

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

***Tuesday, December 20, 2016 @ 7:00 p.m.***

*Present: Joel Clark, Swanton Selectboard Chair; Dan Billado, John Lavoie, James Guilmette, and Jeff Raleigh, Swanton Selectmen; David Jescavage, Swanton Town Administrator; Cathy Fournier, Town Clerk; Yaasha Wheeler, Secretary; Leonard “Joey” Stell, Swanton Village Police Chief; Adam Paxman; Lynn Billado and Josh Ransdell, Missisquoi Valley Rescue; Marianna Gamache and Brian Savage, Representative; Tim Girard (Chief) and Jason Cross, Swanton Village Fire Department; Harold Garrett, Road Foreman; Ed Daniel and Ross Lavoie, Planning Commission members; John Winters; Ronald Kilburn; Derick Billado, Animal Control Officer; Christine Lang; Penny Dubie; Heather Buczkowski, Ch. 16; Michele Deslandes; Keith Ploof; Jim Pratt, lister; Kevin Meilleur, Kinney Pike Insurance; Tom Benton, St. Albans Messenger.*

**A. Call to Order**

Mr. Clark called the meeting to order at 7:00 p.m.

**B. Pledge of Allegiance**

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

**C. Agenda Review**

Mr. Jescavage noted that approval of the Tri-Selectboard meeting minutes had been added since the public notice had been posted. Mr. Clark added 8(c) “Striping on Tabor Road, Babbie Boulevard, and Jonergin Drive”; he also added a personnel discussion under Executive Session. Mrs. Fournier added 10 (A) “Line of Credit Signing.”

**D. Meeting Topics:**

**1. Minutes**

- a) December 6, 2016 Tri-Town SLBs Meeting
- b) December 6, 2016 SLB Regular Meeting
- c) December 12, 2016 SLB Special Meeting

Mr. Guilmette made a motion, seconded by Mr. Raleigh, to approve all three minutes. Motion carried.

**2. Public Comments**

None.

**3. Animal Control**

**a) SW Animal Control Officer Report**

Mr. Derick Billado presented his report, which included one dog bite and one fine for dogs that were continually at large. He worked with Swanton PD last night on another dog issue, for which he had served a warning and given 10 days to register the dog. The Sunset Terrace dogs issue was being “taken care of.” The board thanked Mr. Derick Billado for his work.

**4. Old Business**

**a) 2<sup>nd</sup> Public Hearing for Review & Adoption for Municipal Plan Revisions**

Mr. Billado made a motion, seconded by Mr. Lavoie, to enter into a public hearing at 7:07 p.m. Motion carried. Mr. Clark read the following notice:

*Notice is hereby given to the residents of the municipalities of the Town of Swanton, Vermont and the Village of Swanton, Vermont that the Swanton Selectboard will hold the second public hearing to consider adoption of revisions to the Swanton Town and Village Municipal Plan pursuant to Chapter 117 of Title 24, Section 4385, Vermont Statutes Annotated on December 6, 2016 at 7:10 p.m. at the Swanton Town Office Building.*

*The municipal plan revisions focus on proposed amendments to the Municipal Plan dealing with the Natural Resources, Energy, and Vision Statement sections of the Plan with guidelines and recommendations related to the location and siting of industrial developments including green energy projects such as industrial solar panel and wind turbine developments. The revisions are being proposed pursuant to Chapter 117 of Title 24, Section 4385, Vermont Statutes Annotated. The Planning Commission approved the proposed amendments after a duly noticed public hearing on November 2, 2016 and forwarded them for review and adoption by the Swanton Selectboard. The Selectboard must conduct at least two public hearings before taking action to adopt the amendments.*

*The proposed amendments promote and are consistent with the goals established in 24 VSA Sections 4302 and 4382. The purpose of these amendments is to protect Swanton and its residents by proposing proper renewable energy development that supports the state's renewable energy goals while exercising local control over these types of projects, by addressing conflicts between renewable energy projects and existing developments, by addressing community concerns over renewable energy project siting, by supporting environmentally and economically sound development, by ensuring proper siting for renewable energy development while avoiding the adverse impacts of renewable development and ensuring that local concerns are heard, by placing industrial scale development in suitable locations where any negative impacts will be minimal, by siting them to avoid harm to natural and human resources, by avoiding adverse impacts on neighboring properties, and by examining the effect and adequacy of the power grid as determined by the affected utility.*

*A full text of the proposed amendments to the Swanton Town and Village Municipal Plan is on file in the Swanton Town Clerk's Office and the Swanton Village Clerk's Office and on the Town of Swanton website at [www.townofswantonvermont.weebly.com](http://www.townofswantonvermont.weebly.com). Click on the MUNICIPAL PLAN button in the left column to access a copy. Questions may be directed to Town Administrator David Jescavage at 868-7418.*

Mr. Billado thanked the Planning Commission and “all sides for all the hard work they put into it.” Mrs. Lang thanked the Planning Commission also.

Mr. Guilmette made a motion, seconded by Mr. Raleigh, to exit the public hearing at 7:09 p.m. Motion carried.

Mr. Billado made a motion, seconded by Mr. Guilmette, to adopt all the changes to the Swanton Municipal Plan as proposed by the Planning Commission. Motion carried. Mr. Jescavage believed that the new plan would be effective as of this approval.

**b) Annual Review of Liability Insurance Policies with Kinney Pike**

Kevin Meilleur came forward to present on behalf of Kinney Pike. He explained that the format was the same as in the past. He walked the board through premium comparisons, which had been “marketed” this year to find the best premiums. While the commercial package premium was reducing from \$12,556 to \$12,375, a few other premiums had increased slightly, resulting in an increase from 2016's \$38,555 to a new

premium of \$47,789. Workers compensation had the most significant increase, from \$11,645 to \$20,077; he explained how the payroll audits influenced the premium. With the extra premiums resulting from the audits, the actual premium that Swanton had ended up paying in the past had been closer to the \$20,000 than \$11,000. Mr. Meilleur suggested going out to bid with the worker's compensation just to be certain that the municipality was getting the better deal.

Mr. Meilleur explained the Property Insurance Proposal, which included a "blanket" for all town-owned properties; two properties had been removed last year (2016). Flood coverage had been removed in 2016.

Mr. Meilleur explained the Enhancement Endorsement Summary, Commercial Crime Proposal Outline, Equipment Floater Proposal with Scheduled Equipment, Commercial General Liability Proposal, Public Officials Liability Proposal, Employment Practice Liability Proposal, Commercial Automobile Proposal (Note: Towing was not available from any carriers), Commercial Auto Broadening Endorsement Summary, Vehicle Schedule (the board needed to clarify which trailers should be on the schedule), Driver Schedule, Workers Compensation Proposal (Swanton's safety Experience Modification Factor was 0.83, which resulted in a savings of \$5530, and Kinney Pike also offered safety training courses), Excess Liability Proposal, Public Officials Bond Proposal (renewing on January 17, 2017 for a total of \$277,000; the board wanted more specific information about what this covered). The board asked for an updated quote for cyber-coverage, which would cover damages resulting from a digital data breach.

Mrs. Fournier would reflect the policy's numbers in the general budget.

### **c) Swanton Wind CPG Workshop Update**

Mr. Clark presented Docket No. 8816 from the Public Service Board, stamped December 19, 2016, which was the announcement regarding the date of the workshop, which would be January 3, 2016 at 5 p.m. at the MVU High School auditorium. This document would be posted on the Swanton town website.

The workshop would offer intervenors "an opportunity to ask Swanton Wind questions about the proposed project in order to better understand project details in advance of initiating formal discovery or making a decision on whether to seek intervention. Accordingly, the workshop is intended to prove an opportunity for parties, potential intervenors, and interested persons to gather information about the proposed projects. While this means the petitioner will be responding to questions, it is not an opportunity for the petitioner to engage in advocacy. Rather the petitioner is expected to provide factual and informative responses to questions asked by the workshop participants."

Mr. Clark strongly encouraged people to attend.

## **5. Community and Economic Development**

### **a) Economic Development Coordinator Interview Committee Formation**

Mr. Jescavage presented a list of volunteers willing to serve on the interview committee to interview the three candidates. Himself and Mr. Beliveau would serve as non-voting members to offer advice. The volunteers: Joel Clark from the Selectboard; Eugene Labombard, Village Trustee; Molly Lambert, Swanton Enhancement Project Steering Committee; Terri O'Shea, Swanton Economic Development Task Force; and Suzanne Washburn, Swanton Chamber of Commerce.

### **b) Northern Gateway Project Update**

Mr. Jescavage said there had been a meeting the week before last, and a big public meeting would be held in January to inform the public of the project. The last meeting narrowed the project down to two sites, one being the combination of the open lot right across the bridge and the old alternator building (on the corner of the bridge to the Village and North River Street) and the second being the corner house and the house

behind it (on the corner of the bridge to the Village and South River Street). “There is owner interest in [the project], so hopefully we’ll come up with some positive change for that intersection.”

### **c) Public Hearing for Renaming Aljon Street as Winters Court**

Mr. Lavoie made a motion, seconded by Mr. Guilmette, to go into a public hearing at 7:54 p.m. Motion carried.

*Notice is hereby given that the Swanton Selectboard will conduct a public hearing for the purpose of renaming a road on Tuesday, December 20, 2016 at 7:10 p.m. in the Town Office Meeting Room at 1 Academy Street in Swanton, Vermont. The Board will discuss and act on renaming Aljon Street, which is located on the northerly side of Winters Court and connects with it. This existing road is proposed to be officially renamed Winters Court. For many years Aljon Street has been customarily known as part of Winters Court and has been treated as Winters Court for mail and other delivery purposes.*

*The Selectboard will consider making Winters Court its permanent, official name. The public hearing is being conducted pursuant to Sections II and V of the Town of Swanton Ordinance Regarding Enhanced 911 Road Naming, Road Signs and Addressing. Members of the public and owners of the property abutting the street are welcome to attend the public hearing and offer input. A map of the street is available for viewing as the Swanton Town Administrator’s Office at 1 Academy Street. Questions may be directed to Town Administrator David Jescavage at 868-7418.*

Mr. Jescavage pointed out that the street at issue was a spur off of the L-shaped Winters Court. The legal, state-recorded name was Aljon Street, but it had always been known locally as Winters Court. The state 911 agency had recommended correction to Aljon Street, but residents had requested keeping the street as Winters Court.

Mr. Lavoie made a motion, seconded by Mr. Guilmette, to come out of the public hearing at 7:58 p.m. Motion carried.

Mr. Lavoie made a motion, seconded by Mr. Guilmette, to abolish the name of Aljon Street and rename the street as Winters Court. Motion carried.

### **d) Discuss Protocol for Posting Message on Electronic Sign**

Mr. Clark presented a draft protocol, which listed administrators of the sign as the Town Administrator and Administrative Assistant. The parties that could use the sign for messaging: Town of Swanton, Swanton Village, non-profits/organizations whose message is for the improvement of Swanton as a whole. The intent was to notify the public of upcoming events. Messages should probably be limited to three screens at a time with a 30-second delay, because it was at an intersection. Messages would be displayed no earlier than two weeks prior to the event, and the requester must give notice at least one week prior to when the message was requested to be played.

## **6. Expenditures**

### **a) General Orders (November 16, 2016 to December 16, 2016)**

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

### **b) Highway Orders (November 16, 2016 to December 16, 2016)**

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

### **c) Payroll Orders (November 16, 2016 to December 16, 2016)**

Mr. Lavoie made a motion, seconded by Mr. Guilmette, to approve the payroll as written. Motoin carried.

## **7. Budget Review**

Already done at the budget meeting held earlier at 6:00 p.m.

## **8. Highway Department**

### **a) Plowing and Street Updates**

Mr. Garrett said that they were definitely “using up a lot of material [sand and salt] to control the ice.” The crew would cover up the bare insulation in the old town garage so they could move the rafters in. They would take down a few trees when the weather improved.

### **b) Other Updates**

The part-time employee would be gone from December 23<sup>rd</sup> and January 5<sup>th</sup>. Mr. Lavoie thanked Mr. Garrett for the schedule. Mr. Clark commended the crew for their positive attitudes.

### **c) Striping on Tabor Road**

Mr. Clark said, “I personally do not feel we should cover the full cost of that job,” because of the wavy lines. The board agreed. Mr. Clark would call the man who had done the striping to explain the board’s stance.

## **9. Correspondence**

Mr. Jescavage presented a new contract for the Franklin County Animal Rescue (no changes), an invitation to a January 10<sup>th</sup> luncheon from the Vermont Association of Chiefs of Police, Ron Beaulieu requested to be the town’s new auditors (Mrs. Fournier was happy with the current auditors), and some organizations requested increased donations from the town (the board directed that representatives should be present in January to formally request the increased donations).

Mrs. Fournier presented the Municipal Corporate Resolution, running from December 30, 2016 to December 30, 2017. Mr. Billado made a motion, seconded by Mr. Guilmette, for Mr. Clark to sign the application for the line of credit (\$500,000) from 12/30/16 to 12/30/17. Motion carried.

## **10. Any Other Necessary Business**

Mr. Jescavage added that the committee for interviewing the candidates should be officially approved. Mr. Lavoie made a motion, seconded by Mr. Guilmette, to approve the committee and the mission statement, with a Selectboard member to be determined. Motion carried.

## **11. Public Comments (Reprise)**

None.

## **12. Upcoming Events**

- a) Friday, December 23 & Monday, December 26, 2016 Christmas Holiday, Town Offices & Operations Closed**
- b) Tuesday, January 3, 2017 Area Wide Public Meeting Conducted by Swanton Wind LLC as Part of the PSB CPG Process @ 5 p.m. in the MVU Auditorium**
- c) Rescheduled Selectboard Meeting on Wednesday, January 4, 2017 @ 7 p.m. in the Town Offices**

### **13. Executive Session**

Mr. Lavoie made a motion, seconded by Mr. Raleigh, to go into executive session for personnel at 8:19 p.m. since premature public disclosure of the matter would place the board and/or individuals at a substantial disadvantage. Motion carried.