



TOWN OF ST. JOHNSBURY

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Meeting of the St. Johnsbury Select Board February 10, 2020 - Pomerleau Building

Present- SB: Kevin Oddy, Chair, Brendan Hughes, Dennis Smith, Jeff Moore, Tim Angell
Staff: Town Manager-Chad Whitehead; Assistant Town Manager-Joe Kasprzak; Town Clerk-Stacy Jewell; Administration Manager-Heather Alger
Press: KATV, T. Wellington

Special Meeting of the St Johnsbury Select Board – 5:30PM

Special Appropriations – Public Presentations

American Red Cross - \$1,800.00 - No Presentation
Caledonia Home Health Care - \$18,382.00 - No Presentation
Catamount Arts - \$5,000.00 - No Presentation
Fairbanks Museum - \$63,000.00 - No Presentation

Jay Sprout, Co-director, First Night North - \$3,000.00 – Presented Over the past 27 years, First Night North in St. Johnsbury has become a community tradition with 3,000 people in attendance last year. It is the largest festival of the arts in Vermont's Northeast Kingdom. Moreover, it is now larger than the only other celebration of its kind in northern New England. The event is an economic engine for the area. Thank you for the support in the past and hope it will continue in the future.

Kristen Gates, President, Board of Directors - Good Living Senior Center - \$20,000.00. The Good Living Senior Center has increased their ask from last year by \$8,000. The Good Living Senior Center, has been in existence almost 35 years. The Center and has become a hub for seniors St. Johnsbury. It is a place for them to participate in stimulating and enjoyable activities and trips that enhance their lives. Our mission is to enhance the lives of seniors through the high quality programs, activities, trips and social events we offer.

Kingdom Animal Shelter - \$2,000.00 – No presentation
N. E. Kingdom Council on Aging - \$7,200.00 – No presentation

Ruth Marquette, Funding Program Specialist, NEK Human Services - \$7,983.00. Thank you, Town of St. Johnsbury voters, for your appropriation support last year. Northeast Kingdom Human Services, Inc. has a responsibility for assuring that a comprehensive range of services are available regardless of an individual's ability to pay. A sliding fee scale is available for those in financial need.

Good mental health is important for everyone. Last year, the agency provided \$247,880.52 in free and/or uncollectable services for supports provided to individuals in our service area.

NEK Youth Services - \$5,500.00 – No Presentation

Gary Chester, Coordinator, Rural Edge/SASH - \$2,000.00 NEW appropriation ask. SASH provides support and services at home. SASH coordinates the resources of social service agencies, community health providers and non-profit housing organizations to support Vermonters who choose to live independently at home. SASH services older adults as well as people with special needs who receive Medicare support. SASH is serving 87 St. Johnsbury residents some of whom are facing food insecurity. SASH helps individuals coordinate their appointments, provides regular check-ins including blood pressure, basic foot care, and fall prevention. SASH is voluntary and free of charge.

RSVP - \$810.00 – No Presentation

RCT - \$13,050.00 – No Presentation

Bob Joly, Executive Director, St. Johnsbury Athenaeum - \$115,000.00. Thank you for supporting the St. Johnsbury Athenaeum in 2019. I am grateful to have the opportunity to report to you on our activities, and ask for your support in 2020. First, a few facts. Our request this year is the same as last year, and the same as it has been since 2012. We receive no direct support from the State of Vermont, or the federal government. Historically, the very generous appropriation has equaled around 20% of our budget. This support is a critical part of our income and we are very frugal with it. The Athenaeum is a safe and welcoming place for kids after school while their parents are working. We actively engage with homeschool families with research, interlibrary loans, and history, geography and art fairs. Drop in for a quiet place to read the Caledonian Record, Burlington Free Press, Wall Street Journal, Boston Globe, and New York Times. We have The Bridge Weekly, North Star Monthly, Vermont's Northland Journal, and over 30 other periodicals.

Fred Laferriere, Club Member, St. Johnsbury Kiwanis Pool - \$19,900.00. Please accept this as our sincere thanks for the annual appropriation of \$19,900 from the Town of St. Johnsbury to support the operation of the Kiwanis Pool during the summer of 2020. The appropriation from St. Johnsbury provides approximately one-third of the funds required to operate the Kiwanis Pool over the summer season. Our major fundraisers are the annual Kiwanis Auction, the Kiwanis Super Bowl Pool, and operation of the concession stand at the St. Johnsbury Academy home football games. For the Summer of 2019, there were over 5,200 visitors to the pool. 475 children were able to take swimming lessons. These children were from St. Johnsbury and ten surrounding towns. 10 Lifeguards were employed. Without your generous appropriation it would be impossible for us to keep the pool open.

St. Johnsbury Town Band - \$770.00 – No presentation

Al Dunn, Volunteer, St.J. Nutrition Center, Meals on Wheels - \$10,000.00. In 2019 the St. Johnsbury Meals on Wheels and Senior Meal Site Program, staffed by Director, Diane Coburn, three paid part time staff members and numerous community volunteers, served 35,620 meals. Funding for the 2020 budget of approximately \$193,100 will come from several sources. We receive funding through the Northeast Kingdom Council on Aging, the Vermont Centers for Independent Living and an appropriation from the Town of St. Johnsbury.

Amanda Cochran, Executive Director, Umbrella - \$9,500.00. We are deeply grateful for Saint Johnsbury's support. Umbrella was founded in St. Johnsbury in 1976 and operates 4 multi-faceted, client- centered programs and plays a crucial role in decreasing the incidence and impact of domestic and sexual violence. 355 households in Saint Johnsbury were served by Umbrella in 2018 and the community as a whole benefited from prevention and outreach programs in schools, as well as training and consultation for human service and law enforcement professionals. The Family Room is a supervised visitation and monitored exchange center offering child-centered support for parents seeking to establish or rebuild relationships with their children. In 2019, the Family Room helped 101 children develop safe, healthy relationships with their non-residential parent. Community support is critical to sustain our programming.

Steve Feltus, Board of Trustees, VABVI - \$675.00. Vermont Association for the Blind and Visually Impaired have made significant changes to their programs to support anyone who is experiencing vision loss. These changes have been through SMART technology; peer assisted learning and support groups, and helping adolescents prepare for independence programs. 20 adult clients and 4 children were served in Saint Johnsbury in 2019.

Regular Meeting of the St Johnsbury Select Board - 6:00 PM

Agenda Amendments:

- None

Public Comment:

- Al Dunn commented that the sidewalks have been plowed well. He wanted to thank the road crew.

Warrants:

- On a motion by Jeff and second by Dennis the warrants were approved.

Liquor Licenses:

1st Class Renewals:

Pica-Pica Filipino Restaurant
New Century Chinese Restaurant
Aladdin Food Management

2nd Class Renewals:

RL Operating Company LLC
Natural Provisions
Ocean State Job Lots
Kinney Drugs

3rd Class Renewals:

New Century Chinese Restaurant
Aladdin Food Management

- On a motion by Jeff and second by Dennis the board approved the Liquor License renewals. Brendan Hughes abstained.

Minutes:

- On a motion by Dennis and second by Brendan the minutes for 1/27 were approved with Changed made to “On a motion by Dennis and second by Tim the 2020 Town Meeting Ballots and Warning”. Jeff abstained.
- On a motion by Dennis and second by Brendan the board approved the minutes for the Special Meeting on 1/28.

January Finance Update:

- January finance update was provided by Chad Whitehead.

Economic Development Planning:

- An economic development reserve fund request of \$30,000 was made by Joe Kasprzak to be used to further the work on TIF, and to provide needed resources as we develop plans and timelines for the revitalization of our Main St. corridor. Our focus will be on 1249 Main St. (Armory), and 1187 Main Street (existing Public Safety building), and 1244-62 Main St. (Fire site). We plan to continue to use White & Burke Real Estate Advisors, along with other consultants (TBD).

These funds will be used in conjunction with an award the town just received for \$20K from the Dept. of Environmental Conservation to review existing conditions on the Main St. corridor (which will focus on the same 3 sites).

- Dennis asked what the balance of the economic development fund was. Response from Joe was that there was a \$149,000 balance. Tim wanted to know what the 20K from the DEC is going to be used for. Joe response was that money is tied to specific environmental projects. Tim stated that the Town of St Johnsbury has looked at a variety of options for these town owned property and they haven't worked out. He is happy to see that the town is moving forward and doing something for ourselves. Brendan 100% agreed.
- On a motion by Dennis and second by Brendan the board approved to transfer \$30k from the economic development reserve fund to the general fund for TIF and Economic Revitalization of the Main Street Corridor.

Manager's Report:

- The Town of St Johnsbury just completed our federally required Single Audit by Sullivan Powers & Company. The Town of St. Johnsbury received an unqualified or "clean" opinion. Chad publically thanked Lesley Russ and Stacy Jewell for their continued diligence and hard work. The Town of St Johnsbury currently receives \$3.2M in Federal Dollars and \$241K in State funding for projects that are necessary to the improvement of our infrastructure.

- Legislative update: Local Government Day is this Thursday February 13, 2020. I will be attending along with Stacy Jewell.
- Door and Weatherization Project: There is a site visit scheduled for February 11 from the Architect.
- Fire Services Regionalization: NVDA hosted a kick off meeting with several surrounding Towns and requested that any town that wishes to be involved sign a MOU by the end of this week. Currently St Johnsbury, Lyndonville and Waterford have committed. Several other towns have verbally expressed interest.
- Department of Public Works - Wastewater Treatment Facility: The State's PFOA report was submitted (2300 pages). We are currently in a holding pattern to see what the next steps will be.
- Gilman and Pleasant Street- construction cost estimates have been redone to include sidewalk replacement on Pleasant Street and come about \$100k over previous budgets. Recommendations are to keep as is and bid to evaluate and see what contingencies remain.
- Chad and Steve are meeting with the new representatives from DWSRF on February 11th to discuss funding for water share of Gilman and Pleasant as well as the Water Treatment Facility.
- Moose River Crossing- in winter shut down, based on actual construction costs, we will have remaining grant funds, and we have received approval to use those to extend the replacement of the water main to the east about 250 feet.
- NBRC 3 Rivers Bike Path Project. Currently in winter shutdown.
- Scott Beck has requested to be on the agenda for the next meeting to discuss Maple Fest.

Other Business:

- Al Dunn commented that the parking meter revenue was \$28k YTD and if the police department is being paid over-time to manage parking. Chad stated that Bob Holmes is in charge of parking enforcement and works 20 hours per week varying hours.
- Jim Brown commented about the South Main Street traffic diet. Chad indicated that this project should go out for bid again in the next month or so.
- Jim Brown stated that the Planning Commission will be meeting next Tuesday. They have invited Chad and Joe to discuss the two years of work they have done on the national flood plan. They are looking for input.

On a motion by Tim and second by Dennis the board determined there was a need to enter into executive session to discuss contracts

On a motion by Tim and second by Brendan the board entered executive session and invited and invited Town Manager and Jamie Murphy to attend.

On a motion by Brendan and second by Jeff the board exited executive session.

On a motion by Brendan and second by Jeff the board authorized Kevin and Dennis to coordinate with Heather Alger to review the Town Manager's personnel file on behalf of the board in preparation for the Town Manager's annual evaluation.

On a motion by Dennis and second by Jeff the meeting was adjourned.