

**MINUTES
TOWN OF SWANTON
REGULAR SELECTBOARD MEETING**

**Swanton Town Office Building
1 Academy Street, Swanton, VT 05488**

Tuesday, July 19, 2016 @ 7:00 p.m.

Present: Joel Clark, Selectboard Chair; Dan Billado, Jeff Raleigh, and James Guilmette; Cathy Fournier, Town Clerk; Yaasha Wheeler, Secretary; Harold Garrett, Road Foreman; Jim Pratt, Lister; Dan Hazard, Jr; Rebecca Rupp; David Horton.

A. Call to Order

Mr. Clark opened the meeting at 7:00 p.m.

B. Pledge of Allegiance

Mr. Clark led those present in the pledge of allegiance.

C. Agenda Review

Mr. Clark asked for a moment of silence for the slain law enforcement in the country. Mr. Billado added (d) Vermont Gas Permits under "Old Business" and (e) Industrial Park Project under "Highway." Mr. Guilmette added (b) Executive Session under "Animal Control." Mr. Clark requested to move up 8 (c) Mr. Hazard's request, after Animal Control, and moved up 10(a) Hopscotch prior to Animal Control. Mr. Clark had (e) Sign Estimates under "Old Business" and 5 (a) Economic Enhancement. There were legal and personnel issues to discuss under Executive Session. Mr. Jescavage added the Hopscotch Request under "Any Other Necessary Business" and he reminded that the board wished to evaluate the Employee Policy in the second half of July.

D. Meeting Topics

1. Minutes

a) July 5, 2016 SLB Regular Meeting

Mr. Billado made a motion, seconded by Mr. Guilmette, to approve the minutes as printed. Motion carried.

2. Public Comments – None.

8. Highway

e) Hazard Request

Mr. Hazard Jr. said that there had been a lot of traffic on his private driveway (1200 – 1300 feet) because GPS was sending drivers to his driveway when they were searching for other area roads (like Butternut Lane and Ironwood Lane). He felt the easiest way to avoid the traffic would be to give his driveway a road name. Mr. Jescavage explained that his address would have to be changed in the E911 system through a Selectboard hearing process. The Selectboard discussed the possibility of putting up a "No Trespassing" sign. Mr. Hazard understood that possibility, but preferred Construction Drive, since he had already invested in a sign for that road. Mr. Jescavage would notice the hearing for the next meeting.

3. Animal Control

a) SW Animal Control Officer Report

Mr. Derrick Billado came forward. He stated that it had not been extraordinarily busy, but it had been “very technical.” There had been a few dog bites. He had had a “little bit of an issue with the Humane Society” and had officially complained on what happened that day. Mr. Guilmette and Mr. Derick Billado would meet with Rusty Posner and her staff to get on the same page, since the two parties had different stories. Mr. Guilmette said that the only things the Humane Society hear about Mr. Billado is the negativity and anger from the owners of impounded dogs. “They’re going to complain. Their dog got in trouble.”

Mr. Guilmette made a motion, seconded by Jeff Raleigh, to go into executive session for legal reasons, citing that the people and the Town could be at risk if there was premature public knowledge of the items under discussion.

The meeting resumed at 7:38 p.m. Mr. Billado stated that the Selectboard would respond to someone to explain further the grounds for acting or not acting based on information given.

10. Any Other Necessary Business

a) Rec Path Hopscotch Request

Mrs. Rupp said that there had been a Sidewalk Chalk day recently and one of the features had been a giant chalk hopscotch board. They started talking about it might be nice if there was a permanent hopscotch board on the rec trail. RISE Vermont and Swanton Rec were both interested in pitching in on this if it got off the ground, so now she was informing the Selectboard. She thought they could get wonderful publicity for this idea.

Mr. Lavoie liked the idea, but felt that the rec trail was not the place for it, because it might “introduce vandals.” Doing something permanent might invite vandals to do that through the whole area. Mr. Jeff Raleigh said it would also be easy for spray paint to mess up the hopscotch. Mr. Billado agreed that a permanent picture would invite trouble; the recreation path was already a target and the artistic effort would be defaced. Mr. Clark appreciated the enthusiasm and the publicity in the newspaper. He preferred the natural surroundings of the recreation path, but there were other locations. Suggestions included Marble Mill and the school. Regarding the disagreement that the rec trail was a good location, Mr. Billado said: “Don’t take this as a negative thing. The publicity you guys have brought to the library the last few years is amazing, and you guys are doing a great job.” Mr. Lavoie suggested getting the school kids involved to help design it.

Mrs. Rupp said that the library had brought in Bill Mercier, the IT guy at the St. Albans school, who recommended relatively inexpensive computers that would be a good idea for the library. He sent a quote that seemed good (6 computers, Microsoft Office, one of the 6 being more high end for graphics, for a total cost of about \$5000). The library would send a copy for the Selectboard to look at.

4. Old Business

a) Town Office Building Roof Repairs

Mr. Jescavage said he had received a quote for the interim repairs from Glen Vallaincourt. Mr. Billado recalled that they should put out to bid to get the whole roof done and Mr. Guilmette felt that would be a good idea. The Selectboard agreed to put it out to bid for a green roof, with the whole thing wire-brushed, primed, and painted. They would have separate line items: Option A to do the whole thing, Option B to patch the worst parts. The Selectboard will approve the statement of work at the next meeting.

b) Lister Appointment

Mr. David Horton came forward. The Selectboard read through his letter of interest and a brief resume. Mr. Horton had talked with Mr. Pratt about what was involved and he was “not scared off yet.” Mr. Pratt said that Mr. Horton had interviewed with Amy Giroux and himself, and he was familiar with similar programs that the listers worked with. The learning curve would therefore be less severe, and he was retired and wanted to work part-time. Two other candidates had been interviewed, but neither had responded. The listers were interested in having Mr. Horton on board. Mr. Lavoie knew Mr. Horton in the

community and highly recommended him. "He would be a true asset to the Town." The other Selectmen agreed that he seemed a very good candidate.

Mr. Pratt recommended \$14.25 an hour, with Mr. Horton's background and knowledge. Mr. Lavoie had no problem with that number as a starting pay. Mr. Pratt noted that it was important to consider where Amy Giroux was on the payscale now and felt it was important to consider the increase in knowledge and value in relation to payment.

Mr. Billado made a motion, seconded by Mr. Lavoie, to appoint David Horton as a lister, starting Monday morning, at the pay rate of \$14.25 per hour. Mr. Billado said, "We're fortunate to have you folks working with us." Motion carried.

6. Community Development

a) Request from Zoning Administrator to Increase Zoning Fees

Darlene Marrier presented her request to increase the zoning fees. Mr. Clark asked for a side-by-side comparison of current versus proposed fees. He would like to know the estimated change in revenue over a year as well.

Mr. Billado asked, "Why are we doing this?" Mrs. Marrier replied, "Do you want the people who are using zoning to basically pay for the cost of zoning, or do you want the general taxpayers to pay for it? By increasing the fees, it will mean that both pay, and give a better balance." Mrs. Fournier said that historically, the fees had covered the zoning administrator's salary. Mrs. Marrier said that she had done 52 certificates of compliance this year, and charged \$25 per Certificates of Compliance. Towns like Bakersfield were charging \$50 for their compliance letters. Mr. Clark felt that zoning, to the best of its ability, should cover the cost of zoning, but he needed more estimates to see how that would work out with the proposed fees.

Mrs. Marrier noted that Certificates of Occupancy were included in the building permit fee in Swanton, but in other towns, COs were considered and paid separately. Mrs. Marrier and Mrs. Fournier would meet to estimate the zoning fee revenue based on the past revenues from recent years.

Mr. Clark asked for a single-page comparison. Mr. Billado said that if this is prompted by just comparing to other towns, but if the current revenues offset the zoning payroll, he would not support it. If, however, the Town had a deficit, he would support looking at this. The Selectboard would consider this again next meeting.

4. Old Business

c) Town Office Building Repair Lists

Mr. Jescavage directed the Selectboard's attention to the repair list. Mr. Lavoie recommended that two Selectmen should take the list, walk around the building, and consider the items that most need to be addressed. Mr. Billado's pet peeves were the roof, the rotting windowsills, and painting the soffits. Mr. Lavoie's pet peeve was the bricks.

Mr. Lavoie and Mr. Guilmette were comfortable being those two Selectmen to inspect the building.

d) Vermont Gas Permits

Mr. Jescavage said he had sent Vermont Gas an email with the invoice about a month and a half ago, listing the delinquent permits and the total amount owed. He had not heard from them. Mr. Guilmette suggested trying to call them.

e) Sign Estimates

Mr. Clark had talked with Stewart Signs, who offered 2'6" by 8' monochrome, \$6865 if purchased before May 31st and \$7515 after. This sign was programmed by thumb drive.

He had received another quote from Vermont Display/Daktronics: monochrome 2'9" x 7'10" for \$7,949. This was programmed wirelessly via the internet. It did not include electrical connections or pillars.

The Swanton Enhancement Project had \$2500 to put toward this sign. Mr. Clark talked through the comparisons and recommended the smaller sign (2'1" x 7'10"). His big concern was, "What if this gets damaged?" They could buy separate LED boards to repair the "screen." Multiple messages could be programmed, as well as the interval between the messages.

Mr. Billado made a motion, seconded by Mr. Lavoie, for the Selectboard to pursue purchasing the second quote from Vermont Display for the 2'9" x 7'10" monochrome for \$7,949.00. Discussion: Mr. Lavoie asked Mr. Clark's recommendation. Mr. Clark said, if money was not an issue, he'd prefer the 16MM color display for \$13,620.70. But, given that this was the first such thing the Town had purchased, it made sense to go with the less expensive option for now. Mr. Clark would chat with the Village at their next meeting and, if they were ready to add money for the more expensive one, it was something possible. Mr. Billado had no problem with that. Mr. Garrett asked if the LED boards would be changeable in the future, from 20MM to 16MM, and suggested the school might be willing to help foot the bill for this. Amendment: Mr. Lavoie amended that this motion should be approved with the option that, if the Village or School was willing to pitch in for the upgraded sign, it could be considered. Mr. Billado seconded the amendment. The Selectboard voted in favor of the amendment. The Selectboard voted unanimously to approve the motion as amended.

The board agreed that the board would need to be managed by the Town.

5. Economic Development

a) Economic and Community Enhancement Coordinator Grant

Mr. Jescavage said that he made calls to Susie Polland at the state and had not yet gotten a call back from her about whether federal funds were available. The Selectboard agreed that they had to wait until they knew whether any federal money could help offset the cost of the position before advertising the position.

6. Community Development

b) Dispatch Survey

Mr. Jescavage presented the survey questions on dispatching services. Two questions in the survey asked:

- Going forward who would you prefer to provide dispatch for your municipality?
- Please give us any recommendations or comments you have on the current system or what a future system should include.

The state letter further stated: *Provision of dispatch services will be high on the legislative agenda in the 2017 legislative agenda. Legislation is highly likely to affect your municipality...*

Mr. Billado had been dealing with dispatching for many years. He felt this was a "fishing expedition from the state of Vermont to control who we dispatch with and how much we pay." He recommended not responding for now, and wanted more information about the 2017 bill and potential changes. His main thoughts were that the municipalities should have a say in choosing their dispatching. The Selectboard agreed.

Mr. Billado said that an MVR representative could come before the Selectboard in the second August meeting.

7. Expenditures

a) General Orders (06/22/16 to 07/19/16)

Mr. Billado made a motion, seconded by Mr. Lavoie, to approve the general orders as printed. Motion carried.

b) Highway Orders (06/22/16 to 07/19/16)

Mr. Lavoie made a motion, seconded by Mr. Guilmette, to approve the highway orders as printed. Motion carried.

The engineering bill for the sand shed was \$6100 and for the lean-to was \$3240. The total was \$9340.

c) Payroll Orders (06/22/16 to 07/19/16)

Mr. Guilmette made a motion, seconded by Mr. Billado, to approve the payroll orders as printed. Motion carried.

8. Highway Department

a) Update on Paving Projects

Mr. Garrett said that the last culverts had been finished today and Tabor Road would be done by the end of the week. The next project would be Babbie Boulevard. The pavement would begin in about a month. They had eliminated at least four culverts and changed out five along Tabor Road. They had had to do a lot of stoning in the area.

Mr. Billado asked if the large trucks would have enough room to turn if the triangle was taken out of the industrial park. Mr. Garrett said they would. Mr. Billado said he would like to get rid of the whole road, creating only one way into the industrial park, which would result in less maintenance and plowing. Mr. Clark was concerned about the visibility on the road that would be left near Fournier's.

The Selectboard agreed to have a site visit in the industrial park to discuss the options, at 7 p.m. at the next Monday on Babbie Boulevard.

b) Update on Pond Road and Stone Culvert Grants

Mr. Jescavage explained that the DOT and District 8 confirmed Swanton's applications and sent them down to Montpelier. It seemed likely that Swanton would get \$175,000 for the stone culvert.

Mr. Garrett met with Jim Cota and others in the last week on Pond Road and the archeological experts inspected Pond Road and were quite confident that there were no artifacts on that ledge. Before the ledge could be taken out, there were a number of things that had to be done appropriately. The state people were very happy that Swanton was doing something about that road, for the sake of citizen safety.

The stone box culvert had gotten a grant, but an archaeological study might have to be done. The area had already been disturbed, so there was hope that it was not an archeological site. Mr. Garrett anticipated that the Town road crew would put in a concrete pre-made culvert themselves.

c) Street Updates

Mr. Guilmette asked if Hazard Road had been graded. Mr. Garrett said he would soon.

Mr. Guilmette said that Wesley Decker had requested brush-hogging on Decker Trail in the fall.

d) Tractor Update

Mr. Garrett said that the tractor had been repaired, with a new seat, pump, antifreeze, etc. The mower had been broken and repaired again as well.

e) Other Updates

Mr. Garrett mentioned that the paving for Route 207/Woods Hill Road had not been addressed. Mr. Guilmette would look at the area tomorrow and see if the section needed to be cut out and redone, or whether it could be left.

Mr. Garrett said that the wind blew the fascia off the Town Garage and they needed to look into someone who could repair it. Mr. Jescavage would call Neal Speer to give an estimate, since he had a lift.

9. Correspondence

Mr. Jescavage said that Peter Cross was wondering if the board had decided which sidewalk alternative they preferred. The Selectboard agreed to meet with the Village and discuss the options at the next meeting.

10. Public Comments

Mrs. Buczkowski mentioned that there was always a meeting on the Night Out, and she felt like it was important for the Selectboard to mingle. "Can we delay the regular Selectboard meeting a week?" The Selectboard moved the meeting to Wednesday the 3rd.

11. Upcoming Events

- a) Wednesday, July 20, 2016 PC Meeting @ 7 p.m. in Town Offices, 1 Academy Street**

The Belisles had sent a letter to the Town. Mr. Clark would attend the meeting.

- b) Thursday, July 21, 2016 DRB Meeting @ 7 p.m. in Town Offices, 1 Academy Street**
- c) Tuesday, August 2, 2016 National Night Out**
- d) Wednesday, August 3, 2016 SLB Meeting @ 7 p.m. in Town Offices, 1 Academy Street**

Mr. Guilmette made a motion, seconded by Mr. Raleigh, to go into executive session at 9:30 p.m. Motion carried.

INFORMATION ON EXECUTIVE SESSION TO BE ADDED