Authorizing Official(s) and grant Administrator.

Discuss Riverside School Parking Lot Re-pavement

Manager's Info
September 9, 2019

The School Board is interested in paving the subject parking lot. This lot is used by both the School and the Town. Its exact ownership is unclear. See the attached deed.

Based upon the above, staff's recommendation is to obtain a cost estimate for repaving it and consider placing the matter on the Town Meeting Ballot as a Warrant Article.

Consider Obtaining a Phase I Environment Assessment
For the Community Center

Manager's Info
September 9, 2019

Funds from the \$250,000 EPA Assessment Grant could be used to fund this assessment.

There have been discussions on both major improvements and a relocation of the Main Street Community Center. Either way it would be wise to obtain an environmental assessment while the funding is available.

consent to the sale of the Store building on said Leased land, to Albert Stearns and Mary Stearns, upon the condition that the said Albert and Mary Stearns purchase the said store building, furnishings and equipment together with the stock of goods in said store within one month from this date, as contemplated by the owner of said store and business.

Dated at Hamover, N.H. this 23d day of March, A.D. 1954.

In the presence of
Fred H. Spaulding

Rose M. Thayer

Springfield Town Clerk's Office, April 5, 1954, at 3:05 P. M., received the instrument of which the foregoing is a true copy.

Card
Filed 180

Attest: Kathleen M. Wolfe
Assistant Town Clerk

QUIT-CLAIM DEED

Elizabeth Brown Robbins, Alexander T. Brown, Horace S. Brown II and Jeremy Brown
TO Town of Springfield, Vermont

KNOW ALL MEN BY THESE PRESENTS:

That we, ELIZABETH BROWN ROBBINS, of West Orange in the County of Essex and State of New Jersey, the only surviving child of William T. Brown, late of Springfield, in the County of Windsor and State of Vermont, ALEXANDER T. BROWN, of Farmington, in the County of Hartford and State of Connecticut, HORACE S. BROWN II, of New York in the County and State of New York, and JEREMY BROWN, of Springfield, in the County of Windsor and State of Vermont, the only surviving children of William Thayer Brown late of Suffield, Connecticut, THE GRANTORS, who are heirs-at-law and all the presently surviving next-of-kin of the late William T. Brown, in the consideration of one dollar and other valuable considerations, paid to our full satisfaction by the TOWN OF SPRINGFIELD, County of Windsor and State of Vermont, a municipal corporation established and existing under the laws of the State of Vermont, GRANTEE, have REMISED, RELEASED AND FOREVER QUIT-CLAIMED unto the said TOWN OF SPRINGFIELD, all right and title which we or our heirs have in, and to a certain piece of land in Springfield, in the County of Windsor and State of Vermont, described as follows, viz:

Bounded northerly by the Old Fair Ground; easterly by Black River; southerly by the "Chester Brook" so-called, and westerly by the highway leading past the Fair Ground and the old approach to the Fair Ground.

Meaning hereby to convey the land lying southerly of the Old Fair Ground, easterly of the highway from Seminary Hill past the Fair Ground and the old approach to the Fair Ground.

It is the intention of the GRANTORS that the land hereby conveyed shall be used only for public purposes - these to include school, recreation or other use of public interest as determined by the Board of Selectmen of Springfield, Vermont. The GRANTEE may make sale of or lease any portion thereof if a proper public interest shall be served thereby, and any deed or lease thereof shall include appropriate provisions to carry out the intentions herein expressed. This Grant is made on the further condition that this land shall not be sold or conveyed to or for any private, commercial or industrial interest or use, and if these conditions shall be violated then shall title revert to the heirs of William T. Brown late of Springfield, Vermont.

This deed is given to correct and confirm a deed dated June 26, 1930, recorded Vol. 41 pages 431, 432 and 433 of the Springfield Land Records, wherein the then living heirs of William T. Brown purportedly conveyed the same premises to the Town of Springfield, Vermont and further to modify and change the conditions of the earlier deed to the extent that the conditions herein expressed shall control as to the uses which may be made of the land hereby conveyed.

TO HAVE AND TO HOLD all our right and title in and to said quit-claimed premises, with the appurtenances thereof, to the said Town of Springfield, its successors and assigns forever.

AND FURTHERMORE we the said grantors do for ourselves and our heirs, executors and administrators, covenant with the said Town of Springfield, its successors and assigns, that from and after the sealing of these presents, we, the said grantors will have and claim no right, in, or to the said quit-claimed premises, except as aforesaid.

IN WITNESS WHEREOF, we hereunto set our hands and seals this 31st day of March, A. D. 1954.

IN PRESENCE OF

Chas F Robbins
Wm. J. Fitzgibbon
Witnesses as to signature of
Elizabeth Brown Robbins

Elizabeth Brown Robbins (RED SEAL)
Elizabeth Brown Robbins

Quentin R. Millar
Hazel I. Walls
Witnesses as to signature of
Alexander T. Brown

Alexander T. Brown (RED SEAL)
Alexander T. Brown

James E. Blake
Robert C Stewel
Witnesses as to signature of
Horace S. Brown II

Horace S Brown II (RED SEAL)
Horace S. Brown II

Arthur J. Hayer
Lorraine J. Willard
Witnesses as to signature of
Jeremy Brown

Jeremy Brown (RED SEAL)
Jeremy Brown

STATE OF NORTH CAROLINA
MOORE COUNTY SS

At Pinehurst, in said County, on this 19th day of March, A. D. 1954, Elizabeth Brown Robbins personally appeared, and she acknowledged this instrument by her sealed and subscribed, to be her free act and deed.

(Impressed Seal of Notary Public)

Before me, Bertha L. Harwood
Notary Public

Pinehurst, N. C

My Commission Expires January 23, 1955

Town Manager's Report

September 9, 2019

South Street Sidewalk

This project is substantially complete. VTrans approval two design changes and that work is also complete.

Paving Update

Provided the weather cooperates and there are no mechanical failures, this season's paving will be completed before the September 9th meeting.

Comtu Cascade Park

Construction on the new park began on September 4th and will continue until the end of the construction season or the completion of phase I.

Rooming House Zoning Enforcement

On August 26th there was a Judicial Bureau Hearing related to tickets issued for operating 6 different Rooming Houses without permits. The owner admitted to operating Rooming Houses at several locations and then make a motion for a the case to be dismissed based upon the claim that the Rooming House Zoning Bylaws violated three separate federal acts. The court postponed the hearing until briefs related to the federal acts violation claim are submitted by both sides.

Main Street Curb Extension

The end of the pedestrian crossing still needs to be built between the Bakery Building and coffee shop building. Then the crossing will be painted across Main Street. The weed infested section of lawn on the northern end of the project was reseeded and more lawn improvements techniques will be employed this fall to ensure the lawn will be very nice next spring.

Police Chief Hiring Process Status

The hiring process is complete and Lieutenant Mark Fountain was promoted to Chief of Police on August 16th. Fountain was chosen after the position was advertised throughout the northeast. Several qualified candidates applied and five candidates were interviewed by two different panels. The consensus of the interviewers was that Fountain was the best candidate. Fountain has been a Springfield officer since 1990. He has worked his way up through every rank in the department and has served as Lieutenant since 2002. Chief Fountain has had a distinguished career with SPD. He is well respected by his fellow officers, other employees of both the Police Department and the Town, and by the citizens of Springfield. He was named Vermont Law Enforcement Officer of the Year in 2005 by the Veteran of Foreign Wars of the United States. The Chief has an extensive training record including attendance at the FBI National Academy.

This is the beginning of a new era for the Springfield Police Department as we anticipate updates to operations and practices resulting in better service to Springfield citizens. During the past six months Chief Fountain has led the department as Acting Chief, much has been accomplished and the foundation has been created to make more significant improvements.

New Grant Award

The Town was awarded a \$175,000 VTrans grant for the replacement of a box culvert on Massey Road. The cost estimate for the project is \$350,000 and more funds are being pursued to complete the project.

Grove Street Drainage

A preliminary engineering study of the Grove Street drainage and Mineral Street culvert issue has been completed. This culvert goes under the Whitcomb Building to gain access into the river. It has been determined the section under the building is large enough to accommodate a 25 year flood.

A final design to increase the culvert size under Mineral Street has begun.