



# TOWN OF ST. JOHNSBURY

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## **Meeting of the St. Johnsbury Select Board March 22, 2021 at 5:30 PM-Via Zoom Select Board Meeting**

Present-

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

Staff: Chad Whitehead, Rachel Waterhouse, Joe Kasprzak, Tim Page

Press: Todd Wellington, KATV

Public: Bob Joly, David Hare, Jerri R, Mary Ellen Reis, Noreen Shapiro-Berry, Gary Chester, Robin Burnash, Ashley Van Zandt, James Brown, Evan Oleson, Don Smith, John Raser, Peter Van Straten, Treny Burgess,

### Special Appropriations:

- Northeast Kingdom youth Services in the amount of \$5,500.
- Good Living Senior Center in the amount of \$20,000
- St. Johnsbury Athenaeum in the amount of \$115,000. Bob Joly spoke on behalf of this special appropriation request. He highlighted that the Athenaeum has been requesting special appropriations from the Town since 2012. The funds received are about 20% of the operating budget for the year. In 2020 the Athenaeum was only closed for 6 weeks due to the COVID-19 Pandemic while they determined a safe way to open. Second library in the state to reopen and one of only 42 libraries currently open in VT.
- St. Johnsbury Town Band in the amount of \$770. David Hare spoke on behalf of this special appropriations request. The St. Johnsbury band has been playing for over 100 years and puts on 10 outside concerts a year. It's an all-volunteer organization and these appropriation funds make this possible.
- Caledonian Home Healthcare and Hospice in the amount of \$18,382. Treny Burgess spoke on behalf of this special appropriations request. The program services the community from birth through death. Provides typical home health services, therapies, hospice and prenatal education. Continued to service participants through the pandemic. Staff are available 365 days a year. Robin commented that this program is a life line to St. Johnsbury. Thank you.
- First Night North in the amount of \$3,000. Ashley Van Zandt spoke on behalf of this special appropriations request. While typically this event takes place in St. Johnsbury 2020 was different due to the pandemic. A virtual event was launched and hosted over 4,000 people. Hoping to have this event back in person this year. Appreciate the funding to make this program possible.
- Fairbanks Museum and Planetarium in the amount of \$63,000.
- St. Johnsbury Kiwanis Pool in the amount of \$19,900.

- Northeast Kingdom Council on Aging in the amount of \$7,200. Mary Ellen Reis spoke on behalf of this special appropriation request. This agency supported over 960 people in 2020. Supports ranged from counseling, case management, meals, wellness programs and help line coverage. Conducted digital services through COVID with over 400 volunteers.
- St. Johnsbury Meals on Wheels in the amount of \$10,000. Jerri R spoke on behalf of this special appropriation request. Jerri spoke about how in 2020 Meals on Wheels requested an increase in special appropriation funds and were grateful for the increase. The special appropriation funds from the Town, VCIL, and the Council on Aging cover 2/3 the cost of the program. The other 1/3 of the cost comes from grants, fundraising and donations. In past years the average of meals delivered was about 30,000 in 2020 43,000 meals were delivered.
- Retired and Senior Volunteer Program (RSVP) in the amount of \$810. Mary Ellen Reis spoke on behalf of this special appropriations request. Program has over 410 volunteers and provides a variety of services including home meal delivery, wellness on aging and a pets for life program.
- Catamount Arts in the amount of \$5,000. Ashley Van Zandt presented on behalf of this special appropriations. Currently Catamount Arts is closed due to COVID for just over a year now. Hope to open soon again need portable air filtration to open again. However Catamount Arts is still active in the community and online. Film Slam was virtual this year. Also participated in St. Johnsbury Art on the Street, the Get Down Town Event, Hey NEK What's Your Art virtual talent show. Plan to continue current programming in 2021.
- Umbrella Inc. in the amount of \$9,500.
- NEK Human Services in the amount of \$7,983. Noreen Shapiro-Berry spoke on behalf of this special appropriations request. 2020 incurred unexpected expenses due to COVID 19. 18% increase in 2020 expenses due to cost of cleaning supplies, technology needs and PPE.
- Kingdom Animal Shelter in the amount of \$2,000.
- Support and Services at Home Rural Edge (SASH) in the amount of \$2,000. Robin spoke on behalf of this special appropriation request. For over 10 years this program has assistant tenants and supported a program called Everybody Eats. This program allows people to get the support they need.
- Kevin thanked everyone for coming out to talk about their special appropriations requests. Thank you for making St. Johnsbury a better place.

On a motion by Dennis and second by Brendan the board adjourned the special appropriations section of the meeting by unanimous decision.

#### Agenda Amendments:

- None

#### Public Comment:

- Kevin expressed that tonight was Tim Angell's last meeting on the Select Board. He thanked him for his dedication, time and efforts moving St. Johnsbury forward. On behalf of the board we all appreciate everything you have done. Thank you.

- Brendan thanked the folks that came out this evening to provide updates and speak on behalf of their organizations requesting special appropriations from the Town. Always nice to hear what has been done with the funding from the Town.

#### Warrants:

- On a motion by Dennis and second by Brendan to approve the warrants as presented. All in favor.

#### Minutes:

- None

#### Liquor Licenses:

- On a motion by Dennis and second by Brendan to move the liquor license agenda item to the end of the meeting. All in favor.
- On a motion by Dennis and second by Brendan to move the liquor licenses to now as Tim Angell was present. All in favor.
- On a motion by Dennis and second by Tim the following Liquor Licenses were approved. All in favor. Brendan abstained.
  - Pica-Pica - 1<sup>st</sup> class renewal
  - Anthony's Diner- 1<sup>st</sup> class renewal
  - Riley's Fish Shack- 1<sup>st</sup> class renewal
  - New Century Chinese- 3<sup>rd</sup> class renewal
  - Riley's Fish Shack- Outside Consumptions
- Kevin took a minute to thank Tim for all he has done for the Town of St. Johnsbury.
- Tim commented that it was a great experience. Nice to work with the dedicated employees of the Town.

#### USDA Rural Development Grant Application:

- Chad Whitehead, Town Manager explained to the select board the
- Town would be the financial agent for the grant but the Trail Head Collective would do the work.
- Evan Oleson provided the select board with some insight on their plans for 2021 and moving forward.
- Ideally will enter into a lease agreement with the former Wine Gate to lease the front porch for the summer of 2021. The goal of the coming year is to build out amenities and engage the local community.
- Involved programs such as Link, have open hours for youth, build community around healthy activities.
- Potentially offer Lamoille Valley Bike Tours and Rentals in St. Johnsbury.
- The hope is to bring quests to local restaurants and businesses.
- Participate in town events. Will be conducting an audit of amenities next.
- Jim Brown asked who was responsible for policing the Rail Trail. Chad explained that within town limits the ST. Johnsbury PD is responsible, the animal control officer would be responsible for dog complaints and outside of town limits would be the state police.

- Chad explained the town's vision with regards to the rail trail. Including line striping coming into town, working on grant applications and budget to complete the St. Johnsbury part of the trail, hopeful to add amenities to make the trail unique to St. Johnsbury including benches, artwork and access to the river.
- On a motion by Brendan and seconded by Dennis to approve the Town Manager to submit the resolution of the USDA Rural Development Grant Application. All in favor.

#### Gilman and Pleasant Loan Agreements:

- Chad Whitehead, Town Manager approached the board requesting the consider adopting the following loans for the Gilman and Pleasant Project.
- RF3-413-3.0 in the amount of 2,842,370.42 for the water project. This loan has a 40% forgiveness eligibility and a 0% interest rate on the remainder.
- RF1-215-3.0 in the amount of 5,433,943.00 for the sewer projects This loan has a 70% forgiveness eligibility and a 0% interest rate on the remainder.
- On a motion by Dennis and second by Brendan to approve and accept the RF3-413-3.0 in the amount of \$2,842,370.42. All in favor.
- On a motion by Dennis and second by Brendan to approve and accept the RF1-215-3.0 in the amount of 5,433,943.00. All in favor.

#### SWIP Approval:

- Chad Whitehead, Town Manager approached the select board about formally adopting the updated SWIP plan.
- On a motion by Dennis and second by Brendan to approve the new SWIP agreement. All in favor.

#### Town Informational Meeting:

- Chad Whitehead, Town Manager provided an update regarding outreach for the Town Informational Meeting on April 5<sup>th</sup> at 7:30 pm.
- Getting the information out in multiple ways including on the Town's website, the radio station and local paper.
- Met with School and Moderator David Reynolds regarding upcoming meeting. Ground rules will be in place and instructions will be give throughout the meeting on how to ask questions, make comments, ect.

#### Managers' Report:

- Chad Whitehead, Town Manager provided the following Manager's Report.
- The town received notice that they will be receiving 2 million in COVID relief funds from the recent American Recovery Relief Act. The funds should begin to arrive in the next 90 days and will be required to be spent by 2024.
- Continue to work with Lesley, Steve and Operators to develop water/ sewer budget. Plan to present to the select board in April.
- With warmer weather starting to see businesses slowly opening back up. Plans in place for business to have access to utilize the sidewalks and pedestrian bypasses.

- Recent water main breaks which a typical for this time of year as the ground begins to unthaw. DPW is prepared.
- Land apply application process is still moving forward. Working with engineer to review, develop scope and proposal.
- Joe Kasprzak, Assistant Town Manager provided an update on the Armory project. The select board recently passed the resolution to apply for the VCDP CBDG grant in the amount of \$5,000 for remediation plan and preparation of the Amory site. The VCDP CDBG Grant application is due April 13<sup>th</sup>. The application is available in draft form on the Town's website and in the Town Clerk's Office.
- Peter Van Straten was curious where on the website the application could be found. Joe explained that it was available both in the document library under grants/RFPS and under the announcements.
- Peter Van Straten asked if the Armory project was developed and covered by the town or a committee or if the project was not to that point yet. Joe explained most of the work has been completed by the Economic Development along with the Town Manager's Officer.
- No other questions.

#### Other Business:

- Chief Tim Page approached the select board regarding Karen Montgomery's retirement after 21 years of service to the town. Her last day with the town will be April 1<sup>st</sup>. If you can reach out or see her wish her well and thank her.
- Todd Wellington asked Tim for a statement regarding Karen. Tim said he would get Todd something this week.
- Jim Brown stated the Energy Committee has completed their amendment to the Town Plan and will be presenting it to the PC on April 20<sup>th</sup>. Then it will be sent onto the Select Board.
- Joe Kasprzak, Assistant Town Manager said the Energy Committee has requested to participate in the Amory project. The town will begin working with them soon.

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