

**TOWN OF SWANTON
SELECTBOARD MEETING
DRAFT MINUTES
Swanton Town Office Building
1 Academy Street, Swanton, VT 05488
Tuesday, January 22, 2019 @ 7:00 p.m.**

Present: James Guilmette, Chair; Daniel Billado, Vice Chair; Gary Centabar, Joel Clark, Members; David Jescavage, Town Administrator; Cathy Fournier, Town Clerk; Elisabeth Nance, Administrative Assistant; Derick Billado, Animal Control Officer; Adam Paxman; Mark Rocheleau; Judy Paxman; Joanne Reiter; Anita Michelle Parah; Karen Drennen; Michelle Nordberg; Heather Buczkowski, Videographer

- 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.
- C. Agenda Review
 - 1. Old Business – Mr. Billado added d) Update on Receiving Police Budget
 - 2. Expenditures – Ms. Fournier noted there are two sets each of the orders, one for December 19, 2018 – December 31, 2018 and one for January 1, 2019 – January 22, 2019
- D. Meeting Topics:
 - 1. Minutes – January 8, 2019 Selectboard Special Meeting – Mr. Clark made a motion, seconded by Mr. Centabar, to approve the minutes as written. Ms. Nance informed the board that at the request of Mr. Billado she added Ms. Regimbal's title and place of employment to the body of the minutes and corrected the second to the motion to adjourn. Motion carried.
 - 2. Public Comments
 - Mr. Paxman informed the board he is the new Swanton Chamber president and invited anyone wanting more information to contact him.

Mr. Paxman asked Mr. Clark if he would be a speaker at this year's Memorial Day parade event. Mr. Jescavage will work with the Chamber on insurance documentation for the parade.

Mr. Paxman also asked Mr. Jescavage if they could work together on the flags in the park display.

Ms. Parah, on behalf of the Swanton Arts Council, announced the 2019 Arts Spectacular will be held on Saturday, September 7, 2019.

Ms. Paxman, with the Swanton Arts Council, informed the board of their efforts to have community involvement at meetings and noted there are people in the front

row making sketches of the proceedings.

Mr. Rocheleau used the time to announce his candidacy for one of the Selectboard vacancies and offered to answer and questions.

3. Animal Control – Swanton Animal Control Officer Monthly Report

ACO Billado came before the board and provided a written report. He noted most of his calls were barking complaints and loose dogs. ACO Billado stated he had to remind a number of people that it is not appropriate to leave dogs out too long on cold days. He did direct the board to an ongoing animal cruelty case he is working with Swanton Police Department on.

4. Old Business

a) Approve VTrans Certification of Miles

Mr. Jescavage informed the board he asked for a correction to account for the Robin Hood Dr. extension. He stated this is a different situation because the town leases the road from the state.

Mr. Jescavage also noted there are some roads that the town does not maintain that it is getting credit for, which eventually will need to be deducted from the total.

Mr. Clark made a motion, seconded by Mr. Centabar, to approve the Certificate of Highway Mileage for Year Ending February 10, 2019. Motion carried.

Mr. Clark stated he is working with an engineer to get the “as-builts” in to the state in the spring. Mr. Jescavage followed-up saying the town needs to get a report of road work done last year to the state, which includes documenting whether sidewalks and/or bike lanes were constructed.

b) Approve Placement of Article on Warrant for Green Mountain Transit Increase Request

Mr. Jescavage stated this request, which is an increase to \$5,300 from the current appropriation of \$2,500, came in with the annual report.

Mr. Billado asked if any information was available justifying the additional appropriation and if anyone knew how much other towns were being asked to appropriate. Mr. Clark made a motion, seconded by Mr. Billado, to leave the appropriation at \$2,500 noting that this was not meant to show a lack of support for GMT and its mission. Motion carried.

The board clarified that appropriations would again be one article, unless an agency requested a change in the amount.

c) Fireworks Update

Mr. Jescavage provided the board with an estimate from a company located in Georgia, VT: a 10-minute show would cost \$4,000 and a 20-minute show would cost \$8,000-12,000. Mr. Jescavage stated he called Carrie Johnson, Town Administrator for the Town of St. Albans, who said they pay \$9,000 for their fireworks.

Mr. Clark is concerned about what the 10% more fireworks for prepayment comprises. Is it more time or more fireworks? Ms. Fournier provided a copy of the contract and invoice for the 2018, which do not show any detail.

Mr. Billado asked Mr. Jescavage to get a detailed description of the fireworks package.

Mr. Clark would like to see something smaller for Christmas in the Park as an additional display and asked Mr. Jescavage to get estimates.

Mr. Clark made a motion, seconded by Mr. Billado, to hold the fireworks on September 7, 2019. Motion carried. Mr. Clark asked if the Arts Spectacular organizers had alternative dates in case of inclement weather. Ms. Paxman stated she believes there is no rain date and it is a “rain or shine” event. Mr. Clark asked Mr. Jescavage to find out from the fireworks vendor the procedure in case of rain.

- d) Update on Receiving Police Budget – Mr. Billado asked Mr. Jescavage to follow up on getting the final police budget.
- 5. Community & Economic Development – Economic Development Coordinator Updates

Ms. Nance informed the board that she and Reg Beliveau had started meeting with business owners as part of the outreach effort to promote the VCRD energy initiative with EfficiencyVT and VT Gas Systems. The business owners they talked with seemed receptive to the program and to the informal visits, which is something Ms. Nance and Mr. Beliveau plan to continue and expand.

Several business owners met with representatives from Efficiency Vermont and VT Gas Systems last week during which they were able to sign up for a free energy walk-through. Efficiency Vermont will soon have a webpage dedicated to Swanton through which property owners can sign up for the free energy walk-through or learn about efficiency programs.

Ms. Nance also noted that a team from Franklin County, including people from Northwest Regional Planning Commission and RiseVT were chosen to participate in the National Association of Chronic Disease Directors’ 2019 Walkability Action Institute in April in Georgia. This is the first time anyone from Vermont was chosen to go. The team is comprised of people from different disciplines and she represents economic development.

6. Liquor Control Commission – Approve Licenses

Mr. Billado made a motion, seconded by Mr. Centabar, to enter Liquor Control Commission. Motion carried.

Ms. Fournier noted none of the three applicants, Maple City Candy, R. L. Vallee Inc., and Jolley Associates, had any violations.

Mr. Centabar made a motion, seconded by Mr. Billado, to approve the liquor license renewals of Maple City Candy, R. L. Vallee Inc., and Jolley Associates LLC. Motion carried.

Mr. Clark made a motion, seconded by Mr. Centabar, to exit Liquor Control Commission. Motion carried.

7. Expenditures

a) General Orders – Mr. Billado made a motion, seconded by Mr. Clark, to approve the General Orders of December 19, 2018 – December 31, 2018 and the General Orders of January 1, 2019 through January 22, 2019. Motion carried.

While Ms. Fournier reprinted the General Orders, Ms. Drennen introduced herself as a candidate for one of the Selectboard vacancies. Ms. Buczkowski declined to do so.

Mr. Clark wanted to note those Swanton residents who are federal employees working without getting paid or those not working. Mr. Clark expressed his hope that Vermont's Congressional Delegation would work to end the partial shutdown.

b) Highway Orders – Mr. Clark made a motion, seconded by Mr. Billado, to approve the Highway Orders of December 19, 2018 through December 31, 2018 and the Highway Orders of January 1, 2019 through January 22, 2019. Motion carried.

c) Payroll – Mr. Clark made a motion, seconded by Mr. Billado, to approve Payroll dated December 19, 2018 through December 31, 2018 and the Payroll dated January 1, 2019 through January 22, 2019. Motion carried.

8. Highway Department

a) Updates – Mr. Clark informed the board he rode along with Kevin LaPan the previous Sunday for several hours.

Mr. Clark noted for the camera that the highway crew will plow if there is one to two inches of snow if conditions warrant it. Mr. Billado approved of this, believing it makes sense to get ahead of conditions.

Mr. Clark reported the town has slightly more than half the sand left and expressed confidence that it was enough to get through the winter.

Mr. Clark informed the board the Mack truck had the clutch go out, but it has

been repaired at a cost of \$1,600. He also reported a mouse got into the control wire on the excavator, which could cost around \$5,000 to repair. Mr. Billado recommended that Mr. Clark look into an eco-friendly mouse deterrent meant for this type of equipment that he has had good luck with.

Mr. Centabar asked about the signage on Robin Hood Dr. Mr. Clark stated the Highway Department will move the sign to the other side of the road to make it more visible.

9. Correspondence – Mr. Jescavage notified the board of the VT Gas pre-hearing conference for the Beebe Rd. project.
10. Any Other Necessary Business
 - a) DRB Vacancy Appointment – Mr. Jescavage noted there was one applicant for the vacancy. Mr. Billado made a motion, seconded by Mr. Clark, to appoint Gary Centabar to the DRB. Motion carried.
 - b) Green Up Day Coordinator Resignation – Mr. Jescavage informed the board Camille Freeman has resigned as the Green Up Day Coordinator and that he will post the vacancy on the website. Chair Guilmette thanked Ms. Freeman for her 18 years of service.
11. Public Comments (Reprise) – None
12. Upcoming Events
 - a) Thursday, January 24, 2019 @ 7 p.m., DRB meeting, Town Offices, 1 Academy Street
 - b) Tuesday, February 5, 2019 @ 7 p.m., next Selectboard meeting, Town Offices, 1 Academy Street
13. Executive Session (personnel/legal)

Mr. Billado made a motion at 7:59 p.m., seconded by Mr. Clark, to enter Executive Session to discuss personnel and legal issues that premature general public knowledge of would clearly place the public body or a person involved at a substantial disadvantage. Motion carried.

Mr. Clark made a motion at 8:25 p.m., seconded by Mr. Centabar, to exit Executive Session. Motion carried.

Action taken: Mr. Clark made a motion, seconded by Mr. Billado, authorizing Mr. Jescavage to sign the letter from VLCT/PACIF on behalf of the town. Motion carried.

- E. Adjournment – Mr. Billado made a motion at 8:26 p.m., seconded by Mr. Centabar, to adjourn. Motion carried.