

MEETING MINUTES

TOWN OF SPRINGFIELD  
SELECTMEN'S HALL – 96 MAIN STREET – THIRD FLOOR  
REGULAR BOARD OF SELECTMEN MEETING  
MONDAY, November 23, 2015

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

A. **CALL TO ORDER AND ROLL CALL:** Chairman, Kristi Morris, called the meeting to order at 7:00 PM. The Pledge of Allegiance and Roll Call were taken.

Board Members Present: Chairman, Kristi Morris, George McNaughton, Walter Martone, and Peter MacGillivray. Vice-Chairman, Stephanie Thompson was absent.

Also Present: Town Manager, Tom Yennerell and Town Clerk, Barbara Courchesne

B. **ANY REQUESTED ADDITIONS TO THE AGENDA:** Town Manager Yennerell requested to add an item to the agenda. Springfield Regional Development Corporation has requested the Town's support for when they submit a loan application to the Vermont Economic Development Authority, (VEDA), for assistance with the Bryant Building on Clinton Street. There was not any objection from Selectboard Members. The new item will become Item #4 under NEW BUSINESS and the other items renumbered.

C. **MINUTES:**  
Regular Board of Selectmen, Meeting Minutes, November 9, 2015.

**MOTION:** Peter MacGillivray moved to approve the meeting minutes of November 9, 2015 with the following corrections.  
Seconded by Walter Martone

George McNaughton – Page 5, under **FUTURE AGENDA ITEMS PROPOSALS:** Mr. McNaughton's sentence should read as follows: "Would like to discuss an Urban Development Referendum to be prepared for possible Town Vote."

Walter Martone - Page 5, under **FUTURE AGENDA ITEMS PROPOSALS:** Mr. Martone's sentence should read as follows: "Requested to appoint a committee to explore how other towns have done redevelopment."

Chairman, Kristi Morris, - Page 4, under **GOAL: Improve Governance:** next to last paragraph the sentence should read as follow: "A discussion pursued on how to proceed."

**Vote: 4 Yes, passed unanimously (Vice-Chairman, Stephanie Thompson Absent)**

D. **OLD BUSINESS:**  
**ITEM #1:** Reviewing Signage from the newly renamed Desert Storm Veteran's Bridge.: Mr. Gerald Patch came before the Board of Selectmen on October 26, 2015 requesting a name change of the Community Center Bridge to the Desert Storm Veteran's Bridge.

Mr. Patch stated the sign will be 30" x 24" with a reflective background, the letters will be black, and the outside edge of the sign will be black. The middle of the sign will show a picture of the metal issued to the Veterans of Desert Storm. The metal has the name: Southwest Asia Service. There will be one sign at each end of the bridge.

**MOTION:** George McNaughton moved to approve the "mock-up" design of the sign to be mounted on each end of the Desert Storm Veteran's bridge as presented tonight.  
Seconded by Peter MacGillivray  
**Vote: 4 Yes, passed unanimously (Vice-Chairman, Stephanie Thompson Absent)**

**ITEM #2:** Request from the Rockingham Conservation Commission.: Mr. Peter W. Bergstrom, member of the Rockingham Conservation Commission, has contacted the Town to request name changes for three brooks that start in Springfield. Mr. Bergstrom is wrapping up the Brook and Waterfall Naming Project for the Rockingham Conservation Commission. In addition, The Town of Rockingham Selectboard unanimously supports the suggested naming of the waterways.

Two of the brook names are historical: Skunk Hollow Brook and Lillie Brook. The other proposed brook name is Brockways Mills Brook. The proposed name is based on nearby historical names.

**MOTION:** **Walter Martone moved to approve the historic official naming of the Skunk Hollow and Lillie Brooks and use the Brockways Mills Brook for the other brook name.**  
**Seconded by Peter McGillivray**  
**Vote: 4 Yes, passed unanimously (Vice-Chairman, Stephanie Thompson Absent)**

**PRESENTATIONS:**

**ITEM #3:** Vermont League of Cities and Towns - Review of the Town Charter  
- Oversight of Urban Blight Solutions

Town Manager Yennerell shared that the Representatives from the Vermont League of Cities and Towns would not be able to provide the presentations to the Board of Selectmen tonight.

**E. NEW BUSINESS:**

**ITEM #4:** Vermont Economic Development Authority, (VEDA) - Town Manager Yennerell submitted a sheet of paper for signatures to the Board of Selectmen. The sheet confirms that the proposed project of SRDC will not violate existing zoning ordinances, regulations or local land use plans, and will be located in a district zoned Industrial/Commercial. Springfield Regional Development Corporation, (SRDC) is submitting a loan application to VEDA for \$200,000.00 at 0% interest for the interior redevelopment of the former Bryant Building on Clinton Street.

George McNaughton stated he had to recuse himself from the conversation.

**MOTION:** **Walter Martone moved to approve the signing of support for Springfield Regional Development Corporation, (SRDC), regarding their loan application of \$200,000.00 at 0% interest for the interior redevelopment of the former Bryant Building on Clinton Street.**  
**Seconded by Peter MacGillivray**  
**Vote: 3 Yes and 1 Abstain (Vice-Chairman, Stephanie Thompson Absent)**

**ITEM #5:** Memorandum of Understanding, Springfield on the Move, (SOM)

**MOTION:** **Walter Martone moved to acknowledge the receipt of the "DRAFTED" Memorandum of Understanding, (MOU), from Springfield on the Move, (SOM).**  
**Seconded by George McNaughton**

George McNaughton requested a digital copy of the finalized Downtown Plan from Springfield on the Move. He would like this copy in order to go over the "DRAFTED" MOU. He feels there has been a lot of misunderstanding why the Selectboard wants the MOUs. Mr. McNaughton views the MOUs as a planning opportunity and the MOU should go hand and hand with the strategic planning the Board of Selectmen is working on. He would like to indicate what the Board of Selectmen's priorities are and what they would like to see accomplished within the Town. He would also like a way to measure the progress of what SOM and the Board of Selectmen are doing.

**Vote: 4 Yes, passed unanimously (Vice-Chairman, Stephanie Thompson Absent)**

**ITEM #6:** Memorandum of Understanding, Springfield Regional Development Corporation, (SRDC)

George McNaughton stated he had to recuse himself from the conversation, because he represents SRDC.

**MOTION:** **Walter Martone moved to acknowledge the receipt of the "DRAFTED" Memorandum of Understanding, (MOU), from Springfield Regional Development Corporation, (SRDC).**  
**Seconded by Peter MacGillivray**

Walter Clark – Resident – Stated he would like to see included in the MOU, not only the goals, the specific time of goal accomplishment, the financials, and results of the money that the Towns provides in the amount of \$30,000.00. He wants to make sure the money given to SRDC is only used for Springfield, not spread around to other Towns that SRDC works with.

**Vote: 3 Yes and 1 Abstain (Vice-Chairman, Stephanie Thompson Absent)**

**ITEM #7:** Continuation of Selectboard Goal Implementation Discussion – Town Manager Yennerell requested the Board of Selectmen go through the list of items for each goal and prioritize the items. (Please note the separate report attached).

A discussion pursued of what the next steps should be for strategic planning. Walter Martone stated he had been through a lot of strategic planning. He feels there should be measurable steps; right now it seems like a disjointed implementation of steps.

**MOTION:** George McNaughton moved to have Walter Martone prepare an enhanced DRAFT of one of the goals to present at the December 28, 2015 Board of Selectmen meeting.

Seconded by Walter Martone.

**Vote: 3 Yes and 1 No (Chairman, Kristi Morris) (Vice-Chairman, Stephanie Thompson Absent)**

Chairman Morris asked for comments regarding Item #7 of tonight's agenda.

Lori Claffee, Resident and Member of the Union/Park Street Neighborhood Association, stated she appreciated the references to the letter submitted today from the UPSNA and wanted to thank the Board of Selectmen for considering their letter.

Richard Andrews, Resident and Member of the Union/Park Street Neighborhood Association, stated the absence of a Fiscal Agent is a significant obstacle for the UPSNA. He also pointed out there would probably be other non-profits that would benefit from the use of a Fiscal Agent.

**ITEM #8:** Discuss the formation of an Urban Development Agency – Town Manager Yennerell turned the floor over to George McNaughton.

Mr. McNaughton explained there is a statutory procedure that allows the Board of Selectmen to create another entity known as an Urban Development Agency and invest it with certain powers to be able to do some of the items the Board of Selectmen have been talking about doing Downtown and/or in the community in regards to blight and other matters. He stated he agrees with Town Manager Yennerell, who is opposed to creating another entity in Town, but he is not opposed to the idea of getting those powers involved for the redevelopment agency invested in the Board of Selectmen themselves or possibly the Housing Authority. There are several steps under the Statutes, but that is not the best, but it is one alternative. There is another way that requires two, (2), municipal votes, meaning the citizens, that would have to occur for the process. The first vote is, that the voters have to make a finding, per 24 VSA § 3206 Finding of necessity by local governing body. If the voters refuse to make that finding, that would be the end of the process. However, if they did make that finding then the Board of Selectmen later would have to make a decision if they wanted to start exercising those powers, like creating an Urban Development Agency, which he is against, or empower the Housing Authority. There would be other complicated steps to be made. However, the first step is pretty simple; it would be getting a ballot item on at Town Meeting. Mr. McNaughton went on to state, the ballot item would need to say "Shall it be found pursuant to 24 VSA § 3206 that (1) one or more slum or blighted areas exist in such municipality; and (2) the rehabilitation, conservation, redevelopment, or a combination thereof, of such area or areas is necessary in the interest of the public health, safety, morals or welfare of the residents of such municipality."

Mr. McNaughton stated he did not think this topic should be voted on this evening because there was a member of the Selectboard Absent. He would like to have the Selectboard consider his request because these types of ballot items should only go on either at a Town Meeting or at a time where they coincide with a general election. The best time, would be a Town Meeting. If the Selectboard does not act now, it could be another year before the Selectboard could take the first step.

Walter Martone confirmed that by voting on the ballot item as proposed, the Town would not commit the Board of Selectmen to any one structure for implementing the rest of the statute. It also appears that if the Selectboard chooses to have a redeveloped area the Board of Selectmen would have to prepare a redevelopment plan, which consists of identifying certain projects, and that likely would have to go back to the voters for a vote.

Peter MacGillivray didn't disagree with the main concept of the proposed plan; however, he feels there should be lots of Public Hearings. He wants to make sure the public fully understands the meaning of the ballot.

George McNaughton questioned Mr. MacGillivray if he wanted a Public Hearing before the Town Meeting. Mr. McNaughton does not want to spend a lot of time and money if the citizens are not interested. He stated his requested ballot item is just to get started.

Chairman Morris also commented he would like to make sure the public fully understood so the Board of Selectmen are not somehow empowering themselves into taking people's residences, neighborhoods or downtowns. Chairman Morris wants to know what the future plan would be. Mr. McNaughton reminded everyone a second vote would be required to move ahead with any project. The second vote would be for a specific plan.

Town Manager Yennerell commented that the Town Attorney has not reviewed the proposed ballot item.

George McNaughton stated the City of Rutland is not using this type of plan. They are using the Charter method. Mr. McNaughton stated he prefers the ballot method. He feels the ballot method is for very long term goals and the Charter method is for short goals. Town Manager Yennerell stated that not all towns use the method per 24 VSA § 3200 at all and more investigation needs to take place.

Mr. McNaughton wanted to know if January 7, 2016 there could be a Public Hearing for discussing and educating the public on his request of a ballot item. Town Manager Yennerell stated he would have an opinion from the Town Attorney for the December 7, 2015 and then let Mr. McNaughton know.

- F. **MANAGER'S REPORT:** Chairman Morris read through the Town Manager's Report. He also noted the Town Manager's Report was included in the Selectmen's Packets and available for viewing on the Town's Website or a copy could be picked up at the Town Manager's Office.

Mr. McNaughton inquired about the McFadden Solar Project. Town Manager Yennerell will follow up with the information.

- G. **OTHER MINUTES & CORRESPONDENCE:**  
1. Springfield Energy Committee, Agenda – November 19, 2015

Chairman Morris commented the agenda for the Springfield Energy Committee meeting of November 19, 2015 could be found on the Town's Website or a copy could be picked up at the Town's Manager Office.

- H. **FUTURE AGENDA ITEM PROPOSALS:**

Walter Martone – Requested for the December 10, 2015, Budget Workshop Meeting, that Springfield on the Move, (SOM), be allowed to present and discuss an application they are putting together on behalf of the Town for a potential River Walk Project. The town would receive some funds for planning the project. Mr. Martone stated that this is a very competitive process and it would be great to have the Selectboard's endorsement. Town Manager Yennerell suggested writing a letter of support for SOM, so they could submit the Town's letter with the application for grant. There would be more details by 12/7/2015 and decision could be made at that time for 12/10/2015.

George McNaughton – Confirmed on 12/7/2015 there would be a report from the Town Attorney regarding his ballot request. Town Manager Yennerell confirmed that was so.

Peter MacGillivray – Regarding Strategic Planning, per Item #2, Funding to facilitate an entity to act as a Fiscal Agent. He would like to explore ways of funding this request. Chairman Morris pointed out those subject matters will be discussed during budget workshops on 12/7/2015 and 12/10/2015. Mr. MacGillivray was okay with that process and withdrew his request for a discussion.

Chairman Morris – Mentioned Mr. Yennerell would have a follow up to Mr. McNaughton's request for information on the McFadden Solar Array. A date to discuss the next steps regarding the MOUs for SOM and SRDC was not set at this time.

- I. **CITIZEN'S COMMENTS:**

- J **ADJOURN:**

**MOTION:** Peter MacGillivray moved to adjourn the meeting.  
Seconded by Walter Martone  
Vote: 4 Yes, passed unanimously

Meeting adjourned at 9:32 PM

Submitted by: Dona M. Hall, Recording Secretary

Continuation  
Selectboard Goal Implementation Discussion

Manager's Info  
November 23, 2015

Please prioritize the attached list of goal implementation ideas that was created at the last meeting.

**GOAL: Downtown Redevelopment:**

**Prioritize 1 thru 10\***

- Improvement of the Woolson Block. Work with SHA and SOM (1, 5, 2, 2) \_10\_
- Target certain buildings within the designated Downton for either removal or major renovation guided by one of two principals: Opening up views of the river or creating public collaboration for positive renovation and retail occupancy like that which occurred with the Springfield Cinema building. (Investigating and pursuing redevelopment authority.) \_12\_  
(4, 2, 3, 3)
- Redevelop the Mason and Handley Properties (2, 9, 3, 3) \_17\_
- Empower the Selectboard per the Urban Development Agency Statute, or provide for such powers as Rutland wields in the Town Charter – then use that power to acquire, renovate, or demolish certain structures with the Downtown or closely associated therewith. \_17\_  
(3, 1, 6, 7)
- River view/River Walk (5, 4, 5, 4) \_18\_
- Design projects that feature the River and Downtown Aesthetics (6, 3, 5, 5) \_19\_
- Improve Relationship with SOM (Get involved and be supportive) (10, 11, 1, 1) \_23\_
- Property Purchases (8, 7, 3, 8) \_26\_
- Property Removal (9, 6, 3, 9) \_27\_
- Assist with and encourage positive ownership changes and/or buyouts, while working with partners. \_27\_  
(7, 10, 4, 6)
- ~~-Woolson Block, (SHA) or Town Office- (Agreed to Delete Item)~~

\* When prioritizing 1 thru 10; 1 will be the most important.



**GOAL: Economic Development:**

**Prioritize 1 thru 10\***

- Develop comprehensive economic development strategy (3, 2, 3, 6) \_14\_\_
- Review successful programs implemented by other jurisdictions. (1, 8, 2, 5) \_16\_\_
- Compose a vision for the Town which is futuristic and is specific to the Town taking into consideration the Town's topographic situation, its existing architecture, internet capacity, and demographics. The vision must not be generic and it must recognize that Springfield is different from Towns like Chester, Cavendish, and Weathersfield. It must be such as can be used as a guide or reference point for all other economic development and planning within the Town. (2, 1, 5, 9) \_17\_\_
- Improve relationship w/SRDC. (Get involved and be supportive) (9, 9, 1, 1) \_20\_\_
- Enhance Town Website to improve Economic Development and Services (6, 7, 6, 2) \_21\_\_
- Get data for properties in redevelopment or vacant on suitable usage as well as a review of growing business and/or industry in region. (4, 6, 4, 8) \_22\_\_
- WinStanley Solar & Industrial Park – Clean Energy – Tech Jobs Development (8, 4, 7, 3) \_22\_\_
- Become actively involved in trying to overcome obstacles faced by business incubators in the Town such as: Artisan malls in the downtown, a Community Cannery or a Maker's Space. (5, 3, 9, 7) \_24\_\_
- WinStanley Solar – Black River Produce (7, 5, 8, 4) \_24\_\_

\* When prioritizing 1 thru 10; 1 will be the most important.

**GOAL: Improve Governance:**

**Prioritize 1 thru 10\***

- Comprehensive Plan to eradicate drugs in Downtown	(1, 3, 4, 5)	_13_
- Strategic Planning and Capital Planning	(7, 2, 1, 4)	_14_
- Blight Ordinances (5, 6, 3, 1)		_15_
- Charter and Ordinance Updates (6, 5, 2, 2)		_15_
- Provide for a brief verbal report on the Selectboard Agenda on major issues being dealt within Committees or Commissions or entities to which the Town assigns either a member or liaison, and establishes written memorandums of understanding with entities that we use as consultants.	(4, 4, 7, 3)	_18_
- Rental Registry Enforcement (3, 7, 5, 6)		_21_
- Increase public discussion of municipal issues before the Selectboard, decrease the amount of behind the scenes handling of municipal issues. The Town's people need to know what we are doing and why we are doing it.	(8, 1, 9, 8)	_26_
- Joint project with other municipality to save money	(2, 10, 10, 7)	_29_
- Develop Guidelines to have a more open, transparent, and respectful conversations and collaborations with Community Partners.	(9, 8, 6, 10)	_33_
- Hold the Selectboard and all appointed Boards to a designated set of guidelines of conduct and goals.	(10, 9, 8, 9)	_36_

\* When prioritizing 1 thru 10; 1 will be the most important.