

TOWN OF SWANTON
MINUTES
SELECTBOARD MEETING
Swanton Town Office Building
1 Academy Street, Swanton, VT 05488
Tuesday, July 2, 2013 @ 7:00 p.m.

Present: John Lavoie, Selectboard Chair; Dan Billado, Selectboard Vice Chair; Joel Clark, Kathy Lavoie, and Dick Thompson, Selectmen; Yaasha Wheeler, Secretary; David Jescavage, Town Administrator; Cathy Fournier, Town Clerk; Harold Garrett, Road Foreman; Peter Cross, Cross Consulting Engineers; Chief Leonard Stell, Swanton Village Police Department; H.D. Campbell, contractor.

A. Call to Order

John Lavoie called the meeting to order at 7:00 p.m.

B. Pledge of Allegiance

John Lavoie led those present in the pledge of allegiance.

C. Meeting Topics:

1. Minutes

a) June 19, 2013 SLB Regular Meeting

Kathy Lavoie made a motion, seconded by Joel Clark, to accept the minutes as printed. It was noted that Miss Wheeler had included the requested corrections in the final version of the minutes. Motion carried.

2. Public Comments – No public comment.

3. Old Business

a) Discuss Park D Subdivision Lot Sale (Executive Session – Real Estate)

Mr. Billado made a motion to table all executive session items until later in the meeting. Mr. Thompson requested to amend the motion, and to discuss Park D after discussing law enforcement. The Selectboard agreed to do so.

b) Discuss New Garage 3rd Requisition with Cross Engineering

Mr. Cross came forward. He explained that the project was 67% completed, and that Mr. David Pratt, contractor, had submitted a requisition for \$136,127.37. There had been some concern that the exhaust fan would not provide enough clearance. Mr. Garrett agreed that the fan was too low to clear the truck antennas and high loads, and that it was right near the overhead door. Mr. Billado asked if the exhaust fans could be in between bays, but Mr. Garrett replied that the large duct ran the whole length of the building. He was also concerned about the two vents in the wash bay, which would be exposed to water. Mr. Cross summed up that he needed to discuss alternatives with the designing engineer and Mr. Jescavage, regarding fan locations, and the size and location of the big duct.

Mr. Cross recommended approval for the requisition. Kathy Lavoie and Joel Clark noted that the amount given did not match the numbers recorded in other paperwork, resulting in a difference of \$714.74. The Selectboard requested a revised sheet with matching numbers, which Mr. Cross agreed to provide.

The Selectboard promised to discuss the color of the door and surrounding trim, and to communicate the decision to Mr. Cross.

Mr. Clark asked for a summary of the water issue. Mr. Cross explained that the waterline from the well was not within the scope of work for Millbrook. There was a gap between responsibilities of the parties involved, so no one had covered that need. Mr. Cross recommended a change order to cut a corner of the floor, insert a sleeve, and run a pipe through under the footing. He added that the area would have to be de-watered, because it was very wet.

Mr. John Lavoie asked about testing the compaction of the front slab and Mr. Cross replied that it had not been done yet. They were not testing every truck, just every 40 to 50 yards. Mr. Cross agreed to get back to the Selectboard about the duct, the fan, and the water pipe, and to send a revised and corrected requisition.

Mr. John Lavoie explained that the Swanton Selectboard, at the last meeting, had agreed not to pursue the renovations to the Highgate arena. Consequently, the representatives for Swanton to the Tri-Town Recreation Committee were no longer needed. Mr. Thompson made a motion, seconded by Kathy Lavoie, to disband the Swanton representatives Betsy Fournier and Kelly Merrill, and to thank them for their service on behalf of the Town of Swanton. Motion carried. Mr. Jescavage said that he would send the representatives a letter to that effect.

4. Community Development

a) Discuss On Site SALE SIGNS for Town Properties for Sale

The Selectboard agreed to discuss this item later.

5. Law Enforcement

a) Swanton Village Police Chief Report

Chief Stell came forward and passed out his report. He explained that the first page indicated the locations of the calls, the second page included a summary of the nature of the calls, the third page included traffic tickets and their locations, and the fourth page included the amount for the tickets. In all, for the month of June, there had been 49 calls in the Town of Swanton, 10 traffic tickets issued for a total of \$1736. Mr. Billado mentioned an informal campground on Grand Avenue about which he had received an informal complaint, and agreed with Chief Stell that it was probably just some teenagers camping out in their backyard.

Mr. Billado asked for an explanation of the quadrants, and Chief Stell explained that the town was bisected by an X, and that officers chose a quadrant at random, in order to remain unpredictable. Mr. Billado added that he had received a complaint of teenagers speeding on Bachand Road, and that the trucks hauling from Walmart to Bud Hemond's property were still hauling. He requested a police presence on Bachand Road. Mr. Thompson requested a ride-along as well.

Mr. Jescavage asked for an update on the speed reduction on Route 7, and Mr. Stell said that the 85th percentile was now at 44 mph. Mr. Thompson added that he had clocked the difference between driving 40 mph and 50 mph in that stretch came out to 37 seconds, and felt that the difference should not impact anyone.

Chief Stell added that the heavy truck traffic had reverted back, so he was hoping to crack down again in early September.

Kathy Lavoie mentioned that trucks continued not to cover their materials, and asked about how that should affect agricultural vehicles. Chief Stell replied that this was one of those "100% gray areas," since no one in AOT wanted to restrict farm vehicles, yet the majority of offenders were agricultural vehicles. The issue was still being debated by legislators.

Mr. Garrett asked for an update on state limits for the road ordinance and Chief Stell explained that he was working on that, and that there would be very few roads to allow 90,000 lbs.

REPRISE - Discuss Park D Subdivision Lot Sale (Executive Session – Real Estate)

Mr. Thompson made a motion, seconded by Mr. Billado, to go into executive session to discuss real estate, at 7:47 p.m. Motion carried.

Mr. Billado made a motion, seconded by Mr. Clark, to exit executive session at 9:01 p.m. Motion carried.

ACTION TAKEN: The Selectboard directed Mr. Jescavage to contact Geoff Green and Peter Cross to review Park D for the future sale of lots, and to call the interested buy from New Hampshire.

6. Highway Department

a) Review Radio Quotes

Mr. Jescavage and Mr. Garrett discussed the possibility of replacing the proposed 4 in-truck radios with 2 hand-held radios. Mr. Billado, in reviewing the quote, questioned much of it and pointed out that two equal radios, one for the highway garage and one for the town clerk's office, showed a difference of \$100. Kathy Lavoie summed up that a base station, cable, and antenna would be necessary, and that the existing antenna and cable at the town office would be evaluated to see if they needed need replacement. Mr. Garrett asked if the repeater helped the handheld radios to work better, and Mr. Billado said that the new radios deleted the dead spots. Mr. Jescavage added that there were more dead spots once they had switched to narrowband. Kathy Lavoie noted that the license identified the office for the base unit. Mr. Garrett added that the Town and the Village were on the same radio frequency. Kathy Lavoie noted that the Town had not asked for another frequency, but had asked for a non-conflicting frequency.

The Selectboard discussed the quote and determined that, at bare minimum, the town garage cost would be \$5146 for the base station, antenna, cable, and radios, and \$663 for the town clerk's office if the antenna was good, or \$925 if it needed to be replaced. Going with just hand-held radios would result in an even cheaper option, with \$5146 plus \$350 for a total of about \$5500. Mr. Thompson recommended getting a quote from Burlington Communications as well. Mr. Jescavage added that replacement of the mobile unit in the town clerk's office had been recommended, because it was so old that there were no more parts available for its repair.

Mr. Billado suggested buying the radios next year, but Mr. Clark was in favor of reviewing the issue again after the financial meeting, since the budget might have extra money for the radios.

The Selectboard discussed with Mr. Garrett the need for a new truck. Mr. Garrett explained that one truck (2001) was rusted out, with the piston right through the body, needed motor work, and had a one-stage pump. Mr. Lavoie was in favor of trading them in to buy a second-hand truck, that could then later be traded in for a brand-new one. The Selectboard agreed to continue discussion on the issue.

Mr. Billado mentioned that the base station could be used even while its permit was still in process, and recommended having the station at the garage and the portable unit at the town clerk's office. Mr. Lavoie mentioned that a base station at the town clerk's office would always be manned, whereas that would not be true of a station at the garage. Mr. Thompson asked Mr. Jescavage to get another quote, to look into a base station for the town clerk's office, and to look into changing the license to include a base station at the garage.

b) Discuss New Garage Sprinkler System

Mr. John Lavoie summed up that, during the process of building the garage, a new bylaw had been passed that required a sprinkler system. The town considered themselves grandfathered at that point. He added that a sprinkler system would cost \$125,000, including a 10,000 tank that would have to be inside so that the water would not freeze in the winter. He figured that insurance was enough in this case. The board members agreed that the garage should be comfortably insured, but that a sprinkler system was unnecessary.

c) Paving Updates

Mr. Garrett said that he had a list of the properties on Lakewood Drive that needed tree-trimming, and explained that it would take him 3 days and that he would need a harness. Mr. Lavoie stated that he had a harness. Mr. Garrett brought up other situations that might need a harness, and Mr. Billado recommended calling OSHA to be brought up to date on the requirements. Mr. John Lavoie added that Project WorkSafe offered free assessment and

recommendations.

Mr. Garrett stated that he was nearly ready to begin the Woods Hill project, but that the road would have to be closed and that Sheldon would have to be ready as well.

Mr. Clark asked why the Lakewood Drive tree-trimming was needed and Mr. Jescavage explained that it was in response to a complaint from a Mr. Gingras regarding branches damaging large trucks. Mr. Garrett added that the process would take about 7 days all told. Mr. Clark felt that the ordinance should be amended, since he did not consider it necessary to notify individuals for permission to cut branches that hung over the pavement on the town road right-of-way.

Mr. Garrett informed the board that he could get an updated original equipment pump for the chipper for \$1000, which would be cheaper than buying a new chipper. Mr. Billado made a motion, seconded by Mr. Thompson, for Mr. Garrett to buy the pump for the chipper for \$1000. Motion carried.

d) Other Updates

Mr. Garrett stated that the project on Janes Road took 30 feet of culvert, instead of the predicted 20 feet, adding that the water problems were still not fully resolved, but it was the best that could be done for the moment.

Mr. Garrett added that almost \$300 had been saved in the paving of Sweet Hollow Road. The Selectboard discussed the concern that the traffic had been allowed on the road too soon after paving, but felt that the road was all right.

Mr. Garrett and the Selectboard discussed the Woods Hill project, which would need an in-kind match in time and labor. Mr. Garrett estimated that the entire project could be done for under \$175,000 (which would all be paid for by grant). The project would take a week for each shoulder and would cover 1.2 miles. Mr. Garrett asked if the road should be widened to 24 feet and the Selectboard agreed that it should be. He added that some of the material would be ground, which Mr. Clark explained would involve "rototilling" the ground material into the base material to make it stronger.

Mr. Garrett stated that Sheldon would help to remove the bollards from the bridge and replace them with guard rails that come off the bridge at an angle, which would be paid for out of the \$40,000. With the bridge at 26 feet wide, a 24-foot-wide road could be put in there.

Mr. Clark requested Mr. Garrett to remove the grader from Giroux Road, which Mr. Garrett agreed to do.

Mr. Clark asked to get a list of all roads, their distance and width, and the year when they have last been paved. Mr. Jescavage, Mr. Garrett, and Miss Wheeler agreed to work together to create such a list. Mr. Lavoie suggested that the equipment should have a similar excel sheet as well.

Mr. Clark mentioned that the two driveways being worked on may need "feeder work" to put a little back fill in to pitch the ditches. Mr. Garrett added that Mr. Richards said that he would pick up the concrete from the project with his tractor.

Mr. Billado asked about the \$14,000 for the equipment rental and purchase, and Mrs. Fournier explained that the line item was going to over budget, because the expense for buying the tractor would come out of there. It was not because they were actually over budget, but simply the way that the system worked.

Mr. Garrett noted that road crewman Maurice Jettie's truck chain had been red-tagged because it broke three times in one day. He needed to buy a new chain and new sprockets.

Mr. Jescavage was instructed by the Selectboard to price ton-trucks with Dodge, Chevrolet, and Ford. The truck should be V8, 4-door, automatic, with plow, sander, box, lights, and either an extended cab or a crew cab.

7. Correspondence

Mr. Jescavage stated that the advertisement for a new animal control officer had already run in the St. Albans Messenger, and that Jessie Forand of the Messenger had already interviewed Allan Laroche, current animal control officer. Mr. John Lavoie recommended that Mr. Jescavage touch base with Ms. Forand to ensure that her article included a discussion of the cat problem discussed at the last meeting.

Mr. Jescavage informed the board that Mr. Daniel L'Esperance was trying to get a written statement from Ned Spear that indicated that the borders of the old town garage property were indisputable.

Mr. Jescavage stated that he had heard nothing from Highgate since the Swanton Selectboard's decision not to pursue the Highgate arena project any further.

Mr. Jescavage stated that an engineer was working with the village in contract with the state regarding work that needed to be done under the bridges. Under Swanton's lease with the state, nothing could cross the rail trail without permission from the town and VTrans. VTrans had recommended boring underground with a sleeve.

8. Any Other Necessary Business

Mr. Garrett requested a notice to be included with every tax bill, to inform people that they needed a permit to dig in the town right-of-way. Mr. Billado added that citizens should also be informed to call Dig Safe. Mr. Clark requested adding a notice about the cat problem as well. Mrs. Fournier replied that she would have to consider how to best do the job, since only she and the assistant town clerk could see the tax bills. She might be able to use the Village paper folder. Mr. Jescavage was instructed to write the notice and send it to Mrs. Fournier.

Mr. Garrett requested permission to mow and grade the second half of Robin Hood Drive. That would allow him to see what he would have to do next year when he had to upgrade Bushey Street and dig a ditch. Mr. Billado felt that mowing it would attract comments, but prepare people for the coming changes. Mr. Lavoie recommended contacting Jeff Day as a courtesy, and informing him that the road would be upgraded next year and the town wanted to know what was in the area. The road was not part of the extension.

Mr. Billado noted that Turk Thompson had written Mr. Billado a follow-up note, expressing his happiness with the Selectboard's performance regarding his concerns with the cat issue.

Mr. John Lavoie noted that there was a Joint Legislative Body meeting for the next Monday night, July 8th. Mr. Jescavage added that the JLB would discuss the dam/land trade.

9. Public Comments (Reprise) – None.

10. Upcoming Events

- a) 250th Committee Meeting @ 4 p.m. on Wednesday, July 3, 2013
- b) Office Closed July 4 & July 5, 2013 for Independence Day
- c) July 8, 2013 @ 6:30 p.m. JLB Meeting
- b) July 11, 2013 @ 8 a.m. Contractor's Meeting @ Site
- e) July 27, 2013 car show in Swanton public park

Mrs. Fournier reminded that the financial meeting on the 16th would begin at 6:30 p.m.

Mr. Jescavage informed the Selectboard that he had received two responses (a husband and wife) to the advertisement for a new animal control officer. He had instructed the interested applicants to send a letter of interest. Mr. John Lavoie suggested that Mr. Jescavage run the ad for another week.

11. Executive Session – None.

12. Adjournment

Mr. Thompson made a motion, seconded by Mr. Clark, to adjourn the meeting at 10:41 p.m.
Motion carried.

Typed on July 3, 2013
Minutes by Yaasha Wheeler
Received and filed by:

Cathy Fournier, Swanton Town Clerk

Date