



TOWN OF ST. JOHNSBURY

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Meeting of the St. Johnsbury Select Board October 13, 2020 at 6:00 PM-Pomerleau Building Select Board Meeting

Present-

Select Board: Tim Angell, Chair, Kevin Oddy, Vice Chair, Brendan Hughes, Dennis Smith, Daniel Kimbell

Staff: Chad Whitehead, Rachel Waterhouse, Joe Kasprzak, Stacy Jewell, Lesley Russ (via zoom), Tim Page (via zoom)

Press: Todd Wellington (via zoom), KATV

Public: Jim Brown, Justin Turcotte, Keith Chamberlin, Andrea Pedersen (via Zoom), Steve Campbell (via Zoom), Don Smith (via Zoom)

Agenda Amendments:

- None

Public Comment:

- The Town Manager approached the board with an update on Halloween. The State Department of Health has not issued any decisions on Halloween. The Town Manager recommended that with the parade and trick or treating on Main St. canceled that people don't trick or treat outside of their social group and seek alternative events such as the scarecrow contest and the trunk or treat at St. J Subaru. A joint letter from the Town, School and Halloween Committee will be going out to the community.
- The Town Clerk reminded folks that taxes are due Friday October 16th.

Minutes:

- On a motion by Dennis and second by Kevin the select board meeting minutes from 09/28/2020 were approved with the following corrections: correction under Executive Session to state second by Dennis. All in favor.

Warrants:

- On a motion by Kevin and second by Dennis the warrants were moved to later on in the meeting.
- On a motion by Kevin and second by Dennis the warrants were approved as presented. All in favor.

Liquor Licenses:

- None

DRB Appointment:

- Chad Whitehead, Town Manager approached the board about Keith Chamberlin's interest in joining the DRB.
- On a motion by Daniel and second by Kevin to appoint Keith Chamberlin to the DRB until March of 2021. All in favor.

Finance Update:

- Lesley Russ, Financial Manager presented the select board with the September 2020 financials.
- Lesley confirmed that the Town is moving towards tax sale in the new few months.
- Dennis questioned how close the Town was to a tax sale. Chad Whitehead, Town Manager explained that all the information was sent to the Attorney last week and things are in motion and moving forward.
- Dennis questioned the paving budget already being expended and what would happen come spring. Chad Whitehead, Town Manager explained that as spring approaches he will develop a plan with Steve Beauregard, Director of DPW to address the issue.
- Tim questioned if the special service fund was down PT officers. Chief Page explained that one PT officer is out of work for the next 4 to 5 months with an injury. He assured the town that they are doing what they can and are actively looking for more Part Time Officers.

Brownfield Cleanup Grant Application

- Joe Kasprzak, Assistant Town Manager presented the board with a recap regarding the Armory Project.
- Steven Campbell and Andrea Pederson from STANTEC joined the meeting via zoom to present the board with the following updates. STANTEC is wrapping up the application for the EPA Grant that is due at the end of the month. Once submitted monies would be awarded to the recipients in April/May 2021, June/July 2021 would sign the award letter and funds would be available 10/01/2021. If awarded the funds they would have to be used by Sept. 2024. This grant does have a 20% cost share for the town but it is believed other grants would be available to help cover that cost.
- Chad Whitehead, Town Manager explained that funds spent on the project now would be able to be recouped later down the road through bonds.
- The EPA Cleanup grant and the Analysis of Brownfields Cleanup Alternatives have been posted on the website for comments. Publics comments will be accepted through Oct. 16, 2020.

Flood Hazard Bylaw Amendments

- Two Public Hearings for the Flood Plain Bylaw Amendments have been completed. It was discussed that most of the amendments that were made were to clean up the bylaws and to bring them into compliance with the NFIP.

- On a motion by Dennis and second by Brendan to accept the proposed amendments to the Flood Plain Bylaws as present. All in favor.

Oak and Buzzell Project Notice of Award

- Chad Whitehead, Town Manager approached the board to get the Select Board's approval on awarding the Oak and Buzzell Project to Alliance Consulting and Excavating in the amount of \$242,272.00 which will be covered in full by grants. Dufrane has completed a background and bond check, the USDA concurred with the award and Alliance Consulting and Excavating has agreed to have the project completed within the time frame allotted.
- On a motion by Daniel and second by Brendan to authorize the Town Manager to enter into an agreement with Alliance Consulting and Excavating in the amount of \$242,272.00 for the Oak and Buzzell Project. All in favor.

Manager's Report: Chad Whitehead, Town Manager provided the following updates:

- Working on closing out the final reimbursement with Northern Borders for the Trail Head Center. KATV and NVU helped to create a promotional video that will be sent along to Northern Borders.
- Windows and Doors at the Pomerleau Building have gone out to bid.
- A walk through was held for 98 Mill Street on 10/09/2020. The deadline for bids for 98 Mill Street is 10/23/2020.
- Trailer located on 3rd Street that the Town took in tax sale has been boarded up and the Town is moving towards selling it.
- The Portland Street property that the Town took in tax sale still has tenants. The Town Manager is working with an Attorney on getting them out.
- The Town is beginning preliminary work on budgets for 2021-2022.
- Updated the board on the Portland Street Bridge and sidewalk project which is scheduled to begin on October 26th and will require closure of the bridge for 3 days.
- Jim Brown questions when the South Main Street project would get started. Chad Whitehead, Town Manager was hopeful it would begin next spring.

Other Business

- None

On a motion by Kevin and second by Dennis the board adjourned by unanimous decision.