

**TOWN OF SWANTON
MINUTES
SELECTBOARD MEETING
Swanton Town Office Building
1 Academy Street, Swanton, VT 05488**

Tuesday, March 5, 2014 @ 7:00 p.m.

Present: John Lavoie, Dan Billado, Joel Clark, James Guilmette, and Turk Thompson, Selectmen; Harold Garrett, Road Foreman; Cathy Fournier, Town Clerk; David Jescavage, Town Administrator; Yaasha Wheeler, Secretary; Heath Buczkowski, Channel 15; Brian Thompson, Road Crew.

All motions are unanimous unless otherwise noted.

A. Call to Order

Mr. Lavoie called the meeting to order at 7:00 p.m.

B. Pledge of Allegiance

Mr. Lavoie led those present in the pledge of allegiance. He thanked the voters for the turnout at the election on March 4, 2014, and thanked Dick Thompson and Kathy Lavoie for their service on the Selectboard. He also welcomed new board members Turk Thompson and James Guilmette.

C. Reorganization of Selectboard

- Nominate & Elect Chair

Mr. Lavoie nominated Mr. Billado for Selectboard Chair; Mr. Clark seconded. Mr. Thompson asked to know the reason for rotating the chair, and Mr. Lavoie explained that it gave everyone a chance to run the meeting and to have that level of involvement. Also, his job was becoming more demanding, so he wished to turn the chair over to someone able to give the position more attention. Mr. Billado added that rotating the chair every two years or so kept people from becoming "too comfortable." Discussion concluded; no other nominations. Motion carried. Mr. Billado abstained.

- Nominate & Elect Vice Chair

Mr. Lavoie made a motion, seconded by Mr. Billado, to nominate Mr. Clark for vice chair. No other nominations. Motion carried.

- Nominate & Elect Clerk

Mr. Clark made a motion, seconded by Mr. Lavoie, to nominate Yaasha Wheeler as Selectboard Clerk. No other nominations. Motion carried.

- Establish Rules of Procedure

Mr. Thompson made a motion, seconded by Mr. Lavoie, to run the meeting by Robert's Rules of Order. Motion carried.

- Appoint Town Offices and SLB Task Representatives

Mr. Lavoie made a motion, seconded by Mr. Thompson, to appoint Joel Clark as Highway Commissioner from March 5, 2014 to March 5, 2015. Motion carried.

Mr. Thompson made a motion, seconded by Mr. Clark, to appoint James Guilmette as the Recreation Representative for the Selectboard from March 5, 2014, to March 5, 2015. Motion carried.

Mr. Thompson made a motion, seconded by Mr. Billado, to appoint John Lavoie as Economic Development Representative from March 5, 2014, to March 5, 2015. Motion carried.

Mr. Billado explained that there had always been a first and second animal control alternate, to help the Animal Control Officer with any situations that might arise. Mr. Guilmette volunteered that his job was pretty flexible. Mr. Lavoie made a motion, seconded by Mr. Clark, to appoint James Guilmette as Animal Control First Alternate from March 5, 2014, to March 5, 2015. Motion carried.

Mr. Clark made a motion, seconded by Mr. Lavoie, to appoint Dan Billado as Animal Control 2nd Alternative. Motion carried.

Mr. Lavoie made a motion, seconded by Mr. Billado, to appoint Turk Thompson a Personnel Representative from March 5, 2014, to March 5, 2015. Motion carried.

Mr. Lavoie made a motion, seconded by Mr. Thompson, to appoint Dan Billado as the Selectboard Legal Representative from March 5, 2014, to March 5, 2015. Motion carried.

Mr. Guilmette made a motion, seconded by Mr. Lavoie, to appoint Dan Billado as Police Commissioner from March 5, 2014, to March 5, 2015. Motion carried.

Mr. Clark made a motion, seconded by Mr. Lavoie, to nominate Betsy Fournier, Eugene Lavoie, Jon Nielson, Patti Jo Walker, Joseph Walker, Sara McQuire, Alisha Bourdeau, and Marka Cheney as Recreational Commissioners from March 5, 2014 to March 5, 2015. Motion carried.

In General Appointments, Mr. Lavoie made a motion, seconded by Mr. Guilmette, to appoint David Hamlen as Tree Warden, Jon Barrette as Fire Warden, Shawn Dashno as Animal Control Officer, Allan Laroche as First Constable, Harold Garrett and Ross Lavoie as NRPC Representatives for Swanton, and Harold Garrett to the NRPC Transportation Advisory Committee. Motion carried.

Mr. Lavoie made a motion, seconded by Mr. Billado, to appoint Mr. Jescavage as the Town Service Officer. Motion carried.

D. Meeting Topics

1. Minutes

- a) February 18, 2014 SLB Meeting
- b) February 23, 2014 SLB Special Meeting
- c) February 24, 2014 SLB Info Meeting

Mr. Lavoie made a motion, seconded by Mr. Clark, to accept the minutes of February 23, 2014 and February 24, 2014. Mr. Billado abstained from voting on the minutes of the 23rd because he was not present at that meeting. Mr. Thompson affirmed the minutes of the 23rd because he had read them and also ensured of their accuracy when speaking with Mr. Dick Thompson, former Selectmen. Motion carried.

2. Public Comments

Mr. Brian Thompson stated that Mr. Harold Garrett did a fantastic job as road foreman.

3. Economic Development – None.

4. Old Business

Mr. Clark reminded Mr. Jescavage to create a warrantee log/spreadsheet with complete information of all warrantee calls.

Mr. Lavoie asked Mrs. Fournier whether things were “all set with Sheldon” regarding the Woods Hill Road project. Mrs. Fournier stated that she had sent the check and was waiting for Sheldon to confirm its acceptance.

Mr. Billado asked if the garage door problem had been resolved and Mr. Garrett replied that it had not been resolved. The sensors had been moved, but Champlain Doors had explained that the reflection of the sunlight was interfering with the sensors. Mr. Clark asked Mr. Jescavage to do a warrantee call, which should then be documented in the log. Mr. Billado, Mr. Lavoie, Mr. Clark, and Mr. Garrett informed Mr. Guilmette and Mr. Thompson of the continuing problem with the garage doors. The Selectboard was in agreement that the issue was the responsibility of Champlain Doors. Mr. Clark said that he would talk to Mr. Peter Cross about what sensors had been specified for the doors, in addition to Mr. Jescavage making the warrantee call.

5. Law Enforcement – This item was tabled until the next meeting.

6. Highway Department

Mr. Garrett asked if Mr. Jim Smith had gotten the details so that the Town could go out to bid on the culvert project. Mr. Jescavage said that he would check. Mr. Garrett reminded that Mr. Jim Smith needed the information on the culvert so that he could present a statement of work to the board at, preferably, the next meeting. It would be best to get the bids out as soon as possible, so that the project could be begun in May. The money would come out of the grant. Mr. Smith was not a contractor or engineer, but had retired from the State of Vermont Highway Department and was very knowledgeable.

Mr. Garrett asked about the roads that should be paved for 2014 and Mr. Jescavage replied that he had just received information on paving grants, and would be reviewing it. Mr. Clark reminded that a plan had already been put together, and requested that the new board members receive the 5-Year Plan, the Road List, and the Equipment List before the next meeting. Mr. Billado requested that a list should be made of tasks to be done, as they are mentioned in meetings, and to go over the list each meeting to ensure follow-through. Mr. Lavoie also asked for copies of the updated personnel policy to be given to the two new board members.

Mr. Garrett stated that he would be finishing the Woods Hill project, as it was already under contract. The project would require \$123,000. He also had to pave 600 feet on Missisquoi Street, and planned to pave Comstock Road as well. He hoped to fix Janes Road, and to repair from Route 207 to Route 7, as the bottom of Woods Hill Road was in bad shape. Mr. Guilmette mentioned a sunken part of Woods Hill as well. Mr. Billado recommended leaving the project with Mr. Clark and Mr. Garrett, to proceed as they saw fit.

Mr. Garrett asked about bids for the truck, and Mr. Clark recommended finding a brand, giving the Selectboard a spec sheet, and using that information to put the new single-axle truck out for

bid. Mr. Garrett mentioned issues he had had with each brand, and Mr. Thompson suggested that perhaps it was time to try a new brand. Mr. Clark added that, if a brand is identified, the request for bid could also specify “or equal” so that the manufacturers could feel free to offer a suitable substitute. Mr. Billado agreed that Mr. Clark’s plan should be implemented. Mr. Lavoie summed up that Mr. Garrett should think not only about the truck’s performance, but the company’s service.

Mr. Garrett stated that he had had to buy a new battery (about \$150) for the civil defense generator. The Selectboard agreed that this expense should be paid for out of the civil defense fund.

Mr. Lavoie asked for an update on the one-ton spreader, and Mr. Garrett stated that Lucky’s had offered to place a chute in the back that would drop the material in the middle of the spinner, so that it would not be thrown so far. However, if a wider spread was needed, a man would have to manually move the chute. Mr. Clark stated that this was unacceptable and that he would speak with a representative of Lucky’s on the phone. Mr. Brian Thompson affirmed that the spinner was a continuing problem, as he had to turn off the spinner when he met a car, or the wide-spread sand would break the car windows. As it was, the sand still “peppered the car.” He added that, because of the wide range, the quantity of material on the road was inadequate.

7. Correspondence

Mr. Jescavage mentioned again that he would be reviewing the new District 8 paving grants, for which he did not know the due date yet.

Mr. Garrett requested filling out a grant for Pond Road, because it had heavy truck traffic and had some problems on the hills. The road also needed to some ledge-blasting to widen the road, and to have guard rails installed. Pond Road was a Class 2 road.

8. Any Other Necessary Business

Mr. Clark asked about the status of the demolition of the Fourth Street garage, and Mr. Jescavage replied that Myers Recycling wished to meet with the board to discuss the matter. Myers had estimated that the work would cost around \$33,000, after the Town had removed the asbestos sheeting. Mr. Clark said that he would like to see the matter carried as an item on the agenda.

9. Public Comments (Reprise) – None.

10. Upcoming Events

- a) March 9, 2014 @ 2 a.m. Daylight Savings Time Begins (Spring Ahead)
- b) March 12, 2014 @ 5 p.m. Planning Commission
- c) March 14, 2014 Deadline for Filing Recount Petitions
- d) March 18, 2014 @ 7 p.m. Next Selectboard meeting
- e) March 20, 2014 @ 7 p.m. Development Review Board
- f) March 20, 2014 First Day of Spring
- g) March 29, 2014 RABIES CLINIC 10 a.m. – noon @ Swanton Village Fire Station @ 120 First Street
- h) April 10, 2014 @ 5:30 p.m. VT Dept. of Health EEE Presentation @ Swanton Village Fire Station @ 120 First Street

11. Exec Sess.

Mr. Lavoie made a motion, seconded by Mr. Guilmette, to enter executive session at 8:08 p.m.
Motion carried.

Typed on March 7, 2014
Minutes by Yaasha Wheeler
Received and filed by:

Cathy Fournier, Swanton Town Clerk

Date