

**TOWN OF SWANTON**  
**MINUTES**  
**SELECTBOARD MEETING**  
**Swanton Town Office Building**  
**1 Academy Street, Swanton, VT 05488**  
***Wednesday, March 6, 2013 @ 7:00 p.m.***

Present: John Lavoie, Selectboard Chair; Dick Mr. Thompson, Joel Clark, and Kathy Lavoie, Selectmen; Cathy Fournier, Town Clerk; Harold Mr. Garrett, Road Foreman; David Jescavage, Town Administrator; Yaasha Wheeler, Clerk; Heather Buczkowski, Channel 15; Kevin LaPan, Road Crewman; Peter Cross, Cross Consulting Engineers; Jeremiah and Katie Richard; Russ Clark and C. J. LaBonte, Clarks Truck Center; Krister Adams, Housing Foundation, Inc.; Mark LaFlam.

A. Call to Order

Mr. Lavoie called the hearing to order at 7:02 p.m.

B. Pledge of Allegiance

Mr. Lavoie led those present in the pledge of allegiance.

Mr. Lavoie thanked and congratulated all of the new elected officials, noted the return of Mr. Mr. Thompson and Mr. Clark, and welcomed the newest board member Mrs. Kathy Lavoie. He thanked the voters for their trust in the Selectboard in passing the budgets, the garage article, and the other articles.

C. Reorganization of Selectboard

• Nominate & Elect Chair

Mr. Thompson nominated Mr. John Lavoie as Selectboard Chair from March 6, 2013 to March 5, 2014. Mr. Clark seconded the nomination. Motion carried.

• Nominate & Elect Vice Chair

Mr. Clark made a motion to elect Mr. Daniel Billado as Selectboard Vice Chair from March 6, 2013 to March 5, 2014. Mr. Thompson seconded. Motion carried.

• Nominate & Elect Clerk

Mr. Lavoie nominated Miss Yaasha Wheeler as Selectboard clerk from March 6, 2013 to March 5, 2014. Mr. Clark seconded the nomination. Motion carried.

• Establish Rules of Procedure

Mr. Thompson made a motion, seconded by Mrs. Lavoie, to adopt Roberts Rules of Order for 2013 – 2014 year. Motion carried.

• Appoint Town Officials & Committee Representatives

Mr. Clark made a motion to approve setting the regular Selectboard meetings to the first and third Tuesday of every month, at 7 p.m. Mr. Lavoie seconded. Motion carried.

Mr. Lavoie made a motion, seconded by Mr. Thompson, to approve David Hamlen as tree warden for the Town of Swanton, for the year March 6, 2013, to March 5, 2014. Motion carried.

It was noted that the present Road Commissioner was Dan Billado, Selectman. Mr. Thompson made a motion, seconded by Mrs. Lavoie, to appoint Joel Clark as Road Commissioner for the year March 6, 2013, to March 5, 2014. Motion carried.

Mr. Clark made a motion, seconded by Mr. Lavoie, to appoint David Jescavage as Town Service Officer for the year March 6, 2013, to March 5, 2014. Motion carried.

It was noted that the present Fire Warden was John Barrett. Mr. Thompson made a motion, seconded by Mrs. Lavoie, to appoint John Barrett as Fire Warden for the Town of Swanton for the year March 6, 2013, to March 5, 2014. Motion carried.

It was noted that the present Animal Control Officer/Pound Keeper was Allan Laroche. Mrs. Lavoie made a motion, seconded by Mr. Clark, to appoint Allan Laroche as Animal Control Officer & Pound Keeper for the Town of Swanton for the year March 6, 2013, to March 5, 2014. Motion carried. Mr. Thompson abstained.

It was noted that the first constable was presently Allan Laroche. Mr. Clark made a motion, seconded by Mrs. Lavoie, to appoint Allan Laroche as First Constable for the Town of Swanton for the year March 6, 2013, to March 5, 2014. Motion carried. Mr. Thompson abstained.

Two representatives were needed on the board of directors for the Northwest Regional Planning Commission. Mr. Garrett was already on the board; a second representative was needed. Mr. Lavoie made a motion, seconded by Mr. Thompson, to approve Mr. Garrett to represent Swanton on the board of directors for the Northwest Regional Planning Commission.

Discussion: Mr. Garrett explained that representatives usually met on the last Wednesday of every month and were encouraged to serve on subcommittees. Because he was part of four subcommittees, he had meetings about four times a month. He said that he enjoyed the work.

Mr. Thompson noted that there was an empty position for the Transportation Advisory Committee as well. Mr. Jescavage offered to advertise the vacant positions in the paper. Discussion concluded. Motion carried.

Mr. Garrett offered to fill the vacancy for town representative on the Transportation Advisory Committee until another person volunteered for the position. Mr. Clark made a motion, seconded by Mrs. Lavoie, to appoint Mr. Garrett town representative on the Transportation Advisory Committee. Motion carried.

#### **Task Assignments from March 6, 2013 to March 5, 2014**

Highway commissioner – Joel Clark

Recreation – Kathy Lavoie

Economic Development – Kathy Lavoie

Animal Control – first alternate, Dick Thompson; second alternate, Daniel Billado

Personnel – Dick Thompson

Legal – L. John Lavoie

Mr. Thompson made a motion, seconded by Kathy Lavoie, to adopt the list of task assignments as published. Motion carried.

It was noted that the Police Commissioner was presently Daniel Billado. Mrs. Lavoie made a motion, seconded by Mr. Clark, to appoint Daniel Billado as Town Police Commissioner. Motion carried.

#### **• Appoint Recreation Commission Members**

Betsy Fournier, Eugene Lavoie, Jon Nielson, Jenny Perry, Kelly Connolly, James Beyor, Patti Jo Walker, Joseph Raleigh. Mr. Thompson made a motion, seconded by Mr. Lavoie, to approve the appointments. Motion carried.

#### **D. Meeting Topics:**

##### **1. Minutes**

- a) February 19, 2013 SLB Meeting
- b) February 24, 2013 SLB Special Meeting
- c) February 25, 2013 SLB Info Meeting

Mr. Thompson made a motion, seconded by Mr. Clark, to approve the above-mentioned minutes. Motion carried.

2. Public Comments – None.

3. Old Business – TABLED until later in the agenda.

4. Community Development

a) Discuss Proposed Housing Grant Application with Krister Adams of Housing Foundation, Inc.

Mr. Krister Adams, of Housing Foundation, Inc., came forward. He explained that HFI is a nonprofit affordable housing agency which operates state wide and whose sole purpose is to own operate, manage, rehabilitate, and develop affordable housing opportunities. HFI owned multi-family dwellings and mobile parks, but no single-family homes, and presently owned 17 mobile home parks. The foundation had a purchase sales agreement to buy Roy's Mobile Home Park in July 2013, which would require a lot of legwork and administrative work during the spring. The foundation needed to apply for the Vermont Community Development Program Grant, which would be funneled from the federal level to the state level, through the town, to subgrant to the organization. The Town would be the main grantee, and HFI would be the subgrantee. HFI would do the vast majority of administrative work with grant, such as the writing and the complying with all requirements. The Town would authorize the grant and oversee the submittal.

There would be no need for a monetary contribution from the town, but a cash-in-kind contribution was suggested. This would include time from the administrative staff, which could be billed out and considered a contribution. This contribution was not mandatory, but was very favorably looked upon by the program, which liked to see that the town was invested in the project. Mr. Jescavage could write a note to the program, explaining that town had donated so much in in-kind cash. If Swanton want to go forward, it was imperative to authorize Mr. Jescavage to open up the grant application online, and designate Mr. Adams as the writer of that grant. Mr. Jescavage would be able to go in and change anything, and Mr. Adams would only be able to input and edit his own writing. In order to meet deadlines, Mr. Adams needed to submit the application by April 10, 2013.

Mrs. Lavoie asked if there needed to be a pre-letter of intent, or a straight application by the 4/10/13, and Mr. Adams replied that just the application was needed, since he had already written a letter of intent. Housing Foundation, Inc. would apply for approximately \$350,000, an amount which would get more exact as engineers and appraisers helped him. Mr. Thompson asked if other sources would supply additional funding and Mr. Adams replied that funds were available from the Vermont Housing and Conservation Board and the Home Program. The foundation would also look into commercial financing to fill in the gap.

Mr. Thompson asked who would do the maintenance, and Mr. Adams replied that HFI had an understanding with the Vermont State Housing Authority that Mr. Adams would do the development work and the housing authority would do all the management. A full-time property manager would be hired to maintain the property. Mr. Thompson noted that the Town of Swanton had done several of these types of grants before.

Mr. Jescavage asked what amount would be asked for cash-in-kind and Mr. Adams estimated about \$1500 to \$2000. Mr. Clark recommended reducing the number and Mr. Jescavage asked if that was needed as part of the application. Mr. Adams replied that it was not. Mr. Thompson said that there was usually an option for the Town to be compensated for the administrative staff's time. Mr. Jescavage asked if there would be a flat rate and Mr. Adams said that the staff would get paid normal wage. Mr. Adams added that he would prepare the public hearing notice, which he would run by Mr. Jescavage. He added that the grant application could only be submitted by Mr. Jescavage.

Mr. Jescavage asked to know what motions would be needed if the Selectboard agreed to participate. Mr. Adams said that Mr. Jescavage would need to be authorized to set up the grant application and to authorize Mr. Adams as the writer for that grant. He also gave a suggested timeline. The public hearing notice would get into the local paper on or around 3/15/13. At a Selectboard meeting around 4/2/13, a public hearing would be held, at which Mr. Adams would present, with hard-copies of the nearly-finished application, and would take public comment on

the grant application. The VCTP board would then meet in mid-June, to decide how the project would be funded. Mr. Jescavage asked to know how much money was available for all the towns and Mr. Adams said that it was usually about \$2.5 million statewide, with 20-25 applicants per year. Mr. Thompson said that he fully supported the application, since he knew that Housing Foundation, Inc. had a good track record. Mr. Lavoie agreed. Mr. Adams added that the major component of almost all of the grants was to record in the town records in the housing subsidy covenant was that the property would be made into perpetually affordable housing and could not be sold, unless the actual residents wanted to form a co-op.

Mr. Clark made a motion, seconded by Mr. Thompson, to authorize David Jescavage to be the grant administrator for the project and to authorize Mr. Krister Adams to write the grant under Mr. Jescavage's authority. Motion carried.

#### b) Results of Tax Appeal to State

Mr. Thompson said that, for the first time since he had been on the board of civil authority (16 years), there had been an appeal to the state for a residential property. The hearing was held in Swanton by the state appraiser, at which time both the town and the appellants gave evidence. Two listers accompanied the state appraiser on a site visit. \$276,600 was the amount appealed, but the state sustained the town's assessment.

#### c) Discuss Preservation of Original Town Plot Plan Map

Mr. Jescavage stated that a map of the town, dating back to the 1700s, had been misplaced inside a record book and recently discovered by Michael Gervais. Ronald Kilburn had contacted a restoration specialist to get a quote on the cost to preserve it. Mr. Thompson noted that this was the first map ever drawn of Swanton. Mr. Peter Cross mentioned that the document was useful not only in a historic sense, but also to aid in modern surveys, since it could have some relevance to boundaries. Mrs. Fournier explained that the restoration specialist estimated that the restoration would result in about 6 hours of work, at a cost of about \$240, with another \$100 to be put inside a Mylar-like sleeve, for a total of \$340. This amount could be taken out of the mapping fund. Mr. Thompson made a motion, seconded by Mr. Lavoie, to take an amount not to exceed \$350 from the mapping fund to preserve the first plot map of Swanton. Motion carried.

### 5. Law Enforcement

#### a) Swanton Village Police Chief Monthly Report (Postponed to March 19<sup>th</sup> SLB Meeting)

### 6. Highway Department

#### a) Discuss Highway Garage Bids with Peter Cross

Mr. Peter Cross came forward. He stated that 8 bids had been opened on 2/25/13, ranging from \$918,000 to \$684,000. There were four alternate prices as well. The lowest bidder was Millbrook Construction, with the second lowest bidder being Conner Contracting, since their price had carried \$38,000 for a permit that they did not need to carry. The third lowest bidder was E.F. Wall. Mr. Cross had retained the bid bonds for the three lowest bids and returned the other five bids. An award could be made after the board had decided which alternates to accept. He did not expect that the prices for ledge or boulder would be necessary. Mr. Cross asked the Selectboard to define their preferences for the ceiling fans and compressed air line.

The ensuing discussion concluded that the compressed airline (3/4 in.) would be fine on the outside wall. The compressor was a 3-phased compressor, upright, with a 60-80 gallon tank. The Selectboard discussed adding a 15kw natural gas generator that had been donated by the Village. Mr. Cross was unsure that the generator would fit comfortably in the mechanical room, and Mr. Clark suggested that the mezzanine was a possible alternative. Mr. Lavoie noted that the generator would require a few additional penetrations for fresh air intake and exhaust. Mr. Cross said that he would get an estimate for the installation of the generator.

Mr. Garrett asked to add about three ceiling fans, all wired together and able to run at low speed, with a manual switch. Mr. Cross said that he would report back on an estimate for the installation. The Selectboard agreed to accept alternates on options 1, 2, and 4: (1) truck exhaust stack adapters, (2) standing seam metal roof and (4) concrete truck slab. Mr. Clark asked to know the approximate contingency cost and Mr. Cross recommended 5 percent.

Mr. Cross asked the Selectboard to sign the Fire Prevention Permit, which would go to the Department of Public Safety. The permit would cost \$4070, although he would have to do a reconciliation at the end of the project. Mr. Thompson made a motion, seconded by Mr. Clark, to authorize Mr. Jescavage to sign the permit and to further authorize Mrs. Fournier to sign the check in the amount of \$4070. Motion carried.

Mr. Lavoie, on behalf of the Swanton Selectboard, presented Mr. Garrett with a clock to honor Mr. Garrett's service as a Selectman for many years. He highlighted Mr. Garrett's experience and his dedication to Swanton.

b) Well Drilling Quotes Update

Mr. Jescavage explained that Manosh had an extra cost for going beyond 100 feet in the blow test, whereas Chevalier had included the cost among the extras in his bid. Mr. Lavoie summed up that Mr. Chevalier still stood as the lower bidder, at \$5570 versus \$7450.

c) Discuss International Truck with Russ Clark of Clark's Equipment

Russ Clark from International Truck came forward, along with C. J. LaBonte. Mr. Lavoie read a letter from Mr. Billado, Road Commissioner, which stated as follows:

*Dated 03/06/2013*

*To Clark Representative:*

*I am deeply sorry I could not be here tonight to personally voice my concerns in regards to our International truck we the Town of Swanton purchased from Clark's Truck Center. (I am out of town on personal business.)*

*My concerns are as expected with any dealership (buying vehicles, ATVs and campers over the years) the sales pitch is what sells. You (the costumer) are told what you want to hear. At the time prior to buying our truck, we had discussions with Clark's sales representative in regards to the issues other towns were having with the International Trucks. We were assured from Clark's rep. that the issues had been resolved. And if we had other issues they would be taken care of.*

*The sincerity of the Clark sales rep is what sealed the deal to buy an International truck in my perspective. Only to have not even a year later serious issues with out truck we purchased with tax payer's \$\$\$. And receiving a bill for \$2000.00. We are at the point now being told by our road foreman the warranty is coming to an end. And the issues have not been resolved and will not be covered under the existing warranty.*

*So moving forward I would ask our board to ask Clark's Truck Center to put together an action plan to resolve the issues as soon as possible at no cost to the Town of Swanton. And we as the representative of our town go after the four bullets below as to protect the best interest of our tax payers \$\$.*

- Any issues from date of delivery to end of warranty be considered pre-existing and covered under original warranty.*
- If issues continue and are not resolved by Clark's action plan in an agreeable time from the select board, a loaner truck is provided by Clark's Truck Center to the town of Swanton with comparable equipment to our truck we purchased at no cost to the town of Swanton.*
- Have David contact the other towns that are having issues with the International trucks they purchased and query the information.*
- Present the said information we the town of Swanton and the other towns provide to our and other town's representatives in Montpelier and ask for assistance to get our issues resolved.*

*Thank you.*

*Sincerely, Daniel E. Billado*

*Swanton Select Board, Road Commissioner*

Mr. Lavoie said that he was also concerned about the expiration of the warranty, since the problems with Mr. Kevin LaPan's truck had not yet been resolved. Russ Clark responded that International Trucks had been around for 86 years and appreciated Swanton's business. He added

that he did not know of any serious issues with the truck, but that the issues of which he was aware concerned emissions. He explained that the truck had come with several warranties:

- One-year warranty that covers everything
- Two-year warranty on the engine, with unlimited miles and hours, plus 2 years of towing
- Three-year warranty on the rear ends in the truck, with unlimited miles, as well as the transmission
- Five-year warranty on internal (“hard”) parts and anything related to emissions

At the time of the delivery and up to a year afterward, an extended warranty could have been bought, but that was now not possible. The Selectboard agreed that they had not known about the option to purchase an extended warranty. Russ Clark explained that the problem with Mr. LaPan’s truck was common to other International Trucks and was probably related to emissions, which would fall under the 5-year warranty. The problem involved a flutter at certain RPMs, which they had tried to duplicate and had been unable to do so far. They hoped to have Mr. LaPan drive it in the next test; perhaps he would duplicate the problem better. Russ Clark added that International Trucks had a “goodwill policy” by which it works with the customer in some situations even after the warranty has expired. Mrs. Fournier asked what would happen if the flutter was found to not be related to emissions but was part of the 2-year warranty and was identified before the two years were up. Russ Clark replied that, if the problem was identified prior to the expiration of the two years, there would be no problem.

Russ Clark explained that a special emissions filter burns part of the exhaust periodically at temperatures of 1400 degrees, which would cause a light on the dash to come on to alert the operator not to touch the exhaust. Part of the problem might be related to how the truck was operated when it needed a burnoff. C.J. LaBonte confirmed that emissions systems were very delicate and prone to issues. He added that “goodwill” repairs were well documented and sometimes involved partial payment of repairs. Mr. LaPan elaborated on the nature of the flutter, noting that, other than the flutter, the truck ran well. Mrs. Lavoie summed up that it sounded like some of the problem was inherent to the technology and Mr. LaPan may not be used to that fact; however, if anything was identified as defective prior to the expiration of the warranty, International Trucks would take care of it. Mr. Thompson asked to know the ratio of such trucks to problems. Russ Clark estimated that Vermont had about 100 to 125 such trucks, and a handful had the flutter problem. The Selectboard discussed with Russ Clark and Mr. LaBonte some of the vehicle issues experienced by surrounding communities.

The Selectboard went over several recent bills from International Trucks, including bills for a heater installation (\$250) and a snow valve (\$1488) which no longer fell under warranty. Mr. Garrett pointed out that the truck had only 7000 miles on it, and was the Selectboard supposed to put \$1500 in the budget every year for these things? Mr. Lavoie asked Clarks Trucking to contact Mr. Garrett directly with all problems, not just go through Mr. LaPan, because Mr. Garrett had to communicate with the Selectboard. Mr. LaPan stated that he always told Mr. Garrett of what he was doing and what was going on; Mr. Lavoie acknowledged that fact. Mr. Garrett added that Mr. LaPan had been unaware of the price of the snow valve when he got it repaired. Russ Clark said that, normally, a quote was given and approved prior to the job being done; he apologized and said that Clarks Trucking would do what they could to help defray the cost somewhat.

Russ Clark referenced Mr. Billado’s letter regarding the loan of a truck, stating that he wished they could offer that kind of service but, unfortunately, they could not. Mr. Lavoie said that all he asked was for Russ Clark to review and comment on the letter at his convenience. Mr. Jescavage asked who qualified as an identifier; if something happened after the warranty expired, would a person’s word be taken for it? Russ Clark replied that there were repair order documentations to record all issues with the truck. Mr. Lavoie thanked Mr. Clark and Mr. LaBonte for coming.

#### d) Discuss Ditching Problems On Jane’s Road

Mr. Jeremiah Richard came forward, with Katie Richard and Mark LaFlam. Mr. Richard explained that he had asked the town to clean the ditches in front of his house and that the result of that cleaning had created water problems in the ditches on the north side of the road, going

west. The water table had been raised in the area and the bottom of his foundation had cracked, forcing him to put in a sump pump to drain the water. Mr. Richard felt that the ditching had created a “ditch like a dam.” Mr. Clark asked if the water drained under the road to the other side and Mr. Richard said that it drained and then backed up. Mr. LaFlam added that the ditch was supposed to drain toward the lake, but drained the opposite way.

Mr. Garrett explained that the crew had taken the swale grass out of the ditch in October and could not drain the ditch toward the lake, because the culverts were too high. The Richard culvert needed to be dug out and lowered a foot to the bottom of the ditch. The town could not replace the culvert because it was in Mr. Richard’s right-of-way. Mr. Richard and Mr. LaFlam stated that there were no drainage problems prior to the ditching, so what changed?

Mr. Richard detailed some other ditching he planned to do and said that he had spoken with a man that the Selectboard believed was Ed Lamothe, former road foreman, about the matter. Mr. Lavoie asked if Mr. Richard was able to control the water coming in his basement and Mr. Richard replied that he was. Mr. Thompson suggested having a site visit in the middle of April, when the ground had dried a little bit. The Selectboard and the Richards agreed to a site visit at 6 p.m. on April 16, 2013.

#### e) Salt & Sand Updates

Mr. Garrett said that he had about 10 pans left, with some salt.

#### f) Other Updates

Mr. Garrett explained that, in response to the state’s new regulations about sign reflectivity, he was picking one quadrant a year in which to update road signs. The road crew had put up about \$750 worth of signs on Comstock, Kellogg, Janes, County, Maquam Shore, Lord, Middle, and Lasnier Roads. A replacement sign had been ordered for a stolen sign on Fournier Lane and some brackets had also been needed; this added up to about \$100 over what Mr. Garrett had been authorized to spend. He added that the backhoe was ready to paint and Mr. LaPan had designed fenders for \$32, instead of ordering new fenders for \$1200. Mr. Clark mentioned that the stop sign at the eastern end of Janes Road seemed a little too far back. Mr. Garrett agreed that it seemed so and mentioned a sign that had been knocked over by a truck; he was awaiting a break in the weather to replace the sign posts.

Mr. Lavoie shared with Mr. Garrett a catalog with used compactors and their prices. Mr. Garrett said that a K12 saw was needed, to be priced with a diamond blade.

Mr. Thompson thanked the people who had helped to set up and tear down the polls.

### 7. Correspondence

Mr. Jescavage said that he, Cathy Fournier, and Tanya Remillard were looking into e-mail ownership, because the old web design company/host owned the domain name and all associated e-mail addresses. He hoped that the company would be agreeable to surrendering ownership of the e-mail domain. Mrs. Fournier stated that they had not yet approached the company about the matter, but would do so.

### 8. Any Other Necessary Business

Mr. Thompson asked Mr. Jescavage to contact Krister Adams to set up a site visit in order to determine if Housing Foundation, Inc., might be interested in the old garage property on Fourth Street. Mr. Jescavage said that Mr. Adams had initially expressed interest when it was brought up to him. Mr. Thompson said that it might be worthwhile for Mr. Jescavage to look into the results of Phase I and Phase II Brownfields Study for the town garage and report back to the board any necessary action to be taken before marketing. The Town was ineligible for Phase III, but the purchaser would be eligible. Mr. Jescavage pointed out that, if a commercial sale took place, the lending institution would require another environmental analysis.

Mr. Clark expressed interest in updating the 5-year plan. Mr. Thompson added that they should discuss the plan with the Planning Commission. The Selectboard agreed to discuss the plan at the quarterly financial meetings.

Mr. Lavoie reminded that a lawn tractor and new one-ton truck need to be purchased, so they should be priced out. He added that he had contacted a man about putting a chain-link fence around the new town garage. It was noted that a Mylar would be needed to determine where the pins were located on the Berger property (Park D).

Mr. Jescavage said that Jim Cota (District 8 manager) had wanted a list of roads on which to do striping this year. Mr. Garrett noted that the Sheldon road foreman had said that Sheldon would not help with the Woods Hill project. Mr. Jescavage said that he had believed the Sheldon Selectboard had approved the project. Mr. Lavoie asked Mr. Garrett to contact Sheldon by email to find out for sure.

#### LIQUOR & TOBACCO LICENSES

The following liquor and tobacco licenses were renewed:

- PHB LLC-Mother Hubbard's Bakery, Deli & Country Store
- North Country Bait & Tackle.

9. Public Comments (Reprise) – No public comment.

#### 10. Upcoming Events

- a) 2 a.m. Sunday, March 10, 2013 Daylight Savings Time Begins (spring ahead)
- b) March 15, 2013 Deadline for Filing Recount Petitions
- c) March 16, 2013 RABIES CLINIC 10 a.m. – Noon @ Swanton Village Fire Station @ 120 First Street
- d) March 20, 2013 First Day of Spring
- e) JLB Meeting with Planning Commission Meeting @ 7 p.m. on Monday, March 25, 2013
- f) Planning Commission Meeting @ 7 p.m. on Wednesday, March 27, 2013 to begin Zoning Bylaws Rewrite with NRPC
- g) DRB Meeting @ 7 p.m. on Thursday, March 28, 2013

#### 11. Executive Session

Mr. Thompson made a motion, seconded by Mr. Clark, to go into executive session for contracts at 9:53 p.m. Motion carried.

Mr. Clark made a motion, seconded by Mr. Thompson, to come out of executive session at 10:10 p.m. Motion carried. Action taken: None.

#### 12. Adjournment

Mr. Clark made a motion, seconded by Mr. Thompson, to adjourn at 10:12 p.m. Motion carried.

Typed on March 9, 2013  
Minutes by Yaasha Wheeler  
Received and filed by:

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Cathy Fournier, Swanton Town Clerk

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Date