

**TOWN OF SWANTON
DRAFT MINUTES
SELECTBOARD SPECIAL MEETING**

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

Tuesday, May 16, 2017 @ 6:30 pm

Present: Joel Clark, Chair; James Guilmette, Vice Chair; Jeffery Raleigh, John Lavoie, Members; Harold Garrett, Highway Department; Cathy Fournier, Town Clerk; David Jescavage, Town Administrator; Elisabeth Nance, Administrative Assistant; Derick Billado, Animal Control Officer

A. Call to Order –Chair Clark called the Selectboard Special meeting to order at 6:34 p.m.

B. Agenda Review - None

C. Quarterly Budget Review

1. Highway Budget- Ms. Fournier noted that the report runs through middle of May, or for approximately 4 ½ months, while the insurance information runs through June (or 6 months) because insurance is always a month ahead. Chair Clark noted that the salary line item is tight, which is likely due to all the plowing after the storms but is still within range. Chair Clark noted that Engineering Services is over budget. Ms. Fournier stated that this is for Robin Hood stormwater permitting.
2. General Budget – Ms. Fournier read through the report, highlighting a few specific line items: election expenses are over budget due to the second school budget vote; water and sewer will likely come in over budget because the budgeted amount is \$900 which is below what was spent last year; legal services is showing as a negative because the Town was reimbursed by St. Albans and Fairfax, which offset expenses.
3. Ms. Fournier brought to the Selectboard’s attention the Account Balances report, a summary of the balance currently in each account. Funds for Reappraisal are those funds from the state that have been earmarked for a future reappraisal.

D. Executive Session (if needed) – not needed

E. Adjournment – Mr. Guilmette made motion, seconded by Mr. Lavoie, to adjourn at 6:50 p.m. Motion carried.