MEETING NOTICE

BENNINGTON SELECT BOARD

May 24, 2021 A G E N D A 6:00 PM

For public health reasons, Select Board members will participate in the meeting by videoconference. Members of the public are urged to watch the meeting on Cat-TV or Cat-TV-Facebook. If one wishes to participate you may join the meeting as an Attendee using the webinar link listed: https://us02web.zoom.us/j/89448782346 or call into the meeting Dial:1-646 558 8656 and enter Webinar ID: 894 4878 2346 and follow the prompts.

1.	Vision	6:	:00 PM
2.	Consent Agenda A. Minutes of 4/29/21 and 5/10/21 B. Warrants	6:00 PM - 6	:05 PM
3.	Public Comment	6:05 PM - 6	:20 PM
4.	Extension of Designated Downtown	6:20 PM - 6	:30 PM
5.	Community Policing A. Body Worn Cameras - 2nd Reading B. Safety and Equity Committee Proposal C. Other	6:30 PM - 7	:00 PM
6.	Boards and Commissions - Appointments A. Interview Schedule	7:00 PM - 7	:10 PM
7.	Sidewalk Paving Consideration	7:10 PM - 7	:25 PM
8.	Public Information Officer	7:25 PM - 7	:35 PM
9.	Manager's Report	7:35 PM - 7	:40 PM
10	. Upcoming Agenda	7:40 PM - 7	:45 PM
11	Other Business	7:45 PM - 7	:55 PM

SELECT BOARD MINUTES

April 29, 2021

Present: Jeanne Conner, V. Chair, Jeannie Jenkins, Chair, Jim Carroll, Sarah Perrin, Bruce Lee-Clark, and Tom Haley. Absent: Gary Corey Also present: Stuart Hurd, Town Manager and Dan Monks, Assistant Town Manager

The meeting was called to order by the Chair and the Board went into executive session at 5:36 pm for a personnel matter.

The Board came out of executive session at 6:53 pm. No action was taken.

There being no other business, the meeting adjourned at 6:53 pm.

Respectfully submitted,

Stuget A. Hurd

1	BENNINGTON SELECT BOARD
2	MEETING HELD REMOTELY VIA ZOOM
3	BENNINGTON, VERMONT 05201
4	MAY 10, 2021
5	MINUTES
6 7	SELECT BOARD MEMBERS PRESENT BY VIDEOCONFERENCE: Jeannie Jenkins-Chair; Jeanne Conner-Vice Chair; Jim Carroll; Bruce Lee-Clark; Sarah Perrin; Tom Haley; and Gary Corey.
8	SELECT BOARD MEMBERS ABSENT: None.
9 10 11	ALSO PRESENT BY VIDEOCONFERENCE: Stuart Hurd-Town Manager; Dan Monks-Assistant Town Manager; Dr. Trey Dobson-SVHC Medical Director; Megan Herrington-Vermont Department of Health District Director; Josh Boucher-CAT-TV; and Nancy H. Lively-Secretary.
12	PUBLIC CALL INS: Nancy White, Jennie Rozycki, and Mike Bethel.
13 14 15 16 17 18 19 20 21 22 23 24 25	At 6:30pm, Chair Jeannie Jenkins called the meeting to order and explained that, due to the COVID-19 Pandemic State of Emergency declared by Governor Scott, and pursuant to Addendum 6 to Executive Order 01-20, Act 92, this public body is authorized to meet electronically. There is no physical location to attend this meeting. Members of the public are encouraged to watch the meeting on CAT-TV Channel 1085 or on CAT-TV Facebook Live. If one wishes to participate you can also join the meeting as by clicking on the Zoom link on the Town's website https://us02web.zoom.us/i/89448782346 or dial in at 646-558-8656 and enter the meeting ID 89448782346. Zoom attendees can attend but to speak you must use the raised hand function, and if you're on the telephone, the raise hand function is by pressing *9. When prompted to unmute yourself hit *6. When you speak, please state your name and town of residence. The call in information will be periodically posted on the screen and the process for calling in explained. If technology fails us, the meeting will be continued at a time and place to be determined and all votes that are not unanimous will be done with a roll call vote in accordance with the law.
26 27 28	Ms. Jenkins thanked everyone for being willing to start later tonight and appreciated the wonderful sendoff given to the BRAVO Troop by everyone in recognition of their departure to Kosovo for their peace keeping mission. Kudos to Representative Mary Morrissey for organizing the sendoff.
29	Bruce Lee-Clark moved and Jeanne Conner seconded to add the following Agenda Items:
30	5A. Energizer Update
31	8A. Upcoming Agenda
32	The motion carried unanimously.
33	1. VISION STATEMENT

- Ms. Conner read the Town's Vision Statement that was adopted by the Select Board on August
- 35 24, 2020:

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- 36 "Bennington is a welcoming, engaged, inclusive, resilient community where everyone regardless of
- 37 identity shares in our vitality and benefits from an outstanding quality of life."

38 2. CONSENT AGENDA

A. MINUTES OF APRIL 26, 2021

B. WARRANTS

Bruce Lee-Clark moved and Jeanne Conner seconded to adopt the Consent Agenda with the Minutes of April 26, 2021 and Select Board Minutes Addendum amended as follows:

43 Minutes of April 26, 2021 -

Line 87, Change "us" to "use"

Line 268, Change "4" to "2"

Line 273, Change "20" to "14"

Select Board Minutes Addendum - Line 6, Change "Kia" to "Kiah"

The motion carried unanimously.

3. COVID UPDATE

Dr. Trey Dobson, SVHC Medical Director, and Megan Herrington, Vermont Department of Health District Director, did the following presentation:

- It's been 425 days since the pandemic was declared and 145 days since we've been vaccinating.
 - The demand for the vaccine is slowing down as we expected and we are establishing walk-in clinics, such as the one at Orchards Apartments on Wednesday.
- Our bipop clinics were successful with ~400 people being vaccinated.
- Cases are decreasing in Vermont but not everywhere in the USA or in the rest of the world.
 - We were at 65/100,000 cases and we're now at ~10-15/100,000.
 - 700 people are still dying from COVID each day and 50,000-60,000 people die from the flu each year.
 - We will have to live with COVID being present as we do with other endemic diseases, such as tuberculosis. However, we must continue to work on eradicating it.
 - Vaccination is the only way and we must work to convince those currently not willing to be vaccinated to do so.
 - The Pfizer vaccine has been approved for 12-15 year olds and we expect to begin administering that next week.
- It is safer to get the vaccine than to get the disease. "If you don't get vaccinated, you will get COVID 19."

- 67 Board comments/questions answered by Dr. Dobson or Ms. Herrington:
- 68 Mr. Carroll: Will we be extending vaccination days to Saturdays? We have been and are working on
- 69 continuing to do this for at least a couple more Saturdays. The vaccines currently come in multi-dose
- vials so when opened for only one person, the rest go to waste.
- 71 Mr. Carroll: What are the long term consequences of getting COVID? The disease causes some fibrosis,
- 72 brain fog, and loss of taste and/or smell that may or may not be permanent.
- 73 Ms. Conner: Will they start making single dose vials? Yes, we hope to see some single dose vials this
- 74 fall.

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- 75 Ms. Conner: Would you go to Italy in September? If traveling to an area that isn't mostly vaccinated, I
- 76 would recommend waiting.
- 77 Ms. Conner: Who should people hesitant to get the vaccine call for accurate information? The CDC or
- 78 American Medical Association, or general dialogue if someone is not trusting the information that
- 79 comes from these associations.

4. PUBLIC COMMENT

- Nancy White: Were the new YMCA rates made public before they were voted on? Mr. Hurd stated that
- 82 they were part of the Board packet that went out to the press but the media controls what they put in
- 83 the paper.
- Nancy White: We were told in 2019 that the Town fees would be deposited in our account and now
- they're going into the YMCA's account. How do we get them to go into our account? Ms. Jenkins
- directed Ms. White to connect with Mr. Hurd on this tomorrow as it will require a "little more back and
- forth and that isn't the purpose of Public Comment".
- Nancy White: Why hasn't the Senior Center reopened? Mr. Hurd answered that we are working on
- 89 protocol to do that and are "shooting for June 1st".
- 90 Nancy White: Does Benn High have a building permit for occupancy? Mr. Hurd noted that he believes
- 91 they do but that would have been issued by the Building Inspector.

Jennie Rozycki: Shared the following information about the McCullough Library:

- ✓ Restroom renovation project out to bid that includes rewiring and work on the Laura Novak Meeting Room (up to 6 people) with construction to continue into mid-October.
- ✓ Reserving the Laura Novak Room can be done by phone or e-mail.
- ✓ The project has been entirely funded by earmarked donations, a generous bequest, and a \$10,000 Educational Facilities Grant from the Vermont Agency of Administration.
- ✓ This project also lays the groundwork for future changes, such as a heat pump, that we are not able to accommodate now.

✓ The building will not be open to the public during the project. 101 ✓ The book pickup process will still be available 3-times/week. 102 ✓ Any changes will be available on the Library website, www.mcculloughlibrary.org, on 103 Facebook, or in the e-newsletter. 104 Ms. Jenkins, Ms. Conner, and Ms. Perrin thanked Ms. Rozycki for all of the work that she does. 105 106 Mike Bethel: Verified that Mr. Hurd will get him the information that he asked for last week, and Mr. 107 Hurd will do so as soon as he receives it. 108 Mike Bethel: Noted that he doesn't have to use the Rec Center to wonder what it would cost to use the 109 facility and would like any snide comments related to his non use to stop. The questions that he asks 110 are from citizens concerned about taxes that don't want to call in, and they need to be answered. 111 5. PUBLIC COMMENT - COMMITTEE REPORT 112 Ms. Conner, Tom Haley, and Sarah Perrin were the Subcommittee that reviewed the Public 113 Comment Procedure with the following presentation: 114 > The Subcommittee met twice with these three directions that framed their discussions 115 116 on Public Comment -How to make it a better experience for the person making the comment. 117 How to make it a better experience for the public watching. 118 How to make it a more productive use of meeting time for the Select Board and 119 Staff. 120 > Below are the suggestions that the Subcommittee agreed on going forward: 121 We like Public Comments at the beginning of the meeting. It seems unfair to 122 make people wait and guess when Public Comments will be taken. Moving it 123 could discourage participation. Continue to put Public Comments after the 124 Consent Agenda. 125 Read the rules for making Public Comments, include the rules on the agenda 126 under Public Comment (reduce font size if necessary or wait until the COVID 127 statement goes away) and put the statement on the website. 128 Encourage Public Comments applicable to an agenda item be made then. 129 Public Comments should be a maximum of 3 minutes in length. 130 No discussion during Public Comments since the topic is not on the agenda. 131 Open meeting law prohibits the Select Board from engaging in a conversation on 132 a topic that has not been warned. 133 A member of the public asking a question that cannot be answered quickly will 134 be asked to contact the Town Manager to get an answer. 135 Consider inviting agencies to make final comment to educate the public on what 136

they do and end the comment period on a high note.

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- Have the Town Manager include the answers to questions he is asked at a 138 meeting in his Manager's Report to close the loop. Consider putting the 139 questions and answers on the Town website for a finite period of time (maybe a 140 month). Who will manage this? 141 If several people are present to make comments on the same topic, allow them 142 to speak and consider putting the topic of concern on a future agenda. 143 Should we not allow the same person to ask the same question(s) repeatedly? 144 Nicely say "I am sorry, you have asked the same question(s) many times in the 145 past. We and the Town Manager have explained and answered your question(s) 146 many times. Our answer(s) to your question(s) will be the same today. Please 147 reach out to our Town Manager. We are going to move on to the next person." 148 Board comments/questions: 149 Mr. Carroll: Were the suggestions based on Zoom or in-person meetings? The Subcommittee answered 150 that this was about process and not specific to Zoom or in-person. 151 Mr. Lee-Clark: Not sure how the "Rules for making Public Comments" would look - would these 152 suggestions be condensed for posting on the agenda and the website? And, Public Comments should 153 be more about comments than questions. Ms. Conner stated that while on Zoom the rules could be 154 condensed, but when meeting in-person, the entire list could be available next to where individuals 155 156 sign in. Ms. Jenkins: There are 6 things that we usually say before Public Comment and will send those to the 157 Subcommittee to meld those into their suggestions to be handed out when we're back in-person. 158 It was the consensus of the Board to move forward with these suggestions for Public Comment. 159 **5A. ENERGIZER UPDATE** 160 Mr. Corey, as the Board representative to the reimagining of the Energizer facility, gave the 161 following presentation: 162 Energizer is winding down their business in Bennington and in the process of selling the real 163 estate. 164 The Town has received funding from - the Town Planning Grant, The Vermont Agency of 165 Commerce and Community Development, The Vermont DEC, and Shires Housing - to study the 166 potential reuse of the facility. 167 * BCRC will serve as the Project Manager and will work with a Project Consultant to identify 168 economic development of the property and a town wide housing needs assessment. 169 Planning has already started and there will be a public meeting later in the spring for a 170 progress update and to solicit input from the community. 171
 - Board comments/questions:

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The study will be completed in September 2021.

174 175	Mr. Carroll: Have there been any limitations on what may or may not be considered? Mr. Corey answered not at all.
176	6. COMMUNITY POLICING
177	A. SECOND READINGS
178	1. USE OF SOCIAL MEDIA
179	Mr. Lee-Clark reviewed the following:
180 181 182 183 184	 The name of the policy has been changed to "Officer and Employee Internet Postings/Social Networking The suggestions made by the Board during the 1st reading have been incorporated in the policy Thanks to Pete Niles, Jackie Kelly, Robert Ebert, and Shawn Pratt, as well as, the 3 permanent members - Bruce Lee-Clark, Dan Monks, and Dan Ferrara - for their work on this policy.
185	Board comments/suggestions/questions:
186 187 188 189 190 191	Mr. Carroll: Could we have this policy apply to town staff and Select Board members? Mr. Lee-Clark answered that there could be something similar for town staff but questions the implications for elected officials and the subject of free speech. Mr. Monks and Mr. Hurd agree that there should be a social media policy for town staff, and Mr. Monks feels that there should be something in place for the Select Board, as well. Ms. Jenkins added that any policy for town staff or the Select Board would be reviewed by Town Counsel.
192	Mr. Corey: Has the Town Attorney look at this? Mr. Lee-Clark said yes.
193	Mr. Hurd suggested the following:
194	Line 20, Change "candidate shall" to "candidate for employment by the BPD shall"
195 196	Bruce Lee-Clark moved and Tom Haley seconded to approve the Officer and Employee Internet Postings/Social Networking policy amended as follows:
197	Line 20, Change "candidate shall" to "candidate for employment by the BPD shall"
198	The motion carried unanimously.
199	2. SPECIAL EVENTS AND DEMONSTRATIONS
200	Mr. Lee-Clark reviewed the following:
201 202 203 204 205	 Line 14 was changed from "fifty (50)" to "twenty-five (25)" Page 2, Line 1, was changed from "disturbances, to include, a" to "disturbances and to ensure the safety of the public, to include, but not be limited to, de-escalation, a" Thanks to Lorna Cheriton, Hamilton Topping, and Chris Bates, as well as, the 3 permanent members for their work on this policy.

206	Mr.	Lee-Clark	suggested	adding:
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- Line 18, after "property." Add "Free speech events and demonstrations held on public property are not subject to the collection of any fees."
- 209 Board comments/suggestions/questions:
- 210 Ms. Perrin: Feels the addition to Line 18 above captures our Vision Statement.
- Bruce Lee-Clark moved and Sarah Perrin seconded to approve the Special Events and
 Demonstrations policy amended as follows:
- Line 18, after "property." Add "Free speech events and demonstrations held on public property are not subject to the collection of any fees."
- 215 The motion carried unanimously.
- 216 B. 1ST READING BODY WORN CAMERAS (BWC)
- 217 Mr. Lee-Clark reviewed the following:
- We are governed by the State as to the process of releasing the camera recordings.
- Thanks to Jeff Reed, Mark Blank, Reed Goossen, and April Dunham, as well as, the 3 permanent members for their work on this policy.
- 221 Board comments/suggestions/questions:
- 222 Ms. Conner: Is there a time constraint for releasing the recordings? Mr. Lee-Clark stated that they are
- to be released as soon as possible, however, that is followed by a list of exceptions to that. If it is
- evidence, then it is up to the attorneys and the court to decide when they can be released. Otherwise,
- the recordings are BPD documents, and therefore Town documents that are up to the BPD/Town to
- release if requested to do so in following the Vermont Statute 1 V.S.A. §317(c).
- Mr. Carroll: Would like language that is clearer as to who controls the release of the recordings.
- 228 C. OTHER

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- 229 Ms. Conner reported that the comment period for the first group of procedures ended on April
 230 28th at 5:00pm with a total of 17 comments not from 17 different people that were received. We
 231 don't know exactly when the next set of procedures will be released for comments but it will be
 232 several months, perhaps late summer/early fall.
 - Ms. Jenkins reported that we have done research on community policing and oversight, established a Town Vision and Police Department Mission, worked on the 14 most critical police policies and procedures for each of those, and have engaged a large number of community residents among all of the activities. Our next step is to formalize a role for the community in making recommendations on policies, procedures, trainings, collaboration within the department, reviews of police department complaints (to be discussed with our attorney as to protecting privacy while being

transparent), and data analysis. The Committee will be releasing a proposal to the Select Board and community that will be discussed at the Select Board's May 24th meeting.

7. CERTIFICATION AND ATTESTATION - CONVEYANCE OF REAL ESTATE

Mr. Hurd explained that Henry W. Putnam built the hospital over a hundred years ago and the Town became the trustee of the sites via a Deed of Gift. So, for the hospital to sell property, we needed to go to court and amend the Deed of Gift which required the assistance of the Attorney General's office and the mutual legal consultation of the hospital and the Town. The judgement that was issued required that the Board sign a written Certification that will be recorded in the land records that the Town has determined that the health care services to be delivered as a result of this conveyance will comply with the judgement. Also, the Board members must Attest that they have made that finding or that they have recused themselves from the subject due to a conflict of interest with regard to the sale of the property.

Mr. Monks added that this agreement was recommended to us by two of our counsels, and if the buyers do not provide health care to the community, the property will come back to the Town.

Bruce Lee-Clark moved and Sarah Perrin seconded to approve the Certification and Attestation of Select Board Members Regarding Conveyance of Real Estate in Trust to allow the sale of CLR. The motion carried unanimously.

8. MANAGER'S REPORT

Mr. Hurd reported the following:

- O The new ladder truck that was to arrive in February should arrive in late May/early June.
- Kudos to Officer Rob Gronkowski and Gracie for being awarded the Vermont Canine Patrol Team of the Year.
- Letters of Interest for Board and Commissions have been coming in and are due by May 14,
 2021. Hopefully those incumbents that the Board wishes to re-appoint could be done at the
 May 24, 2021 meeting with interviews scheduled for the new applicants during next week.
- O An e-mail has been sent to the Department of Environmental Conservation (DEC) outlining the Board's requests and they are looking at language that won't condemn wells that have been clean for quite some time and hope that the monies available will help those that want to connect to Town water to do so.
- O In April 2015, the Select Board entered into the Interlocal Agreement with the Bennington County Solid Waste Alliance (BCSWA). Our newest Solid Waste Implementation Plan required small changes in the Interlocal Agreements originally signed by adding one meeting per year as a minimum, providing a list of media for notices, and allowing for new programs and facilities, such as, an asphalt shingles recycling program and applying for a grant for a Household Hazardous Waste facility that would be open once a day/month from April to October.

274 275 276	Jeanne Conner moved and Bruce Lee-Clark seconded to accept the Interlocal Agreement with the BCSWA as presented and authorize the Chair to sign on behalf of the Board. The motion carried unanimously.
277 278 279	 We are seriously considering opening the Town Offices on June 1st which would also include the Senior Center. Paul Dansereau has given good suggestions for building movements and signage. Mask wearing and safe distancing will continue to be enforced.
280	8A. UPCOMING AGENDA
281	May 24, 2021 - BBC Presentation on Next Year's Work Plan and Budget
282	May 24, 2021 - Proposal for the Safety and Equity Board
283	May 24, 2021 - Sidewalk Hot Mix Discussion
284	May 24, 2021 - Policy - 2 nd Reading - Body Worn Camera
285	9. OTHER BUSINESS
286 287	Ms. Conner: Thanked everyone who participated in Green Up Day and looks forward to when Green Up Day isn't necessary.
288 289 290	Ms. Conner: Was encouraged at the number of people that participated in HazMat Day to dispose of their hazardous material safely. Mr. Hurd added that people came from all over the county and there are two more HazMat Days coming - one in Readsboro and one in September at the Dorset School.
291 292	Mr. Lee-Clark: Is a regular user of the Stark Street Playground and expressed his appreciation for the new sign.
293 294	Ms. Perrin: Mentioned the grass roots effort that has started to Clean the Streets of Bennington, and she was able to hug her parents for the first time in quite some time.
295	13. EXECUTIVE SESSION
296	A. PERSONNEL
297 298 299 300	At 8:38pm, Bruce Lee-Clark moved and Sarah Perrin seconded the adjournment of the meeting finding that an Executive Session be held on Personnel as premature public knowledge would place a person involved in the subject matter at a substantial disadvantage. No action will be taken this evening. The motion carried unanimously.
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302	Respectfully submitted,
303	Nancy H. Lively

Secretary

Select Board Public Comment Procedure

May 2021

Information for public meetings: (Information sheets available at meetings)

The purpose of these practices is to make the experience for all involved a productive and informative use of the Public Comment period at Select Board meetings.

- 1. Public Comment is to allow residents an opportunity to share information or make announcements that benefit the community at large.
- 2. The topic should **not** be related to an agenda item. If a member of the public wants to comment on an agenda item they can do so during the discussion of that item.
- 3. Comments should be 3 minutes or less.
- 4. You are required to state your name and town of residence.
- 5. Sharing comments, announcements and concerns are encouraged rather than asking questions. Public Comment is not a time for discussion. If you have specific questions it is best to call the Town Manager to get a full explanation and accurate information.
- 6. If the topic requires much discussion the item will be considered as an agenda item at a future meeting.

Information for the website:

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- 7. Every attempt will be made to put Public Comment as early in the meeting as possible.

Information for the Select Board:

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- 3. Comments should be 3 minutes or less.
- 4. You are required to state your name and town of residence.
- 5. Sharing comments, announcements and concerns are encouraged rather than asking questions. Public Comment is not a time for discussion. If you have specific questions it is best to call the Town Manager to get a full explanation and accurate information.
- 6. If the topic requires much discussion the item will be considered as an agenda item at a future meeting.
- 7. Every attempt will be made to put Public Comment as early in the meeting as possible.
- 8. Remind the public of the practices we have adopted at each meeting.
- 9. Use Public Comment for agencies, organizations to share information with the community.
- 10. Encourage the sharing of any follow-up to concerns and comments necessary to keep the community informed.

MEMORANDUM

To:

Bennington Select Board

From:

Shannon Barsotti, Community Development Director

Date:

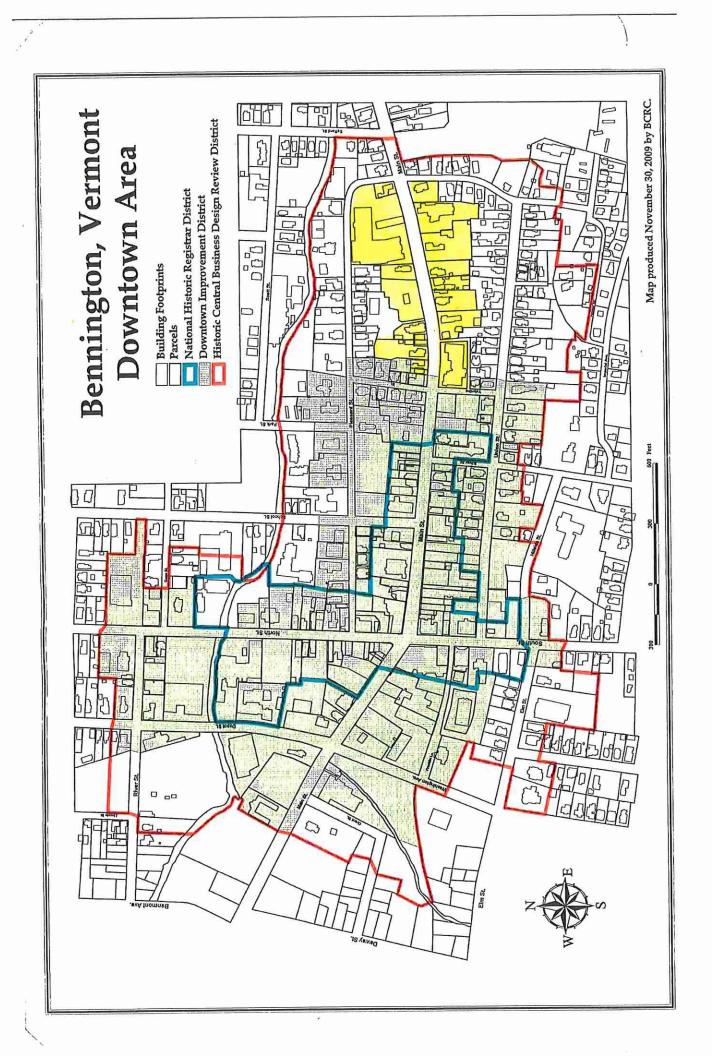
May 18, 2021

Re:

Amendment Application for Bennington's Designated Downtown

Please find attached a map of Bennington's downtown with a proposed extension of the State's Designated Downtown District highlighted in yellow. By extending the district along Main Street, property owners in the highlighted area will be eligible for historic, state, and federal tax credits. The area will also be eligible for other downtown grants and improvement programs. The Select Board must approve an amendment application to the State's Downtown Board for this extension of the Designated Downtown. The required Select Board Resolution is attached. The Better Bennington Corporation also supports this extension.

Thank you.



RESOLUTION TO APPLY FOR AN AMENDMENT TO THE DESIGNATED DOWNTOWN DISTRICT

WHEREAS, the Municipality of Bennington, Vermont is applying to the State's Downtown Board for an amendment to extend Bennington's Designated Downtown District to include properties abutting Main Street up to Pleasant Street, the Legislative Body of this Municipality approves of this application.

Passed	thic	2/1th	day	of	May	2021
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Tom Haley

LEGISLATIVE BODY	
(name)	(signature)
Jeannie Jenkins, Chair	1 <u></u>
Jeanne Connor, Vice-Chair	
Jim Carroll	
Bruce Lee-Clark	
Sarah Perrin	
Gary Corey	



Body Worn Cameras (BWC)

Related Policies: Duty to Disclose;

This policy is for internal use only and does not enlarge an employee's civil liability in any way. The policy should not be construed as creating a higher duty of care, in an evidentiary sense, with respect to third party civil claims against employees. A violation of this policy, if proven, can only form the basis of a complaint by this Office for non-judicial administrative action in accordance with the laws governing employee discipline.

Applicable Vermont Statutes: 1 V.S.A. §317(c),

A) To enhance everyone's safety

Section 11		
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Dale	IIII)	lementeu.

Review Date:

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- Purpose: This policy directs Officers and supervisors of the Bennington Police Department (BPD) in the proper use and maintenance of **Body Worn** Cameras (**BWC**) and the Recordings created. This policy directs how video will be utilized to accomplish the following objectives:
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- B) To document statements and events as they occur
- 10 C) To document crime or incident scenes
 - D) To enhance an Officer's ability to document and review statements and actions for reporting and criminal prosecution
 - E) To preserve visual and audio information for use in current and future investigations
 - F) To serve as a tool for Officer training and supervision
 - G) To enhance public trust and increase departmental transparency
 - H) To enhance investigations into citizen's complaints or other allegations of police misconduct.

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Policy: The BPD shall equip Officers with Body Worn Cameras to provide more accurate documentation of law enforcement and citizen interaction, to assist in officer evaluation and training, and to collect evidence to be used in criminal prosecutions. The BPD shall develop procedures that will instruct officers when cameras must be utilized and when they must be turned off in order to protect the privacy of citizens.

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2		Recordings obtained for the purposes stated above shall be maintained in accordance with procedures developed by the BPD and shall comply with all the
4		relevant laws of the State of Vermont.
5		The state of the s
6		The release of BWC recordings to the public shall be in compliance with other
7		policies of the Town of Bennington, as well as relevant State and Federal Law.
8		(See: 1 V.S.A. § 317, and 5 U.S.C. § 592 (b)(7) [Freedom of Information Act])
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11	111.	<u>Definitions:</u>
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13 14		ody Worn Camera (BWC): An electronic device capable of capturing audio and I recordings, and worn on a person's body.
15		,
16 17	B. R	ecordings: Refers to electronic audio and video files created by BWCs.
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19	This I	Policy is adopted by the Select Board of the Town of Bennington, Vermont, this
20	c	lay of, 2021 and is effective as of this date until amended or repealed.
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23	2-1-1-1	
24	Jean	nie Jenkins, Chairperson
25		*



Body Worn Cameras (BWC)

Related Policies: Duty to Disclose;

This policy is for internal use only and does not enlarge an employee's civil liability in any way. The policy should not be construed as creating a higher duty of care, in an evidentiary sense, with respect to third party civil claims against employees. A violation of this policy, if proven, can only form the basis of a complaint by this Office for non-judicial administrative action in accordance with the laws governing employee discipline.

Applicable Vermont Statutes: 1 V.S.A. §317(c),

Date	lmn	lemented:

Review Date:

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- Purpose: This policy directs Officers and supervisors of the Bennington Police I. Department (BPD) in the proper use and maintenance of Body Worn Cameras (BWC) and the Recordings created. This policy directs how video will be utilized to accomplish the following objectives:
 - A) To enhance everyone's safety
 - B) To document statements and events as they occur
 - C) To document crime or incident scenes
 - D) To enhance an Officer's ability to document and review statements and actions for reporting and criminal prosecution
 - E) To preserve visual and audio information for use in current and future investigations
 - F) To serve as a tool for Officer training and supervision
 - G) To enhance public trust and increase departmental transparency
 - H) To enhance investigations into citizen's complaints or other allegations of police misconduct.

Policy: The BPD shall equip Officers with Body Worn Cameras to provide more II. accurate documentation of law enforcement and citizen interaction, to assist in officer evaluation and training, and to collect evidence to be used in criminal prosecutions. The BPD shall develop procedures that will instruct officers when cameras must be utilized and when they must be turned off in order to protect the privacy of citizens.

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Recordings obtained for the purposes stated above shall be maintained in accordance with procedures developed by the BPD and shall comply with all the relevant laws of the State of Vermont.

The release of BWC recordings to the public shall be in compliance with other policies of the Town of Bennington, as well as relevant State and Federal Law.

III. **Definitions:**

- A. Body Worn Camera (BWC): An electronic device capable of capturing audio and visual recordings, and worn on a person's body.
- B. Recordings: Refers to electronic audio and video files created by BWCs.

Proposal for a Community Safety and Equity Board

The goal of this work is to create a structure for a single Town board that provides meaningful community involvement in **Safety and Equity decision-making** and would likely include: 1. Recommendations on police department training and community collaboration efforts 2. Review of complaints against the BPD 3. Development and Review of proposed critical Bennington Police Department policies and procedures 4. Analysis of safety and equity data.

The work of the Community Safety and Equity Board (working title) is to ensure safety, accountability, transparency and trust in the community and to move Bennington toward achieving its vision of becoming "a welcoming, engaged, inclusive, and resilient community where everyone, regardless of identity, shares in our vitality and benefits from an outstanding quality of life".

We propose a two-part process: 1. Create a taskforce to explore the name, charge, membership, structure, and scope of a safety and equity board and 2. Establish a safety and equity board.

Taskforce Creation

We propose that a taskforce comprised of up to 11 community members be established to be facilitated by staff from the National Organization for Civilian Oversight of Law Enforcement (NACOLE) to accomplish the charge as set by the Bennington Select Board.

The Select Board, as the duly elected legislative body of the Town of Bennington, will review and consider the recommendations of the Task Force. The final decision regarding the community safety and equity board remains at the sole discretion of the Select Board.

Charge: The Safety and Equity Taskforce shall develop recommendations for the name, scope, structure, membership and responsibilities of a community safety and equity board. Areas for consideration include but are not limited to the following: 1. Recommendations on police department training and community collaboration efforts 2. Review of complaints against the BPD 3. Development and review of proposed critical Bennington Police Department policies and procedures 4. Analysis of safety and equity data.

<u>Taskforce membership would include individuals with the following areas of expertise and experience:</u>

- 1. Mental Health
- 2. K-12 Education
- 3. Lived Experience
- 4. Active BPD officer
- 5. Law
- 6. BIPOC
- 7. Business

- 8. Recent HS/College grad
- 9. Domestic Violence
- 10. Interfaith
- 11. Disabilities
- 12. LGBTQ
- 13. Migrant Labor

The Taskforce will be an official committee of the Town of Bennington with a charge not to exceed six-months and will abide by appropriate processes and procedures of governmental bodies including open meeting law, agenda setting, recording of minutes, and other requirements as determined.

Criminal Justice Training

All Taskforce members will be required to complete 7.5 hours of criminal justice training. The training will consist of three 2.5-hour sessions. The first two sessions will provide an overview of the criminal justice system including goals, agencies and institutions. The third session will be conducted by the Bennington Police Department and focus on the current day-to-day activities and roles of staff including officers, investigators, and dispatchers within the department; an overview of policy and procedures; and existing collaborations with local programs.

Taskforce Development of community safety and equity board

Using professional facilitation through NACOLE, the Taskforce will examine all aspects of their charge. A Town of Bennington staff person will be assigned to assist the Taskforce. The Taskforce will elect two co-chairs of the Taskforce to set the agenda, run the meetings, and assure compliance with all requirements of an official board. The Taskforce will complete this work within a four-month timeframe. The Taskforce will determine how often they will meet to complete the work.

Written Recommendations to the Select Board

At the completion of the Taskforce's committee work, a written record of recommendations will be forwarded to the Select Board.

Presentation of Findings to the Select Board and Community

The Taskforce recommendations will be shared at a warned Town of Bennington Select Board meeting at the earliest convenience of the Taskforce and the Select Board.

Public Comment Period

There will be a formal comment period on the Taskforce recommendations of no less than 10 days.

Final Consideration by the Select Board

The Select Board will review the recommendations of the Taskforce and public comments in determining the name, scope, structure, membership and responsibilities of a community safety and equity board.

Establishment of Board

The Select Board will create a safety and equity board to be part of the Town's Boards and Commissions to be established and have membership terms that coincide with other town board and commission appointments.

This timetable is provided for illustrative purposes only

Example Timeline

August 2 – Opening online meeting with Select Board and NACOLE outlining process and reviewing oversight models /applications open for Taskforce membership

August 27 - Applications close for Taskforce membership

September 7 - 17 - Interviews for Taskforce members

September 27, 28, 29 – CJ 101 Workshop for Taskforce members (5 -7:30 pm)

October 4 – Taskforce begin meeting this week with 4-month charge

January 30 - Deadline for Taskforce written report to SB

February - Recommendations presented at a Select Board meeting/public comment period begins

February/March – Public comment period on recommendations ends

March - Recommendations are taken up by board at regular SB meeting

May - Establishment of Safety and Equity Board

MEMORANDUM

To:

Select Board

From: Stuart A. Hurd, Town Manage

Re:

Sidewalk Paving Proposal

Date: May 17, 2021

The attached Sidewalk Infrastructure Policy amendment drafter by Dan Monks is our recommendation for a revised policy dealing with asphalt paving for sidewalks. It provides for continuing concrete sidewalks in certain areas and allows the use of asphalt sidewalks in areas outside the urban core. It will allow us to do twice the amount of sidewalk work should that be necessary. It will allow for speedier repairs and construction.

Remember we have a number of asphalt pathways in our more rural areas, We have used this product in a number of locations with great success; the new Kocher Drive walkway, the Middle School pathway, So. Branch Street, upper South Street to the cemetery and the Riverwalk. In every neighborhood where sidewalks do not exist, people walk on the roads, generally asphalt.

When we last discussed this, there was a concern for the high temperatures on asphalt sidewalks. RJ took that concern to heart and ran tests on a recent sunny day to see what the difference was.

His findings:

"I just did a temperature check on sidewalks frankly because I didn't know. The air temp is 60 degrees, and I tried my best to find similar locations. Branch Street between Main and Gage, both sides are concrete: 63 on West side and 70 on East. South Branch Street, Main to Beech Street, paved sidewalk 68 before Filmore and 67 after. Congress Street newly paved last year (Black), no trees or shade of any type 80 degrees. Scott Street concrete 73 degrees, no shade of any type."

It appears as the asphalt ages, it loses its color and the temperatures become more closely aligned. This is an opportunity we should not pass up. Of course, we can use our best judgment in a given situation so that the "look" of the neighborhood is not altered

Proposed Revisions - May 17, 2021

Town Of Bennington Sidewalk Infrastructure Policies

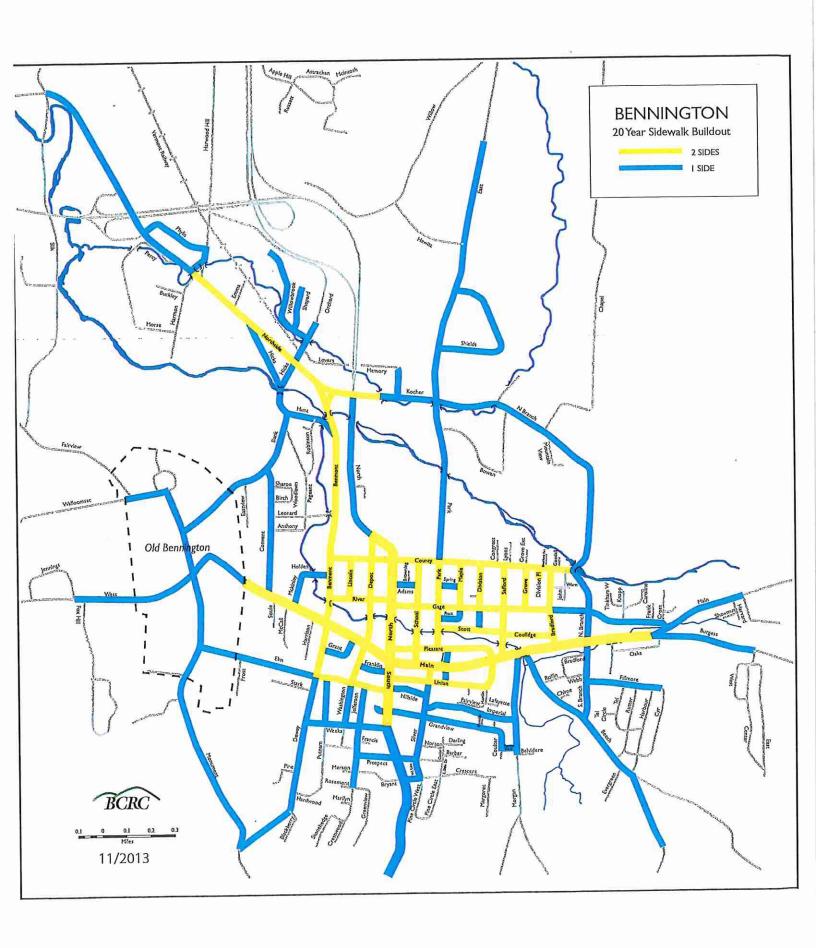
Policies

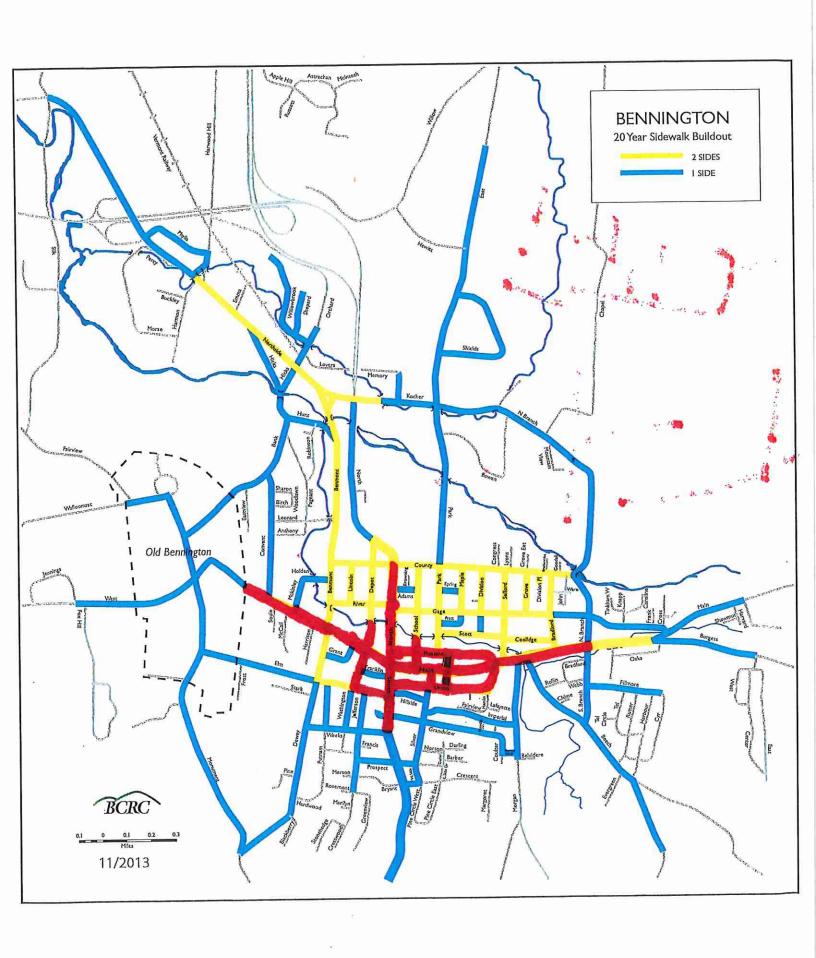
Location

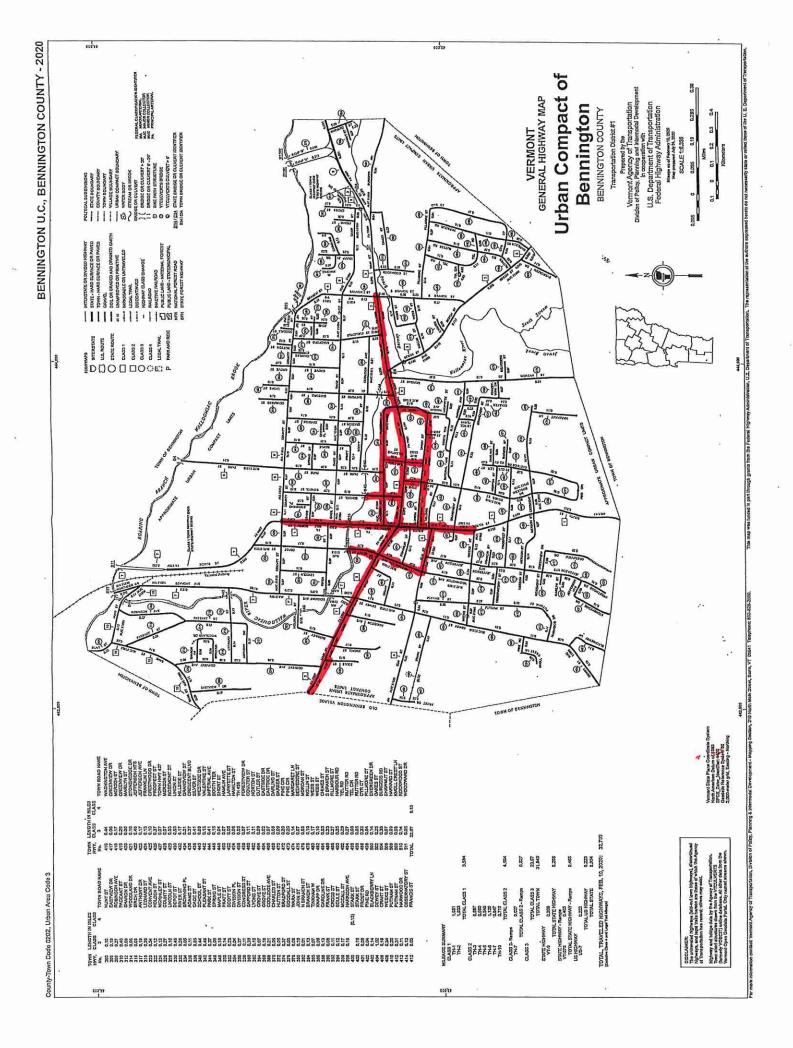
The attached 20 Year Sidewalk Build-out Plan identifies priority locations throughout Town where sidewalks should exist within the public right of way. Many of the locations identified already have sidewalks, while other locations require the extension of new sidewalks or the filling in of gaps between existing sidewalks. It is the goal of the Town to accomplish the Build-out plan within 15 years. Several factors were considered in the development of the plan including, types of existing and allowed land use, density of existing and planned development, traffic counts, speed limits, destinations (commercial centers, employment centers, schools), etc. This plan shall in no way suggest that additional sidewalks constructed by the Town or a private developer are not recommended and/or necessary. Additional sidewalks that are not indicated on the Build-out Plan are always encouraged and may be required as part of State and local permitting processes.

Design

Sidewalks in the following locations as indicated in red on the attached map shall be concrete: Main Street between the Old Bennington line and North Branch Street, North/South Streets between Weeks Street and County Street, Depot Street/Washington Avenue between County Street and Elm Street, Elm Street between South Street and Washington Avenue, Pleasant Street, Union Street, and Valentine Street. Concrete sidewalks shall be at least 5 feet wide, and at least 5 inches thick (at least 8 inches for driveway aprons), and shall have a concrete or granite curb. If approved by the Town Manager, Bituminous sidewalks at least 5 feet wide and at least 3 inches thick with a concrete curb or a minimum 4' wide separation from the roadway edge may be allowed in other areas. Enhanced design features, such as brick pavers and other decorative features, are encouraged in commercial areas, especially in the Downtown.







CONCRETE VS. PAVEMENT SIDEWALK COMPARISON – January 2021

CONCRETE Total Cost per Linear Foot = \$ 19.64

MATERIAL ONLY: Estimate per 100 linear feet (measurement= 5' wide x 100' long x 6.5" thick average) with driveway aprons = 12 cubic yards

12 cu yds x \$135.00 per yard = \$1,620.00 Therefore \$1,620.00 / 100 linear feet

= \$16.20 per Linear Foot in Material Costs

LABOR COST: It takes a crew of 8 men x 8 hours each x \$37.64 (current rate) to set up 700 LF of concrete walk; However only 375 linear feet can actually be poured in 8 hours.

Therefore 64 x \$37.64 = \$2,408.96 (per day labor) / 700 LF = \$3.44 per Linear Foot In Labor Costs

Equipment Costs: No additional Equipment costs (included in the \$135 p/cuyd cost from Dailey's)

Total Costs for Concrete Sidewalk = \$19.64 per linear foot

Hot Mix Total Cost per Linear Foot = \$ 9.88

MATERIAL ONLY: Estimate per 100 linear feet (measurement of 5' wide 100' long and 3" thick) = 9.41 tons

9.41 tons x \$70.00 per ton = \$659.00

Therefore \$659.00 / 100 linear feet

= \$6.59 per Linear Foot in Material Costs.

LABOR COST: We can pave 2,000 LF in an 8-hour day with 8 men x \$37.64 (current rate) = \$2,408.96

Therefore \$2,408.96 per 2,000 LF = \$1.21 LF in Labor Costs

Equipment Costs:

Trucks: 2 x 8 hrs x \$90.00 p/h = \$1,440.00 / 2,000 LF = \$0.72 per LF Trucking

Excavator: 1 x \$ 145.00 p/h x 8 hrs = \$1,160,00 / 2,000 LF = \$0.58 per LF Excavator

Roller: 1 x \$ 50.00 p/h x 8 hrs = \$400.00 / 2,000 LF = \$0.20 LF Roller

Payer: 1 x \$145,00 p/h x 8 hrs = \$1,160,00 / 2,000 LF = \$0.58 per LF Payer

Total Costs for Hat Mix Paved Sidewalk = \$ 9.88 per linear foot

Additional Notes:

- ► If a service must be replaced, Town must pay a "Small Load Charge" for concrete (under 4cy.) Residents must pay this cost. Hot mix you can get less than a ton at no extra charge.
- ▶ The paved sidewalks are much easier to plow and the dark color clears the walk much quicker.
- Paving more sidewalk in the summer would allow more to get done, both in the number of sidewalks completed and maintenance of our roads.
- ▶ We must saw cut concrete sidewalks. Pavement we do not.
- ► Concrete takes longer to set up, therefore residents cannot access driveway for several <u>days</u>. Paving sidewalks is much less time for residents to not be able to enter their driveways (Hours vs. Days).
- ▶ Also, detectable warning devices would have to be poured into concrete at intersections (at additional costs).

MEMORANDUM

To: Se

Select Board

From: Stuart A. Hurd, Town Manager,

Re:

Public Information Coordinator

Date: May 18, 2021

The attached job description paves the way for the Town to create a new position, one that will improve our ability to communicate effectively through the use of our websites and social media, a deficiency the Board has noted in the past. I recommend the Board create this position for fiscal year 2022 beginning July 1, 2021.

It is envisioned that this individual will have IT expertise as well as an in-depth knowledge of use of the web and social media, the ability to write effectively, to work well in a team setting and provide relevant materials to the public through the web, press releases and the like.

The salary and benefits will come from funds originally budgeted for operating supplies within the Town Recreation budget, but over the course of the last year, have not been needed. We can therefore, fund this position without increasing our budget.

TOWN OF BENNINGTON JOB DESCRIPTION

Position Title:

Public Information Coordinator

Position Code:

Date of Description:

May 2021

JOB SUMMARY

The Public Information Coordinator (PIC) is responsible for assisting with the creation and implementation of all Town of Bennington public information initiatives. The PIC will oversee project management and process issues for the entire Town of Bennington municipality. Under management supervision, the PIC prepares and provides public information to the community and coordinates responses to Public Records requests. The position will oversee multi-departmental and/or multi-town projects and ensure that the Town is in compliance with all policies and procedures.

DUTIES AND RESPONSIBILITIES

The Public Information Coordinator shall:

- Serve as an editorial professional capable of writing and editing copy for myriad projects including news releases, advertisements, brochures, newsletters, posters, flyers, social media posts, webpages, and electronic communications.
- Create and update Town and Police Department websites, including regular public notices.
- 3. Write formal press releases for the town and, with final approval from the Town Manager or his/her designee, submit to media as directed.
- Facilitate the development and distribution of municipal forms.
- Create and update a unified Town and Police Department website, including regular public notices.
- 6. Create regular social media postings for all Town departments.
- 7. Assist public by providing general information about the town.
- 8. Coordinate responses to all public information (FOIA) requests.
- 9. Keep all media outlets up to date on municipal happenings.

- 10. Take pictures for publicity purposes as necessary.
- 11. Coordinate and attend the various municipal activities and events as assigned by the Town Manager.
- 12. Attend meetings for or with the Town Manager as deemed necessary for communication purposes with representatives from other town departments.
- 13. Assist town department heads with the creation of presentation materials as needed.
- 14. Occasionally, assist town departments with computer hardware and network issues.
- 15. Take individual responsibility for working in a safe manner and adhere to the Town safety policies.
- 16. Perform such other duties as the Town Manager requires.

SKILLS AND EXPERTISE

The Public Information Coordinator shall:

- Demonstrate understanding of the Town of Bennington's mission and practices an open-door policy. Candidate must have advanced proficiency in the use of the Microsoft Office suite.
- 2. Have a bachelor's degree. Journalism, Communications, Marketing, or Information Technology background is preferred.
- 3. Have a minimum of one year of experience in marketing, communications, or equivalent field.
- 4. Exhibits strong skills in
 - Communication
 - Community
 - Building Relationships
 - Organizing
 - Planning
- Have an acceptable past work record.

PHYSICAL REQUIREMENTS/ENVIRONMENTAL FACTORS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

- Sedentary work requiring the exertion of up to 10 pounds of force occasionally and a negligible amount of force frequently or constantly to move objects.
- Work requires fingering, grasping, and repetitive keyboarding motions.
- Vocal communications are required for expressing or exchanging ideas by means of the spoken word.
- 4. Hearing is required to perceive information at normal spoken word levels.
- 5. Visual acuity is required for preparing and analyzing written or computer data, determining the accuracy and thoroughness of work, and observing general surroundings and activities.
- No adverse environmental conditions.
- 7. Frequent traveling between municipal buildings, less frequently to other locations, and locally or out-of-town to attend meetings and conferences.

WORK ENVIORONMENT

This job operates in a professional office environment. The role routinely uses standard office equipment.

SELECTION GUIDELINES

Formal application, rating of education and experience; oral interview and reference check; job related tests may be required.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

Approval:		Approval:		
	Supervisor		Employee	

MANAGER'S REPORT May 24, 2021

ACTION

Nothing at this time.

INFORMATIONAL

Mask Resolution — As is well known, the Governor has amended his masking requirements based on the latest CDC guidance. In Bennington, the Board passed a Resolution mandating mask wearing on May 25, 2020 and amended that Resolution on June 8, 2020. I have attached a copy. It is my recommendation that we repeal the Resolution and allow the Governor's Emergency Order to be amended as he sees fit. Stores are already amending their requirements. We don't want to try enforcing a mandate that is not supported by the CDC or the Governor.

Groundwater Reclassification The State has now proposed a revised Reclassification Order for public comment. It is intended to remove the non-potable term from those wells that have been free of PFOA for an extended period. DFC has also supported the Town's effort to use Recovery funds to hook up to municipal water those who desire and are capable of connecting. The comment period ends May 28.

FOLLOW-UP

The Bike/Ped Monthly Report is attached.



Town of Bennington Select Board Resolution

AMENDMENT TO COVID-19 EMERGENCY ORDER WEARING FACE COVERINGS REQUIRED

WHEREAS, the Select Board adopted on May 25, 2020 a COVID-19 Emergency Order – Wearing Face Coverings Required; and

WHEREAS, additional categories of businesses and uses have been allowed to re-open by order of Governor Phil Scott since the adoption of the Emergency Order; and

WHEREAS, the Town of Bennington finds it necessary to amend the Emergency Order to address these additional categories of businesses and uses.

NOW, THEREFORE, be it resolved that the Emergency Order adopted on May 25, 2020, shall remain in full force and effect; provided, however, that cloth face coverings or face shields are not required to be worn by any employee during the time they are eating or exercising, and cloth face coverings or face shields are not required to be worn by any customer (visitor) during the time they are eating or exercising. As additional categories of businesses and uses are allowed to re-open by order of Governor Scott after the adoption of this Amendment, the Town Manager, or the Town Manager's designee, shall provide interim guidance as to the application of the Emergency Order, as amended, to such additional categories of businesses or uses. The guidance of the Town Manager, or the Town Manager's designee, shall be in force under the authority of the Emergency Order, as amended, unless and until an amendment to the Emergency Order revising the guidance is adopted by the Select Board.

This Amendment to the Emergency Order shall remain in effect until the Bennington Select Board amends, rescinds, or suspends this Amendment or the Emergency Order or until the Governor declares an end to the COVID-19 State of Emergency in Vermont, whichever occurs first.

Dated at Bennington, Vermont this 8th day of June, 2020 Select Board, Town of Bennington, Vermont

Donald A. Campbel	l, Select Board Chair	
Date:		

Town of Bennington Bike/Ped Projects Update May 2021

Orchard Village (formerly Applegate) to Willowbrook Path

Project Description: Pathway to connect Orchard Village, Willowbrook Apartments and Molly

Stark Elementary School.

Status: Construction is well underway and is scheduled to be completed this Summer.

Ninja Trail

<u>Project Description</u>: The proposed path is 2.12 miles. It begins on Hicks Avenue at the existing pedestrian bridge and ends at the intersection of VT Route 67A/College Drive/Silk Road/Matteson Road. From there, pedestrians and cyclists can reach the Village of North Bennington via Bennington College's paths and low-speed roads. The path varies between wooded areas, open fields, and roadside facilities. It crosses streams, goes under an overpass, and crosses a highway.

<u>Status</u>: \$1 Million in State/Federal Grants have been secured. A recent update of the cost estimate using current pricing indicates that significant additional funding will need to be secured. Additional grant opportunities are being explored. Segments of paved path between Hicks Avenue and Harmon Road (behind Walmart) and between Bennington College entrance and the Hampton Inn have been constructed. Interim path (dirt and gravel) between the two completed segments is open for use. Preliminary plans for the construction of the remainder of the paved path have been approved by the State. The Town has now obtained all of the easements required for the project. Construction is scheduled for 2022 subject to State permits being issued in a timely fashion.

Bennington Pathway – Rail/Trail

<u>Project Description</u>: Shared use path (bike path) along Railroad Right-of-Way from Bennington Station to Emma Street (off of Northside Drive). The portion of the path from Bennington Station to Orchard Road will be paved. The remainder of the path will be gravel.

<u>Status</u>: State/Federal Grant for 90% of cost has been secured. A local match of \$100,000 is being held in a reserve account. An additional \$80,000 match is necessary and will impact the FY 22 budget. The Town has contracted with Markowski Excavating to construct the project. A pre-construction meeting was held on April 28th. A preliminary construction schedule will be

developed soon. Construction will likely begin late this Summer and will conclude in Spring/Summer of 2022.

Benmont Avenue Bike/Ped Improvements

Project Description: Improvements to make Benmont Avenue safer and more attractive for pedestrians, cyclists, and drivers, including significant changes to the Hunt Street intersection. The improvements will act as an extension of the Ninja Trail into Downtown Bennington.

Status: A total of \$559,000 in State/Federal Grants have been awarded. The Town match will be approximately \$140,000. All easements have been obtained. Additional funds may need to be sought. The Town DPW will likely construct the planned improvements to the Hunt Street intersection to keep costs down. Grant funds will be used to construct the remainder of the project. Final plans are scheduled to be completed by Fall of 2021. Project scheduled to be put out to bid in Spring of 2021/22. Construction is scheduled for 2022-2023.