

**TOWN OF SWANTON
SELECTBOARD MEETING
DRAFT MINUTES
Swanton Town Office Building
1 Academy Street, Swanton, VT 05488
Tuesday, May 21, 2019 @ 7:00 p.m.**

Present: Daniel Billado, Chair; Joel Clark, Gary Centabar, Karen Drennen, Mark Rocheleau, Members; David Jescavage, Town Administrator; Cathy Fournier, Town Clerk; Elisabeth Nance, Administrative Assistant; Chief Leonard (Joey) Stell, Swanton Police Department; Derick Billado, Animal Control Officer; Reg Beliveau, Village Manager; Heather Buczkowski, Videographer; Michelle Nordberg; Christine Sweeney; Clifford Parah; Paul Ashline; Kevin Marvin; David Beaulieu; Randy Howard, Premier Paving; Ron Kilburn; Lynn Billado; Betty Fournier; John MacDonald; Lise MacDonald; Tom Hungerford; Bretton Gardner, Pike Industries; Gordon Winters

- A. Call to Order – Chair Billado called the meeting to order at 7:00 p.m.
- B. Pledge of Allegiance – Chair Billado led those present in the Pledge of Allegiance.
- C. Agenda Review

Town Business

Mr. Jescavage noted that c) Discuss Cost Sharing for SWPD Drone and d) Discuss Swanton Today Show Attendance had been added after publication of the original agenda

Highway Department

Mr. Clark added a discussion of the MVU sidewalk project

In response to a suggestion by Mr. Clark the board agreed to move a) Open Road Paving Bids to the top of the agenda

- D. Public Comments

Ms. Sweeney spoke on behalf of a group of concerned citizens who came to urge the board to apply for a Scoping Study for a bike lane/shared use path along Maquam Shore Rd. through the VTrans Bicycle and Pedestrian Grant Program.

Ms. Sweeney noted a grant for a scoping study was completed a few years ago for which the town was awarded money but due to the size of the match opted not to proceed at that time. She understands the deadline for the Bike/Ped grant is June 28, 2019 but noted much of the work for this grant should be done.

Ms. Sweeney provided the board with the results of a survey done by Chris Yates, noting everyone who completed the survey approved of the project, citing safety concerns.

Ms. Sweeney noted St. Albans has formed a steering committee, of which she is a

member, to address regional pedestrian and bicycle access. This project would fit within their early goals.

Chair Billado noted that Maquam Shore Rd. was recently paved so therefore the way forward would be similar to that of South River St. where the plan is to widen the road during the upcoming paving project. Ms. B. Fournier asked if there is a paving schedule to which Mr. Clark responded each road is paved every 12 to 15 years.

Mr. Marvin stated the railroad tracks along Lake St. could be a smaller, more manageable project; Chair Billado noted part of that is privately owned, which does not mean the project could not happen just that that needs to be considered.

Ms. Nordberg expressed concern that widening the road and adding markings may not be enough but that the scoping study was meant to address how best to improve pedestrian and bicycle access.

Mr. Clark noted he sits at the table tonight as both a Maquam Shore Rd. resident and as a Selectboard member but because of his position on the board he must prioritize Maquam Shore Rd. in relationship to other town roads that have safety issues.

Mr. Clark also noted the cost of the MVU/South River St. sidewalks scoping study was approximately \$30,000, with a match between \$9,000 and \$12,000 just to inform those present of what the town could be looking at for a Maquam Shore Rd. match. Mr. Clark also noted the cost of construction for the length of Maquam Shore Rd. could be in the neighborhood of \$2,000,000 and would also require a 20% match.

Ms. Nordberg stated that nothing was lost in applying, if the town was awarded the grant it could decide at that time not to move forward. Mr. Clark stated if the town applies for the grant it needs to do so with the intent to move forward with the scoping study and with construction at some point.

Ms. MacDonald talked about how better access and connectivity added value to the community, beyond improved safety. Mr. Hungerford expressed his desire to see a feasibility study done before anything else, noting the route has seen fatal crashes in recent years. Mr. Hungerford also noted Maquam Shore Rd. is a designated bike route, which drives traffic. Ms. B. Fournier, noting she is both a Swanton resident and employed by RiseVT, believes the conversation has been valuable and stated her support for whatever the board decides. She noted Mark Fenton will be in the area, including along Maquam Shore Rd., for several days in June.

Ms. B. Fournier suggested the town put aside funds every year that could be used as matching grant funds. Mr. Clark stated he can find the money for the match, but it is a matter of prioritizing projects and fairness to all Swanton residents; he would like to put together a town-wide priorities list. Chair Billado stated the board does not “over budget” and is responsible to the taxpayers. Mr. Winters welcomes whatever the board does but asks that it prioritize projects in the coming months.

Mr. Clark asked if the town has the capacity to complete a grant application for both this project and for the MVU sidewalk construction. Mr. Jescavage stated first that he is not sure the Maquam Shore Rd. project is eligible for the Bike/Ped grant program as his reading of the guidelines leads him to believe the project must be in the limits of the Designated Village Center. Ms. Nance stated the project can be anywhere within the limits of Swanton, being a Designated Village Center simply gives Swanton priority points. Ms. Nance also noted she has set aside the bulk of the month in order to work on the MVU sidewalk application, assuming the board opts to move forward with that project. Mr. Jescavage believes only the estimates need to be updated from the previous scoping study application.

Mr. Clark made a motion, seconded by Mr. Rocheleau, to approve the application for a scoping study through the VTrans Pedestrian and Bicycle Grant Program contingent upon staff's ability to complete it before the June 28, 2019 deadline. Motion carried unanimously.'

Ms. Sweeney and Ms. Nordberg offered their assistance should it be needed.

E. Meeting Topics:

1. Minutes – May 7, 2019 Selectboard Regular Meeting

Mr. Rocheleau made a motion, seconded by Ms. Drennen, to approve the minutes as written. Motion carried unanimously.

2. Animal Control

a) Swanton Animal Control Officer Monthly Report

ACO Billado provided the board with a written report for the month, noting a couple of dog bits. He also highlighted an ongoing issue with dogs wandering onto neighboring properties and stated the next incident will result in a fine.

Mr. Clark publicly thanked ACO Billado for his work, noting it is not an easy job.

b) Discussion with Kristine Brow Re: Dogs (executive session/contract)

3. Town Business

a) RR Museum Roofing Bids Update – Mr. Jescavage reminded the board it had requested he confirm with both bidders whether the new ridge cap was included in each bid. He stated it was included in Vaillancourt's bid but the Menard bid increased \$400 to \$11,600 to include the ridge cap.

b) Schedule Road Site Visits & Public Hearings to Consider Discontinuance – Mr. Jescavage directed the board to page 10 of the agenda packet, which describes the process and proposes dates for the site visits and public hearings. It was decided to add Champlain St. to the July 2, 2019 list after Chair Billado noted it was left off the schedule.

c) Discuss Cost Sharing for SWPD Drone

Mr. Beliveau came before the board looking for approval to use \$2,000 from the EMD budget to purchase a drone; this is the same amount the village agreed to

spend. Chair Billado asked why the cost was so high, noting there are much cheaper drones. Chief Stell stated this model has the latest FLIR camera for search and rescue operations.

In response to a question from Mr. Rocheleau Swanton Police Department would own the drone.

Mr. Clark made a motion, seconded by Ms. Drennen, to approve up to \$2,000 for the purchase of a drone to be owned and used by the Swanton Police Department. In response to a question by Ms. Drennen, Chief Stell stated the drone would be expected to last 8 to 10 years. Motion carried unanimously.

d) Discuss Swanton Today Show Attendance

Chair Billado and Mr. Rocheleau agreed to represent the town.

Mr. Beliveau proposed a multi-board meeting for sometime in June. Mr. Jescavage and Mr. Beliveau will coordinate the date and time.

Ms. Drennen suggested that once in a while the board meet on a Saturday so those who cannot attend a meeting during the week have the opportunity to do so.

4. Community & Economic Development - Economic Development Coordinator Updates

Ms. Nance noted she does not have a lot to update as she has been out of the office for a while. She did talk about the success of the recent community-wide yard sale, which had approximately 30 “official” sales both on the village green and throughout the town. Ms. Nance stated comments were uniformly positive; Ms. Nance stated that Molly Lambert queried local businesses who were pleased with the traffic generated by the sales. Mr. Rocheleau stated he heard that it was well advertised and people were pleased.

Ms. Nance also updated the board on the partnership with Efficiency VT and VT Gas Systems offering free home and business energy visits. Mr. Beliveau reminded the board this initiative is part of the Vermont Council on Rural Development’s Climate Economies Model Communities program for which Ms. Nance successfully applied on behalf of the town. He and Ms. Nance had reached out to businesses and residents have begun receiving mailers promoting the program.

Chair Billado noted he had “bad economic development news”

- Mylan’s Swanton facility was moving to St. Albans. Ms. Nance noted that was not the case but rather second shift had been eliminated.
- Bob’s One Stop had closed. Ms. Nance was aware of that and Ms. C. Fournier pointed out that the new owner was in the room waiting to come before the Liquor Control Commission.

5. Liquor Control

Mr. Clark made a motion at 9:07 p.m., seconded by Ms. Drennen, to exit Selectboard meeting and enter Liquor Control Commission meeting. Motion carried unanimously.

Mr. Ashline, owner of Hometown Deli, came before the commission as a first-time applicant. In response to a question, Mr. Ashline stated he is in the midst of renovating the store and anticipates opening July 1st. In response to a question from Chair Billado, Mr. Ashline stated he has installed a state-of-the-art security system.

Mr. Rocheleau made a motion, seconded by Mr. Centabar, to approve the application for Hometown Deli. Motion carried unanimously.

Mr. Clark made a motion at 9:13 p.m., seconded by Ms. Drennen, to exit Liquor Control Commission meeting and re-enter Selectboard meeting. Motion carried unanimously.

6. Expenditures

a) General Orders – Mr. Clark made a motion, seconded by Ms. Drennen, to approve the General Orders dated April 17, 2019 through May 21, 2019. Motion carried unanimously.

b) Highway Orders – Ms. Drennen made a motion, seconded by Mr. Clark, to approve the Highway Orders dated April 17, 2019 through May 21, 2019. Motion carried unanimously.

c) Payroll – Mr. Clark made a motion, seconded by Mr. Centabar, to approve Payroll dated April 17, 2019 through May 21, 2019. Motion carried unanimously.

7. Highway Department

a) Open Road Paving Bids

Mr. Clark opened and read the Frank W. Whitcomb Construction Corp. bid of \$72.3/ton with a total bid amount of \$305,612.70. The asphalt/cement estimate was \$557.00/ton.

Mr. Centabar opened and read the S.T. Paving, Inc. bid of \$74.86/ton for a total bid amount of \$316,433.22. The asphalt/cement estimate was \$557.00/ton.

Mr. Rocheleau opened and read the Pike Industries, Inc. bid of \$67.99/ton for a total bid amount of \$287,393.73. The asphalt/cement estimate was \$557.00/ton.

Ms. Drennen opened and read the Premier Paving bid of \$66.75/ton for a total bid amount of \$282,152.25. The asphalt/cement estimate was \$557.00/ton.

Mr. Clark noted the board asked for a separate asphalt/cement estimate due to a recent issue. He asked Premier Paving to update its figure on their submitted bid.

Mr. Clark made a motion at 7:08 p.m., seconded by Mr. Rocheleau, to enter

Executive Session to discuss contract issues that premature general public knowledge of would clearly place the public body or a person involved at a substantial disadvantage. Motion carried unanimously.

Ms. Drennen made a motion at 7:55 p.m., seconded by Mr. Centabar, to exit Executive Session. Motion carried unanimously.

Action taken:

The board approved Mr. Jescavage, ACO Billado, and Kristine Brow to negotiate a possible contract for animal control.

The board requested the MVR board put together a contract for the board.

After a review by Chair Billado of the paving bids, Mr. Centabar made a motion, seconded by Mr. Clark, to award the 2019 paving contract to Pike Industries. Motion carried unanimously.

- b) South River St. Grant Update – Mr. Jescavage informed the board he has received official notification that the town was awarded the funds. Mr. Jescavage also provided the board with a total of paving and highway grants received in the last eight years.
- c) Other Updates

Mr. Clark informed the board one truck is having issues.

Mr. Clark noted work continues on Robin Hood Dr. and that work will begin on Hog Island Rd.

In response to a question from Chair Billado, Mr. Clark stated the earliest Pike would start paving projects would be July 15th.

Mr. Clark opened the discussion on the MVU sidewalk construction grant application, including whether to install the sidewalk along First St./Route 78 as originally planned or to use an alternate route. Mr. Beliveau reminded the board there are homeowners who would be directly affected. Mr. Beliveau stated he will also be reaching out to students for their input. The board agreed to hold a public hearing as soon as practicable to elicit additional input on the sidewalk's location. Ms. Nance will coordinate with Mr. Jescavage.

Mr. Clark made a motion, seconded by Ms. Drennen, to approve the application to the VTrans Pedestrian and Bicycle Grant Program for construction of the sidewalk to MVU. Motion carried unanimously.

Ms. Nordberg asked about the length of the grant agreement, with concern that the match in any given year may be more than anticipated. Mr. Clark stated the

grant spans four years with the bulk anticipated in the latter two years once construction actually begins.

8. Correspondence

Mr. Jescavage shared correspondence he received from the Vermont League of Cities and Towns reminding members of the deadline to be included in the state's salt bid, which is Friday, May 24th.

Mr. Jescavage provided the board with a thank-you card received from Sherry Holbrooke and read aloud a thank-you card received from Ruth Billado.

9. Any Other Necessary Business – None

10. Public Comments (Reprise)

Mr. Rocheleau thanked the MVU students who took great care of the swans over the winter. Chair Billado thanked the *St. Albans Messenger* for its coverage of the return of the swans to the Village Green.

11. Upcoming Events

a) DRB Meeting, Wednesday, May 22, 2019 @ 7 p.m., Town Offices, 1 Academy Street

b) Friday, May 24, 2019 @ Approx. 3 p.m. Flags for Veterans Display on Village Park Starts & Runs Through Memorial Day

c) Monday, May 27, 2019, Memorial Day Holiday, Town Offices & Operations Closed

d) Monday, May 27, 2019, Memorial Day Parade, Starting @ 2 p.m. at Elementary School Entrance on Grand Ave

e) Tuesday, June 4, 2019 @ 7 p.m., Next Selectboard Meeting, Town Offices, 1 Academy Street

12. Executive Session (contract)

Mr. Rocheleau made a motion at 9:30 p.m., seconded by Ms. Drennen, to enter Executive Session to discuss contract issues that premature general public knowledge of would clearly place the public body or a person involved at a substantial disadvantage. Motion carried unanimously.

Ms. Drennen made a motion at 9:37 p.m., seconded by Mr. Rocheleau, to exit Executive Session. Motion carried unanimously.

Action Taken: Mr. Clark made a motion, seconded by Mr. Centabar, to award the Swanton Historical Society Railroad Depot Museum Roof Repair bid to Vaillancourt Property Management, Inc. Motion carried unanimously.

F. Adjournment – Ms. Drennen made a motion at 9:38 p.m., seconded by Mr. Clark, to adjourn. Motion carried unanimously.