



TOWN OF ST. JOHNSBURY

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Meeting of the St. Johnsbury Select Board March 9, 2020 - Pomerleau Building – 6:00 PM

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

2020 Organizational Meeting:

Appointment of Select Board Chair

Jeff Moore was nominated for Select Board Chair by Tim Angell. The motion was seconded by selectman Brendan Hughes. Moore was unopposed and was elected by a unanimous vote.

Appointment of Select Board Vice Chair

Tim Angell was nominated for Select Board Vice Chair by Dennis Smith. The motion was seconded by selectman Kevin Oddy. Angell was unopposed and was elected by a unanimous vote.

Adoption of the Rules of Procedure

On a motion by Kevin Oddy to accept the Adoption of the Rule of Procedure was seconded by Dennis Smith. The motion was adopted.

Adoption of Select Board Meeting Schedule

On a motion by Kevin Oddy to accept the Adoption of Select Board Meeting Schedule to meet the 2nd and 4th Mondays of the Month at 6:00pm was seconded by Brendan Hughes. The motion was adopted.

Appointment of Board of Assessment

On a motion by Tim Angell to appoint Robert Swartz, Paul Laramie, and Don Smith to the Board of Assessment was seconded by Kevin Oddy. The motion was adopted.

Appointment of Development Review Board members (3 year terms)

On a motion by Dennis Smith to appoint Rich Lyon and Tony Higgs to the Development Review Board was seconded by Kevin Oddy. The motion was adopted.

Appointment of Planning Commission Members (3 year terms)

There is a vacancy on this commission. Keven requested that this vacancy will be advertised in the paper.

Appointment of Design Advisory Committee Members (3 year terms)

On a motion by Dennis Smith for Michael Robey, Mary Hughes, and Robert Swartz to be appointed to the Design Advisory Committee Members was seconded by Kevin Oddy. Brendan Hughes abstained. The motion was adopted.

Appointment of Housing Board of Review Members (1 year terms)

On a motion by Kevin Oddy for Brooke Demers, Iris Gilbert, Robert Holmes, Katherine Rossell, Bernie Timson, and Buddy Chapman to be appointed to the Housing Board of Review Members was seconded by Tim Angell. The motion was adopted. There is a vacancy on this Board that will be advertised.

Appointment of Tax Stabilization Committee (1 year terms)

On a motion by Kevin Oddy for Jim Impey, Edwin Magnus, Ron Stein, and Jamie Murphy to be appointed to the Tax Stabilization Committee was seconded by Brendan Hughes. The motion was adopted. There is a vacancy on this Board that will be advertised.

Appointment of Beautification Committee Members (1 year terms)

On a motion by Dennis Smith for Jim Brown, Tara Holt, Lorie Brown, Gina Glidden, and Kim Behr to be appointed to the Beautification Committee was seconded by Brendan Hughes. The motion was adopted.

Appointment of Energy Committee (1 year term)

On a motion by Brendan Hughes for Scott Campbell, Brendan Fowler, John Unger-Murphy, Pam Parker, Steve Isham, and Lynn Wurzburg to be appointed to the Energy Committee was seconded by Kevin Oddy. The motion was adopted

Appointment of NVDA Board Representative (2 year term)

On a motion by Dennis Smith for Jim Brown to be appointed to the NVDA Board Representative was seconded by Brendan Hughes. The motion was adopted

Appointment of Industrial Park Board Representative (two year)

On a motion by Kevin Oddy for Jim Impey to be appointed to the Industrial Park Board Representative was seconded by Dennis Smith. The motion was adopted

Appointment of Select Board Members to the Negotiation Committee

On a motion by Dennis Smith for Kevin Oddy and Tim Angell be appointed to the Negotiation Committee was seconded by Brendan Hughes. The motion was adopted.

Appointment of Select Board Members to the Water/Sewer Committee

On a motion by Tim Angell for Kevin Oddy and Dennis Smith be appointed to the Water/Sewer Committee was seconded by Brendan Hughes. The motion was adopted.

Appointment of Select Board Members authorized to sign warrants

On a motion by Tim Angell for Kevin Oddy and Dennis Smith be authorized to sign warrants was seconded by Brendan Hughes. The motion was adopted

Public Comment:

Al Dunn wanted to confirm that the vacancy on the Board of Civil Authority will be filled if John Goodrich moves. Kevin Oddy stated yes.

Al also thanked Kevin Oddy for his service as Chair of the Select Board.

Warrants:

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

Liquor Licenses:

On a motion by Tim to approve 1st Class Renewals for St. Johnsbury House of Pizza, Firinn Golf Group of Vermont, and GC Pizza Hut and second by Dennis the board approved the renewals. Brendan Hughes abstained.

On a motion by Kevin to approve 3rd Class Renewals for Firinn Golf Group of Vermont and second by Dennis the board approved the renewals. Brendan Hughes abstained.

On a motion by Kevin to approve Outside Consumption for St. Johnsbury House of Pizza and Firinn Golf Group of Vermont and second by Dennis the board approved the renewals. Brendan Hughes abstained.

Minutes:

On a motion by Brendan and second by Dennis the minutes for 2/24/20 were approved as presented.

Grant Resolutions:

Eastern Avenue and Pearl Street Enhancement Project: Chad Whitehead reviewed a draft grant application which included sidewalk and granite curb replacement on Pearl Street from Eastern

Avenue to Federal Street and on the South side of Eastern Avenue from Pearl Street to Railroad Street, including new brick pavers and gardens and two new ornamental street lights. The Downtown Transportation Fund is a 50/50 matching grant from the Vermont Department of Housing and Community Development of up to \$100,000. Chad proposed the Town use the existing sidewalk reserve funds of \$70,000 as well as the \$20,000 budgeted for sidewalk reserves in the 2020-2021 budget and \$10,000 of funds from the Construction Reserve funds for match.

Al Dunn asked about the sidewalks on Portland Street and Chad indicated that this was being evaluated under a separate project. Tim asked when we would hear about the grant and Chad indicated it would likely be in April.

On a motion by Dennis the board approved the resolution to apply for the Designated Downtown Transportation Grant for a total project cost of \$200,000 utilizing \$90,000 of Sidewalk Reserve Funds and \$10,000 of Construction Reserve Funds as a local match. The motion was seconded by Brendan and was unanimously adopted.

Caledonia County Food Cooperative Phase II: Resolution No. 03-09-2020 on March 09, 2020. A resolution of the Select Board of the Town of St. Johnsbury agreeing to apply for financial assistance with the United States Department of Agriculture, Rural Development to finance the Caledonia County Food Cooperative Phase II project.

Joe Kasprzak presented the resolution. The town is the applicant and the Caledonia County Food Cooperative is not asking for additional funds at this time. Tim asked if this will be Rural Business Opportunity Grant or Rural Business Enterprise Grant? Jeff responded that we are not sure right now and that there is no cash match requested. Joe stated that the preliminary feasibility study shows that the Co-op has the potential to hire 35 FTE jobs and will have a 35-60 mile service area. Brendan asked what the building design options were. Joe responded that both new construction and renovation were being considered. Brendan asked which sites are being considered. Joe responded that the downtown and hospital areas are being considered. Again, Joe referred to the upcoming feasibility study on March 31st and that will give us more information at that time.

On a motion by Kevin Oddy to sign Resolution No. 03-09-2020 for the Caledonia County Food Cooperative Phase II was seconded by Tim Angell. The motion was unanimously adopted.

Manager's Report:

Legislative update:

S.54, passed out of the Vermont House where they voted in favor of legalizing a marketplace for marijuana. It no longer includes 2% sales tax on marijuana sales.

H.926 the Vermont House gave preliminary approval as they begin to review Act 250 while "releasing" certain town and village centers from review.

Door and Weatherization Project: Received estimate for doors. \$8K for both and \$4K for one door.

Fire Services Regionalization: MOU has been signed and the next steps include the development of a Request for Qualifications for consultants to conduct the study.

Wastewater: April 17th. Looking for members to score proposal

Gilman: Funds application submitted

Town and Town School Budgets: Voters approved both the Town and the Town School Budgets.

Communications Union Districts (CUD): Twenty-Seven towns approved the formation of a CUD. The select board needs to appoint a resident of the town to the CUD board. “Pre-organizational” meetings will be held in late March and another in April. Appointments need to happen by late April.

Corvis-19: Chad stated that he has been in touch with NVRH and has been following the Vermont Department of Health and the Vermont Leagues of City and Towns protocol for managing Corvis-19. He is encouraging employees to stay home if they are sick.

Other Business:

Brendan asked now that things are not freezing, can the demo start on the building on Bay Street. Jeff Moore asked that Chad email the board once the request happens.

Al Dunn asked if the couple who just moved into St. Johnsbury reached out to Joe about potentially rehabbing properties. Joe Kasprzak stated that he did meet with this couple and they seemed potentially interested in some small projects around town. Todd Wellington asked for the individuals’ names that Joe met with. It was recommended that Todd Wellington attend the Housing Committee Meeting to meet them directly.

Brendan will need to sign the Oath of Office in the Town Clerk’s office.

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