

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

Tuesday, May 3, 2016 @ 7:00 p.m.

Present: Joel Clark, Chair; John Lavoie, Vice Chair; Dan Billado, James Guilmette, and Jeff Raleigh, Selectman; David Jescavage, Town Administrator; Cathy Fournier, Town Clerk; Yaasha Wheeler, Secretary; Harold Garrett, Road Foreman; Peter Cross, Cross Consulting Engineer; Heather Buczkowski, Ch. 16; Tom Benton, St. Albans Messenger.

A. Call to Order

Mr. Clark called the meeting to order at 7:02 p.m.

B. Pledge of Allegiance

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

Mr. Clark asked for a moment of silence for David Barney, who worked for the highway crew for 11 years and who passed away unexpectedly.

C. Agenda Review

Mr. Lavoie requested adding a discussion on the sign in the park under Old Business. Mr. Billado requested to table the AED Discussion and added (c) Update on Volvo under Highway and added "have David start to interact with contractors" under Item 10 (Any Other Necessary Business). Mr. Jescavage added an update on the roofing contractors for the depot under (f) Old Business. He had also received confirmation from Richard Copperthwaite for the Swanton Today interviews on May 11.

D. Meeting Topics:

1. Minutes

a) April 19, 2016 SLB Regular Meeting

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

2. Public Comments – None.

3. Law Enforcement

a) Swanton Police Monthly report

Mr. Billado, as police commissioner, presented the police report instead of Swanton Village Police Chief Leonard Stell. There had been 43 incidents for April 2016, with 7 traffic warnings and 5 citations for a total of \$846 in fines. Mr. Billado said that the contract with the police department had been tweaked and signed. Mr. Billado had helped the department develop "accountability sheets" to account for each officer's time.

b) Discuss Additional AED Defibrillator Training

Postponed.

4. Old Business

a) Town Offices Structural Issues by Cross Engineering

Mr. Cross said he had spoken with Mr. Clark, who had shared a structural report. Mr. Cross felt that the original report was “preliminary” and that the structure merited a second look. He displayed a diagram of the second floor of the town office building. Beams crossed the full length of the building and were supported by the vault walls. In the front, the beam crossed 40 feet without support. The beams were the weak link in the front section, but the floor joists were fine for office use (50 lb. per square foot load, versus 100 lb. per square foot load for assembly). The front could support about 38 lb. per square foot. The top layer was wooden, and there were three inches of subfloor. To upgrade the beams in the front area to 50 lb. per square foot, they would have to cut into the ceiling to attach a piece of engineered lumber, like a gluelam, into the existing beam in the middle with a steel bracket, and add a column in each of the offices. He estimated this to be both practical and relatively inexpensive.

Mr. Billado said the original dream was to have a large meeting room, and Mr. Cross suggested having office space upstairs and the meeting room downstairs.

In the back of the building, the load was about 28 lbs. per square foot, because of the joists. They could add a beam and column line down the middle to shorten the span; the columns would have to go all the way through the basement floor. The other option was to take the upper floor off and “sister” it to the floor joists. Mr. Lavoie suggested adding a steel beam.

In summary, the second floor could be built up to support 50 lbs. per square foot, with the front of the building being easier to upgrade than the back. Support for 100 lbs. per square feet was technically possible with steel beams.

b) Sand Shed Repair Design by Cross Engineering

Mr. Cross explained that they knew what went wrong with the deflection of the walls, which could be fixed with some kind of buttress. One side would include a lean-to. The issues of snow-load had been resolved. He showed a diagram of the proposed five concrete buttresses (on each side) to brace the deflected concrete wall, with a lean-to with pylons or piers above-grade. Metal roofing would be placed over the trusses. The buttresses would be 2' x 3', which Mr. Clark preferred, since it allowed more walls pace to remain. Mr. Garrett discussed the space available for driving the vehicles in and around the building. The main concern was to keep the column on the end from getting hit or damaged. The columns were roughly 16 feet apart.

The board discussed the details and dimensions of the proposed fixes.

c) Robin Hood Drive Design by Cross Engineering

Mr. Cross drew the board's attention to the intersection, the design of which was required by VTrans. The road was not centered in the 99-foot right-of-way because of the gas line in the area. There were two 12-foot lanes with 3-foot shoulders. He noted the mud-filled catch basin and the wetlands. They planned for guard rails near the intersection with Route 7. There were still rails across Grand Avenue, and VTrans would probably request the town to remove the rails and patch the road.

He exhibited the typical roadway section, which would be geotextile fabric, 6" sand borrow, 18" dense graded crushed stone, 6" fine crushed gravel, 3 ½" thick bituminous concrete base course with 1 ½" thick bituminous concrete top coat. This was better than A76 standard, which was usually used for roads in residential development. This road would hold up well to truck traffic. The section would be about 1500 feet long.

They would match the pavement on Grand Avenue, and the road would rise only slightly. They would need a permit to dump the fill in the wetland on both sides of the intersection and they would also need a stormwater permit. The permitting process would take about 3-4 months once submitted. There was no need for an Act 250 permit.

d) Sidewalk Scoping Project by Cross Engineering

The next public meeting would be the “alternatives meeting” and should involve both the town and the village officials and a vote on the preferred alternative from both legislative bodies. Mr. Jescavage would set up a meeting.

The Selectboard thanked Mr. Cross for his work.

e) Park Sign

Mr. Clark was gathering quotes from vendors. There was currently no ETA on when the sign would be placed.

f) Depot Roofing

He also asked Mr. Jescavage to continue gathering quotes for the depot roofing. Mr. Clark asked Mr. Jescavage to ensure he knew what type of shingle was being priced.

5. Community Development

None.

6. Economic Development

Mr. Jescavage had drafted a job description for the Economic and Community Development Coordinator.

7. Highway Department

a) Street Updates

None.

b) Other Updates

Mr. Garrett said that the Volvo was currently being repaired and the mechanical work should be done sometime this week, with the body parts arriving soon. He had hired a certified welder to do the fabrication. He would discuss insurance with the Selectboard. The estimated time frame for the Volvo to be operational was a couple weeks.

Mr. Guilmette asked about the design of the Hazard Road intersection. Mr. Garrett explained that the state had designed the intersection, and the apron could not be more than 30 feet because it had to stay in the town right-of-way. The repairs would be made this summer.

8. Correspondence

None.

9. Topic Updates

The Selectboard reviewed the various tasks accomplished and town business updates.

10. Any Other Necessary Business

a) Building Repairs

Mr. Billado noted certain areas where the building needed important repairs (the windowsills, for example). He asked Mr. Jescavage to gather quotes for the miscellaneous repairs. Mr. Clark suggested that Mr. Jescavage could make up a list for the Selectboard to consider. The board discussed repairing the roof leaks. The repairs fund was not carried every year, and Mr. Garrett recommended carrying in case of some large repair.

11. Public Comments

None.

12. Upcoming Events

- a) Wednesday, May 4, 2016 @ 6 to 8 p.m. Vermont Futures Project @ Village Complex, 120 First Street, Swanton, VT

Mr. Clark added that the Music Festival was happening May 4-6.

- b) Tuesday, May 10, 2016 @ 7 p.m. Swanton Brownfields Revitalization Meeting @ Town Offices, 1 Academy Street, Swanton, VT

This was a public meeting.

- c) Tuesday, May 17, 2016 Next SLB Meeting @ 7 p.m. @ Town Offices, 1 Academy Street, Swanton, VT
- d) Wednesday, May 18, 2016 @ 7 p.m. Planning Commission Meeting @ Town Offices, 1 Academy Street, Swanton, VT

This was for the Planning Commission to walk along First Street.

Swanton Today would be attended by Mr. Clark and Mr. Lavoie on May 11th.

13. Executive Session

Mr. Guilmette made a motion, seconded by Mr. Lavoie, to enter executive session for personnel and contracts at 8:14 p.m.

Mr. Billado made a motion, seconded by Mr. Lavoie, to exit executive session at 9:02 p.m. Motion carried. Action taken: Mr. Billado made a motion, seconded by Mr. Lavoie, to approve the Highway Maintenance Operator ad as written. Motion carried.

14. Adjournment

Mr. Raleigh made a motion, seconded by Mr. Guilmette, to adjourn at 9:04 p.m. Motion carried.

Received and filed by:

Cathy Fournier, Swanton Town Clerk

Date