TOWN OF SPRINGFIELD
SELECTMEN'S HALL – 96 MAIN STREET – THIRD FLOOR
REGULAR BOARD OF SELECTMEN MEETING
MONDAY, NOVEMBER 24, 2014 @ 7:00 PM

* * * MINUTES * * *

A. CALL TO ORDER AND ROLL CALL:

Chairman, Kristi Morris, called the meeting to order at 7:00 PM and the Pledge of Allegiance was recited.

Board Members Present: David Yesman, George McNaughton, Chairman, Kristi Morris, Vice-Chairman, Stephanie Thompson, and Peter MacGillivray

Also Present: Town Manager, Tom Yennerell, Comptroller, Jeffrey Mobus, Town Clerk, Barbara Courchesne, Police Chief, Douglas Johnston, and Former Town Manager, Robert Forguites.

B. MINUTES:

1. Public Hearing, Meeting Minutes, November 10, 2014
2. Regular Board of Selectmen, Meeting Minutes, November 10, 2014
c. Special Board of Selectmen, Meeting Minutes, November 17, 2014

MOTION: **David Yesman moved to approve the Public Hearing Meeting Minutes, November 10, 2014, Regular Board of Selectmen Meeting Minutes dated November 10, 2014, and Special board of Selectmen, Meeting Minutes, November 17, 2014 as presented.**
Seconded by Vice-Chairman, Stephanie Thompson.
Vote: 5 Yes, passed unanimously

C. ANY REQUESTED ADDITIONS TO THE AGENDA:

George McNaughton requested to add Dilapidated & Unsafe Buildings to **OLD BUSINESS** and Eagle Scout Recognition to **NEW BUSINESS**. Town Manager, Tom Yennerell, also requested to add Police Vehicle to **OLD BUSINESS**. There were no objections from the Board Members.

D. CITIZENS TO ADDRESS THE BOARD: - None

E. LOCAL CONTROL COMMISSION:

Local Control Commission opened at 7:04 PM

Town Clerk, Barbara Courchesne, submitted a new Second Class Liquor License for consideration.

Kindred Market, LTD D/B/A Jake's South Street Market

Co-Owner's Samuel Harvey and Kevin Fratini were present to answer any questions the Board of Selectmen might have.

MOTION: **Peter MacGillivray moved to approve a Second Class Liquor License to Kindred Market, LTD D/B/A Jake's South Street Market.**
Seconded by Vice-Chairman, Stephanie Thompson
Vote: 5 Yes, passed unanimously

Local Control Commission closed at 7:06 PM

F. PETITIONS AND COMMUNICATIONS: None

G. OLD BUSINESS:

1. Dilapidated and Unsafe Building Update – George McNaughton inquired on the progress of 23 Valley Street. Mr. McNaughton wanted to know if Mr. Bishop met his deadline for a Final Brief. Town Manager Yennerell indicated Mr. Bishop did not met the deadline, however, was granted a 15 day extension for filing. The Town expects the case will be forwarded to the Supreme Court for deliberation. Although, Mr. McNaughton appreciated the Dilapidated and Unsafe Building Update, he was looking for even more detailed information

He is looking for information like, if a property needs an Asbestos Review/Report what it would cost and the timeline for the project. Former Town Manager Forguites stated he would work with Town Manager Yennerell on the details.

Town Manager Yennerell voiced his concern with having to project an end date because of the hurdles that could occur. George McNaughton indicated the Town has hit most of the hurdles. He wants to funnel out the problems ahead of time. He would like the Board to know the system, so everyone knows the next steps to take. Mr. Forguites also shared Asbestos Reports are only necessary for properties the Town teardowns. Town Manager Yennerell stated it sounded like the Board wanted routine reporting on the status of each property. The Board agreed.

David Yesman pointed out; th e w ork was started in 2013 on these properties. Vice-Chairman, Stephanie Thompson requested an update from the Town Attorney on the properties he has been working with. George McNaughton pointed out some of these projects have gone on for a long time; very slow progress. He would like the projects to have limits; they are just dragging on at a very slow place. David Yesman stated the property at 42 – 44 Union Street has been the same since day one. He would like to see the Town move ahead and file a lien on the Record Owner.

Chairman, Kristi Morris, summarized his understanding that exact timelines were being requested, quotations for Asbestos Review/Reports and bids to tear down the buildings. He feels before the Town can act on any of these properties, the Board of Selectmen really, truly need to know the cost involved.

Vice-Chairman Thompson asked about the funding of these projects. Mr. Forguites indicated there was no funding available.

Peter MacGillivray wanted to make sure the Town was adhering to the Ordinance and following the proper procedures. George McNaughton feels there will be more requests coming to the Board of Selectmen from the Freedom Park Committee regarding dilapidated and unsafe buildings. The Board thanked Town Manager Yennerell for the updates.

2. Police Vehicle – As requested at the last Board of Selectmen meeting, Police Chief, Douglas Johnston, has returned to share information with the Board on used vehicles to replace the 2006 Durango with a blown engine. Town Manager Yennerell indicated the Police Department only received one, (1) proposal for a used replacement vehicle. Springfield Buick GMC proposed a pre-owned 2013 GMC Yukon SLE with a NADA Market Value of $36,200.00; the Town's price being $30,535.00. The proposed vehicle has a towing capacity of 8300 pounds.

Chief Johnston sent out six to seven requests for quotes; going to Springfield Buick GMC, Benson's, P & M, Ballard's and Kelley Chrysler, etc. Town Manager Yennerell shared if the businesses did not have anything of significance on their lots they were reluctant to quote because they didn't want to purchase a vehicle and not have the Town purchase it. He also stated there is not much out there that meets the criteria.

Peter MacGillivray needed clarification if the SUV for $30,000.00 to be purchased in the future was the same vehicle the Board and Chief Johnston were discussing. It was not the vehicle in question; this would be an additional vehicle to be purchased to replace the 2006 Durango with a blown engine. George McNaughton was interested in discussing Comptroller Mobus' previous discussion of replacing the blown engine in the 2006 Durango. David Yesman questioned what "Front Line Vehicle" meant. Chief Johnston explained that this was not a "Front Line Vehicle"; it wasn't a vehicle that would be used every day. Mr. Yesman questioned why the Police Department couldn't call another Department in Town to move the Police Trailer. He pointed out the Fire Department has a Homeland Security Vehicle that would tow the Police Trailer. David Yesman stated he was against buying a new vehicle or spending $30,000.00 for a used vehicle. Chief Johnston said he understood Mr. Yesman's reasoning, but what would the Police Department do in an emergency to move the trailer. If there was an emergency, the other departments in Town would also be involved in the emergency moving their trailers. David Yesman also went on to say he found a $9,000.00 vehicle with 39,000 miles up north and a $10,000.00 Escalade with more mileage right in the Town of Springfield. George McNaughton agrees with David Yesman; maybe the blown engine should be repaired. Chief Johnston shared the 2006 Durango has some degree of rust; it is an older vehicle and pointed out the cost of the engine repair is more than the value of the vehicle. Vice-Chairman Thompson questioned what the dependability of the repaired 2006 Durango would be like and if there would be additional repairs down the road. She stated she is still interested in the proposed lease.

Chief Johnston questioned if the Board really knew the cost of used vehicles. He was concerned when the Board asked him to check into used vehicles. Peter MacGillivray inquired if the Police Department could use the new SUV to be purchased to tow the police trailer. He was informed the new SUV does not have the towing capacity. Peter MacGillivray said he has a hard time buying two, (2), vehicles.

Chairman Morris agrees with Mr. Yesman too. However, knows "timely" matters. The Town Departments are together sometimes at emergencies. He also asked how much the Detectives use the vehicle. Chairman Morris wrapped up the discussion by asking if the Board Members had enough information to make a decision. Another short discussion followed.

Chairman Morris asked Chief Johnston to provide an outline of the number of vehicles the Police Department uses, the outline of the number of staff on a shift, and a projected number of hours a Detective would need a vehicle. George McNaughton asked for warranty information on the replacement of the engine for the 2006 Durango. Chairman Morris asked for the information to be presented at the next Board Meeting.

MOTION: **David Yesman moved to table the discussion of a Police Vehicle Replacement until the next scheduled Board Meeting.**
Seconded by George McNaughton
Vote: 5 Yes, passed unanimously

H. NEW BUSINESS:

2. Appoint new Planning Commission and Downtown Design Commission Members – Town Manager Yennerell stated there are four, (4) possible appointments to fill vacancies on the Planning Commission and Downtown Design Commission. He stated Administrator Officer, William Kearns, has recommended the appointments.

MOTION: **David Yesman moved to appoint Scott Frye, Thomas Hall, and Chuck Gregory to the Planning Commission and Scott Frye to the Downtown Design Commission.**
Seconded by Peter MacGillivray
Vote: 5 Yes, passed unanimously

3. Appoint new Loan and Bond Fund Representatives – Town Manager Yennerell shared this item is mainly for housekeeping. The State of Vermont needs to know that Robert Forguites has been replaced in regards to funding for various completed infrastructure projects.

MOTION: **David Yesman moved to appoint Tom Yennerell as the primary and Jeff Mobus as the alternate authorized Loan and Bond Representatives.**
Seconded by Vice-Chairman, Stephanie
Vote: 5 Yes, passed unanimously

4. Proposed Budget Workshop Meeting Schedule – Chairman Morris went through the proposed dates for the month of December 2014 and month of January 2015. There were not any objections to the proposed dates. A list is attached.

David Yesman inquired if the 2015 – 2016 Budget could be distributed before December 8, 2014. Town Manager Yennerell said if it was possible, he would do so. However, it is not his intention to act on the proposed budget until Monday, December 15, 2014.

George McNaughton also inquired if now was a good time to ask about a separate article for Dilapidated and Unsafe Buildings. He would like the request for funding to be separate from the Town's Budget. This item should be a special appropriation. Mr. McNaughton would like to have a revolving fund set up. As a place is torn down and resold, the sale proceeds could go back into the fund. Town Clerk Courchesne cautioned Mr. McNaughton he would have to provide the appropriate language for the warrant by January 19, 2015. Chairman Morris suggested the Board should get back on track and Mr. McNaughton could request this topic as a future agenda item.

MOTION: **Vice-Chairman, Stephanie Thompson, moved to approve the proposed dates for Budget Workshop Meetings for December 2014.**
Seconded by David Yesman
Vote: 5 Yes, passed unanimously

MOTION: **David Yesman moved to approve the proposed dates for Budget Workshop Meetings for January 2015.**
Seconded by Vice-Chairman, Stephanie Thompson
Vote: 5 Yes, passed unanimously

Vice-Chairman Thompson asked if all the meetings for December and January could start at 6:30 PM. Chairman Morris stated the meeting on Monday, December 8, 2014 would start at 7:00 PM; when the BAC was present on the 8th he would check with them on a start time of 6:30 PM.

5. Proclamation – Robert J. Forguites – Former Town Manager, Robert J. Forguites, was asked to come forward and stand with Chairman Morris. Chairman Morris read a prepared Proclamation in honor of Bob Forguites. A copy of the Proclamation will be attached. Photos were taken and many good wishes for his retirement were shared.

His retirement will not last long; on November 4, 2014 he was elected to the Vermont Legislature. Mr. Forguites also stated that he, Rep. Leigh Dakin, and Rep. Alice Emmons would be at the Monday, December 22, 2014 Regular Board of Selectmen meeting.

Chief Johnston inquired if he should let Springfield Buick GMC know, they should sell the pre-owned 2013 GMC Yukon if they have a chance.

6. Eagle Scout Recognition Letter – Town Manager Yennerell stated he received notification from Scoutmaster; Dennis Clancy that four, (4), Members of Boy Scout Troop 252 had achieved the status of Eagle Scout. Boy Scouts Scott Guy Lariviere, Michael Arthur Kollman, David Alvin Bryant III, and Patrick Michael Clancy will each receive a Letter of Recognition signed by the Selectboard Members.

I. BOARDS, COMMISSIONS, AND DEPARTMENTAL MINUTES AND REPORTS:

a. Springfield Airport Commission, Meeting Minutes, October 30, 2014
b. Springfield Library Board of Trustees, Agenda, November 10, 2014
c. Springfield Housing Authority, Meeting Minutes, November 11, 2014.

Chairman Morris noted copies of the above agenda and meeting minutes may be picked up at the Town Manager's Office.

K. FUTURE AGENDA ITEMS:

David Yesman:
1. Requested a quotations from Heating Businesses to come into the Town Office and adjust/ balance the thermostats now the attic has been insulated.
2. Requested information and cost of the Streetlight Conversions.
3. Requested Town owned property, 21 Cottage Avenue, is marketed for sale.

George McNaughton:
1. Dilapidated Building Reports.
2. Separate Article for Demolition Fund.
3. Rules on Committee Members that do not attend meetings.
4. Possibility of scanning the BOS Packets to Board Members.
5. Updates on the Joint School Board Meetings and Park St. School Meetings.

Stephanie Thompson:
1. Updates on the Joint School Board Meetings and Park St. School Meetings.

Peter MacGillivray:
1. Update on the Electric Vehicle

Mr. Forguites shared the Springfield/Brattleboro Savings & Loan Bank and the Claremont Savings & Loan Bank has an agreement. Town Attorney, Steve Ankuda, is putting a legal document together; however, he doesn't see anything getting done before snow flies.

At the suggestion of Peter MacGillivray, Chairman Morris introduced Town Manager, Tom Yennerell, to the SAPA TV Viewers. Town Manager Yennerell shared he is happy to be in Springfield and said he has an open door policy. He encouraged the citizens of Springfield to come meet him.

L. ADJOURNMENT:

MOTION: **David Yesman moved to adjourn the Regular Board of Selectmen Meeting of Monday, November 24, 2014.**
Seconded by George McNaughton
Vote: 5 Yes, passed unanimously

Meeting adjourned at 8:22 PM.

Submitted by:

Donna M. Hall

Donna M. Hall,
Recording Secretary

Agenda Item 4

Proposed Budget Meeting Schedule

Manager's Info

The following is a proposed meeting schedule for the 2015-16 budget process. Please approve or make changes, so that other participants can be informed of the schedule.

December 2014:

Monday	December 8, 2014	Board of Selectmen Meeting - Distribute Budget
Monday	December 15, 2014	Budget Workshop – Department Head Presentations
Wednesday	December 17, 2014	Budget Workshop – Department Head Presentations
Monday	December 22, 2014	Board of Selectmen Meeting –possible budget

January 2015:

Monday	January 5, 2015	Budget Workshop
Wednesday	January 7, 2015	Budget Workshop
Monday	January 12, 2015	Board of Selectmen Meeting – Budget Workshop
Monday	January 19, 2015	Public Hearing – Finalize 2015 – 2016 Budget
Monday	January 26, 2015	Board of Selectmen Meeting

PROCLAMATION

HONORING

ROBERT J. FORGUITES

FOR HIS SERVICE AS TOWN MANAGER

WHEREAS: Robert J. Forguites was appointed as Town Manager on July 9, 1998 and has been Springfield's Town Manager continuously, and without interruption, for sixteen years and whose unwavering dedication to our community has brought stability and fostered an atmosphere of cooperation, and

WHEREAS: He has served the Town of Springfield working diligently all hours of the day and night for the betterment of our citizens and residents, often without exhausting his accumulated earned time off, holidays and/or vacations, and

WHEREAS: He has been a mentor and advisor to board Chairpersons over the past sixteen years and has made himself available on Springfield's behalf to many organizations, including Rotary, Chamber of Commerce, SRDC, SWCRPC, VLCT Local Government & Town Fair Day, Southern Windsor/Windham Solid Waste District, CRT and many, many other groups, and

WHEREAS: He has annually presented fiscally conservative Town budgets, advocated for their adoption as openly and transparently as possible and, over his sixteen years of holding the Manager's position, has a 100% voter approval success rate, and

WHEREAS: He has created effective working relationships with many banking institutions, engineering firms, contractors, State and Federal agencies and other advisory firms, on behalf of Springfield, thereby positioning himself as well respected throughout Vermont and the region, and therein, building a level of trust and cooperation between local, regional and State partnerships.

NOW THEREFORE, taken under our hand and seal this 24th day of November, we respectfully honor Robert "Bob" Forguites for his faithful service to the Town of Springfield as Town Manager. Additionally, we extend to Bob our sincere appreciation on behalf of the Town of Springfield and wish him the very best in his personal retirement. Further, the Springfield Selectboard acknowledges and

congratulates him on his November 4th election to the Vermont State Legislature knowing he will continue to work on behalf of the Town of Springfield at the State level and we extend to him an open invitation to return regularly and report often, much like he has asked all other State Representatives before him.

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Kristi C. Morris, Chairman

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Stephanie G. Thompson, Vice Chairman

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Peter E. MacGillivray

_____

David A. Yesman

_____

George T. McNaughton

BOARD OF SELECTMEN

TOWN OF SPRINGFIELD, VERMONT

HIGHLIGHTS OF PROJECTS OVERSEEN BY ROBERT J. FORGUITES, TOWN MANAGER 1998-2014

Prepared and supported 16 Town Budgets that received voter approval without a single defeat.

Springfield celebrated its 250th Anniversary.

Secured the funding and oversaw the completion of the new $10,000,000 Wastewater Treatment Facility.

Secured the funding and oversaw the completion of the new $10,000,000 Combined Sewer Overflow Project.

Secured the funding and oversaw the completion of the new $10,000,000 Water Pressurization Project.

Secured the funding and oversaw the completion of the new $2,000,000 Police Station on Clinton Street.

Secured the funding the 2015 paving of Main Street, without a local match.

Secured the funding for sidewalk improvements on South Street and the intersection of Main Street and Summer Street as well as water projects on Pine Street, Myrtle Street and Valley Street.

Oversaw the process by which the State Correctional Facility was sited in Springfield with voter approval and under an agreement that secured millions of dollars of future funding for the Town.

With voter approval, worked with the Southern Vermont Recreation Center Foundation to secure an agreement that both created an endowment for the center and improved outdoor recreation facilities.

After the Goldman Group bankruptcy, worked with local and state agencies to revitalize the North Springfield Industrial Park with the redevelopment of the former Fellows plant by the Winstanley family as well as the relocation and expansion of both Lucas Industries and Black River Produce.

Worked with local and state agencies to secure funding that assisted in the redevelopment of the former Gear Shaper building by One Hundred River Street, LLC.

Springfield was named home of The Simpsons, and the world premiere of the Simpson Movie was held in Springfield.

Secured funding from the federal government to improve downtown Springfield, including Main Street, the traffic lights, and the sidewalks with no impact on the local tax rate.

Secured funding from the State of Vermont to reconstruct the Paddock Bridge, the Community Center Bridge, and the Harry Hill Bridge with little impact on the local tax rate.

Worked with local and state agencies to redevelop the Ellis Building, including the theater.

Oversaw the completion of Phase 1 of the Springfield Trails and Greenways Committee bicycle and pedestrian path, now known as the Toonerville Trail.