



TOWN OF ST. JOHNSBURY

51 Depot Square, Suite 1

St Johnsbury, VT 05819

802-748-4331

www.stjvt.com

Meeting of the St. Johnsbury Select Board November 9, 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 (via zoom), Stacy Jewell (via zoom), Jon Bouffard (via zoom)

Press: Todd Wellington (via zoom), KATV

Public: Jim Brown; Kevin Fontecha, Greg Brown, Jennifer Pinsonneault

Agenda Amendments:

- None

Public Comments:

- Kevin applauded the Town Clerk's Office for the incredible job they did with the election.
- Kevin thanked Kingdom Crust for supplying lunch for the poll workers.
- Tim commented that he felt the location worked well for the election.

Minutes:

- On a motion by Dennis and second by Brendan the select board meeting minutes from 10/26/2020 were approved with the correction of one expansion joint on the Portland Street Bridge was being repaired. All in favor.

Warrants:

- On a motion by Kevin and second by Dennis the warrants were approved as presented. All in favor.

Liquor Licenses:

- None

October Finance Report:

- Chad Whitehead, Town Manager presented the select board with the October 2020 financials.
- Chad confirmed the Town is moving towards tax sale which is scheduled for January 2021.

- Kevin questioned the storm damage costs and the possibility for reimbursement. Chad explained that the Town did seek reimbursement for the expense of the storm damage including applying to NVDMA and VT FEMA however the Town hasn't received any funding. Town Manager and Director of DPW are carefully monitoring the budget and will apply for funding as it becomes available.
- Dennis questioned the reserve funds. Chad Whitehead, Town Manager explained that the reserve funds came out at the beginning of the budget.
- Tim questioned the special service fund and the OT expense that has incurred 64% of the budget already. Chad Whitehead, Town Manager is working with Chief Page on OT. Grants have been applied for to help offset the cost of COVID related expenses but as of now the Town has not received any funding at this time.

Special Appropriations Policy:

- Discussed the Special Appropriations policy and deadlines.
- Kevin asked that if people are requesting new or increasing funds that they please submit a letter by Dec. 15th, 2020.
- Tim stated that this is going to be a challenging budget year and urged people to get their special appropriations requests in sooner rather than later.
- On a motion by Kevin and second by Dennis to request that letters from people requesting special appropriations letters by December 15th, 2020 even if it is a new request or they are requesting additional funding. And to set the Petition date for new special appropriations to January 15th, 2020 with 5% of voter signatures. All in favor.

USDA Moose River Loan Closing:

- Chad Whitehead, Town Manager approached the board regarding ratifying their vote from October 26, 2020 Select Board meeting.
- No questions from the board.
- No questions from the public.
- On a motion by Dennis and second by Brendan to ratify the Moose River Loan closing as authorized at the October 26, 2020 Select Board meeting and to authorize the Town Manager to sign off. All in favor.

Manager's Report: Chad Whitehead, Town Manager provided a manager's report which included the following updates:

- Due to the increase in COVID in the area the EOC has been meeting bi-weekly.
- Budget meetings with department heads is scheduled this week.
- The Town has begun the process of moving towards selling the 3rd Street property and the Portland Street property the town took in tax sale.
- Tax sale is scheduled for the middle of January.
- The Beautification Committee will begin putting up holiday decorations. If anyone wishes to help they are urged to contact the Town Manager.
- The Police Department has reached out to VT State Police to discuss coverage should the department be exposed to COVID.
- Portland Street Bridge repair has been completed.
- Undercliff project is expected to be completed in the next few days.

- Buzzell project is expected to start this week and we anticipate a winter shutdown.
- Pleasant and Gilman Street bids are due Thursday November 12th by 1 pm.
- Dennis questioned if there is any short term measure that could temporarily help Gilman. Town Manager will follow up with DPW Director.
- Jim Brown commented that the bumps help slow people down.

Other Business:

- None

98 Mill Street:

- Chad Whitehead, Town Manager reviewed the process the Town took to sell 98 Mill Street. The bidders of 98 Mill Street have requested time to speak with the Select Board in executive session.
- On a motion by Kevin and second by Dennis the board that there was a need for an executive session to discuss the 98 Mill Street property. All in favor.
- On a motion by Kevin and second by Dennis the board voted to enter executive session and to invite the Town Manager and the bidders to join them. All in favor.
- On a motion by Kevin and second by Dennis the board voted to exit executive session. All in favor.
- The chair reported the following the select board was presented with two bids for the 98 Mill Street property and both were two great projects and two great people.
- On a motion by Kevin and second by Brendan the board awarded the highest bidder Mr. Fontesha the property of 98 Mill Street in the amount of \$11,800. All in favor. Daniel abstained.
- On a motion by Brendan and second by Dennis to authorize the Town Manager to complete the sale of the property listed as 98 Mill Street in St. Johnsbury, VT. All in favor.
- The board wished Mr. Fontesha the best and asked the other bidder to consider other properties in St. Johnsbury.

Executive Session:

- On a motion by Kevin and second by Dennis the board voted that there was a need for an executive session to discuss a contractual matter where premature public knowledge would place the Town at a substantial risk. All in favor.
- On a motion by Kevin and second by Daniel the board voted to enter executive session and invited the Town Manager to join them. All in favor.
- On a motion by Tim and second by Brendan the board voted to exit executive session.
- The chair had nothing to report.

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