



TOWN OF ST. JOHNSBURY

Town Manager's Office
51 Depot Square, Suite 3
St Johnsbury, VT 05819
802-748-3926
www.stjvt.com

Town Clerk 802-748-4331
Dispatch 802-748-2314
Police 802-748-2314
Fire 802-748-8925
Public Works 802-748-4408
Assessor Office 802-748-4272

Select Board Meeting Minutes 51 Depot Square, St Johnsbury, VT December 27, 2021 6:00 PM

Present (virtually via Zoom):

Select Board: Kevin Oddy, Frank Empsall, Dennis Smith, Brendan Hughes (via. Zoom)

Staff: Chad Whitehead, Joe Kasprzak, Stacy Jewell, Steven Beauregard, Lesley Russ, Anthony Skelton

Press: Todd Wellington, KATV

Public: Brad Ashley, Bob Duncan

Agenda Amendments: On a motion by Dennis and second by Frank, the board moved the PD and Dispatch Contract to the end of the meeting.

Public Comment: no public comments were made

Minutes:

- On a motion by Dennis and second by Frank the minutes for 12/13 were approved

Warrants:

- On a motion by Dennis and second by Frank the board approved the warrants as presented.

Liquor License:

- None

Grand List Adjustments:

- None

2022/2023 Proposed Budget

- Chad Whitehead reviewed the Draft Budget
- Kevin opened the meeting to questions and comments.
- Brendan asked if the board had considered separating the Fire Department Budget from the General Fund. Kevin noted that that had been considered previously but the board had not chosen to separate the funds.

Charter Amendment- Warning of First Public Meeting:

- On a motion by Dennis and second by Frank the board approved the Warning of the Charter Amendment Public Meetings.

Easement Request- 10 Eastern Avenue

- Brad Ashley and Bob Duncan addressed the select board to request an easement for the installation of a ventilation system to allow the northern most space in the New Avenue Commercial Space to be used as a restaurant. This was still under review by the Development Review Board. This would result in the loss of up to 3 parking spaces adjacent to the building.
- On a motion by Dennis and second by Brendan the board authorized the Town Manager to execute an easement with the New Avenue Commercial Space. Frank abstained.

Armory Update:

- Joe Kasprzak provided an update to the Select Board regarding the Armory Project.
- The Manager's office has reviewed Architectural proposals and is currently negotiating a contract and expects to bring the design contract to the Select Board at the first meeting in January. Contract is set up so that the Town can delay or stop work with minimal notice to reduce risk.
- Proposals have been received for the Qualified Environmental Professional and were under review.
- The Town is eligible for EPA Brownfield Assessment Funds to complete the Corrective Action Plan and is submitting an application to the program.
- Joe asked if the Board would be ok with Monthly updates regarding the Armory and the board agreed.

Manager's Report:

- Chad Whitehead reported that the Town has completed interviews with Fire Chief applicants and anticipates an announcement to be made the first week of January.
- Setting time for ARPA meeting near the end of January.
- First Night in person event has been moved online due to COVID.

Other Business:

- None.

Police and Dispatch Collective Bargaining Agreement:

- On a motion by Dennis and second by Frank the board determined that there was a need to enter executive session to discuss a contractual matter in which premature disclosure would place the town at a distinct disadvantage.
- On a motion by Dennis and second by Frank, the board entered executive session and invited the Town Manager.
- On a motion by Dennis and second by Frank the board exited executive session. The chair had nothing to report

On a motion by Dennis and second by Frank the board adjourned the meeting.