

ROCKINGHAM SELECTBOARD REGULAR MEETING
Tuesday, June 7, 2016

Present: Lamont Barnett, Peter Golec, Joshua Hearne, Ann DiBernardo, Stefan Golec

Also Present: Willis Stearns, II, Municipal Manager; Kerry Bennett, Recording Clerk; Saxtons River Fire Chief Art Smith; Rockingham Fire Chief Denis Jeffrey; Bellows Falls Fire Chief Ron Lake; Rockingham Firefighters Kevin Kingsbury & Wade Masure; Bellows Falls Fire Fighters Association Shaun McGinnis; Patrick Matteau, WOOL Radio; Revolving Loan Fund Committee Chair Katie Dearborn

Press: Joey Powers, FACT8; Maddi Shaw, Brattleboro Reformer; Susan Smallheer, Rutland Herald

Call to Order: Meeting was called to order at 6:30 p.m. by Chairman Lamont Barnett

Additions to the Agenda for Routine Administrative Matters and/or Pressing Matters that will require ratification at a future meeting: None

Approve Minutes of May 24, 2016: *Peter Golec made the motion to approve the minutes of May 24, 2016 as printed. Motion was seconded by Ann DiBernardo. Motion passed.*

Public Comment on Items Not on the Agenda (3 minutes per person):

- Deborah Wright noted that she was copied the following letter in an email from the Advisory Council on Historic Preservation and asked that it be entered into the minutes.

*Mr. Patrick A. Bauer Division Administrator
Federal Highway Administration
53 Pleasant Street, Suite 2200
Concord, NH 03301*

Ref: Proposed Replacement of the Kelleyville Bridge over the Sugar River, Newport, New Hampshire

Dear Mr. Bauer:

The Advisory Council on Historic Preservation (ACHP) has recently been copied on a string of correspondence regarding the status of the Federal Highway Administration's (FHWA) compliance with the terms of the Memorandum of Agreement (MOA) for replacement of the Kelleyville Bridge over the Sugar River in Newport, NH. The MOA was executed in 1994 among the New Hampshire Division of FHWA, the New Hampshire State Historic Preservation Officer, and the New Hampshire Department of Transportation (NHDOT) to address the loss of one of only two open spandrel concrete arch bridges in New Hampshire. The signatory parties to the MOA agreed that appropriate mitigation for the loss of the Newport Bridge included a commitment toward the long-term maintenance of the Vilas Bridge, now the last remaining bridge of its type in the state.

It is unclear whether NHDOT ever developed or carried out a plan for long-term maintenance of the Vilas Bridge pursuant to the provisions of the MOA. Since the bridge was closed to traffic in 2009, its current condition is not consistent with the commitment the NHDOT made to maintain the bridge. We remind you that the MOA represents a binding commitment on the parties involved, and it is expected that its terms would be carried out within a reasonable timeframe.

Accordingly, we are seeking your assistance, as the agency official responsible for compliance with Section 106, in determining the status of NHDOT's compliance with Stipulation In of the MOA "...to work toward the long-term maintenance of the Vilas Bridge with in kind construction funded in accordance with the State's Ten Year Highway Program." We would like to be apprised of the current status of the bridge, as well as a plan of action for its maintenance that would fulfill the stipulation in the MOA. Absent a reasonable and good faith effort to implement its original provisions, the existing MOA would need to be re-visited and consultation re-established among the parties to identify alternative mitigation measures for the loss of the Kelleyville Bridge and consider amendments to the agreement. Continuation of the current situation is tantamount to demolition by neglect and is not consistent with the agreed upon measures stipulated in the MOA.

We appreciate your assistance in this matter and look forward to your reply. If you have any questions or require further assistance, please contact MaryAnn Naber at 202-517-0218 or mnaber@achp.gov

*Sincerely,
Charlene Dwin Vaughn, AICP
Assistant Director
Federal Permitting, Licensing, and Assistance
Office of Federal Agency Programs*

The Board thanked Wright for bringing this letter to its attention and for her ongoing efforts.

Manager's Report: None

Agenda:

1. Bellows Falls Firefighters Association Request for Boot Drop – Shaun McGinnis was present to request that the Board approve a boot drop on August 6, 2016 between 9:00 am and 2:00 pm during Old Home Days. There is no rain date, the drop will be held rain or shine. *Joshua Hearne made the motion to approve the Bellows Falls Firefighters Association request for a boot drop during Old Home Days on August 6, 2016 between 9:00 am and 2:00 pm. Motion was seconded by Peter Golec. Motion passed.* DiBernardo asked what the money raised was used for. McGinnis stated that it has been used to purchase furniture for the firehouse but is mostly used for the Annual Fireman's Parade held in October each year.

2. WOOL Radio – Patrick Matteau was present representing WOOL and to answer any questions. The event will be held on August 13, 2016 at 6:00 pm. Popolo Restaurant will be doing the bar. Barnett asked if this is just on the grass area. Matteau stated the event was mostly held on the patio. Stearns stated that the entire parking lot around the Waypoint Center is blocked off for this event.
 - a) Permission to have alcohol at Waypoint Center:: *Ann DiBernardo made the motion to allow WOOL Radio to have alcohol at the Waypoint Center on August 13, 2016 and authorize the Selectboard Chair to sign the form. Motion was seconded by Stefan Golec. Motion passed with Hearne abstaining.*
 - b) Request fee reduction for Theater & Entertainment Permit: *Ann DiBernardo made the motion to grant the request for a fee reduction for the Theater & Entertainment Permit for WOOL Radio from \$100 to \$50. Motion was seconded by Joshua Hearne. Motion passed.*
3. Joint Fire Committee
 - a) Recommendation for Equipment Purchase: Barnett noted that a recommendation from the Fire Committee was included in the Board packets along with the minutes of the 6/2/2016 Fire Committee Meeting. Barnett thanked the Committee for meeting stating that he felt this was the correct procedure to follow. Stearns stated that all follow up on bids has been done by the 3 fire chiefs and in fact a lower bid came in today and included the specs. Stearns did note that specs were changed during the committee meeting discussion by the Committee members. Several items were discussed including the process for requests, the budget process, the purchasing policy, the Memorandum of Understanding for the Purchase of Fire Equipment and public safety. The memo from the Fire Committee to the Selectboard included the following:
 - Purchase of two fire trucks – one for Saxtons River at a cost of \$265,000 and one for Rockingham at a cost of \$310,000 for a total of \$575,000.
 - Purchase of a thermal imaging camera for Saxtons River at a cost of \$12,000.
 - Purchase of a hydraulic rescue tool for Rockingham at a cost up to \$50,000
 - Purchase of two demolition saws – one for Saxtons River and one for Rockingham – at a cost of \$3,600.

It was noted that lower bids have come in for both the Saxtons River and Rockingham. Chief Smith stated that he received a quote today of \$230,000 from VTEC and Chief Jeffrey for Rockingham at \$293,000 from E-One and \$291,000 from KME. Chief Lake also stated that he received a quote for the demolition saws of \$2,500.

Stearns noted that the demolition saws have been ordered for Rockingham and Saxtons River in this year's budget.

Peter Golec made the motion that the Board approve up to \$250,000 for purchase of a fire truck for the Saxtons River Fire Department. Motion was seconded by Joshua Hearne. Motion passed.

The discussion continued about the process and Deborah Wright noted that the voters had approved \$500,000 at Town Meeting and the proposed purchases would be going over that amount. Stefan Golec asked the chiefs if they felt that they should have gone out to bid. Chief Smith stated that he felt the process used with soliciting bids from vendors had resulted in lower bids than they would have received had they gone out to bid. Hearne stated that the total cost for 2 vehicles was a “no brainer”. Masure again stated that the process was flawed and it was unfair to other vendors. Chief Jeffrey stated that he felt all vendors were treated fairly.

Peter Golec made the motion to approve the purchase of a fire truck for the Rockingham Volunteer Fire Department up to \$295,000. Motion was seconded by Joshua Hearne. Motion passed.

Peter Golec made the motion to approve the purchase of a thermal imaging camera for the Saxtons River Fire Department at a cost not to exceed \$12,000. Motion was seconded by Joshua Hearne. Motion passed.

Barnett then asked the 3 chiefs if they would consider interdepartmental training, specifically noting that if there was a qualified firefighter in the area of one of the fire departments when a call came in and they had their gear with them that they could go on the truck. Chief Lake reported that the 3 departments have been discussing interdepartmental training and one has been set up. Barnett asked for the cooperation & training commitment from the three chiefs. All 3 responded yes. Lake did, however, note that having spare sets of gear available for a firefighter not in the respective departments could become costly.

4. Finance Office

- a) FY2016 Budget Status: Stearns reported earlier in the meeting that the Town has currently a \$681,000 surplus. The Board had no questions.

5. Project Updates:

- a) Safe Routes to School Sidewalk & b) Bridge Street Bridge: Stearns informed the Board that the lead engineer for these 2 projects for Dubois & King has left the company. In addition, the contractor for the Safe Routes to School project was never given the final design by Dubois & King. Their equipment is in place and they are ready to go pending the final design. Dubois & King is working on this.

- c) Town Plan – approve & sign letter to Windham Regional Commission: Stearns distributed a schedule for acceptance, public hearings and adoption of the Town Plan. Stearns noted that there will need to be at least one Special Meeting on July 7. *Peter Golec made the motion to approve the letter to Windham Regional Commission and authorize the Selectboard Chair to sign on behalf of the Board. Motion was seconded by Joshua Hearne. Motion passed.*

6. Selectboard Items

- a) Ratify vote of 5/31/2016 re: Support letter for Chroma: *Peter Golec made the motion to ratify the vote of 5/31/2016. Motion was seconded by Joshua Hearne. Motion passed.*
- b) Approve & Sign Golden Cross Ambulance Contract: Stearns noted that there are no changes other than dates and the amount of charges to individuals. *DiBernardo made the motion to approve the Agreement between Golden Cross Ambulance, Inc. and the Town of Rockingham as presented and authorized the Municipal Manager to sign the contract. Motion was seconded by Peter Golec. Motion passed.*
- c) Approve Revolving Loan Fund Policies & Procedures: Peter Golec asked the Board if it wanted to get involved with delinquent loans. Chair of the Committee, Katie Dearborn, was present and stated that this is a gray area and felt that language should be included in the policy noting at what point the Town would take equipment and/or get an attorney involved and that certain time frames should be included. Peter Golec stated that he felt the policy should be approved as presented and that the Committee continues to work on a credit application process and a collection policy. *Joshua Hearne made the motion to approve the Revolving Loan Fund Policies and Procedures as presented. Motion was seconded by Peter Golec. Motion passed.*
- d) Approve Summer Schedule – 1 meeting per month – June, July, August: Barnett stated that this would be put on the June 21 agenda for discussion.
- e) Downtown Markings: Stearns distributed photos that would eliminate 7 parking spaces on the east side of Rockingham Street starting across from Windham Antiques. It was the consensus of the Board to proceed with this plan.
- f) Development Office Discussion: Barnett noted that a meeting was held with the Bellows Falls Area Development Corporation and the Brattleboro Development Corporation to discuss these two having more involvement. This will be discussed further at the June 21 meeting.
- g) Board Goals: Tabled to June 21 meeting.

Review Overtime & Comp Time Report: No comments or concerns.

Review & Update Task List – 1st meeting of the month: Not discussed.

Review Agenda Items for Next Meeting – June 21, 2016 or July 5, 2016:

- Selectboard Goals
- Development Office Discussion
- Transfer of funds to the Fire Equipment Reserve Fund

Review Agenda Items for Joint Board Meeting - August 30, 2016: It was noted that a Special Joint Board Meeting will be held next Tuesday, June 14, following the Trustees Regular Meeting to award solid waste collection bid and for a review of the Manager's review.

Review & Approve Orders, Bills & Warrants: *Peter Golec made the motion to approve the orders, bills and warrants as presented. Motion was seconded by Joshua Hearne. Motion passed.*

Other Business:

- Stefan Golec noted that there apparently individuals dumping trash on the premises of the Green Street property that recently burned and also that people are entering the premises and stealing and asked if there is anything the Town can do. Stearns stated that there is no health order on this at present but the Bellows Falls Trustees could go after this under the Unsafe Building Ordinance or the Fire Chief can act.
- DiBernardo thanked Lee Boucher for her efforts in planting and maintenance of the various flower beds around the Village.
- DiBernardo also congratulated the Bellows Falls Union High School Boys & Girls Track teams for winning the State Championship this past weekend. Stearns noted that 2 members of those teams – 1 boy and 1 girl – are employees of the Opera House.
- Peter Golec asked about the gas tank that is being used by Jamaican Jewelz on the Waypoint Center property. Stearns stated that he was just informed about this today and is looking into it.
- Peter Golec stated that to be transparent, he has hired the Rockingham Fire Department to fill his swimming pool in Saxtons River and the Fire Department will be compensated.
- Barnett stated that the Vermont Housing Finance Agency has financing for first time and low to moderate income people. The RLF could start a down payment assistance program noting that this Board has discussed ways to help the housing problems in this community. This agency may be willing to help administer funds on behalf of the Town and this will be discussed at a future meeting.

Executive Session: No executive session was necessary.

Adjourn: *Peter Golec made the motion to adjourn the meeting at 8:00 p.m. Motion was seconded by Joshua Hearne. Motion passed.*

Attest: _____
Kerry Bennett, Recording Clerk