

**TOWN OF SWANTON
SELECTBOARD MEETING
DRAFT MINUTES
Swanton Town Office Building
1 Academy Street, Swanton, VT 05488
Tuesday, July 16, 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; Derick Billado, Animal Control Officer; Dick Thompson; Ron Kilburn; Wesley Decker; Marc Rainville

* Motion carried unanimously unless otherwise indicated.

- A. Call to Order – Chair Billado called the meeting to order at 7:02 p.m.
- B. Pledge of Allegiance – Chair Billado led those present in the Pledge of Allegiance.
- C. Agenda Review

Chair Billado tabled 4c) Discuss Possible MVR Contract (Executive Session) and asked that the president and vice president of MVR be copied on any emails related to the contract discussions.

Mr. Rocheleau added a personal issue to Executive Session.

- D. Public Comments - None

- E. Meeting Topics:

- 1. Minutes
 - a) July 2, 2019 Selectboard Site Visit Meeting
 - b) July 2, 2019 Selectboard Regular Meeting

Mr. Clark made a motion, seconded by Mr. Centabar, to approve the minutes of the July 2, 2019 Site Visit and Regular Meetings. Motion carried.

- 2. Animal Control – Swanton Animal Control Officer Monthly Report

ACO Billado came before the Selectboard and provided a written report. He highlighted a welfare check that resulted in no issues and one dog bite case which resulted in the dog being confined to the house for ten days.

3. Town Business

a) Public Hearing to Discuss Road/Trail Discontinuance

Chair Billado opened the public hearing at 7:09 p.m.

Mr. Clark made a motion, seconded by Ms. Drennen, to discontinue the 825-foot section of Penell Road approximately .5 miles from the intersection with U.S. Route 7. Motion carried.

Mr. Clark made a motion, seconded by Mr. Rocheleau, to discontinue the 620-foot section of old roadway previously part of Comstock Road. Motion carried.

Mr. Rainville came before the board with concerns about discontinuing Decker Trail, specifically whether VELCO and property owners will continue to have access. In response to a question from Mr. Rainville, Mr. Jescavage stated adjacent property owners would have to come to an agreement as to who would own and maintain the road. Mr. Rainville also expressed concerns over what would happen should property be sold in the future.

Mr. Jescavage noted that by statute the town is only required to maintain the culverts.

Mr. Thompson asked if the board was aware of a previous court case involving the Hubbard property and suggested Mr. Jescavage review the file.

Mr. Clark made a motion, seconded by Mr. Rocheleau, not to discontinue Decker Trail.

Mr. Jescavage informed the board he had received a letter from the VT Department of Forests, Parks, and Recreation stating they have no comment on this matter. Mr. Clark noted that Robert Manning had written a letter to the Selectboard urging its members not to discontinue Decker Trail.

Motion carried.

The Selectboard exited the public hearing at 7:27 p.m.

b) Amend Stop Sign Ordinance to Add 2 Stop Signs on Champlain Street

Mr. Jescavage informed the board that this matter was before them because the previous warning was for one stop sign, not two.

Mr. Rocheleau stated the police department could find no record of any traffic accidents at the intersection in 17 years and therefore he is in favor of using other options, including those suggested by Hank Lambert.

Mr. Clark stated he is vehemently opposed to installing stop signs at the intersection also noting there are other options; the co-road foremen also oppose stop signs at the intersection. He stated the highway crew has cut, or will very soon be cutting, tree limbs to improve visibility at the end of Tabor Rd. Mr. Clark would like to see a stop bar on the road as well as an “intersection ahead” sign in addition to a speed limit sign.

Chair Billado noted that while he was originally in favor of installing stop signs at the intersection he has changed his mind after further discussion.

The Selectboard opted not to install stop signs at the Tabor Rd./Champlain St. intersection at this time.

- c) Discuss Possible MVR Contract (executive session) - Tabled
- d) Sign Letter to Vtrans Re: Lower Spring Street (Rt. 7) Speed Limit

Mr. Jescavage provided a draft for the Selectboard’s approval. Mr. Clark asked that Mr. Jescavage add to the letter that there are no sidewalks on Spring St. in the area.

Mr. Clark made a motion, seconded by Mr. Rocheleau, to approve the letter with the addition of the sidewalk verbiage. Motion carried.

- e) Review 5-Year Plan Accomplishments

Mr. Jescavage provided the board with the current five-year plan, having highlighted those items that have been completed.

Chair Billado asked that board members come up with ideas to include in the five-year plan moving forward.

- f) Propose New Name for Robin Hood Drive from Rt. 78 to Rt. 7

Chair Billado gave a brief recount of the discussion leading up to the possible renaming of Robin Hood Dr., noting there are no residences on the main road.

Messrs. Kilburn and Thompson provided a history of Robin Hood Dr. and urged that the town not rename the road.

The Selectboard opted not to rename Robin Hood Dr. at this time.

Mr. Kilburn took the opportunity to ask that the Selectboard replace the sign that used to be on the Fit & Healthy Path that detailed the history of the ammunition plant be reinstalled. Ms. Drennen suggested placing the sign on Robin Hood Dr. for better visibility and security.

4. Community & Economic Development – Economic Development Coordinator Updates

Ms. Nance informed the Selectboard that she provided Messrs. Beliveau and Jescavage with the Northern Gateway report that includes the market analysis so it can be included on the village and town websites as requested at the multi-board meeting. Ms. Nance stated she has read through the information and took out a 30-day trial on the software used to do the market analysis to gather information on her own. She also reached out to Jeff Carr, with whom she is working on the airport expansion project, who has agreed to look at the market analysis and make recommendations.

Ms. Nance informed the Selectboard that she is working on putting together a slideshow of new Swanton businesses, being careful to include all new businesses.

Ms. Nance noted that she and Mr. Jescavage had received an email from Chip Sawyer on behalf of the Vermont Community Development Association asking if the town would be interested in becoming a member for an annual fee of \$50. Mr. Jescavage noted the town had previously been a member.

Ms. Drennen made a motion, seconded by Mr. Centabar, to rejoin the Vermont Community Development Association. Motion carried.

Ms. Nance stated she is also the town's representative for the National Night Out event.

5. Expenditures

- a) General Orders – Mr. Clark made a motion, seconded by Ms. Drennen, to approve the General Orders dated June 19, 2019 to July 16, 2019. Motion carried.
- b) Highway Orders – Mr. Centabar made a motion, seconded by Ms. Drennen, to approve the Highway Orders dated June 19, 2019 to July 16, 2019. Motion carried.
- c) Payroll – Mr. Clark made a motion, seconded by Mr. Rocheleau, to approve Payroll dated June 16, 2019 to July 16, 2019. Motion carried.

6. Highway Department

- a) Beebe Road Grant Update

Mr. Jescavage reminded the board that the funds were made available through last year's grant-in-aid program administered by the Northwest Regional Planning Commission to install two culverts on Beebe Rd. Mr. Jescavage stated that paperwork has been submitted to regional planning for reimbursement.

- b) Other Updates

Mr. Clark stated that liquid chloride was used on the gravel portion of Robin Hood Dr. to keep the dust down. He noted that other work would be done on Beebe. Rd.

Mr. Clark stated Maquam Shore Rd. had been striped by the state; Chair Billado stated Bushey St. had been striped as well.

7. Correspondence – None

8. Any Other Necessary Business

Mr. Clark informed Mr. Jescavage that the link to the dog ordinance on the website seems to be misdirected to go to the Selectboard meeting minutes.

Mr. Clark would like Swanton Police to add a check of the major town facilities (garage, depot, and office building) to its routine. Mr. Centabar will follow up.

9. Public Comments (Reprise) – None

10. Upcoming Events

- a) DRB Meeting, Thursday, July 25, 2019 @ 7 p.m., Town Offices, 1 Academy Street
- b) Saturday, July 27, 2019 @ 9 a.m. to 3 p.m., 10th Annual Swanton Chamber of Commerce Car Show in The Village Park

11. Executive Session (personal)

Mr. Rocheleau made a motion at 8:16 p.m., seconded by Ms. Drennen, to enter Executive Session to discuss personal 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 8:45 p.m., seconded by Ms. Drennen, to exit Executive Session. Motion carried.

Action taken: None

The next Selectboard meeting will be August 20, 2019.

F. Adjournment

Mr. Clark made a motion at 8:50 p.m., seconded by Ms. Drennen, to adjourn. Motion carried.