

**BRATTLEBORO SELECTBOARD
TUESDAY, AUGUST 19, 2014
REGULAR MEETING – 6:15PM
MINUTES**

Selectboard members present: David Gartenstein, David Schoales, and John Allen.

Staff present: Interim Town Manager Patrick Moreland, Finance Director John O'Connor, Fire Chief Mike Bucossi, Assistant Fire Chief Peter Lynch, Interim Police Chief Mike Fitzgerald, Dispatch Supervisor Wayne Stires, Library Director Jerry Carbone, and Executive Secretary Jan Anderson.

Media present: Tim Johnson representing WTSA, Howard Weiss-Tisman representing the Brattleboro Reformer, and Olga Peters representing The Commons.

Others present: Terry A. Carter, Ron Stahley, Jerry Goldberg, Leon Boyd, ASL Interpreters Elizabeth Bjerke and Janice Wightman, BCTV staff and volunteers, and others who did not sign the attendance sheet.

Chair Gartenstein called the meeting to order at 6:15pm in the Selectboard meeting room. He confirmed that the meeting was officially warned.

APPROVE MINUTES

There was a brief discussion about revising the Selectboard Goals that were approved at the last meeting. Gartenstein suggested that an item be added to the Goals to include that the Board will consider and adopt program-based budgeting where possible. Schoales and Allen agreed to amend the goals as suggested.

MOTION BY DAVID SCHOALES TO APPROVE THE MINUTES FROM AUGUST 4 AND AUGUST 5, 2014, AS PRESENTED, INCLUDING THE AMENDMENT TO THE LIST OF SELECTBOARD GOALS. MOTION CARRIED 3-0.

CHAIR'S REMARKS

Chair Gartenstein noted that only three Board members were in attendance and that procedurally three votes in the affirmative would be required to pass any item on the agenda. He also spoke about the new businesses and revitalization of the Putney Road area. He said that the Brooks House on Main Street would soon re-open and the downtown area would have new activity with the two new colleges in the Brooks House. He also spoke about the substantial Public Works projects around town, including repaving of several streets. Gartenstein said that forty-nine applications for the Town Manager position were received and the Board intended to narrow down the list of applicants within the next two weeks and to move the process along promptly. He also said that interviews of candidates for Police Chief would take place later in the week and the Interim Town Manager would make the hiring decision for that position soon.

MANAGER'S COMMENTS

Interim Town Manager Moreland discussed the process for the Police Chief search. He said that a series of committees, including an Evaluation Committee, Police Officers Committee, Selectboard, and Citizens/Community Committee, would interview candidates later in the week.

SELECTBOARD COMMENTS AND COMMITTEE REPORTS

Schoales announced that the Brattleboro Swim Team won the Southern Vermont Swim League Championship for the third time in a row. He also said that the Swim Team then won the State Championship for Division 2 the following weekend. The Swim Team was applauded by Board members and attendees.

Allen said that there had been lively discussions at a recent meeting of the Windham Solid Waste Management District Board (WSWMD). He said that the WSWMD Board discussed its budget, aging

equipment, and options for cost effective and sustainable ways to treat trash and recycling. There was a brief discussion by the Selectboard.

PUBLIC PARTICIPATION

Terry Carter handed out and discussed information pertaining to training for police officers around handling stray or problem animals. She thanked James Bansleben for his research and said that Interim Police Chief Fitzgerald would instruct the police staff to view videos on the matter and possibly train officers later in the year.

NEW BUSINESS

The Selectboard agreed to adjust the agenda (move Item E to follow Item A) so that Finance Director O'Connor could be present for both matters.

Financial Report – July Financial Report. Finance Director O'Connor presented and discussed the July financial report. There was a brief discussion by the Board.

NO ACTION TAKEN.

At this time the Board moved up the following matter.

Grant Agreement Resolution – Windham & Windsor Housing Trust. Moreland said that the Board was asked to adopt a Resolution in support of the Windham and Windsor Housing Trust (WWHT) Scattered Site Revolving Loan Program. He said that adoption of the Resolution would accept the State's grant agreement, identify Kim Ellison as the Grant Administrator, and authorize the Interim Town Manager to execute the Agreement. John O'Connor discussed compliance requirements and his past involvement with the operations of WWHT. There was a brief discussion by the Board.

MOTION BY DAVID SCHOALES TO ADOPT THE RESOLUTION FROM THE AGENCY OF COMMERCE AND COMMUNITY DEVELOPMENT TO ACCEPT THE GRANT AWARD CONDITIONS, TO NAME KIM ELLISON AS THE GRANT ADMINISTRATOR, AND TO AUTHORIZE THE INTERIM TOWN MANAGER TO EXECUTE THE AGREEMENT. MOTION CARRIED 3-0.

School Crises Emergency Response Plan – Fire Department. Moreland said that in the wake of the tragic events at Sandy Hook Elementary School nearly two years ago, the Town's emergency services and other departments began to examine crisis response capabilities within the schools and town. He said that a planning team, including the Fire Department, Police Department, Public Works Department, Rescue Inc., Brattleboro Memorial Hospital, American Red Cross, Windham Southeast Supervisory Union (WSESU), Town School District, and other community partners, participated in crafting a School Crisis Emergency Response Plan. Assistant Fire Chief Lynch discussed in detail planning for mass casualty incidents, violent acts within schools, and other hazardous or emergency situations addressed by the Plan. Superintendent of Schools Ron Stahley distributed a letter that he intended to mail to WSESU parents and guardians, and discussed school staff, student, and parents participation in the Plan. Fire Chief Bucossi, Interim Police Chief Fitzgerald, and Dispatch Supervisor Stires were also present and discussed various aspects of the Plan. Terry Carter thanked the planning team for their efforts to protect the children. Many participants thanked Assistant Fire Chief Lynch for his perseverance and dedication in completing the Plan. There was discussion by the Board.

NO ACTION TAKEN.

Emergency Operations Plan – Fire Chief Bucossi and Assistant Fire Chief Lynch were present. Chief Bucossi noted the requirement for an "all hazards plan" and he discussed some aspects of Brattleboro's Emergency Operations Plan, including information to guide operations, identify roles and responsibilities, and aid emergency personnel with response disasters. There was a brief discussion by the Board.

NO ACTION TAKEN.

Board of Trustees Appointment – Brooks Memorial Library. Jerry Goldberg, President of Brooks Memorial Library Board of Trustees, and Jerry Carbone, Library Director, were present. Goldberg said that Elizabeth Wohl resigned from the Library Board of Trustees and that the Library's Nominations Committee received and reviewed applications from volunteers to fill the seat. He said that the Library Board of Trustees was asking that the Selectboard appoint Debra Loevy-Reyes to fill Wohl's unexpired seat until she could be appointed by Representative Town Meeting in March, 2015. There was a brief discussion by the Selectboard.

MOTION BY DAVID GARTENSTEIN TO APPOINT DEBRA LOEVY-REYES AS TRUSTEE TO THE BROOKS MEMORIAL LIBRARY UNTIL TOWN MEETING IN 2015 TO SERVE THE UNEXPIRED PORTION OF ELIZABETH WOHL'S TERM. MOTION CARRIED 3-0.

Staffing Level Review – Brooks Memorial Library. Gartenstein said that almost six months ago the Board asked to review vacant positions within the Town before the position was filled. Library Director Carbone said that Laura Murphy recently tendered her resignation and that he was asking to fill the vacant position. He discussed some of the requirements of the position. Moreland said that the position may be filled in-house and, if so, another position would become available. There was a brief discussion by the Board.

NO ACTION TAKEN.

Staffing Level Review – Emergency Services Dispatch, Police Department. Interim Police Chief Fitzgerald and Dispatch Supervisor Stires were present. Fitzgerald said that a resignation was received unexpectedly and he requested that the position be filled. He discussed some of the requirements of the position, as well as training requirements and costs. Stires discussed the stress related to the position and the turnover rate. There was a brief discussion by the Board.

NO ACTION TAKEN.

Establish Committee – Regional Economic Hub Issues. Gartenstein said that the Board met with the Governor earlier this year about Brattleboro being a regional economic hub. He said that there was very little support by the leaders in Montpelier, but that there was interest and support at a local level. He proposed establishing a Regional Economic Hub Study Group to investigate the impacts on the Town of Brattleboro of its role as engine of the local economy and host of local businesses and service providers, and to look for potential solutions to those issues. He suggested that the deadline for applications be September 9 and that appointments be made at the September 16 Board meeting. There was some discussion by the Board.

MOTION BY DAVID GARTENSTEIN TO ESTABLISH A REGIONAL ECONOMIC HUB STUDY GROUP TO INVESTIGATE THE IMPACTS ON THE TOWN OF BRATTLEBORO OF ITS ROLE AS ENGINE OF THE LOCAL ECONOMY AND HOST OF LOCAL BUSINESSES AND SERVICE PROVIDERS, AND TO LOOK FOR POTENTIAL SOLUTIONS TO THOSE ISSUES. MOTION CARRIED 3-0.

There was no further business.

MOTION BY DAVID SCHOALES TO ADJOURN AT 7:40PM. MOTION CARRIED 3-0.

David Schoales, Clerk