

Rockingham Select Board - Regular Meeting
Tuesday, May 7, 2024, 6:00 pm in the Lower Theatre

Present: Chair Rick Cowan, Vice-Chair Bonnie North, Peter Golec, and John Dunbar, Selectboard; Scott Pickup, Municipal Manager;

Zoom: Alyssa Harlow, Finance Director; Walter Wallace, CLG Coordinator; Jamey Berrick, Resident

Press: FACT TV, Alex Stradling, Brattleboro Reformer Susan Smallheer

AGENDA

Call To Order- Chair Cowan called the Meeting to order at 6:14 p.m.

Board of Liquor Control

- a. Second Class License
Lisai's Market (128 Atkinson St.)
- b. First Class Club License
Third Class Club License
Outside Consumption Permit
Golf's Club of Bellows Falls VT (83 Westminster St.)
- c. First Class Club License
Third Class Club License
American Legion Post 37 (14-52 Rockingham St.)
- d. First Class Club License
Third Class Club License
Outside Consumption Permit
Bellows Falls Country Club (12 Country Club Rd)
- e. First Class Restaurant/ Bar License
Third Class Restaurant / Bar License
Outside Consumption Permit
Ciao Popolo LLC (36 The Square)

Golec moved to approve the aforementioned liquor licenses, North seconded, motion carried.

Approve Minutes of April 16, 2024: *Dunbar moved to approve minutes of 4/16//24, Golec seconded for discussion. Golec suggested on Agenda 10 Special Town Meeting, adding the word **location** to not impact. North edited page 2 on bottom, RLF Discussion Hammond **agreed to remain on the RLF** Motion carried, with corrections. **DRAFT***

Additions to the Agenda for Routine Administrative Matters and/or Pressing Matters that will require ratification at a future meeting: Pickup said there was an updated ROP for

Agenda #7 and Updated FERC Comment edits for Agenda #6. Pickup asked the Board to approve the award bid for Downtown paving marking. The Town had received a favorable bid and this was time-sensitive to get work done before June 5 & 6th conferences. This will be ratified at a future meeting.

Public Comment on Items Not on the Agenda (3 minutes per person): Berrick said there were two additions, and thought it a pressing matter, regarding Town website. The Board said it was public comment. He said the Town does not have a policy regarding stipulations on the website. Berrick recommended the Town have an official website policy and said Belvidere pop. 358 has one. He said municipal official posts related to business were subject to open meeting law, official notice and standard method in regard to VT Law. Pickup said that with the Boards and Committees having public noticed meetings, it would be wise for Board to take a comprehensive approach. Dunbar suggested adding as an Agenda item for a future meeting. If website would be an official medium, Cowan thought it might be easier. Pickup said this was part of a larger discussion, currently Clerk is the maintainer of records. Harlow said if the website was an official medium for everything the Clerk's office would have to be the one to hire someone else. Dunbar asked for VACT input. Golec said a policy might help. Pickup said there are non-profits that the Town posts meetings.

Manager's Report Proposed Summer Special Meeting for June, Special Town Meeting in June 22, Tri-Board June 25, Annual RMH on August 13. Cowan was concerned about once per month and possible four hour meetings. Pickup said Highway crews are prepping for painting extension, crosswalk, and a long line of items to spruce up Town and currently finalizing SR sidewalk and Pine St.

1. Request to remove penalties and charges for 128 Parker Hill Rd. - Harlow said this was not penalties or interest, these were tax sale fees that were charged last year. Cowan was willing to give a character reference if appropriate. Golec did not support waiving fees and charges. He said the Board needed more information to why the address was changed from the PO Box address Annette Spaulding received her mail. Pickup said the PTTR goes to the Listers, and then the Finance Office, but was initially filed from her Attorney. Dunbar agreed decisions should not be based on personal character, the Town incurred costs. Pickup explained the PTTR is a legal document and the Town must use the address stated upon it. *Golec moved to table this issue, North seconded, motion carried.*

2. Application for Use of Alcohol on Municipal Property (Preservation Trust of Vermont for Waypoint Center, June 5, 2024) Pickup said this was the evening reception for June 5.
 - A) Waypoint Center Use *previously applied and approved*
 - B) Entertainment Application *previously applied and approved*
 - C) Application for Use of Alcohol on Municipal Property
Golec moved to adopt the use of alcohol on municipal property, North seconded, motion carried to approve the \$100 application.

3. Adopt Energy Committee Charge- Peter Bergstrom recommended an Energy Committee be established as an advisory committee, separate from the Conservation Commission. *North moved to establish the Energy Committee, Dunbar seconded, motion carried. Golec recommended a minimum of 3 members, North seconded, motion carried.*

4. Adopt Final List for 2024 Committee Appointments- Cowan said Meghan Connor has been working diligently on this list. Pickup said there were additions; Christine Armigton on Conservation Commission; Karen Carret, Historic Preservation Commission, Energy Committee, new names; Tree Committee charge. *Golec moved to approve the document as presented with possibility of amendments, Dunbar seconded. Golec said the Town Planner was missing: Halle should be added. The Constable and Service Officer appointment is vacant. Pickup said if it is still listed, but vacant they have the ability to add. Motion carried.*

5. Adopt Notice and Warning for Special Town Meeting- Saturday, June 22, 2024 at the BFMS Auditorium. *Golec moved to approve the special town meeting for discussion, North seconded. Golec said Article I should read: TOR **beginning in 2025**, hereafter. Dunbar approved warning with the corrections, seconded by North. Golec said the Date should be changed on adoption. Motion carried.* Cowan said they met the Principal, toured the auditorium, and it's a great venue.

6. Adopt Intervener Motion for Leave and Comments for FERC Re-licensing (BF Hydro Project #1855)- Pickup said there were two documents to submit: Intervener Motion requests a higher level of interest from the Town. Comments as a Letter to Secretary Reese had edits and language cleanup. *Golec moved to adopt intervener for BF Hydro Project #1855, North seconded. Motion carried.* Cowan noted thanks to residents, Betsy Thurston and Gary Fox on their work on this.

7. Adopt Updated Roles of Procedure for Select Board Meetings- VLCT recommendations were noted. Cowan suggested they walked through it. VLCT recommended minimum is 60 hours on latest draft March 24, 2024. Pickup said he tries to get a Draft to the Board by Thursday. The Board agreed on 48 hours, 24 hr. For special meeting. Clerk's office posting 48 and 24. Meeting Agenda must be posted on website once approved and packets out to SB. Golec said Point of order on additions or deletions to the Agenda, they must be made at first act of meeting (before the Minutes) Agenda template will be adjusted. Meeting posting will stay at 2 locations: Theater lobby and Clerk's office. Manager said others will be posted as a courtesy. The Town agreed BF Village Corporation will have their own policy. Berrick said on 3/19 the Board approved \$24K for the website, and suggested they post on the website where the most people can access. North agreed for the purpose of the policy further discussion should be had after working with the Manager and VLCT and future of the website. Cowan asked about the appropriated money for the website, Pickup said it was updates on hardware and software. Golec said the policy said the agenda must be in: lobby, clerks office and the website and the problems with the kiosk included weather, wind and loose flyers. Berrick offered to build a weather proof box for the kiosk. Pickup said the clerk is elected, and the office and duties fall under statute from the State of Vermont. He said it is very important that the Board is clear and concise for compliance. Pickup said if the clerk was appointed it would be a different process, but to change from elected official it would be warned and voted upon. No. 2. Member of body may make a motion **after being recognized**. Collective silence acquiescence, Board agreed to **remove**. 19. Online vote must be by role call. Berrick said statute refers to elected officials and Board members only, the public is not able to vote online.
8. Request for Sole Source Procurement (Sourcewell Cooperative Purchase) for grader- Pickup said this was a budget item to replace the John Deere existing grader, and though available under a national contract, held by United in Springfield, VT. He asked the Board to approve the quote, so they can lock in the purchase price and trade-in was \$125K. Golec said the Town's purchasing policy states that the Manager may approve sole source when in best interest of the municipality. Cowan said the trade-in was low, and found one in Pittsfield, MA which is 1 year newer, with more hours, a 2016 and trade-in was 179K. Cowan suggested trade-ins were negotiable. Pickup said he has worked with United and they are fair. *North moved to approve sole source purchase, Golec seconded,*

motion carried. Berrick said that CAT stands by their products and suggested the Town negotiate on the trade-in.

9. Request for surplus disposal (drainage structures)- Pickup said they were cleaning up the Pit for closure in 2025, Glen Schreiter had recommended making precast structures available for surplus. Golec asked if they would be advertised for sale. *Golec moved to approve surplus drainage for disposal, Dunbar seconded and motion carried.*
10. Cultural Facilities Grant Application for Lower Theatre- Pickup said the project included electrical updates, permanent set up with a wall mount for the television and soundboard to eliminate the movement and cords at every meeting. Expansion of restroom facilities for additional stalls, to have 4 more toilets available downstairs. Sink upgrades and isolating the circuit for the ice machine. Refinishing the floor. The BF Rotary is interested in donating funding to offset the kitchen upgrades. Total price was roughly 65K asking 25k for cultural facilities and remaining funding would be shared between the Town and BF Rotary. Pickup said the application has been submitted, and if successful there would be match requested. Golec asked if there was intent to use the stove in the kitchen. Pickup said no, there is no venting.
11. Financials- Golec noted a recycling was 25K short and was concerned about solid waste. He said June 1 glass separation should reduce single stream recycling, but they should look at food scraps costs. He said the Planning and Zoning board spend was \$2K over, and the Waypoint was at \$20K vs. \$10K budgeted, and noticed electricity is up. The EV charging is still a free service, part of the grant agreement. Golec commented on Cinema expense \$258K, revenue \$176K, theater income, \$215, revenue \$165K. Pickup said the commitment to hosting live events is paying off. He said the Claremont cinemas are closing, anything we can do to help preserve our single screen theater is helpful. Cowan commented that public safety is close to \$6K, looks like the rural Rockingham policing is breaking even. Berrick asked about if there was a breakdown on ticket payments between BFPD, Sheriff and State Police. Harlow said tickets written by BFPD is collected by the BFPD, Pickup said if the BFPD were in rural Rockingham that was part of the Governor Highway Safety program to help offset cost of police officers.
12. Addition to the Agenda- Painting Bids- Pickup said they had received a qualified bid of \$6522, for the paving marking. He wanted to finalize contract to get work done before June 5, 6 events. *North moved to approve contract for paving marking, seconded by Golec, to be ratified at the next meeting, motion carried.*

Review & Approve Orders, Bills & Warrants- *Golec moved to review and approve orders, bills, warrants, Dunbar seconded and motion carried.*

Review Agenda Items for next SB meeting on Tuesday, May 21, 2024 at 6 pm

- Discussion for
- Ratify Bid for paving markings

Review Agenda Items for Tri-Board Meeting- Tuesday, June 25, 2024

- Fire Feasibility Report- Triton
- Tax Sale

Other Business- Golec taxes are due May 13, if late 8% penalty. Sidewalk in SR there is an interesting situation, there is a dumpster and boat near the sidewalk.

Executive Session- *None needed*

Adjourn- At 8:31 pm *Golec moved to adjourn, seconded by North, motion carried.*

Attest: _____ Recording Clerk Betsy M. Thurston _____

Betsy Thurston Recording Clerk

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