TOWN OF SWANTON
SELECTBOARD MEETING
DRAFT MINUTES
Swanton Town Office Building
1 Academy Street, Swanton, VT 05488
Tuesday, December 4, 2018 @ 7:00 p.m.

Present: James Guilmette, Chair; Daniel Billado, Vice Chair; Joel Clark, Gary Centabar, Members; Cathy Fournier, Town Clerk; David Jescavage, Town Administrator; Elisabeth Nance, Administrative Assistant; Betsy Fournier, Swanton Recreation Commission; Heather Buczkowski, Videographer; William Cheney

A. Call to Order – Chair Guilmette called the meeting to order at 7:01 p.m.
B. Pledge of Allegiance – Chair Guilmette led those present in the Pledge of Allegiance and in a moment of silence to honor President George H.W. Bush.
C. Agenda Review

   Old Business – Mr. Jescavage noted (b) – Review Fire Department 2019 Budget has been postponed until the next meeting.

   Executive Session – Mr. Clark would like to go into Executive Session prior to Highway Budget discussion; Chair Guilmette moved Executive Session to Old Business.
D. Meeting Topics:
   1. Minutes – November 20, 2018 Selectboard Regular Meeting

      Mr. Clark made a motion, seconded by Mr. Billado, to approve the November 20, 2018 minutes as written. Motion carried.
   2. Public Comments

      B. Fournier came before the board to update the town on the installation of an ice rink in the village green. The Recreation Commission has contacted Dig Safe and signs are ready to be installed.

      B. Fournier also discussed with the board the need for community space in light of all the activities the Recreation Commission and other organizations are planning, informing the board the commission is working on a 5-year plan to address the issue. B. Fournier stated teen center representatives were at the last Recreation Commission meeting to see how their space can be utilized and the armory was suggested as a possible venue. Mr. Clark stated the armory could host some events but there are restrictions. Mr. Clark stated his support for the master plan and hoped the community would work together to resolve capacity issues.

B. Fournier noted the Recreation Commission is getting a new playground at the recreation area so there will be two.

B. Fournier also talked about the discussion St. Albans is having regarding safety issues along Maquam Shore Rd. as reported in the December 3rd edition of the *St. Albans Messenger*. She would like Swanton to have that discussion as well. Mr. Billado believes the same individuals were before the board a year or so ago and there was a discussion then to widen the road but whatever improvements would be done as part of a road improvement project.

Mr. Jescavage read a statement from Heather Buczkowski on behalf of the Swanton Arts Council, "The Swanton Arts Council would like to thank the community for supporting our annual handmade holiday craft show. Additionally, we would like to thank the Holy Trinity Church for generously providing the space for the show. And special thanks to the amazing artisans who participated and for sharing their gifts with our community."

3. Law Enforcement
   a) Swanton Police Chief Report

      Chief Stell came before the board. He informed the board his department is working on getting an officer on school buses in response to Mr. Billado's recent request. Chair Guilmette informed Chief Stell he was told two cars "blew past" a school bus stopped to pick up students Tuesday morning; Chief Stell said he will follow up with the bus company.

      The Law Incident Summary Report for November listed 47 total incidents as well as 48 traffic warnings, and 3 citations totaling $510.00 in fines. Mr. Centabar asked for clarification on when warnings were issued instead of citations. Chief Stell stated it is often at the officer's discretion taking into account the type of violation and any history of past violations. Chief Stell noted warnings often act as a deterrent and they are not seeing multiple warnings being issued to the same individual.

      Mr. Billado noted, for the camera, that warnings are documented.

      Mr. Cheney asked Chief Stell for a copy of the November incident report for the village. Chief Stell agreed to provide Mr. Cheney the documentation he requested.

   b) Executive Session (personnel)

      Mr. Clark made a motion at 7:24 p.m., seconded by Mr. Centabar, to enter Executive Session to discuss personnel issues that premature general public knowledge of would clearly place the public body or a person involved at a substantial disadvantage. Motion carried.

Mr. Billado made a motion at 7:59 p.m., seconded by Mr. Centabar, to exit Executive Session. Motion carried. No action taken.

4. Old Business
   a) Discuss 911 Renumbering Sweet Hollow Road

      Mr. Jescavage informed the board he needs approval to renumber Sweet Hollow in the order continuing from Sheldon. Mr. Clark asked if there has been any discussion with Fairfield or Sheldon. Mr. Jescavage replied there has not been any contact with these municipalities because their numbers are correct. Mr. Clark requested Mr. Jescavage contact Fairfield and Sheldon to make sure they are not making any changes that could conflict with the town's renumbering.

      In response to a question from Mr. Jescavage the Selectboard would consider having the state's E-911 coordinator come to a meeting.

   b) Review Fire Department 2019 Budget – postponed until December 18, 2018 meeting.

   c) Review Highway Department 2019 Budget

      Mr. Clark provided the 2019 proposed highway budget showing an overall increase of 1.57% from $921,042.10 to $935,547.80. Mr. Clark highlighted specific changes from the current budget.

      There was discussion about the increase for Equipment Rental/Purchase from $17,500 to $30,000. Mr. Clark stated the increase was due in part in order to pay down the purchase of the John Deere mower/tractor and that the town is looking into renting or buying a sweeper. In response to a question from Mr. Billado about whether this line item could decrease in subsequent years Mr. Clark replied that it could.

      Mr. Clark noted the Highway Department is now using a sand/salt combination on wintery roads but can make adjustments to the ratio as conditions warrant.

      Mr. Clark also noted the request for road improvement projects decreased more than half with many projects having been completed. The Highway Department has a few specific projects it would like to focus on: a portion of Beebe Rd., the completion of the Robin Hood sidewalk, and potentially the sidewalk in front of McDonalds. Mr. Billado asked the Highway Department to consider repairing the sidewalk on Bushey St. from Grand Ave. if not in 2019 then 2020.

      Chair Guilmette asked Mr. Clark to let road foremen know there is money available for training.

      Ms. Nance asked if money for a possible match for MVU sidewalk was considered as part of the budget proposal. Mr. Clark stated that given the timeframe he is confident money will be available to begin accruing the necessary match, if the

grant application is successful. Mr. Billado asked if the village was budgeting a match. Ms. Nance stated the village is discussing as part of its process including funds for grant matching funds. It was noted the town would be the applicant for the MVU sidewalk grant application while the village applied for funding for a separate project.

d) Set Date for 1st Selectboard Meeting in January 2019 – Mr. Clark made a motion, seconded by Mr. Billado, to move the January meetings to January 8, 2019 and January 22, 2019. Motion carried.

5. Community & Economic Development – Economic Development Coordinator Update

   Ms. Nance informed the Selectboard that representatives from the USDA will be at the December 10th Village Board of Trustees meeting to discuss the Rural Economic Development Loan and Grant Program, which provides 0% loans to local utilities which they, in turn, pass through to local businesses for projects that will create and retain employment in rural areas. This program would be available to businesses looking to move into the utility's service area, which includes parts of the town and Highgate. There is no action required by the town but Ms. Nance thought members of the Selectboard might be interesting in hearing about the program as it could be a valuable economic development tool. There are at least two projects in the town that have expressed interest in this program should the village move forward.

6. Highway Department – Updates (if needed)

   Mr. Clark informed the board the highway department has had some weather-related overtime. He asked that anyone displeased with winter road conditions contact the town; he thanked the road crew for their efforts, which often includes getting out in the early hours of the morning.

   Mr. Jescavage informed the board he had a request from Sunrise Estates asking the town to take over maintenance of Gamache Lane. Mr. Clark asked Mr. Jescavage to have this request be made again in the spring because of the weather conditions.

7. Correspondence – Mr. Jescavage informed the board he had received a packet from VT Gas Systems regarding the Beebe Rd. project.

8. Any Other Necessary Business – None

9. Public Comments (Reprise)

   Ms. Buczkowski came before the Selectboard to ask how Selectboard meetings could be viewed by more Swanton residents; currently the video is only available to those who have cable access. She asked if the town would be interested in purchasing DVDs of the meetings to upload onto the town's site or have the meetings uploaded by Northwest Access for an annual fee of $960. Mr. Jescavage stated he cannot

legally upload the video onto the website because Northwest Access owns the copywrite. Mr. Billado stated it was recently reported the FCC is coming down on Vermont local access television, which may have an effect locally.

Mr. Jescavage will contact Elizabeth Malone at Northwest Access to get more information.

10. Upcoming Events
    a) Free Job Search Workshop for Women, Wednesday, December 5, 2018 @ MVU from 6:30-7:30 p.m. Call Liza @ 868-2493 to register.
    b) MVU Performing Arts: "A Christmas Carol," December 14 & 15, 2018 @ and December 16, 2018 @ 2 p.m.
    c) Tuesday, December 18, 2018 @ 7 p.m., Next Selectboard Meeting, Town Offices, 1 Academy Street.
    d) December Meetings for Planning Commission & DRB are Cancelled.
    e) Monday, December 24, 2018 & Tuesday, December 25, 2018 Town Offices & Operations Closed for Christmas Holiday.
    f) Tuesday, January 1, 2019, Town Offices & Operations Closed for New Year's Holiday.

E. Adjournment – Mr. Billado made a motion at 8:30 p.m., seconded by Mr. Clark, to adjourn. Motion carried.