

**TOWN OF SWANTON
SELECTBOARD
REGULAR MEETING
MINUTES**

**Swanton Town Office Building
1 Academy Street, Swanton, VT 05488**

Tuesday, May 5, 2015 @ 7:00 p.m.

Present: Dan Billado, Selectboard Chair; William “Turk” Thompson, John Lavoie, and James Guilmette, Selectmen; David Jescavage, Town Administrator; Cathy Fournier, Town Clerk; Yaasha Wheeler, Secretary; Chief Leonard “Joey” Stell, Swanton Village Police Department; Chris Jarvis and Bob Lafont, Pike Industries; Michell Beaulieu, Swanton Library Director; Rebecca Rupp, Swanton Library Board Chairwoman; Mark & Jennifer Bailey; Scott & Janice Valley; Phil Lux; Linn Morten; Jay Meunier; Edward Hemond; Ann Sargent; Matt Freedom, St. Albans Messenger.

A. Call to Order

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

B. Pledge of Allegiance

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

C. Agenda Review

Mr. Lavoie added (d) Phone Call under Highway Department. Mr. Thompson reminded the Selectboard and Mr. Jescavage that the Selectboard had agreed previously to include the Highway Department in the agenda only for the second meetings of the month. Because Mr. Clark (Road Commissioner) was absent, Mr. Billado suggested removing items (a), (b), (d), and (e) from the Highway Department item. Mr. Guilmette added that he would like to discuss Sholan Road in executive session.

D. Meeting Topics

1. Minutes

a) April 21, 2015 Selectboard Regular Meeting

Mr. Thompson made a motion, seconded by Mr. Lavoie, to accept the minutes as printed. Motion carried.

2. Public Comment – None.

3. Economic Development

a) Architectural RFP Openings

Mr. Billado explained that the Town had requested bids to do a renovation of the Town Office, and to convert the second story to usable space. The Selectboard opened the bids and announced them, as follows:

- Arnold & Scangas Architects: \$59,130
- Centerline Architects & Planners: \$77,800
- Black River Design, Architects: \$27,500

b) Engineering RFP Openings

The Selectboard opened the bids and announced them, as follows:

- Dubois & King, Inc: \$23,767
- Cross Consulting Engineers, PC: \$4932
- Lamoureux & Dickinson Consulting Engineers: \$10,703.96

c) Fencing Bids

The Selectboard opened the bids and announced them, as follows:

- A. H. Fence Co.: \$32,078.36

- Round Hill Fence & Security, Inc.: \$37,014

d) Paving Bids

The Selectboard opened the bids and announced them, as follows:

- Frank W. Whitcomb Construction Corp: \$509,096.28
- S. T. Paving, Inc: \$375,578
- Engineers Construction, Inc: \$496,604
- Pike Industries: \$429,994.43

The Selectboard agreed to reserve making a decision until Mr. Clark could be present.

Chris Jarvis and Bob Lafont were present to represent Pike Industries. Mr. Jarvis noted that, although Pike Industries might not always represent the lowest bid, the company had always had a very positive relationship with the Town and been responsive to the Town's needs. Mr. Lafont added that the bid took into account the need to seal the longitudinal joint on one of the roads.

The Selectboard agreed to have a special meeting to go over the bids and make a decision.

4. Old Business

a) Public Hearing for Cedar Ledge Estates Road Acceptance

Mr. Billado stated that Mr. Clark and Mr. Garrett (Road Commissioner and Road Foreman) had visited the site together and given a recommendation to the Selectboard. The Selectboard had just completed a site visit of Cedar Ledge Estates prior to this meeting.

Each Selectman affirmed that, aside from minor concerns, the development and road was in great shape and met Town standards, and commended Mr. Jay Meunier for his excellent work. Mr. Thompson made a motion, seconded by Mr. Lavoie, to accept Cedar Ledge Estates as a Class 3 Town road. Motion carried unanimously. Mr. Jescavage informed the Cedar Ledge Estates residents that the paperwork with the state would take a few months to complete.

b) Set Special Work Session for Personnel Policy Review

Mr. Jescavage was instructed to set up a schedule for the necessary meetings.

c) Request for Lister Position Ad

Mr. Billado read the following advertisement:

The Swanton Town Selectboard is seeking applicants for the position of Town Lister for the Town of Swanton. This is a part-time, paid, elected position. Required hours vary subject to workload. The successful candidate will be appointed to the position by the Selectboard for term to expire on March 1, 2016 at which time the person will be required to be elected to the position.

Town Listers are responsible for performing town property assessments, updating and maintaining files relative to property subdivisions, property transfers, homestead and house site declarations, multi-property use, agricultural current use value, hearing property assessment appeals, assessing personal property, correct identification of property ownership and the data entry of such information.

If you are interested in becoming involved in your local government by serving as a Swanton Town Lister, please send a letter of interest to:

*David Jescavage
Town Administrator
PO Box 711
Swanton, VT 05488*

d) Route 78/First Street Sign Update

Mr. Jescavage stated that he had emailed pictures of the improper signs to the appropriate state official two weeks ago and, having not heard back from him, would follow up.

5. Community Development

a) Swanton Library Presentation by Rebecca Rupp

Rebecca Rupp and Michelle Beaulieu came forward. Mrs. Rupp explained that she was now the chairperson of the library, and updated the board on some changes: the removal of the pillars out front, the saving of the bee colony in the pillars, and the hiring of a new library director (Ms. Beaulieu). Both women explained that they wanted to make the library a community-centric place, with a range of active programming for all ages. Ms. Beaulieu especially wished to engage seniors, and encourage cross-generational socialization. Mr. Billado suggested working with the Swanton Enhancement Project toward some of their goals. Mrs. Rupp agreed, adding that the library was already connected with the Swanton Arts Council.

The Selectboard informed Mrs. Rupp and Ms. Beaulieu to feel free to come to the Selectboard with any requests or needs; the Selectboard wished to work with them to ensure an active library community and a well-maintained facility. Mr. Jescavage mentioned an upcoming preservation trust workshop that dealt with historic libraries.

The Selectboard thanked Mrs. Rupp and Ms. Beaulieu for their work.

6. Law Enforcement

a) Swanton Village Police Chief Report

Chief Stell reported 49 incidents in the Town for the month of April, with 7 traffic tickets and a fine amount of \$1290. He said that he would be curious to know what amount of that \$1290 actually came back to the Town, as it seemed that local municipalities appeared to receive only about 2.5% of the fine total.

Mr. Billado asked about the Emergency Management binders, and Chief Stell replied that he was working with Mr. Jescavage to compile those. His goal was to create a comprehensive emergency action plan for every emergency responder and for the town clerk. This information would be excluded from public information, and would be updated once a year.

b) Road Weight Limit Ordinance Update

Chief Stell said that he had forgotten about it, but would resurrect it. He anticipated completing it by June or July, adding that most road limits were enforceable now, and many would stay at the same or similar limits.

7. Highway Department

a) New Truck Update – Tabled.

b) General Updates – Tabled.

c) Road Updates

Mr. Lavoie said that he had received a phone call from Wesley Decker, requesting that the highway crew working on the Hazard Road smooth out the Decker Trail while the grader was in the area. He added that someone else had inquired about smoothing out the Penell Road as well, which was in the same area. The Selectboard agreed unanimously to do so.

The time invested would be minimal and it was a “neighborly thing to do.” Mrs. Fournier reported that the signs commemorating a fatality on Woods Hill Road, in the Hungerford Brook area, had been received and would be installed tomorrow.

d) Equipment Updates – Tabled.

e) Department Updates – Tabled.

f) Other Updates – Tabled.

8. Correspondence

Mr. Jescavage said that he had received a phone call from a woman on Route 7, who wished for the town to re-install a recently removed street light on the property across from her. Mr. Thompson made a motion, seconded by Mr. Guilmette, to deny the request. Motion carried.

Mr. Jescavage read a thank you card from the 2015 MVU Substance-Free Graduation Committee, thanking the Town for its donation. Mr. Jescavage read a thank you card from the Franklin Grand Isle Bookmobile Team, thanking the Town for participating in Big Rig Day.

Mr. Jescavage introduced Mr. Matt Preedom from the St. Albans Messenger. Mr. Billado said that he appreciated the fact that Mr. Preedom came to watch a normal Town meeting, rather than only the meetings centered on controversial topics. The Selectboard thanked Mr. Preedom for his interest and presence.

9. Any Other Necessary Business – None.

10. Public Comment – None.

11. Upcoming Events

- a) Sunday, May 10, 2015 Mothers' Day
- b) Tuesday, May 12, 2015 PC Meeting @ 7 p.m. Town Offices
- c) Thursday, May 14, 2015 DRB Meeting @ 7 p.m. Town Offices
- d) Tuesday, May 19, 2015 Next SLB Meeting @ 7 p.m. Town Offices
- e) Monday, May 25, 2015 Memorial Day Holiday/Town Offices Closed
- f) Tuesday, May 26, 2015 PC Meeting @ 7 p.m.

12. Executive Session

Mr. Guilmette made a motion, seconded by Mr. Lavoie, to discuss Sholan Road in executive session, since a public discussion would put an individual and/or the Town at disadvantage. Motion carried. The Selectboard entered executive session at 8:15 p.m.

Mr. Lavoie made a motion, seconded by Mr. Guilmette, to come out of executive session at 9:15 p.m. Motion carried. Action taken: None.

13. Adjournment

Mr. Lavoie made a motion, seconded by Mr. Guilmette, to adjourn at 9:16 p.m. Motion carried.

Received and filed by:

Cathy Fournier, Swanton Town Clerk

Date