



# TOWN OF ST. JOHNSBURY

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## **Meeting of the St. Johnsbury Select Board January 11, 2021 at 6:00 PM-Via Zoom Select Board Meeting**

Present-

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

Staff: Chad Whitehead, Rachel Waterhouse, Joe Kasprzak, Lesley Russ, Anthony Skelton, Tim Page, Stacy Jewell

Press: Todd Wellington

Public: James Brown, Barbara Edelman, Bob Joly, Don Smith, Daryl Roody

### Agenda Amendments:

- None

### Public Comment:

- None

### Warrants:

- On a motion by Brendan and second by Dennis to approve the 2 payroll warrants from 12/31/20 and 01/08/21 along with 2 accounts payable warrants from 12/31/20 and 01/08/21 as presented. All in favor.

### Minutes:

- On a motion by Kevin and second by Dennis to approve the 12/28/20 minutes as presented. All in favor.

### Liquor Licenses:

- None

### 2021-2022 Draft Budget Review

- Chad Whitehead, Town Manager provided a power point outlining the 2021-2022 Draft Budget.
- Highlighted the accomplishments of 2020 in St. Johnsbury amid a pandemic both in the public and private sector.
- Outlined impacts on the 2021/2022 budget including \$300,000 tax cut in Aug. of 2020, \$180,000 increase in highway maintenance and \$129,522 increase in labor and benefits.
- Steve Beauregard, Director of DPW stated he has received a few emails supporting the increase in highway funds for the 2021/2022 budget.
- Tim stated there is one more budget meeting on 01/19/2021. Chad explained that they would like to see the Select Board plan to adopt the recommended budget at the 01/19/21 meeting and are moving forward as if there will be no change to Town Meeting Day.
- No questions from the board.
- Steve Beauregard commented that last year's DPW budget was \$2,971,000 and for 2021/2022 it would be 2,991,000 even with the increase of \$100,000 paving budget that equates to less than a \$20,000 increase.
- Daryl commented that it is a trend for people to be moving up here due to the pandemic. Roads worry him. Increasing the condition of the roads will attract more people to come here. He wants to participate in the government here as much as he can and help revitalize St. Johnsbury. How does one use the funds to work on local streets and decide what work will be done?
- Steve Beauregard commented that \$100,000 increase potentially coming in 2021/2022 would allowed for paving of about one mile of road way.
- It was asked how likely it was that the Town might receive grants/funds to offset some of the road repair costs. Steve explained that grants and funding is always changing. However funds from the state are for class 1 and 2 roads this money would be used for class 3 roads.

#### December Financials:

- Lesley Russ presented the December 2020 financials.
- General Fund is on target.
- Tax Sale scheduled for Feb. 2021.
- Special Services overtime expense at 82% of the budget.
- Highway fund in the deficit for \$115,059 due to retirement payment, purchase of a truck and loan payments.
- Parking is \$21,285 in a deficit. This is due to revenue lagging and the majority of parking permit sales taking place in January.
- Dennis asked if parking meters are in the budget for next year. Lesley said it is projected that the parking fund will be in a deficit next year as well. There is a 10 year parking plan and it is lagging due to the pandemic. Unsure where parking meters/pay stations stand hasn't heard of any discussion around them.
- Cares Act Funding has been received and allocated to each department for expense previously incurred.

#### 2021 Town Fees:

- Chad Whitehead, Town Manager proposed adjustments to the 2021 Town Fees. Including increasing the recording fee from \$15 to \$25. Zoning fees are currently lower than most we have room to increase.
- Water and Sewer adjustments to the rates will be made in April. However recommend increasing sewer receiving fees.
- Kevin questioned the towing fees of not more than \$100 and storage fees of not more than \$20. Chad explained that we are just a pass through on towing and storage. \$100 is max cost to town. Kevin mentioned he doesn't want to see the Town accrue more fees. Chad will look at ordinance.
- Chad asked the board to table until the next meeting.
- On a motion by Brendan and 2<sup>nd</sup> by Dennis to table the 2021 Town Fees until the next Select Board meeting. All in favor.

#### Gilman and Pleasant CWSRF Amendment:

- Chad Whitehead, Town Manager approached the board about adjustment to the total loan amount. He explained that the total amount remained the same but the water and sewer varied slightly. Asked the board to approve the adjustment.
- On a motion by Dennis and second by Brendan to approve the increase in the clean water revolving loan fund amount to \$202,433.45. All in favor.
- On a motion by Dennis and second by Brendan authorizing the Town Manager to execute. All in favor.

#### Fire Department Collective Bargaining Agreement:

- Chad asked if the board approved sharing the information regarding the 07/01/2021-06/20/2022 Fire Department Contract. Tim said yes.
- Only changes made to the 07/01/2021 to 06/30/2022 contract is the date changes, 6% toward pension and terms of pay rate increases. Terms of pay rate increases would be as follows. 0.5% increase on 07/01/21 and 0.5% increase on 01/01/2022.
- Daniel asked to have Jeff Moore's name removed and his added.
- On a motion by Daniel and second by Dennis to move to sign the Fire Department Contract as presented with the change in the signature block. All in favor.

#### Managers' Report:

- Chad Whitehead, Town Manager provided the following Manager's Report.
- Further discussion with the School Board regarding Town Meeting Day will be taking place on 01/12/2021.
- Town received loan for Gilman/ Pleasant Street water project in the amount of 2.25 million with principle forgiveness. Meaning a 3 million dollar project can be completed for \$750,000. Chad commented how phenomenal for St. Johnsbury. Hats off to Lesley and Stacy. Tim commented that this is the largest reward he has heard of and that it is kind of uncommon. Chad confirmed and stated that the loan share is 75% Grant Funded and 25% Town funded with 0% interest. It is big and hopefully a trend for St. Johnsbury moving forward.
- Reminder of Special Select Board meeting on Tuesday 01/19/2021 to review the proposed budget for 2021-2022.

Other Business:

- Dennis asked if the board should reconsider the cannabis dispensaries placement on the ballot in the interest of fairness. Tim agreed that it would be a good item to put on next agenda. Tim recommended contacting Devon Daly to let him know it was going to be placed back on the Select Board Agenda for the meeting on 01/25/2021. Dennis agreed that it was a good idea.
- No other business.

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