

Meeting of the St. Johnsbury Select Board December 9, 2019 at 6:00 PM-Pomerleau Building

Present- SB: Kevin Oddy, Chair, Tim Angell, Brendan Hughes, Jeff Moore
Staff-Town Manager Chad Whitehead; Assistant Town Manager Joe Kasprzak, Finance Officer Lesley Russ, Town Clerk Stacy Jewell, Police Chief Tim Page, Dispatch Operations Manager Anthony Skelton, Public Works Director, Fire Chief Jon Bouffard, Steve Beauregard, Paul Berlejung, Town Assessor Bill Krajewski, Town Manager Administrative Assistant Dorothy Baxter
Press: KATV, NVU, Todd Wellington

Opened the meeting with the Pledge of Allegiance.

Agenda Amendment: Event permit added

Public Comment:

- Tim Angell made a statement regarding a news article about the day shelter services and what he felt were unprofessional comments made regarding the Town's zoning administrator.
- Kudos to Chamber for street decorations

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Warrants:

- Warrants were passed on a motion by Dennis and second by Tim

Liquor Licenses:

- none

Minutes:

- The minutes from November 12 were approved on a motion by Jeff and a second by Brendan. Dennis abstained.

Event Permit:

- The closure of Main Street from Western Ave to Church Street and Eastern Avenue from Federal Street to Main Street on December 31, 2019 from 4:00pm to 12 midnight was approved on a motion by Tim and a second by Dennis

Assessor's report/Re-appraisal Update:

- Bill Krajewski - reappraisal, completed run through community, final letters will be sent. They are currently at a 55-60% entry rate, and any help to get into the homes would be beneficial. All income and expense information the reappraisal office receives is private. May there will be informal meetings and the results will be provided both online and be available in booklet form. Discussion will be open prior to formal grievance. Formal notices will go out by June 24. Current CPD rate of 17.8 represents a wide disparity.

November Finance Update:

- The Finance Report was given by Financial Officer Lesley Russ

- PD Overtime budget was exceeded at the end of November \$2,000.00, due to two officers going to the Police Academy and graduating. They are trained level 2 and ready. The Town Manager Chad Whitehead added that both officers were at the top of their class. The department also hired a third, trained officer.
- The Union has agreed to talk regarding contract flexibility to assist with Disptach Overtime.
- Dennis asked about Highway Fund, Repairs for Equipment – Steve responded highway – equipment needs/repairs on older equipment. Newer equipment would save money. Salt vs brine, brine may help save the equipment.
- Al Dunn asked, parking meter revenue concern, Lesley responded.

Draft 2020-2021 Budget Presentation – Chad Whitehead

- Town Manager Chad Whitehead presented the budget, it is available online on the Town webpage. You can call the Town Manager or email him @ cwhitehead@stjvt.com
- Thank you to the staff for timely submissions of their budgets.
- Special meeting at 5:30, January 6th for budget public input. Town Clerk Stacy Jewell would like the information by January 17th; January 24th is the final date. Regular meeting will still be held on January 13th.
- Questions or comments can go to Chad via phone 802.748.3926, e-mail cwhitehead@stjvt.com , or in person.

Energy Committee Update

- Scott Campbell, Pam Parker, and Steve Isham of the St. Johnsbury Energy Committee addressed the board. The committee has been working on the following:
 - Mission Statement – get from Scott
 - Film - the human element, efficiency VT to publicize enhanced services for the community. 2019 was STJ's year.
 - Co-sponsored Efficiency VT Button up VT
 - VT Digger, energy action network
 - Climate solution caucus
 - VT agency of transportation, electric high speed charging station
- The committee requests to become a more regular feature, and suggested a landing spot on the Town's website page, e-mail address, standing to participate, update policy for the town to meet the act 174 plan

1187 Main St Phone System- Reserve Transfer request

- Town Manager Chad Whitehead included a memo from the Police Chief recommending the replacement of the phone system at 1187 Main Street.
- Questions from the board: Did price include shipping? Response: shipping should be nominal. \$12,500 for a digital system vs \$35,000 for a new IP system makes more sense for now, not knowing where we will be located in the future. The quote covers all phone lines including 911. Will receive analog calls as well. The current contract is with Valhalla.

- A motion by Dennis and a second by Jeff the board approved a transfer of \$12500 from the 1187 Main Street reserve fund and authorized the Town Manager to purchase the new phone system as requested.

DPW Equipment Purchase update

- Chad provided an updated equipment purchasing plan prepared by Director of Public Works Steve Beauregard.
- The plan replaced the proposed backhoe with the immediate purchase of a sidewalk plow in this current year.
- Steve discussed revisions to the plan including purchasing a mini excavator vs a backhoe as it would be more efficient at this time.
- Steve discussed the sidewalk plow which is being purchased and indicated that a proposed brine tank will be better for our sidewalks and create less ice from the melt. Five to eight years of longevity is projected for a new machine.
- The board asked if Steve recommend two machines, and Steve indicated that we should start with one at this time.
- On a motion by Tim and second by Brendan the board authorized the purchase of a new sidewalk plow and approved the revision of the equipment replacement schedule.
- Jeff asked - Is there any chance of leveling of the budget? Steve is trying to keep as steady as possible.

WWTF Land Application Testing Contract

- On a motion by Jeff and second by Tim the board authorized the Town Manager to enter into a contract with Stone Environmental for the completion of PFOA testing at land application site in the amount of \$12,592.00.

Manager's Report

- Town Manager Chad Whitehead delivered the report.
- The website is being updated with waste management information.
- Questions: Overclyffe evaluation? Director of Public Works Steve Beauregard believes the town can handle the repair for a reasonable amount. Materials will need to be purchased.
- The board asked about demo of the Brink Building on Baystreet and the Manager indicated that the asbestos abatement has likely been pushed until spring due to weather.

Other Business

- Al Dunn would like to thank all the town department heads and the selectboard for doing a great job.
- Content information on the website needs to be corrected. Comments are welcome.

Motion to adjourn by Tim and second by Dennis.

Executive Session:

- none