

Rockingham Selectboard Special Meeting
Tuesday, July 19, 2016

Public Hearing – VCDP Grant Application – 6:30 pm

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

Also Present: Willis Stearns, II, Municipal Manager; Kerry Bennett, Recording Clerk; Listers Camilla Roberts, Paul Noble & Michael Harty; Bellows Falls Historical Society members Gary Fox, Stewart Read, Margery & Dennis Ladd, Catherine Bergmann, Chris Glennon, Marguerite Janiszyn; Bike Project Representatives Bonnie Anderson & Hannah Regier; BDCC Executive Director Adam Grinold; Chroma Technology Representatives Rick Holloway & Newell Lessell; BFDDA Executive Director Mary Helen Hawthorne; Deborah Wright; Archie Gleason

Press: Matt Farkus & Kevin O'Connor, FACT8; Tory Jones Bonenfant, Eagle Times; Joel Slutsky, The Shopper

Call to Order: Meeting was called to order at 6:00 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 June 30 & July 7, 2016: *Peter Golec made the motion to approve the minutes of June 30, 2016 and July 7, 2016 as printed. Motion was seconded by Joshua Hearne. Motion passed.*

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

- Catherine Bergmann asked why the Town Hall Clock was not ringing. Stearns stated that he was not aware that it was not ringing and as Stearns was speaking the clock rang for 6:00.

Manager's Report

- Stearns reported that a letter was sent on behalf of the Town & Village congratulating the Bellows Falls 10 & Under baseball team for their recent State Championship.
- A section of Parker Hill Road will be paved tomorrow and the road will be closed from 8:00 am to 3:00 pm.
- Applications for the "Seven to Save" list for a nomination to the State of New Hampshire are available.
- The State Library has approved all the names submitted for waterways by the Conservation Commission.
- Windham Regional Commission will hold a public hearing on July 27 at 6:30 p.m. in the Town Hall Lower Theater to receive comments on the Town Plan.
- The Tree Warden will hold a meeting tomorrow at 5:00 pm for 4 trees that will be removed in the Village.
- The Bellows Falls Police Department will be holding a "National Night Out" at the Rockingham Rec on Tuesday, August 2 from 5:00 pm to 8:00 pm.

Agenda:

1. BF Community Bike Project: Bonnie Anderson & Hannah Regier were present and gave a presentation on the project and are requesting that the Selectboard approve road markings and bike racks around the Village. DiBernardo asked if this project gave any bike safety classes. Anderson stated that they do not and do education informally. Margery Ladd noted that the Westminster Center School does have 2 week courses on bike safety. Deborah Wright stated that she felt cyclists should have to have some certification before the Town takes action to mark the roads. Anderson stated that the markings on the road were to “share the road” not to create a bike lane. Anderson also noted that Matt Mann from Windham Regional will be assisting with a grant application for bike racks if there are enough interested towns. Barnett suggested that the Municipal Manager and the Highway Superintendent review the markings of the road and signage and this be brought up at the next meeting. *Ann DiBernardo made the motion to approve the grant application through Windham Regional Commission for bike rack funding, and authorize the Municipal Manager to sign on behalf of the Town. Motion was seconded by Joshua Hearne. Motion passed.*

Public Hearing – VCDP Grant Application – 6:30 pm: Barnett suspended the special meeting to hold the VCDP Grant Application Public Hearing warned for 6:30 p.m. Barnett opened the public hearing at 6:30 p.m. Adam Grinold, Executive Director of Brattleboro Development Credit Corporation was present to take public input on the grant application being submitted for funding for the expansion of Chroma Technology in the Industrial Park. Grinold gave a brief overview of the project noting that this company is a significant benefit to the community. Grinold noted that letters of support and testimony will be requested. DiBernardo asked about job creation. Grinold stated that this is a 5 to 7 year project. Newell Lessell, Chroma CFO stated it is anticipated that 20 to 30 jobs will be created over this time period. Rick Holloway from Chroma stated that the company has discussions with schools, participates in the SeVEDS program and this expansion will double the size of the facility. Grinold stated that it is hoped that the project will begin in February/March of 2017 and be completed by November 2018. The hearing closed at 6:40 p.m.

Barnett called the Rockingham Selectboard Special Meeting back to order at 6:40 p.m.

2. Bellows Falls Historical Society – Request for Lease/Option of TLR Complex: Gary Fox noted that the Board received information in their packets along with a preliminary timeline for the TLR building. The Historical Society is requesting a 2 year lease with the Town with the option to purchase. Barnett stated that should the Board approve this request that specific dates for updates along with an end date must be included in the lease agreement. Barnett also stated that there should be a plan should the project not go as expected. Peter Golec noted that the information received from the Historical Society focused on the successful EPA cleanup funding and doesn't address what to do to stabilize the building. Peter Golec also noted that the Wyman Flint building, owned by the Historical Society, shows significant deterioration with nothing being done on that property. Chris Glennon noted that there is work being done but that it is slow and dependent on funding. Glennon

also stated that there are plans for a capital funding campaign. Peter Golec stated that there has been no communication from the Historical Society on what is happening with these buildings to the Town and the appearance is of neglect and deterioration. *Joshua Hearne made the motion to authorize the Municipal Manager to work with Town counsel and proceed with a lease agreement with an option to purchase. Motion was seconded by Peter Golec. Motion passed.*

3. Ski Bowl Road Solar Array Presentation: Ralph Meima from The Green Lantern Group was present to give a brief presentation on a solar array that will be placed on private property off Ski Bowl Road in Rockingham. Several issues were discussed including the probability of widening the road into the driveway access, logging and timber removal, water runoff and power lines. Meima thanked the Board and will return to the Board when necessary.
4. Listers Office – Errors & Omissions: Listers Camilla Roberts, Paul Noble & Michael Harty were present. Roberts reviewed the list of 4 properties with the Board. *Peter Golec made the motion to approve the Errors, Omissions and Additions – Grand List 2016-2017 dated July 19, 2016 as presented. Motion was seconded by Joshua Hearne. Motion passed.*
5. Rockingham Meeting House Use Policy – Revised: Stearns stated that the Vermont Department of Safety Division of Fire Safety has restricted the balcony use to only a few people and it was felt that this needed to be defined in the Use Policy. Barnett asked if this had been appealed. Stearns stated that it had not. Barnett noted that an historical building may be exempt from this type of restriction. Stearns stated that it was felt that it was unsafe for a large number of people. *Ann DiBernardo made the motion to adopt the Rockingham Meeting House Use Policy as presented. Motion was seconded by Peter Golec. Motion passed.*
6. Finance Office
 - a) Discuss Balance of SMP Settlement Funds & Repayment to Town: Stearns stated that a memo was included in the Board packets regarding the use of the balance of the settlement funds from the Library Reconstruction Project. Stearns noted that the balance in the Due From/To in the Library Fund is \$111,955.39 with attorney costs of \$86,890.12 to be taken from this amount. This would leave a balance of \$25,065.27 owed to the Town General Fund from the Library's cash reserves and recommends that the Board request this amount from the Library and authorize the Chair to sign the letter. *Stefan Golec made the motion that the Rockingham Selectboard apply \$86,890.12 to the Library cash deficit and request that the Rockingham Free Public Library Trustees vote to reimburse the Town the balance of the deficit that is residual in part from the Library renovation in the amount of \$25,065.27, and authorize the Selectboard Chair to sign the letter on behalf of the Town. Motion was seconded by Peter Golec. Motion passed.*

b) Assistance to Low to Moderate Income Home Buyers in Conjunction with VHFA:
Barnett stated that this item is a Selectboard Goal and is requesting that the Board authorize him to open a dialogue with Vermont Housing Finance Agency to develop a program to be administered by VHFA to assist first time home buyers with a down payment. *Peter Golec made the motion that the Board authorizes the Selectboard Chair to begin a conversation with the Vermont Housing Finance Agency to develop a plan for the Town of Rockingham as discussed. Motion was seconded by Joshua Hearne.* Stearns asked if the Board intended to use development funds for this. Barnett stated that either development funds or fund balance. Deborah Wright noted that the initial discussion on this subject was for derelict buildings and noted that there are no funds available to help first time buyers with repairs and rehab a property. *Barnett called for a vote on the motion. Motion passed.*

7. Highway Department

a) Reclaim & Paving – Cherry Hill: Stearns noted that the portion of Cherry Hill from School Street to the top of the hill is requiring constant cold patching throughout the winters. Stearns stated that the concrete swail on the east side of the street could be eliminated to widen the road and the road reconstructed and to award this to Bazin Brothers. *Ann DiBernardo made the motion that the Rockingham Selectboard authorizes the Municipal Manager to sign a contract with Bazin Brothers for reclaiming and paving a portion of Cherry Hill as outlined in the proposal. Motion was seconded by Peter Golec. Motion passed.*

b) Chip Seal – Parker Hill Road & 3/10 mile on Brockways Mills Road: Stearns noted that the center of Brockways Mills Road has sunk and it is necessary to restore the crown that was present in the road prior to Tropical Storm Irene. Stearns stated that the best option & price was presented by Springfield Paving. *Joshua Hearne made the motion that the Rockingham Selectboard authorizes the Municipal Manager to sign a contract with EME Management, Inc., d/b/a Springfield Paving, for the shimming of Brockways Mills Road as outlined in their proposal. Motion was seconded by Peter Golec. Motion passed.*

Stearns noted that a section of Parker Hill Road was damaged this last winter and has been reconstructed. However, all of Parker Hill Road, the first section of Brockways Mills Road, and sections of Route 121 are in need of chip sealing. *Ann DiBernardo made the motion that the Rockingham Selectboard authorizes the Municipal Manager to sign a contract with All States Asphalt, Inc. for chip sealing Parker Hill Road, the first section of Brockways Mills Road, and spot sections of Route 121 for \$3.50 per square yard as provided by email dated April 12, 2016. Motion was seconded by Peter Golec. Motion passed.*

- c) Crack Fill Section of Route 121: Stearns noted that NICOM had submitted a quote for crack filling based on a road survey. Stearns noted that the quote received includes all traffic control. *Peter Golec made the motion that the Rockingham Selectboard authorizes the Municipal Manager to sign a contract with NICOM Coatings Corp. as outlined in their proposal. Motion was seconded by Joshua Hearne. Motion passed.*
- d) Award Sand Bid: Stearns noted that a memo was included in the Board packets that a bid was to be awarded. However, the Highway Superintendent would prefer to sieve test the sand from the 3 bidders and award the bid based on the results of this testing. *Stefan Golec made the motion that the Rockingham Selectboard authorizes the Municipal Manager to award the sand bid following the recommendation of the Highway Superintendent on the sieve test results. Motion was seconded by Ann DiBernardo. Motion passed.*
8. Selectboard Items
- a) State of Vermont Junkyard License: Stearns noted that it is a requirement of the State of Vermont that a Certificate of Approval for Location of a Salvage Yard be approved by the Selectboard every 5 years. Stearns noted that Archie Gleason was present if the Board had any questions. *Stefan Golec made the motion that the Rockingham Selectboard sign the Certificate of Approval for Location of a Salvage Yard for Archie & Sheena Gleason at 261 Williams Road. Motion was seconded by Peter Golec. Motion passed.*
- b) Ratify votes taken at 7/7/2016 Meeting: *Joshua Hearne made the motion that the Selectboard ratify the votes taken at the July 7, 2016 meeting for the following:*
- *Accept & Authorize Chair to sign Financial Questionnaire for State Auditor*
 - *Approve & Sign Resolution for VCDP Grant Application – Chroma Technology*
 - *Authorize Municipal Manager to sign contract for paving of Parker Hill Road*
- Motion was seconded by Peter Golec. Deborah Wright stated that she believed this was a violation of State Statute and the Board should not be voting on items that were not on the agenda. Barnett called for a vote on the motion. Motion passed.*

Review Overtime & Comp Time Report: No comments.

Review Agenda Items for Next Regular Meeting – August 2, 2016:

- FY2016 & FY2017 YTD Budget Status
- Tax Sale
- BFADC Agreement
- Request of Bike Project – road markings
- Establish review criteria for Manager review

Review Agenda Items for Joint Board Meeting - August 30, 2016: Nothing at this time.

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

Other Business:

- Stefan Golec noted that he disagreed with the information provided in the Board's Informational Packet regarding "Children at Play" signs.
- DiBernardo noted that an email was received from VLCT on individuals from another community who were injured in a ditching accident. Stearns stated that this email has been forwarded to Highway, Water & Wastewater and informed the Board that the Town & Village have the necessary safety equipment for use and if there is something that needs to be done that and we don't have the proper equipment, then this is hired out.
- Peter Golec noted that he had been to the Safe Routes to School Project in Saxtons River and noted an issue where an area of the sidewalk is separated. Golec stated that he believes people will park in this area and mess it up. Stefan Golec suggested that large boulders be placed there and Stearns felt this would be a good option and will look into it.
- Barnett noted that the list of Selectboard goals was distributed to the Board members. Stefan Golec felt that control of the tax rate be a goal of the Board.
- Stearns reminded the Board of the bus tour this Saturday and to meet at the Bridge Street Parking Lot to begin at 9:00 am.
- Deborah Wright distributed to the Board "Save the Vilas Bridge" contest information. Ideas should be submitted at the Waypoint Center on Old Home Days on August 6 and prizes will be awarded. This contest is being sponsored by Green Mountain Traffic Control.

Executive Session: No executive session was necessary.

Adjourn: *Peter Golec made the motion to adjourn the meeting at 8:20 p.m. Motion was seconded by Joshua Hearne. Motion passed.*

Attest: _____
Kerry Bennett, Recording Clerk