



# TOWN OF ST. JOHNSBURY

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## **Meeting of the St. Johnsbury Select Board May 24, 2021 at 6:00 PM Select Board Meeting**

Present-

Select Board: Kevin Oddy, Dennis Smith, Daniel Kimbell, Frank Empsall, Brendan Hughes

Staff: Chad Whitehead, Rachel Waterhouse (via zoom)

Press: KATV

Public: Don Smith, Mary Berlejung

Kevin Oddy, Chair of the Select Board notified the public that the Select Board will be returning to in person meetings. The Town will continue to follow the State guidelines issued on May 14, 2021 and CDC recommendations. Unvaccinated individuals who attend in person meetings will be expected to wear a mask and maintain social distancing. The Town asks that if you are experiencing illness, a fever, or have been exposed to COVID-19 to please attend by Zoom or phone.

### Agenda Amendments:

- None

### Public Comment:

- None

### Warrants:

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

### Minutes:

- On a motion by Dennis and second by Daniel to approve the minutes with a minor correction. All in favor. Brendan abstained.

### Liquor Licenses:

- On a motion by Dennis and second by Frank approve the following liquor licenses. All in favor. Brendan abstained.
  - Aladdin Food Management - 1<sup>st</sup> Class Renewal
  - Aladdin Food Management - 3<sup>rd</sup> Class Renewal

#### Grand List Adjustment:

- On a motion by Dennis and second by Daniel the board approved the grand list adjustment 2020 #10 in the amount of \$10,813.18. All in favor.

#### Beautification Committee Appointment:

- Chad Whitehead, Town Manager provided the request from the Beautification Committee to appoint Diane Cummings to the Committee.
- Chad Whitehead recommended Diane Cummings for the Beautification Committee.
- On a motion by Brendan and second by Dennis to appoint Diane Cummings to the Beautification Committee. All in favor.

#### Right of Way:

- Chad Whitehead, Town Manager presented the board with an updated Excavation and Right of Way Application and Proposed Fee Schedule. Proposed fee schedule is as follows:
  - \$35 application fee
  - \$10 per square foot fee for non-porous material such as asphalt.
  - \$3 per square foot fee for porous materials such as gravel.
- Steve Beauregard, Director of DPW and Chad Whitehead, Town Manager would like to put fees collected into a highway reserve fund. These funds would then be applied toward highway repairs. If approved by the Select Board the Fee Scale would be updated.
- Kevin asked if the \$10/\$3 fees would be the same for sidewalks and asphalt. Chad explained that sidewalks and asphalt would be \$10 per square foot.
- Daniel inquired if other Towns had a similar fee scale. Chad said yes many towns do a similar things.
- Daniel asked if it was possible to ensure the money goes where the funds came from in terms of roads. Chad explained that it would be hard to be that restrictive but the funds would remain as revenue in the Highway Fund.
- Kevin commented that he felt it was a good idea to have the funds go into a restricted highway reserve.
- On a motion by Dennis and second by Brendan to approve the Town of St. Johnsbury Excavation Right of Way Work Permit and Fees pending the corrections in the application. All in favor.

#### Town Manager's Report:

- Chad Whitehead, Town Manager provided the following Town Manager's Report.
- Back in person and following State and CDC guidelines.
- Several appropriation requests were submitted last week to Sanders and Leahy's Offices. There requests were for the Amory, Lamoille Valley Rail Trail and the Fire Station.
- Still working with legal in regards to the Gilman and Pleasant Project. Also requested the project be re-advertised. Waiting to see if the state agrees with our recommendations. The plan is still to get the project started this summer.

#### Other Business:

- None

Executive Session:

- On a motion by Daniel and second by Frank the board voted that there was a need for an executive session to discuss a legal matter that premature general public knowledge would place the Town at substantial risk. All in favor.
- On a motion by Daniel and second by Frank the board voted to enter into executive session and invite the Town Manager to join them. All in favor.
- On a motion by Dennis and second by Brendan the board voted to exit executive session. All in favor.
- On a motion by Dennis and second by Brendan the board authorized Jon Anderson of Primmer Piper Eggleston and Cramer to execute the Stipulation of Dismissal for the United Community Church Docket No. 26-3-20 Vtec on behalf of the Town of St Johnsbury.

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