**TOWN OF SWANTON**

**DRAFT MINUTES**

**SELECTBOARD REGULAR MEETING**

**Swanton Town Office Building**

**1 Academy Street, Swanton, VT 05488**

**Thursday, March 9, 2017 @ 7:00 p.m.**

Present: Joel Clark, Chair; John Lavoie, Vice Chair, Dan Billado, John Lavoie, James Guilmette, and Jeff Raleigh, Selectmen; David Jescavage, Swanton Town Administrator; Cathy Fournier, Town Clerk; Elisabeth Nance, Selectboard Clerk; HD Campbell.

**A. Call to Order** – Chair Clark called the meeting to order at 7:00 p.m.

**B. Pledge of Allegiance** – Chair Clark led those present in the Pledge of Allegiance.

**C. Agenda Review**

1. Mr. Jescavage noted that the Monthly Police Report (section F,a on p. 3) is unavailable due to a prior commitment of Chief Stell.
2. The 2017 Police contract (Section F,b on p. 3) was removed from the agenda.
3. Chair Clark requested an item be added to Any Other Necessary Business (Section H,b on p. 3) to discuss electronic sign in the park.
4. Real estate and personnel issues were added to the Executive Session, and it was decided that the real estate portion would be conducted after the Agenda Review to accommodate interested parties.

**D. Executive Session**

1. Mr. Lavoie made a motion at 7:04 p.m., seconded by Mr. Guilmette seconded, to go into Executive Session. Motion carried.
2. Mr. Guilmette made a motion at 7:34 p.m., seconded by Mr. Billado, to move out of Executive Session at 7:34 pm. Motion carried.
3. The Selectboard took no action on real estate issue.

**E. Reorganization of Selectboard & Appointments:**

1. Mr. Lavoie made a motion, seconded by Jeff Raleigh, to elect Joel Clark as Chair of the Swanton Selectboard for the year March 9, 2017 to March 7, 2018. Motion carried.

2. Mr. Lavoie made a motion, seconded by Mr. Billado, to elect James Guilmette as Vice Chair of the Swanton Selectboard for the year March 9, 2017 to March 7, 2018. Motion carried.

3. Mr. Lavoie made a motion, seconded by Mr. Raleigh, to appoint Elisabeth Nance as Clerk for the Swanton Selectboard for the year March 9, 2017 to March 7, 2018. Motion carried.

4. Mr. Billado made a motion, seconded by Mr. Lavoie, to adopt Robert’s Rules of Order for the rules of procedure for the Swanton Selectboard for the year March 9, 2017 to March 7, 2018. Motion carried.

5. Mr. Raleigh made a motion, seconded by Mr. Guilmette, that the Swanton Selectboard schedule their regular meetings on the first (1st) and third (3rd) Tuesdays of each month at 7:00 p.m., and that the Town Administrator should set the meeting agenda and each selectman may add to it at their discretion in accordance with state law for the year March 9, 2017 to March 7, 2018. Motion carried.

6. Mr. Billado made a motion, seconded by Mr. Lavoie, to approve the following list of task representatives for the Selectboard for the year March 9, 2017 to March 7, 2018:

* 1. Highway Commissioner: Joel Clark
	2. Police Commissioner: Daniel Billado
	3. Recreation Rep: Jeffrey Raleigh
	4. Economic Development Rep: Selectboard
	5. Personnel Rep: John Lavoie as lead w/ Selectboard filling in
	6. Legal Rep: Joel Clark
	7. Animal Control Rep: James Guilmette

Motion carried.

7. Mr. Lavoie made a motion, seconded by Mr. Guilmette, to appoint David Hamlen as Tree Warden for the town of Swanton for the year March 9, 2017 to March 7, 2018. Mr. Jescavage noted that Mr. Hamlen would be moving out of Swanton within the year but would serve until such time. Motion carried.

8. Mr. Guilmette made a motion, seconded by Mr. Lavoie, to appoint Derick Billado as Animal Control Officer & Pound Keeper for the Town of Swanton for the year March 9, 2017 to March 7, 2018. Motion carried with Mr. Billado abstaining.

 9. Mr. Lavoie made a motion, seconded by Mr. Guilmette, to appoint Derick Billado as First Constable for the Town of Swanton for the year March 9, 2017 to March 7, 2018. Motion carried with Mr. Billado abstaining.

10. Mr. Raleigh made a motion, seconded by Mr. Billado, to appoint Harold Garrett and Ross Lavoie as the Town of Swanton's representatives on the Board of Directors of the Northwest Regional Planning Commission for the year March 9, 2017 to March 7, 2018. Motion carried.

11. Mr. Guilmette made a motion, seconded by Mr. Raleigh, to appoint Harold Garrett as the Town of Swanton's representative on the Transportation Advisory Committee of the Northwest Regional Planning Commission for the year March 9, 2017 to March 7, 2018. Motion carried.

12. Mr. Billado made a motion, seconded by Mr. Raleigh, to appoint Elisabeth Nance as the Town of Swanton's alternate representative on the Transportation Advisory Committee of the Northwest Regional Planning Commission for the year March 9, 2017 to March 7, 2018. Motion carried.

13. Mr. Raleigh made a motion, seconded by Mr. Guilmette, to appoint Carlo Micheli as the Town of Swanton's representative on the Northwestern Solid Waste District for the year March 9, 2017 to March 7, 2018. Motion carried.

14. Mr. Guilmette made a motion, seconded by Mr. Raleigh, to appoint the following persons to serve as the Town of Swanton's Recreation Commission for the year March 9, 2017 to March 7, 2018: Betsy Fournier, Marka Cheney, Alicia Bourdeau, Linda Cross, Joseph Raleigh, Jon Nielson, Jason Guyette, and Brad Barnett. Motion carried.

**F. Minutes** – It was noted that Chair Clark was mistakenly listed as present and as calling the meeting to order on the February 21, 2017 minutes. Mr. Guilmette made the motion, seconded by Mr. Raleigh, that the minutes as corrected be approved. Motion carried.

**G. Liquor Control Commission** – Mr. Billado made a motion at 4:47, seconded by Mr. Lavoie to leave the Selectboard meeting and convene the Liquor Control Commission, James and Jeffrey motion to approve. Motion carried.

Liquor licenses for Hog Island Market, North Country Bait and Tackle, and Tim’s Shop were approved.

Mr. Lavoie made a motion at 7:52 p.m., seconded by Mr. Raleigh, to leave the Liquor Control Commission and reconvene Selectboard meeting. Motion carried.

**H. Any Necessary Business**

a.VTrans Robin Hood Drive time extension – Mr. Billado made a motion, seconded by Mr. Guilmette, to approve the extension. Motion carried.

b. Lake St./Maquam Shore – Request by residents of the area to consider a scoping study for bike lane from Lake St. down to Maquam Shore to St. Albans, which according to VTrans would cost $45,000, half of which is local match. This would not be a grant but rather a reimbursement proposal so the Town would need to pay the total up front and receive half of the funds back as a reimbursement. Mr. Lavoie suggested it be put forth as an article next year. Chair Clark asked Ms. Fournier if the Town could add this as an article to school budget vote in 30 days. Ms. Fournier will research this while Mr. Jescavage follows up with Scott Robertson at VTrans as to any expiration on the funding.

c. VTrans Better Roads Grant – Mr. Guilmette made a motion, seconding by Mr. Billado, to have Mr. Jescavage apply for grant. Motion carried.

d. Chair Clark indicated that the Presbyterian Church wanted to advertise their craft fair on the electronic sign in the park. Chair Clark will research legal issues surrounding church use of the sign.

**I. Correspondence**

1. Bike Lane construction letter – Mr. Jescavage brought the decision to the Selectboard’s attention
2. Opposition to Wind Project – Mr. Jescavage brought the letter from Village against wind project to the Selectboard’s attention

**J. Public Comments** – none

**K. Upcoming events**

1. March 10, 2017 @ 6-8:30 p.m., Youth Art Show in Village Complex, 120 1st St.
2. March 11, 2017 @ 11 a.m.-2 p.m., Youth Art Show in Village Complex
3. March 11, 2017 @ 9 a.m.-2p.m., Indoor Farmers Market @ Swanton Library
4. March 12, 2017 @ 2 a.m. Daylight Savings Time Begins (Spring Ahead).
5. March 15, 2017 @ 7 p.m., Planning Commission, Town Offices.
6. March 20, 2017 First Day of Spring.
7. March 21, 2017 @ 7 p.m. Next Selectboard Meeting, Town Offices
8. March 25, 2017, Saturday, RABIES CLINIC 10 a.m. – Noon @ Swanton Town Highway Garage Complex @ 221 First Street
9. April 1, 2017, Dog Registration/Licenses Deadline

Mr. Billado asked if the Youth Art Show was on the electronic sign, which it is. Additional discussion surrounding rotating events on and off of the sign since it was previously agreed that three events would be rotated at one time.

**L. Executive Session**

Mr. Guilmette made a motion at 8:04 p.m., seconded by Mr. Raleigh, to enter Executive Session to discuss personnel issues.

Mr.Raleigh made a motion at 8:59 p.m., seconded by Mr. Guilmette, to come out of Executive Session. Motion carried.

**M. Adjournment** – Mr. Billado made a motion at 9:00 p.m., seconded by Mr. Lavoie, to adjourn. Motion carried.

No action was taken on the personnel issue.

Received and filed by:

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Cathy Fournier, Swanton Town Clerk Date