TOWN OF SPRINGFIELD
SELECTMEN'S HALL – 96 MAIN STREET – THIRD FLOOR
REGULAR BOARD OF SELECTMEN MEETING
MONDAY, DECEMBER 22, 2014 @ 7:00 PM

* * * MINUTES * * *

A. CALL TO ORDER AND ROLL CALL:

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

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

Also Present: Town Manager, Tom Yennerell, Comptroller, Jeffrey Mobus, Town Clerk, Barbara Courchesne, Fire Chief, Russell Thompson, Deputy Fire Chief, Scott Richardson, Public Works Director, Jeff Strong, Town Attorney, Stephen Ankuda and Former Town Manager, Robert Forguites.

Appointed Budget Advisory Committee Members Present: Chairman, Everett Hammond and BAC Member, Walter Matrone, arrived at approximately 7:15 PM. There were not any other Members of the BAC present.

B. ANY REQUESTED ADDITIONS TO THE AGENDA: Town Manager, Tom Yennerell requested David "Todd" Hindinger, III, Structural Engineer, is moved to the top of the Agenda. Chairman, Kristi Morris, was met with no objections to the request; therefore, the order of the Agenda has been changed.

C. MINUTES:

a. Regular Board of Selectmen, Meeting Minutes, November 24, 2014
b. Budget Workshop, Meeting Minutes, December 15, 2014
c. Budget Workshop, Meeting Minutes, December 17, 2014

MOTION: **Peter MacGillivray moved to approve the Regular Board of Selectmen, Meeting Minutes, November 24, 2014, Budget Workshop, Meeting Minutes, December 15, 2014, and Budget Workshop, Meeting Minutes, December 17, 2014.**
Seconded by David Yesman
Vote: 5 Yes, passed unanimously

There were no requested changes to the Meeting Minutes.

E. NEW BUSINESS:

ITEM 7: Consider Demolition Order for 188 Wall Street. Town Manager Yennerell requested a Structural Engineer's Evaluation of 188 Wall Street. Fire Chief, Russell Thompson, Deputy Health Officer, Scott Richardson, and Structural Engineer, Todd Hindinger from the Safety Committee were all present at tonight's meeting. Mr. Hindinger presented the Finding of Fact and Recommendations based an external evaluation of the property. Note the property at 188 Wall Street has been open to outside elements for quite some time, aiding to the evaluation.

George McNaughton questioned the strength of the report should the property owner appeal the order.

MOTION: **David Yesman moved to receive the Finding and Recommendation of the Safety Committee in regard to 188 Wall Street. Committee findings are:**

1. **The building has been damaged by fire and has become dangerous to life, safety, or general health and welfare of the people of the Town of Springfield;**
2. **The building is structurally unsafe and has more than one-third, (33-1/3 %) percent of damage of the supporting members and more than fifty, (50 %) percent damage to the non-supporting enclosing or outside walls or covering.**

Seconded by George McNaughton
Vote: 5 Yes, passed unanimously

MOTION: **David Yesman moved to establish the following findings for 188 Wall Street, Springfield, Vermont. The building was damaged by fire more than one, (1), year ago and the demolition has not been completed or the structure rebuilds. The structure continues to deteriorate and is liable to cause injury or damage by the collapse or fall of any part of such structure and is dangerous to life, safety or the general health and welfare of the people of the Town. By reason of neglect, want of repair, action of the elements, and partial or total destruction by fire the structure is dilapidated, ruinous, decayed, filthy, apparently abandoned, unstable, and constitutes a material menace or danger to adjacent property and to the public. Specifically, the structure shows thirty-three and one-third (33 and 1/3%) or more of damage or deterioration of the supporting members or fifty percent, (50%) or more damage or deterioration to the non-supporting, enclosing or outside wall or coverings. The foundation contains cracks and is leaning, the walls have sections missing, the roof has sections missing and broken, the chimneys have cracks and the ground contains sharp objects and debris.**

Generally, there has been large scale fire damage to the main structure, attached garage with framing and sheathing alongside C and D walls have deteriorated, rafters have deteriorated, the roof is bowed and leaking, the main support for ceiling storage area has broken and is at risk of collapse. The Springfield Selectboard finds that such building and related structures as set forth herein are determined to be dangerous or structurally unsafe as defined in Springfield Code Section 5-26 and is declared to be a public nuisance and shall be demolished as set forth below.
Seconded by Vice-Chairman, Stephanie Thompson
Vote: 5 Yes, passed unanimously

MOTION: **David Yesman moved based upon the findings and pursuant to Springfield Code Section 5-33, the Springfield Selectboard orders as follows: All buildings and structures located at 188 Wall Street shall be demolished so as to no longer be a public health or safety hazard within sixty, (60), days of the date of receipt by the owner of this Order. Such building shall be demolished and the debris appropriately disposed of in accordance with State Law. If such demolition is not made within sixty, (60), days, then the Town, without further notice, may demolish such building and dispose of the debris to abate the public health and property threat and the filing of this Order and a Report of such demolition shall constitute a lien on such property which shall be recorded in the land records securing all costs of such abatement.**
Seconded by Vice-Chairman, Stephanie Thompson
Vote: 5 Yes, passed unanimously

D. **VISITORS TO ADDRESS THE BOARD**

ITEM 1: Vermont Forests, Parks and Recreation Department – Town Manager Yennerell indicated the Selectboard had visitors to speak on behalf of the Muckross Estate, (new State Park).

Terry Carroll from AmeriCorps VISTA who is serving with the Vermont Forests, Parks and Recreation Department and Ethan Phelps, Vermont Parks Regional Manager for Southeast Vermont. Mr. Carroll gave a Basic Overview of the Muckross Project. Please note the attached pages.

Ethan Phelps answered questions regarding the Pilot Payment Program. The Town will be losing revenue on the property, therefore, in lieu of property taxes; the Town will receive Pilot Payments based on 1% of the real value of the Muckross Estate. The Muckross estate, new State Park, will be going through many upgrades so over time, the real value of the new State Park will increase, therefore, the Pilot Payments should increase. Discussion followed in regard to repairs for the road, dam, generator, and buildings. The State is hoping to have title to the property in the Spring of 2015. Again, the Town was informed this proposed State Park was not going to cost the Town of Springfield anything. Mr. Phelps commented this new State Park will be the 53rd in the State and it is based on a new model. The State is very interested in building Community Support.

Chairman Morris and Town Manager Yennerell were both interested in future updates and requested to be added to Press Releases. The Town Manager and Members of the Selectboard thanked Mr. Carroll and Mr. Phelps for their update.

ITEM 2: Local State Legislators—general discussion – Newly elected, Legislator, Robert Forguites, introduced himself, Leigh Dakin, Representative and Alice Emmons, Representative. Ms. Dakin covers District 3-1 including a portion of North Springfield, close to Chester, VT and Mr. Forguites and Ms. Emmons cover District 3-2; all of Springfield and a portion of North Springfield. Mr. Forguites shared a few weeks ago he received a phone call from a lobbyist mentioning a Bill he would be presenting. Currently, all Municipalities have a local option as to rather they want to have an assessment of fee on taxes that become delinquent after the final payment is due. The fee could be as high as 8%. This is a local option now; Municipalities can collect a fee or not. Under the new Bill being introduced the Lobbyist would like to take away this option. Representative Forguites has told this lobbyist

right up front that he would not support his Bill. This Bill has not been very successful in the past. Rep. Forguites also commented unless things change the Legislature will have a vote for Governor within the first few days of Session. The Session starts on January 7, 2015.

Rep. Dakin would like to hear from the Town Governance Board; some of their concerns and issues. Also shared her contact information with the Town Clerk.

Rep. Emmons chose not to make comments and asked the Selectboard Members what their issues and concerns were.

George McNaughton stated the Town of Springfield needs Legislative Guidelines for Demolition Liens; to come in front of any mortgages against the properties. Mr. McNaughton would like to see the Banks come forward, but they have not. Representative Carolyn Partridge, from Bellows Falls, VT, will be proposing a Bill for this type of assistance. Mr. McNaughton would like Representative to support for this Bill.

David Yesman spoke about Health Insurance options within the State of Vermont. Apparently, there are only two choices in Windsor County for Health Insurance.

Vice-Chairman, Stephanie Thompson, referred to a letter from State Attorney, Michael Kainen, regarding ideas about early release from prison and home confinement. Vice-Chairman Thompson realizes in some cases this procedure would work, but there are other times it will not. She wanted to know if there were other options being discussed. Representative Emmons indicated one of the options was to return to the prison system. Representative Emmons also shared because of the opiate addiction; the DCF Cases will be the tip of the iceberg. There are going to be many Family Cases coming before the Vermont Courts. This will impact the Court Systems and Schools.

To deal with the opiates the Legislature put in place last Session an evidence based approach for individuals coming into the criminal justice system. The needs and risks for these individuals are really being reviewed. For non-violent crimes there would be the ability for pre-trail services. The State has hired a Director for this program who will work with about 11 Compliance Monitors throughout the State; this will be contracted with the Justice Centers. The Compliance Monitors will be responsible for working with individuals who are referred to this program. The individuals will be screened for their needs and a Risk Assessment performed. There will also be required substance abuse and mental health screenings.

In Windham County, Sheriff Keith Clark proposed last Session and has started a Pilot Project. The Sheriff's Department in Windham County will be supervising individuals who are electronically monitored. This provides assurance to the Courts that this individual does not need to take a hard bed as a detainee waiting for trail, is not a risk for flight or danger to the community or themselves.

David Yesman stated he would also like to see the Education and Social Services costs be separated. The State needs to find a way to pay for Social Services. The Taxpayers should not have to pay for Social Services in their Educational Taxes. Representative Emmons indicated conversations have already started in regard to this topic.

George McNaughton also asked for a provision exempting Municipal Pedestrian and Bike Ways from the State Buffer Zone Requirements.

Chairman Morris and the Selectboard Members thanked the three Representatives for their time.

ITEM 3: Road Surface Management System Evaluation Report Presentation – Everett Hammond, of Hammond Engineering, presented the Road Surface Management System, (RSMS), that he was hired to conduct. Mr. Hammond worked very closely with Public Works Superintendent, John Johnson.

Mr. Hammond used a slide show to go through the RSMS Report. Chairman Morris questioned Mr. Hammond's figures in the Report. Mr. Hammond stated his figures in the first five, (5), years did not include any cost of living. After the first five years, there was a 5% increase.

George McNaughton raised the concern of paving and then having to cut the new pavement. Town Manager Yennerell suggested the Town dovetail the Road Maintenance with the Water & Sewer projects whenever possible.

Several times Valley Street Project was referred to as being done during 2015. Town Manager Yennerell stated the Valley Street Project would not be completed during 2015; it would be completed within two years. Also noted many times throughout the RSMS presentation was the lack of funding for proposed road work.

Town Manager Yennerell asked for a digital file of the report with the mileage total for each year spelled out. Mr. Hammond indicated that would not be a problem and the contract for the RSMS included a digital file.

Town Manager Yennerell and the Selectboard thanked Mr. Hammond for the RSMS Report. The Selectboard recognized the amount of work and the professional quality of Mr. Hammond's report.

E. **NEW BUSINESS:**

ITEM 4: Approve Resolution for Planning Grant Funds – Town Manger indicated this was a housekeeping item.

An $8,200.00 Planning Grant was awarded to the Town for revisions of the Town Plan. A resolution was presented with the application. The new resolution is simply a change to the name of the Town Manager.

MOTION: **David Yesman moved to approve a Town Manager name change on a resolution for a FY2015 Municipal Planning Grant for revision to the Town Plan. Tom Yennerell's name will replace Robert J. Forguites' name.**
Seconded by Vice-Chairman, Stephanie Thompson
Vote: 5 Yes, passed unanimously

ITEM 5: Approve Errors and Omissions Request from Assessment Office – Assessor, Cy Bailey, has submitted an Errors and Omission Request to the Selectboard.

Property Owner of 89 Fairground Road grieved their property taxes. Due to a computer error this parcel missed the grievance process. The property has been reviewed and taxes should be adjusted. Property valued was $128,700.00; after review the figure of $90,000.00 should be used.

MOTION: **David Yesman moved to acknowledge receipt of the Errors and Omissions Request from the Assessment Office.**
Seconded by Stephanie Thompson
Vote: 5 Yes, passed unanimously

ITEM 6: Town Annual Report Savings Recommendation Request Approval – Town Clerk, Barbara Courchesne, was requested to research cost savings and a way to reduce waste in regard to the printing of the Annual Town Report. Town Clerk Courchesne worked with Springfield Printing to provide a plan. The Town Clerk also mentioned she suspected it would take a couple of years to figure out the quantities. Should the Selectboard like to follow through with this project, she would like to present her findings to the School Board Directors. The School District would also need an article on the ballot. The School District pays a third of the cost to print the Annual Town Report. If the Selectboard proposes changes to the way the Annual Report is distributed, the votes would need to weigh in. Town Clerk Courchesne also worked with the Town Attorney to provide the proper language to be placed on the ballot.

MOTION: **George McNaughton moved for the Board of Selectmen to approve a ballot question, "Shall the Town provide notice of the availability of the auditor's report to the voters of the Town in lieu of mailing or otherwise distributing the report itself pursuant to 24 VSA Section §1682. Upon request, the auditor's report shall be mailed. Notice of availability will be provided by publication in The Springfield Reporter and on the Town's website thirty days prior to the Annual Town Meeting. This Article is conditioned upon the Passing of Article _____. (This would refer to the School District Article of the same topic.) This Article is subject to the Town School District passing a similar ballot question.**
Seconded by Stephanie Thompson
Vote: 5 Yes, passed unanimously

ITEM 8: Unsafe Building Demolition Fund Creation Articles. George McNaughton has proposed to add a special appropriation to the Town ballot to create a fund for use in regard to Dilapidated and Unsafe Buildings.

MOTION: **George McNaughton moved to add the following Article to the Town ballot. "Shall the Town vote to establish a reserve fund titled "Unsafe Building Reserve Fund" to receive appropriations and to be utilized to fund the enforcement of the Town's Unsafe Buildings Ordinance, Town Code, Section 5-26 to Section 5-40, the use of said funds shall include advances to demolish or otherwise remediate unsafe buildings, finance enforcement of actions against such properties and the owners thereof, including receiving the revenues from fines, liens, legal actions, and donations."**
Seconded by Vice-Chairman, Stephanie Thompson

David Yesman doesn't believe the Selectboard should be asking the Town voters for these funds. The funds should come from private donations. He suggested a campaign be started.

Vote: 4 Yes, 1 No (David Yesman)

The Selectboard Members discussed the amount of funding being asked for to clean up the existing dilapidated and unsafe buildings. George McNaughton and Peter McGillivray still wanted to appropriate $100,000.00. Vice-Chairman, Stephanie Thompson and Chairman, Kristi Morris wanted a much lower amount of funds appropriated. David Yesman stated the Selectboard should not be asking the Voters for this money.

MOTION: **George McNaughton moved to add the following Article to the Town ballot. "Shall the Town vote to appropriate the sum of $100,000.00 to be paid into the Unsafe Building Reserve Fund and to be utilized to enforce the Town's Unsafe Building Ordinances.**
Seconded by Vice-Chairman, Stephanie Thompson
Vote: 3 Yes (Vice-Chairman, Stephanie Thompson, Peter MacGillivray, and George McNaughton
2 No (Chairman, Kristi Morris and David Yesman)

F. **TOWN MANAGER'S REPORT:** - Town Manager's Report is also attached. Town Manager Yennerell also added information pertaining to the Community Center. There are brick pillars in the ceramic area of the Senior Center that are questionable. A Structural Engineer has evaluated the status of these pillars. For the time being the Ceramics area is closed off and a temporary solution will be implemented. A long term solution is being pursued.

G. **FUTURE AGENDA ITEM PROPOSALS:** - Chairman Morris inquired of future agenda items. David Yesman wanted an update in regards to Judge Hudson's Motion for the Police Department. Attorney Ankuda stated the Selectboard still needs to appoint committee members. George McNaughton shared the Co-Coordinators of the Energy Committee were going to be resigning. When resignation letters are received the Selectboard will need to consider replacements. Vice-Chairman Thompson asked for a Joint Meeting with the School Board Members to discuss the position of a School Resource Officer for the School District. Chairman Morris stated a few School Board Directors have asked for further details of the SRO position, job description, duties, etc. School Board Chairman, Jeanice Garfield, has already contacted Police Chief, Douglas Johnston. Peter MacGillivray suggested the Town start considering the replacement of the retaining wall, across from 100 River Street. He questioned who would be responsible for repairs. Town Manager Yennerell suspected it is the Town's responsibility.

H. **OTHER MINUTES & CORRESPONDENCE:**

a. Budget Advisory Committee, Meeting Minutes, December 8, 2014
b. Sub-Committee – Park St. School Joint Committee, Special Meeting, Meeting Minutes, December 4, 2014
c. Springfield Airport Commission, Agenda, December 17, 2014
d. Springfield Energy Committee, Agenda, December 18, 2014
e. Springfield Housing Authority, Meeting Minutes, December 9, 2014
f. Springfield Police Department, Monthly Report, November 2014

Chairman Morris indicated all the above agendas, meeting minutes, and reports were available for review in the Town Managers office.

I. **ADJOURNMENT:**

MOTION: **George McNaughton moved to adjourn the Regular Board of Selectmen meeting of December 22, 2014.**
Seconded by Vice-Chairman, Stephanie Thompson
Vote: 5 Yes, passed unanimously

Meeting adjourned at 10:01 PM.

Submitted by:

Donna M. Hall

Donna M. Hall,
Recording Secretary

Town Manager Report
December 22, 2014

VTrans Park and Ride improvement.

Attached is a copy of the construction print per a request at the last meeting. There are large radii curves introduced to accommodate the new location of the path.

Electric Vehicle Charging Unit.

A meeting with GMP has been scheduled for January to discuss methods for charging unit users to make payments for the service. GMP has optional methods, all are user friendly and there will be no cost to the Town.

Town Hall heat system improvements

A cost estimate for $12,775 was received. The company providing the estimate, suggests work be done when the system can be shut down for 3-4 days. Considering the costs involved, the matter needs more research for alternatives.

Waste water facility energy study

There was a phone conference with Efficiency Vermont and their subcontractor on a draft report for this study. Revisions will be made to the report and it will be presented for consideration.

Unsafe Building demolition

A brief was filed with the VT Supreme Court on the Valley Street property. The Town Attorney will respond with in the 30 day response deadline.

Solar Contract comparison

The Town Attorney will present a comparison of the contracts after the budget season, during late January or early February.

New State Park in Springfield

Location: Edgar May's Property (off Paddock Road)
Facilities: Main House, Garage, Ice Shed, Dove House, Guest House, Shed, Pond, and Dam.

Basic Overview:

The Department of Forests, Parks and Recreation is currently working to create a new State Park in the town of Springfield with the intention of integrating the park with the town, making it an asset to the community. The park will be opened seasonally for day-use, with no entry fee charged for the foreseeable future. There are preliminary plans to provide rental canoes or kayaks for use on the pond. There will be no public camping or campsites at the State Park, Overnight use for organized groups is a concept being considered
Existing facilities will require maintenance and restoration. Priority will be given to the roadway, dam, the gate house and stabilizing the other buildings. Several trails exist on the property. Planning for the development of a hiking and multi-use trail system will be a priority in the first few seasons.

The Department is committed to developing the new State Park with the local community by forming partnerships with local educational, recreational and social service entities. Several significant projects are already underway:

Muckross Outdoor Recreation and Environmental Education Day Camp

'The (proposed) Muckross Outdoor Recreation and Environmental Education Day Camp was born from a vision of the late State Senator Edgar May. He pictured a future where his estate, Muckross, was transformed into a State Park integrated with the local community, offering free opportunities for outdoor recreation and environmental education. Unfortunately Mr. May passed away before his dream could be realized, but the Vermont Department of Forests, Parks and Recreation has continued to believe in his vision and are currently working with his estate and local partners to turn the Muckross property into Vermont's first State Park developed with community integration in mind.

Muckross Day Camp is key to the vision of integrating the new State Park with the town of Springfield, joining together Vermont State Parks with community groups including the Springfield School District, the EdgarMay Health and Recreation Center, and the Springfield Family Center. Together they have agreed to a set of mutual principles: Outdoor Recreation, Environmental Education, and Community that form the foundation for the camp and dictate its mission: to provide a safe, natural environment where any child, regardless of economic or social circumstance, can experience hands-on environmental education and outdoor recreation.

Next summer the Muckross Day Camp plans to operate as a four-week pilot program that will allow Springfield children between first and eighth grade to experience a week of outdoor activity while teaching them the basic principles of environmental stewardship. The pilot program will run as a secondary site for the summer camp run by All-4-One, a local before and after school program through the Springfield School District. In future years the camp could also partner with the Springfield Parks and Recreation Department to help run an adventure camp for older students, or with the local Health Care and Rehabilitation Services (HCRS) therapeutic camp to help provide outdoor recreation to children with

behavioral issues. Our goal is to create a park and day camp that will be a true resource and asset to the town, providing a unique environment for children to learn and engage.

Current Partners: All-4-One, Springfield Family Center, EdgarMay Recreation Center, Vermont Department of Forests, Parks and Recreation

Dates:
Week 1 - July 13-17
- Children entering Grades 7-8

Week 2 - July 20-24
- Children entering Grades 5-6

Week 3 - July 27-31
- Children entering Grades 3-4

Week 4 - August 3-7
- Children entering Grades 1-2

<u>Partnerships with Springfield School District and River Valley Technical School</u>

Volunteer Opportunities: Graduation requirements at Springfield High School dictate that every student must complete 40 hours of community service in order to graduate. The State Park could become a place where students will be able to fulfill some of these requirements, helping to create and maintain trails, open and close the park, and helping to manage the land and buildings. The students will not only be able to complete graduation requirements, but also be introduced to the State Park system and perhaps gain an understanding of land management techniques.

Place-based Learning: The Marsh-Billings-Rockefeller National Park outside of Woodstock has created an excellent program and partnership with local schools, bringing together schools with public lands around Vermont. We would like to follow that example and work with the local school district and the technical school to provide a place where teachers may bring their students to the park to experience direct, place-based learning. Whether using the dam or pond to explain water ecology, or using on-site construction to provide direct carpentry to students, the Park is actively looking at ways in which it can work with educators in Springfield.

Talks have already taken place with the High School and River Valley Technical School to determine how programs can utilize the park, and there are plans to discuss more partnerships with the Middle School, and eventually the elementary schools. The park could provide opportunities for science classes to study wilderness ecology in a natural setting, or to introduce horticulture classes to the land management the Agency of Natural Resources regularly practices. Furthermore, it also opens the door to groups like the cross-country team to use the trails for practice, or for teachers to make connections with the wilderness biologists, foresters, and Department of Conservation professionals.

<u>Learn to Read Programs with the Springfield Community Library</u>

Many State Parks have programs where they partner with local libraries to offer literacy programs. Often young children and their parents will meet with a librarian and park staff to go on a small 'hike' while reading pages from a book. This encourages not only literacy, but also brings together parents within the community and offers children a chance for outdoor recreation. At some parks the literacy

program has also developed different projects such as a movie night, or craft days. The Parks department looks forward to working with the local library to offer similar programs in Springfield.

New Ideas for Partnerships or Programs

As previously stated, the Department of Forests, Parks and Recreation is committed to working with local groups and organizations to make the park an asset to the community. The partnerships above represent the beginning of that process and any individuals or groups that have ideas for new projects, programs or partnerships are more than welcome to contact **Terry Carroll** at terry.carroll@state.vt.us.