

TOWN OF SWANTON DRAFT MINUTES SELECTBOARD MEETING

**Swanton Town Office
1 Academy St., Swanton, VT 05488**

Tuesday, March 21, 2017 @ 7:00 p.m.

Present: Joel Clark, Chair; James Guilmette, Vice Chair ; John Lavoie, Daniel Billado, Jeff Raleigh, Selectmen; David Jescavage, Town Administrator; Cathy Fournier, Town Clerk/Treasurer; Harold Garrett, Town Highway Department Foreman; Elisabeth Nance, Secretary; Chief Stell, Swanton Police; Derick Billado, Animal Control/Constable.

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 brought to the Selectboard's attention that two items have been added under Executive Session: Legal and Real Estate. Mr. Jescavage also informed the Selectboard that the dog license deadline had been moved to Monday, April 3, 2017 because the usual deadline of April 1st falls on a Saturday.
2. Chair Clark requests to add a letter from the governor regarding the proposed wind turbine project to Old Business, to add two items to the Highway section: a letter from the NRPC and the 2017 proposed paving projects, and to add an update on Memorial Day to Any Other Necessary Business.
3. Vice Chair Guilmette requests to add a discussion of mailboxes to the Highway section, and to add painting and trim work to Old Business.
4. Mr. Billado requested to add scheduling quarterly budget meetings starting in April; the Selectboard so instructed Mr. Jescavage with the first being the April 4, 2017 meeting.

D. Meeting Topics

1. Minutes – Vice Chair Guilmette made a motion, seconded by Mr. Lavoie, to approve the minutes of the March 9, 2017 Selectboard Special Meeting as written. Motion carried.
2. Public Comments - None
3. Law Enforcement – Swanton Police Department Monthly Report

- a. Chief Stell provided the Selectboard with the monthly report.
 - b. Chief Stell informed the Selectboard of the upcoming use of the speed trailer. Mr. Billado asked that the trailer be used along Bushey Rd.
 - c. There is no update on the rail trail money.
 - d. There was clarifying discussion involving the traffic fines from 2016, specifically under which budget item(s) they fall.
 - e. Chair Clark informed Chief Stell that he plans to do a ride-along soon.
4. Animal Control
- a. Mr. Billado provided the Selectboard with a monthly report.
 - b. Mr. Billado reported that he has received several complaints about cats, which is not part of his mandate.
 - c. Mr. Billado asked for clarification on the process for dealing with abandoned pets from rental properties. The Selectboard and Mr. Billado agree that the property owner needs to handle the situation just like any other item left behind.
 - d. Mr. Billado and Mr. Jescavage will get together to choose chip reader.
5. Liquor Control Commission
- a. Vice Chair Guilmette made a motion at 7:19 p.m., seconded by Mr. Raleigh, to exit the Selectboard meeting and convene the Liquor Control Commission.
 - b. Mr. Billado made a motion, seconded by Vice Chair Guilmette, to approve the requested liquor licenses. Motion carried.
 - c. Mr. Lavoie made a motion at 7:20 p.m., seconded by Mr. Raleigh, to exit the Liquor Control Commission and reconvene the Selectboard meeting. Motion carried.
6. Old Business
- a. Electronic sign – Because this involves legal issues this was moved to Executive Session.
 - b. Letter from governor – Chair Clark read aloud a letter the Selectboard received regarding the Swanton wind project.
 - c. Painting/repairs of town building – Vice Chair Guilmette wanted to follow-up on discussion from last year about painting white trim and windows on town building. Mr. Lavoie requested Mr. Jescavage write up RFP to present to Selectboard.
 - d. Mr. Billado requested that the practice of providing the Selectboard with a running tally of open tasks be resumed.
7. Community & Economic development
- a. CAI 2017 mapping contract – Mr. Jescavage informed the Selectboard that this is a standard yearly contract with no change in price. Mr. Lavoie made a motion, seconded by Mr. Raleigh, to agree to the contract with Mr. Jescavage signing the contract on behalf of the Selectboard. Motion carried.

- b. Economic Development Coordinator advertisement – Mr. Jescavage provided the Selectboard with an update on the status of the position specifically that the previous top candidate took another job with the State, and that there was discussion about rewording and reposting the position. There are two candidates so future advertising is on hold.
8. Expenditures
- a. General Orders – Mr. Billado made a motion, seconded by Mr. Lavoie, to approve the February 22, 2017 to March 21, 2017 General Orders as written. Motion carried.
 - b. Highway Orders – Vice Chair Guilmette made a motion, seconded by Mr. Raleigh, to approve the February 22, 2017 to March 21, 2017 Highway Orders as written. Motion carried.
 - c. Payroll Orders – Mr. Billado made a motion, seconded by Vice Chair Guilmette, to approve the February 22, 2017 to March 21, 2017 Payroll Orders as written. Motion carried.
9. Highway Department
- a. Mr. Garrett presented the Selectboard with an update on winter road maintenance, and the current sand and salt inventories.
 - b. Chair Clark provided the Selectboard with an update on Robin Hood Drive, noting that the project will not be completed in 2017 as additional permitting is pending.
 - c. Chair Clark presented the Selectboard with a proposed letter to Mr. Charbonneau regarding standing water and icing on Pond Rd.
 - d. Chair Clark provided the Selectboard with updates on proposed 2017 paving projects:
 - i. Chair Clark and Mr. Garrett had driven James Rd, and Middle Rd., but not French Hill Rd. It is likely that the Town would do all of James Rd. and part of Middle Rd., with the rest being done in 2018.
 - ii. Chair Clark believes it is best to locate priority maintenance area(s) along French Hill while Beebe Rd might be an in-house project to fix patched area.
 - iii. Mr. Billado related to the Selectboard that Fosgate to Bushey is “falling apart” and may require work soon.
 - iv. Mr. Lavoie asked about trees overhanging road, which may require further discussion.
 - v. Chair Clark would like a list of those roads that are just base coat.
 - e. Vice Chair Guilmette relayed to the Selectboard that he had heard of a number of mailboxes that were displaced due to plowing during the blizzard. The Selectboard reiterated the Town’s policy that the Town is not responsible for replacing or repairing mailboxes unless plow truck drivers hit them.
10. Correspondence – Chair Clark reported to the Selectboard that he had received communication from Bethany Remmers at the Northwest Regional Planning Commission that her agency has placed Swanton Bridge on their top 100 bridge list.

11. Any Other Necessary Business

a. Memorial Day

- i. Chair Clark informed the Selectboard that the Town may be asked for an additional donation on top of the \$1000 already pledged so that food can be served as part of the celebration.
- ii. Chair Clark suggested the Town might want to provide truck as part of the parade.
- iii. Mr. Jescavage suggested offering community members the opportunity to sponsor a flag or placard to be displayed on the Village Green in memory of a service member.

E. Public Comments – None.

F. Upcoming events

1. Thursday, March 23, 2017 @ 7 p.m., DRB Meeting, Town Offices, 1 Academy Street.
2. Saturday, March 25, 2017 @ 10am-noon, Rabies Clinic, Town Garage Complex, 221 First Street.
3. All Dogs must be registered by April 1, 2017; this date has been changed to April 3, 2017 as the 1st falls on a Saturday.
4. The next Selectboard meeting will be a joint session with the Village Board of Trustees.

G. Executive Session

1. Mr. Guilmette made a motion at 8:15 p.m., seconded by Mr. Lavoie, to go into Executive Session. Motion carried.
2. Mr. Billado made a motion at 8:54 p.m., seconded by Mr. Lavoie, to exit Executive Session. Motion carried.
3. The Selectboard agreed that a letter should be written to the Library Board of Trustees regarding a request for no alcohol use at the Library.
4. The Selectboard will follow the Town Attorney's legal advice on the use of the electronic sign.

H. Adjournment – Mr. Lavoie made a motion at 8:55 p.m., seconded by Mr. Billado, to adjourn. Motion carried.