

**TOWN OF SWANTON
SELECTBOARD MEETING
DRAFT MINUTES
Swanton Town Office Building
1 Academy Street, Swanton, VT 05488
Tuesday, June 4, 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; J.P. Theberge; Cayden Theberge; Michelle Theberge; Shelly Martin; Charles Martin; June Charbonneau; Michael Korte; Shirley Korte; Gloria A. Bouchard; Andy LaRocque; Paul Greoire, Missisquoi Valley Union High School; Peter Garceau, Cross Consulting

*All motions carried unanimously unless otherwise specified.

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

1. Town Business

Mr. Jescavage noted he had added f) Discuss Municipal Road Grants-In-Aid Program and g) Approve Fireworks Contract and Invoice to the agenda after initial publication of the agenda

Mr. Jescavage noted he had removed the update on the Railroad Museum roof after initial publication of the agenda.

Chair Billado asked that c) Discuss Library's Rotten Windowsill be expanded to include a request for an update on the audit

2. Liquor Control Commission – Chair Billado suggested moving Liquor Control Commission up on the agenda ahead of Approval of the May 21, 2019 minutes.

3. Any Other Necessary Business – Mr. Jescavage requested to add a discussion on the upcoming multi-board meeting.

D. Meeting Topics:

1. Liquor Control Commission - Review License Application(s)

Mr. Rocheleau made a motion at 7:04 p.m., seconded by Mr. Centabar, to exit the Selectboard meeting and enter the Liquor Control Commission meeting. Motion carried.

Messrs. Theberge and Ms. Theberge, new owners of Mother Hubbard's, came before the commission as first-time applicants.

Mr. Clark made a motion, seconded by Mr. Rocheleau, to approve the license for Mother Hubbard's. Motion carried.

Mr. Clark made a motion at 7:06 p.m., seconded by Mr. Centabar, to exit Liquor Control Commission meeting and re-enter the Selectboard meeting. Motion carried.

2. Minutes – May 21, 2019 Selectboard Regular Meeting

Mr. Clark made a motion, seconded by Ms. Drennen, to approve the minutes of the May 21, 2019 Selectboard Regular Meeting as written. Motion carried.

3. Public Comments – None

4. Law Enforcement

- a) Swanton Police Chief Report – Chief Stell provided a written report, noting his department responded to 86 calls. In addition, 45 cars were stopped, of which 38 were issued warnings while 17 results in citations totaling \$2,581.00 in fines. Chair Billado asked for clarification on the total hours responding to calls. Chief Stell stated the report reflected those calls from 5:00 p.m. to 1:00 a.m.
- b) Update of Graffiti Vandalism – Mr. Centabar asked for an update on the bridge vandalism. Chief Stell stated his department has not received letters from the offenders and that the case has been referred to the state's attorney's office. Chief Stell noted the graffiti was not cleaned to anyone's satisfaction, either, and that too will be addressed.

5. Town Business

a) Local Concerns Hearing Re: MVU Sidewalk Construction Project

Several residents living along VT Route 78/First St. informed the board of their concerns with installing the sidewalk along VT 78, mainly that the route is unsafe due to the speed and volume of traffic and that its placement would be too close to their homes.

Mr. Martin believes it would be safer and cheaper to go through the wooded area while Ms. Martin expressed concerns about the speed limit in the project area. She asked about putting a light at the MVU drive.

Mr. LaRocque stated he has no issue with the sidewalk going along VT 78 except that it would be very close to the homes along the way if it is installed with a 10-ft greenbelt in addition to the 5-ft sidewalk.

Mr. Clark asked Mr. Garceau if it was possible to have a 5-ft greenbelt. Mr. Garceau stated 10 feet is best given safety concerns and plowing requirements. Mr. Garceau also believes a 5-ft greenbelt would impact several power poles. In

response to a question Mr. Garceau stated the closest house would be the Charbonneau home, which would be 12 feet from the currently proposed location.

Chair Billado gave a brief history of the sidewalk project, noting public hearings had been held a few years ago and that the consensus then was to go along VT 78. He stated the Selectboard's job is to serve the majority of Swanton residents, which would be to put the sidewalk along VT 78.

Mr. Clark stated that if the sidewalk went through the wooded area then that would continue to put residents who live west of the area at a disadvantage.

Mr. Rocheleau stated that a sidewalk along VT 78 would also serve future development in the area.

Mr. Gregoire stated the school has considered putting a formal path through the woods but is concerned about having unmonitored foot traffic; they are also concerned about the ATV use in the area. Ms. Drennen stated that the woods would potentially be an issue for anyone having a medical emergency as they would be less likely to be seen by passersby.

In response to a question, Mr. Clark stated the town would assume responsibility for maintenance and plowing.

One resident wondered how many students walk to school. Ms. Nance informed those present that a survey was done with the help of Alyssa Urban of MVUnity. 147 responses from 6th, 7th, and 8th graders were returned and out of those 12 said that had walked to school. 18 respondents stated they had not walked or biked to school but would should a sidewalk be constructed. Of those who expressed a preference 10 said the sidewalk should go through the woods and 10 said it should go along VT 78.

Mr. Rocheleau stated he sees pros and cons to both proposed locations and asked the residents if they would be willing to sacrifice some property for the safety of the students. All of the residents stated they understood it was a safety concern but that they wanted to be sure the board understood their issue with the location.

Ms. Martin thanked the Selectboard for its time. Chair Billado thanked the residents for coming and for the discussion. He stated Mr. Centabar, Police Commissioner, will be discussing traffic concerns with Chief Stell.

Mr. Centabar made a motion, seconded by Mr. Clark, to move forward with the grant application to install a sidewalk on the north side of VT Route 78. Motion carried.

Mr. Rocheleau thanked those present. Mr. Clark stated that if the grant is

awarded to the town the residents would be kept informed as the design phase moves forward.

b) Discussion w/Becky Rupp Re: Rec Path & Bookmobile Parking

Ms. Rupp came before the Selectboard to ask permission to put temporary story walk signs along the Fit & Healthy Path. Mr. Clark asked how often someone would check on the signs and how often they would be removed. Ms. Rupp stated someone would check on the signs several times a week and they needed to work out how long the signs would remain in place.

Chair Billado stated he supports the project as long as the signs are maintained.

Mr. Clark made a motion, seconded by Ms. Drennen, to approve the installation of 10-12 story walk signs along the Fit & Healthy Path. Motion carried.

Ms. Rupp asked the Selectboard if it would object to parking the Bookmobile in the corner of the municipal lot behind the library. Chair Billado suggested parking it at the park n ride as that is a bigger lot. Ms. Drennen asked about plowing the lot with the bookmobile parked there. Mr. Clark offered the town garage for winter storage.

c) Discuss Library's Rotten Windowsill

Mr. Billado asked for an update on the window replacement, noting this has been an ongoing concern. Ms. Rupp stated the issue is larger than the windows and is related to issues with the heating and cooling system. Mr. Rocheleau expressed concern about a particular window with water coming in to exacerbate the situation; Mr. Clark expressed the same concern. Mr. Clark offered to have someone review the estimates the library received. Ms. Rupp stated the board will be discussing the heating/cooling system and window replacement at its next board meeting.

Mr. Billado asked Ms. Rupp for an update on the audit the Selectboard had asked for. Ms. Rupp stated Ms. Messier is back in Swanton and the audit is underway.

d) Discuss Proposed Stop Sign on Champlain Street w/Collette Case

In response to a question from Mr. Clark about the need for a stop sign Chair Billado stated "it is like a racetrack" at times. Mr. Clark stated if that is the case the issue is bigger than just putting up a stop sign.

Mr. Jescavage noted that those exiting the campground cannot see traffic from the west. The board agreed to add a site visit to those planned for July 2, 2019.

e) Flags for Veterans Future

Mr. Rocheleau updated the board on the success of the Flags for Veterans display over Memorial Day weekend. He stated the committee would like to repeat the display for Veterans Day. Mr. Rocheleau stated the committee has already

received requests for flags and is asking the Selectboard for the seed money to purchase 52 additional flags.

In response to concerns raised by Mr. Clark, Mr. Jescavage stated it did take some time to install and remove the flags but that the Eagle Scouts would be willing to help. Chair Billado suggested getting other organizations involved in the project.

Mr. Centabar made a motion, seconded by Mr. Clark, to purchase 52 additional flags for the Flags for Veterans display. Motion carried. Mr. Clark stated he has someone willing to fund any gap should the need arise.

The committee thanked the board for its support.

f) Discuss Municipal Roads Grants-In-Aid Program

Mr. Jescavage provided information on the current year's application process for which the board needs to approve a letter of intent. Swanton is eligible to receive \$10,000 which would require a \$2,600 match. He stated Bethany Remmers, of NRPC, is willing to meet with the town to identify projects.

Mr. Clark made a motion, seconded by Ms. Drennen, to sign the letter of intent for projects to be completed by October 1, 2019 or June 30, 2020 at the latest. Motion carried.

Mr. Jescavage stated there is money left over from last year. The town is eligible to receive \$11,000, with a \$2,775 match. Mr. Clark and Chair Billado stated the town is not interested in these funds unless projects already underway would qualify.

g) Approve Fireworks Contract & Invoice

Mr. Jescavage provided the board with the contract for this year's fireworks display, noting the date would be September 7, 2019 with a rain date of September 8th. The total cost of the fireworks would be \$4,000. In response to a question from Chair Billado, Mr. Jescavage stated he does not have any specific information as to the types of fireworks this money buys.

This matter was tabled until the next Selectboard meeting so that Mr. Jescavage can obtain additional information.

6. Community & Economic Development – Economic Development Coordinator Updates

Ms. Nance noted she had provided the Selectboard with a written report, noting that a good bit of her time has been spent working on the three pedestrian/bicycle grants that are due at the end of June. Ms. Nance did note she has been involved in a development opportunity in the town and will provide additional information when she can.

Ms. Nance provided the Selectboard with copies of letters of support for the MVU and Maquam Shore grant applications. Mr. Clark made a motion, seconded by Mr. Rocheleau, to sign the letters. Motion carried.

Mr. Rocheleau thanked Ms. Nance for her report, stating she has been busy.

7. Highway Department – Updates

Mr. Clark stated paving is progressing.

Mr. Clark informed the board there had been a meeting to discuss the installation of the new playground at the elementary school. He asked if the board was still comfortable with the road crew doing the work; none of the board expressed any reservations.

8. Correspondence – None

9. Any Other Necessary Business – Mr. Jescavage informed the board he was working with Mr. Beliveau to put together a multi-board meeting and asked if the Selectboard members would be available on Wednesday June 26, 2019 to meet in the town offices. After Mr. Clark expressed concern about the size of the town offices Mr. Jescavage stated he will see if the village complex is available on July 10th.

10. Public Comments (Reprise) – None

11. Upcoming Events

- a) Tuesday, June 11, 2019, Missisquoi Valle School District voting from 7:00 a.m. to 7:00 p.m. in the Village Complex at 120 First St.
- b) Tuesday, June 11, 2019, Town Clerks Office Closed for School Vote
- c) Friday, June 14, 2019, Flag Day
- d) Tuesday, June 18, 2019 @ 7:00 p.m., Next Selectboard Meeting, Town Offices, 1 Academy St.
- e) Wednesday, June 19, 2019 @ 7 p.m., Next Planning Commission Meeting, Town Offices, 1 Academy Street.
- f) Thursday, June 27, 2019 @ 7 p.m., Next DRB Meeting, Town Offices, 1 Academy Street

12. Executive Session (personnel)

Mr. Rocheleau made a motion at 8:51 p.m., seconded by Ms. Drennen, 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

Ms. Drennen made a motion at 9:15 p.m., seconded by Mr. Rocheleau, to exit Executive Session. Motion carried.

Action taken: None

E. Adjournment

Mr. Clark made a motion at 9:16 p.m., seconded by Ms. Drennen, to adjourn. Motion carried.