



# TOWN OF ST. JOHNSBURY

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Fire 802-748-8925  
Public Works 802-748-4408  
Assessor Office 802-748-4272

## Select Board Meeting Minutes 51 Depot Square, St. Johnsbury, VT April 27, 2020 6:00 PM

Present (virtually via Zoom):

Select Board: Jeff Moore, Kevin Oddy, Tim Angell, Dennis Smith, Brendan Hughes

Staff: Chad Whitehead, Joe Kasprzak, Stacy Jewell, Heather Alger, Lesley Russ, Jon Bouffard, Steven Beauregard

Press: Todd Wellington, KATV

Public: Jim Brown, Al Cormier, Jamie Murphy, Tara Holt

### Agenda Amendments:

Public Comment: no public comments were made

### Minutes:

- On a motion by Kevin and second by Brendan the minutes for 4/06 were approved

### Warrants:

- On a motion by Dennis and second by Brendan the board approved the accounts payable from 04/16/2020 to 04/20/2020 in the amount of 124,895.27
- On a motion by Kevin and second by Dennis the board approved the payroll warrant for 04/17/2020 in the amount of \$35,484.89.
- On a motion by Dennis and second by Brendan the board approved the accounts payable from 04/24/2020 to 04/27/2020 in the amount of \$109,436.22.
- On a motion by Kevin and second by Brendan the board approved the payroll warrant for 04/24/2020 in the amount of \$34,226.09.

### Liquor License:

- On a motion by Kevin and second by Denis the board approved the following liquor licenses (Brendan abstained):
  - 1st Class Renewals:
    - Catamount Film & Arts
    - Moose, Loyal Order of, Lodge #1779
    - Kham's Thai Cuisine, Inc.
    - American Legion, St. Johnsbury Post #58
    - Judy's Kitchen, (Anthony's Diner)
    - Caledonia Brewing Company, LLC

- 2nd Class Renewals:
  - none
- 3rd Class Renewals:
  - Moose, Loyal Order of, Lodge #1779
  - American Legion, St. Johnsbury Post #58
  - Caledonia Brewing Company, LLC
- Outside Consumption:
  - Moose, Loyal Order of, Lodge #1779
  - Elks, B.P.O., St. Johnsbury Lodge #1343
  - Salt Bistro
  - Caledonia Brewing Company, LLC

### **DPW Equipment Update**

- Public Works Director, Steven Beauregard addressed the board. The truck scheduled for delivery within the current budget year has been postponed due to COVID-19. Steven proposed to utilize the funds we currently have to purchase a F550, F350, and a used mini-excavator and flatbed trailer using remaining equipment funds in the amount of \$163,172.
- On a motion by Tim and second by Dennis the board approved to postpone the tandem purchase until the 2020-2021 budget year and to purchase the equipment recommended by the Director of Public Works in the amount of \$163,172.

### **Local Emergency Management Plan:**

- Revisions to the LEMP were presented by Fire Chief Jon Bouffard.
- On a motion by Kevin and Second by Brendan the board approved the LEMP.

### **Department of Corrections Update**

- Al Cormier of the Department of Corrections addressed the board to update them on the status of the St Johnsbury Correctional Facility, currently being used as a COVID-19 surge site. The DOC was having difficulty getting 2 consecutive negative tests on inmates but was continuing in those efforts to relocate inmates back to St Albans. Additional inmates testing positive would remain in St Albans.

### **Communications Union District Representative:**

- Nick Anzalone addressed the select board and expressed interest in being the representative for St Johnsbury
- On a motion by Brendan and second by Kevin the board appointed Nick as the St Johnsbury CUD Representative for a 1-year term.

### **Water and Wastewater Interest Policy:**

- On a motion by Dennis and second by Tim the board voted to extend the waiving of interest for water and wastewater billing to the end of may and requested the septage hauler with significant delinquencies get an agreement in place to pay past due amount.

### **Railroad Street Parklet Concept**

- Town Manager Chad Whitehead addressed the board about the concept of utilizing right of way, sidewalks and parking spaces to assist businesses to get outside retail and restaurant space. Jamie Murphy of the Kindgom Table and Taproom and Tara Holt of the St J Chamber provided input supporting the concept.
- The board expressed support for the concept.

**Manager's Report:**

- The COVID-19 webpage has updates. Amendment 10 by the Governor is allowing work crews of 10 or less to operate and provided for the Town Clerk's office to open for limited use.
- The St Johnsbury Emergency Operations Center remains open
- The Assessor will provide an update at the next meeting.
- Household Hazardous Waste Day has been cancelled for the spring event. The July 20 day is still being held in the Town of Burke and St Johnsbury residents can attend.

**Other Business:**

- None brought up.
- On a motion by Kevin and second by Tim the board determined there was a need to enter executive session to discuss a contract.
- On a motion by Kevin and second by Dennis the board voted to enter executive session and invited the Town Manager, Fire Chief and Legal Counsel Jamie Murphy.
- On a motion by Brendan and second by Tim the board exited executive session. The chair had nothing to report.
- On a motion by Dennis and second by Tim the board adjourned by unanimous decision.