

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

***Tuesday, May 2, 2017 @ 7:00 p.m.***

Present: Joel Clark, Chair; James Guilmette, Vice Chair; John Lavoie, Daniel Billado, Jeffery Raleigh, Members; David Jescavage, Town Administrator, Elisabeth Nance, Town Administrative Assistant; Heather Busczkowski, Videographer; Harold Garrett, Highway Department Foreman; Reg Beliveau, Swanton Village Manager; Chief Leonard Stell, Swanton Police Department; Bob LaFont, Pike Industries.

- A) Call to Order Chair – Chair called the meeting to order at 7:02 p.m.
- B) Pledge of Allegiance – Chair Clark led those present in the Pledge of Allegiance
- C) Agenda Review
  - 1) Old Business
    - a) Mr. Jescavage added Opening Paving Bids
    - b) Chair Clark added D Tatro sand/salt shed bid and potential Development Review Board replacement for Lucie Hill
  - 2) Executive Session – Mr. Billado added Personnel
- D) Meeting Topics:
  - 1) Minutes
    - a) April 18, 2017 SLB Regular Meeting – Mr. Guilmette made a motion, seconded by Mr. Raleigh, to approve the minutes as written. Motion carried.
    - b) The April 18<sup>th</sup> Finance Meeting was cancelled so there are no minutes
  - 2) Public Comments - none
  - 3) Law Enforcement
    - a) Chief Stell presented his monthly report, summarizing each page.
    - b) Chief Stell’s report also included the speed survey conducted over 10 days of Bushey Rd,

northbound traffic. Chief Stell noted that the highest speed recorded was 81 mph with the average speed being 42 mph. The busiest time of day, which was also the time with the most speeders, was between 3:00 p.m. and 5:00 p.m.

- c) In response to a resident's concern, Chief Stell also presented the results of a speed survey done over 3 days on Wheeler Round. The highest speed recorded on was 32 mph with the average being 16 mph; 1 vehicle of the 488 total was found to be traveling in excess of the posted 30 mph limit. Chief Stell reported that his department specifically used an inconspicuous equipment and selected a location where speeding is possible. The Selectboard directed Mr. Jescavage contact the resident by letter to present this report.
- d) Chair Clark mentioned the lighted crosswalk in front of the Post Office because a pedestrian mentioned to him that she felt unsafe trying to cross there while cars are parked in the adjacent space. Chief Stell and the Selectboard agreed that education and diligence are needed for pedestrians and drivers. His department is working to have visibility to discourage aggressive driving and to educate pedestrians about safety in crossing village streets.

#### 4) Old Business

- a) Open Paving Bids – Chair Clark informed those present that the Town provided forms through which companies could submit bids and then read each bid aloud:
  - a. S.T. Paving total - \$296,060
  - b. Whitcomb Corp - \$351,587.34
  - c. Pike Industries - \$283,005.23
  - d. J. Hutchins, Inc. – \$279,908.85

Mr. Billado asked if anyone was familiar with J Hutchins. Mr. Garrett stated that it was a new business and that Mr. Hutchins had worked with Whitcomb previously.

Mr. Lavoie made a motion at 7:15 p.m., seconded by Mr. Raleigh, to go into Executive Session. Motion carried.

Mr. Guilmette made a motion at 7:20, seconded by Mr. Billado, to exit Executive Session. Motion carried.

Mr. Billado made a motion, seconded by Mr. Lavoie, to award paving bid to Pike Industries at an estimated cost of \$283005.28. Motion carried. Mr. LaFont thanked the Selectboard and complimented the town for the ease of the bidding process.

- b) Discuss Road Weight Limit Ordinance – Chief Stell provided a proposal put together to address weight limits on town roads. Mr. Billado stated that this ordinance was meant to be used during mud season and as written this would cause the unintended consequences of forcing too many trucks to get permits or to have to detour. It was agreed the Selectboard needed more time to digest the information provided by Chief Stell.

- c) Review 5-Year Plan – Chair Clark suggested Selectboard members add to the list, and that he and Mr. Garrett will provide highway projects.
- d) Announce Household Hazardous Waste Collection Day – Saturday, May 20<sup>th</sup> 8:00 a.m. -2:00 p.m. at the town garage.
- e) Salt Shed bids – Chair Clark stated that there was one bid, for a total contract amount of \$36350. Chair Clark stated estimated dewatering and pumping, which were not included in the original bid, would be \$2000 making the total cost approximately \$38350.00. Chair Clark stated that the 2017 budget has \$27,000 available, leaving the town short \$11,000 - \$13,000; however, the town can pull funds earmarked for a hot box and a lean-to, and from the contingency fund to get this project completed. Chair Clark asked that the motion ask for \$40,000. Mr. Guilmette made motion, seconded by Mr. Raleigh, to approve up to \$40,000 be spent to make repairs to salt shed and to award contract to D Tatro Construction. Motion carried.
- f) Potential new Development Review Board (DRB) member – Reg Beliveau expressed interest in finishing Ms. Hill’s term. Mr. Billado made a motion, seconded by Mr. Lavoie, to appoint Mr. Beliveau to the DRB to complete Lucie Hill’s term beginning with July meeting. Motion carried.

5) Community & Economic Development

- a) Review & Approve Canada Rt. 135 Resolution – This resolution was brought to the Selectboard by Mr. Jescavage on behalf of Tim Smith from the FCIDC. Chair Clark made motion, seconded by Mr. Guilmette, to sign resolution.
- b) Discuss Transportation Alternative Program Grants – Mr. Jescavage and Ms. Nance presented two possible grant opportunities they would like to pursue on behalf of the town, one on S. River St. and the other at the intersection of VT Routes 36 and 78.
- c) Village Center Designation Application Update – Mr. Jescavage made the Selectboard aware that he is working with the NRPC on this. We need to reapply every five years, and it is due the first Monday in August.

6) Highway Department

- a) Updates – Mr. Garrett reported they sanded the fuel spill on VT Route 78 between Swanton and Alburgh. Chair Clark asked Mr. Jescavage to contact Mr. Paxman to get a memo about the whole event.

Mr. Garrett reported that his department had cleaned up quite a bit of Hazard Rd to get water off the road; he would like to get out to Sheldon Rd. soon. Resident on James Rd called Mr. Garrett to ask about getting water off the road; it was noted that with all the rain a number of roads have standing water, unfortunately.

Mr. Garrett would like to get out to Sweet Hollow Rd next week before we lose grant.

All the sand has been moved off the walls.

Mr. Garrett asked if anyone has seen the Tdi bid. No one had seen it.

- 7) Correspondence – Mr. Jescavage informed the Selectboard that he had received a thank you letter from the Vermont Council on Rural Development (VCRD) in response to the town renewing its membership.
- 8) Any Other Necessary Business
  - a) Chair Clark announced the need for volunteers to fill anticipated vacancies on the Planning Commission and the Development Review Board
  - c) Bids for building repairs – Selectboard reviewed the list provided. Mr Guilmette suggested accepting separate bids for each repair item, and noting that a contract may be awarded for all or part of the work based upon the individual bid.
  - d) Mr. Lavoie was asked whether there was a sign on Woods Hill Rd because one resident is getting a lot of people using his driveway to turn around. Mr. Guilmette will check it out on the way home tonight and report back.
  - e) Chair Clark would like to take \$300 from miscellaneous general budget for food that is being cooked on the Village Green on Memorial Day. Mr. Guilmette made a motion, seconded by Mr. Lavoie, to allot up to \$3000 for food for the Memorial Day celebration. Motion carried.
  - f) Mr. Jescavage passed out volunteer form to be used for Memorial Day
- 9) Public Comments (Reprise) - None
- 10) Upcoming Events
  - a) Thursday, May 4, 2017, Movie (Resilience) on Reducing Substance Abuse @ 6 p.m. in MVU Theatre
  - b) Saturday, May 6, 2017, Green Up Day
  - c) Tuesday, May 16, 2017 @ 7 p.m., Next Selectboard Meeting, Town Offices, 1 Academy Street; finance meeting at 6:30
  - d) Saturday, May 20, 2017, Household Hazardous Waste Collection Day, @ 8 a.m. to 2 p.m., Town Highway Garage, 221 First Street

- e) Wednesday, May 24, 2017 @ 7 p.m., Planning Commission, Town Offices, 1 Academy Street
- f) Thursday, May 25, 2017 @ 7 p.m., DRB Meeting, Town Offices, 1 Academy Street
- g) Monday, May 29, 2017, Memorial Day Parade, Downtown Swanton, starting at 2:30 p.m. @ Rec Center. Food and entertainment after the parade

11) Executive Session – Mr. Billado made a motion at 8:46 p.m., seconded by Mr. Raleigh, to enter Executive Session to discuss personnel issues where premature public knowledge of subject matter would place the town or persons involved at substantial disadvantage, and further moved to enter into Executive Session to discuss personnel under the provisions of Title 1 Section 313(A)(1) of Vermont Statutes. Motion carried.

Mr. Raleigh made a motion at 9:44 p.m., seconded by Mr. Lavoie, to exit Executive Session. Motion carried.

Action taken: Mr. Billado made a motion, seconded by Mr. Lavoie, to hire Elisabeth Nance for the new Economic Development Coordinator position for 20 hours per week at \$19.00 per hour for a period of 52 weeks with a review after a 90-day probationary period. Motion carried.

E) Adjournment – Mr. Billado made a motion at 9:45 p.m., seconded by Mr. Guilmette, to adjourn the meeting. Motion carried.