

**TOWN OF SWANTON  
DRAFT MINUTES  
SELECTBOARD MEETING  
Swanton Town Office Building  
1 Academy Street, Swanton, VT 05488  
Tuesday, July 18, 2017 @ 7:00 p.m.**

Present: James Guilmette, Acting Chair; John Lavoie, Daniel Billado, Jeffery Raleigh, Members; David Jescavage, Town Administrator; Cathy Fournier, Town Clerk; Elisabeth Nance, Administrative Assistant; Jim Pratt, Lister; Derick Billado, Animal Control Officer; Adam Paxman, Village Trustee; Reg Beliveau, Village Manager; Franco Rossi, CAI Technologies; Alan Cunningham

- A. Call to Order – Acting Chair Guilmette called the meeting to order at 7:00 p.m.
- B. Pledge of Allegiance – Acting Chair Guilmette led those present in the Pledge of Allegiance.
- C. Agenda Review – Mr. Jescavage noted that an update on the teen center and the town office building repairs contract had been added to the executive session. Mr. Jescavage also noted that under Any Other Necessary Business a bike offer from RiseVT had been added.
- D. Meeting Topics:
  - 1. Minutes – July 5, 2017 Selectboard Special Meetings at 6 p.m. and at 7:00 p.m. – Mr. Billado made a motion, seconded by Mr. Raleigh, to approve minutes of the July 5, 2017 Selectboard Special Meetings as written. Motion carried. Mr. Lavoie abstained.
  - 2. Public Comments - None
  - 3. Animal Control – Animal Control Officer Report

ACO Billado reported that there was not a lot going on although there have been a number of calls relating to dog bites. He also has had quite a few late registrations coming in.
  - 4. Old Business
    - a) Discuss mapping proposals with Franco Rossi/CAI Technologies

Mr. Jescavage gave the Selectboard some background prior to Mr. Rossi's presentation, including identifying for the Selectboard those activities the state would pay for as part of the GIS mapping program, and outlined the two proposals from CAI Technologies.

Mr. Rossi began with a broad background on CAI Technologies and their work in Swanton and Vermont. He noted that CAI has done the West Swanton area already in part because it was in the most need and because the state project to do the greater part of

Swanton was in the pipeline. Mr. Rossi showed on the map where the old West Swanton boundaries were versus the resulting corrected boundaries.

One proposal from CAI Technologies is for realigning the parcel data for the rest of Swanton; this project would piggyback on the state mapping project. The project cost is \$18,000, which is at a reduced per parcel rate.

Mr. Lavoie asked if anyone gained or lost land with the realignment. Mr. Rossi clarified that nothing on the ground changed; the acreage on the maps would change but that information is not being used other than as estimates for assessments.

The second proposal is to create a staff site that is only available to municipal staff with additional functionality and any information that would be available only to staff members. Functionality can be limited to various needs. This project cost is a one-time fee of \$950.

Both proposals would cover the town and the village.

Mr. Rossi stated that the proposal specifies CAI has 180 days to set up the staff site.

Mr. Jescavage has notified the State that CAI Technologies is its preferred vendor since Swanton uses CAI for its current mapping needs.

The state intends to get the project done by January 2018; these two additional projects would be done in conjunction with the state's project and are expected to be completed at or around the same time.

Acting Chair Guilmette asked if there were funds available for these projects; Mr. Billado stated it would come from Economic Development.

Mr. Billado made a motion, seconded by Mr. Raleigh, to approve the CAI staff site fee of \$950. Motion carried.

Mr. Lavoie made a motion, seconded by Mr. Billado, to approve the parcel recompilation for the cost of \$18,000 contingent upon CAI Technologies being awarded the State contract. Motion carried.

- b) Discuss & approve Village Center renewal resolution – Mr. Jescavage showed the Selectboard the map of the proposed village center, which expands the area over the river, and includes Broadway St., and the senior housing on Church St behind the Town Offices.

Mr. Raleigh made a motion, seconded by Mr. Lavoie, to apply for renewal of the Village Center Designation and to approve the proposed expanded boundaries. Mr. Guilmette read the resolution aloud for the record. Motion carried.

- c) Babbie Blvd. land update – Mr. Jescavage met with the Trustees who agreed to convey the property to the Town. Under state law a 30-day public notice is required when a municipality conveys a piece of property to another. Once these 30 days has passed the Town has to post a 30-day notice to notify public that the Town is conveying the land to the Fourniers.
- d) Fourth Street land update

Mr. Jescavage notified the Board that he has signed the contract with Kristine Stell.

Mr. Billado informed the Board that he had received communication from Dick Thompson suggesting the Fourth St property could be used as a community swimming pool as an option.

## 5. Community & Economic Development

Ms. Nance gave the Selectboard an update on things she has been working on since the last Selectboard meeting including discussions with resources in the community, property owners in the Southern Growth District (SGD), an initial conversation with the Planning Commission about zoning updates in the SGD, and conversations with Reg Beliveau on village projects. Ms. Nance informed the Selectboard that she has put forth her name to replace Chris Leach on the Northwest Regional Planning Commissions' Board of Commissioners.

Mr. Billado requested that the Selectboard members be copied on communications in relation to projects so they are updated on an ongoing basis.

## 6. Expenditures

- a) General Orders – Mr. Billado made a motion, seconded by Mr. Raleigh, to approve the General Orders dated June 21, 2017 through July 18, 2017 as written. Motion carried.
- b) Highway Orders – Mr. Lavoie made a motion, seconded by Mr. Billado, to approve the Highway Orders dated June 21, 2017 through July 18, 2017 as written. Mr. Guilmette asked about the repairs to the tractor; Mr. Garrett informed the Selectboard that the air conditioner was repaired. Motion carried.
- c) Economic Development Orders – Mr. Billado made a motion, seconded by Mr. Raleigh, to approve the Economic Development Orders dated June 21, 2017 through July 18, 2017 as written. Motion carried.
- d) Payroll- Mr. Lavoie made a motion, seconded by Mr. Raleigh, to approve the Payroll dated July 21, 2017 through July 18, 2017 as written. Motion carried.

7. Highway Department

a) Sand shed progress update

Mr. Garrett informed the Selectboard that the sand shed appears to be done but some equipment is still on-site and that the contractor was supposed to clean-up some areas on the concrete. Mr. Garrett is not aware of the agreement between Mr. Clark and the contractor so there was discussion about making payment on Wednesday. Mr. Lavoie asked Ms. Fournier to request that the contractor meet with him at the garage Wednesday morning to review the work.

b) Roadside mowing update – Mr. Garrett reported that 85% of the first cut has been done but the Pond Rd area has not yet been mowed.

c) Road paving update

Mr. Garrett reported that the culvert on Middle Rd. and the road cuts are done. The paving company wants to pave by the middle of next week.

Travis Longway requested the area by the big culvert on Janes Rd. have another culvert dug, for which the Longways would pay. Mr. Clark previously gave verbal approval but asked Mr. Garrett to bring it before the Selectboard. Mr. Garrett will proceed with the culvert.

Mr. Garrett reported that paving is continuing on French Hill.

d) Other Updates

Mr. Garrett called TDI about the truck but has not heard back. His department will likely need to buy another set of tires for the loader. Mr. Lavoie made a motion, seconded by Mr. Raleigh, to approve expenditure required to purchase two new tires. Motion carried.

Mr. Garrett stated that the sidewalk on Robin Hood should be completed in the fall.

Mr. Garrett confirmed that the new Highway Department employee starts on Monday, July 24, 2017.

8. Correspondence - None

9. Any Other Necessary Business

Mr. Jescavage brought to the Selectboard's attention an offer from Betsey Fournier at RiseVT. The communication was to remind the village and the town that each had \$250 to spend on bikes that could be used to improve physical fitness in the work place. Ms. Fournier offered to assist the village and the town with the purchase of bicycles when the

time comes. It was decided, however, that one \$500 bike would be appropriate. Mr. Jescavage, though, did not think the bike would get enough use to justify the cost and suggested the bike be used by the police department so they could patrol the recreation path.

Mr. Billado asked that Mr. Jescavage move Dick Thompson's photo. Mr. Jescavage will move it but needs to fill the open hole.

Mr. Raleigh wanted to thank the community members who have been helping out with the all-stars little league tournament, particularly the umpires who are hard to find.

#### 10. Public Comments (Reprise)

Mr. Beliveau gave an update on the hydro facility. It has been almost a month since the bag deflated. The state has given approval, pending permitting, to put in a roadway to access the bag. The manufacturer is completing the bag in 90 days instead of the usual 220. Village voters will have to approve the village spending the money to replace the bag, which means water rates will go up as a result but to what extent is unknown; the Public Service Board will have to approve any rate increase. Mr. Billado asked if there was a contingency budget item available. Mr. Beliveau stated there is no contingency based on the amount that state will allow municipalities to save.

Mr. Billado asked about the condition of the cement dam. Mr. Beliveau stated that the bladder protected the dam so that is in good shape. The anchor bolts will be replaced as part of the process. The hope is that the bag will be onsite by October.

#### 11. Upcoming Events

- a) Thursday, July 20, 2017 @ 7 p.m., Northern Gateway Area Wide Plan – Next Steps, Public Presentation, Village Complex, 120 First Street
- b) Thursday, July 27, 2017 @ 7 p.m., DRB Meeting, Town Offices
- c) Saturday, July 29, 2017, Swanton Car Show, 8:30 a.m. to 3 p.m. in Village Park, Grand Ave
- d) Tuesday, August 1, 2017 @ 7 p.m., Next Selectboard Meeting, Town Offices, 1 Academy Street

#### E. Executive session (contracts, real estate, and legal)

Mr. Raleigh made a motion at 7:46 p.m., seconded by Mr. Billado, to go into executive session at 7:46 p.m. to discuss contracts and real estate. Motion carried.

Mr. Billado made a motion at 8:30 p.m., seconded by Mr. Raleigh, to exit executive session. Motion carried.

Mr. Raleigh made a motion, seconded by Mr. Lavoie, to move forward on finding a new location for the teen center/community center with Mr. Jescavage representing the town. Motion carried.

Mr. Billado made a motion, seconded by Mr. Raleigh, to designate the town attorney to write a letter opposing the motion for reconsideration by Swanton LLC that was made on July 2, 2017 and designated for Case #8816. Mr. Billado stated for the record that he is not sure why we are at the point given that the voters stated that they oppose this project. Three communities have spent thousands of dollars opposing this project. Motion carried.

Mr. Lavoie made a motion, seconded by Mr. Billado, to accept the contract for the repairs to the town office building as written effective immediately with work starting on or around August 1, 2017 and with work completed on or around September 30, 2017, and to authorize Mr. Jescavage to sign the contract and the Town Clerk to issue the 25% start-up money once the contract has been signed. Mr. Guilmette recused himself. Motion carried.

- F. Adjournment – Mr. Billado made a motion at 9:22 p.m., seconded by Mr. Raleigh, to adjourn. Motion carried.