



# TOWN OF ST. JOHNSBURY

---

51 Depot Square, Suite 1

St Johnsbury, VT 05819

802-748-4331

[www.stjvt.com](http://www.stjvt.com)

## Meeting of the St. Johnsbury Select Board Oct. 11, 2022 @ 6:00 pm

Present-

Select Board: Dennis Smith, Tracy Zschau, Steve Isham, Brendan Hughes, Frank Empsall (via zoom)

Staff: Rachel Waterhouse, Chad Whitehead, Joe Kasprzak, Paul Berlejung, Kresten Sterling (via zoom),  
Tim Page (via zoom)

Press: KATV

Public: Mary Berlejung (via zoom), Jim Brown, Joanne Brown, Warren Nott (via zoom)

### Agenda Amendments:

- None

### Public Comment:

- Joanne Brown approached the board regarding her concerns over the Select Board meeting not being properly warned. Explained that the Select Board has never hosted a meeting on Tuesday night. Dennis explained the board would look into it. Steve Isham explained that the meeting was properly warned and had been posted on the Town website and calendar. Rachel explained that at the Sept. 12<sup>th</sup> meeting the Select Board discussed holding their regular meeting on Oct. 11<sup>th</sup> as Oct. 10<sup>th</sup> was a holiday.
- Joanne Brown expressed her concern over the Select Board Chair also running for State Legislature. She asked the chair to address if elected to the State Legislature if he would step down as she believes it poses a conflict of interest for both the Caledonian and Essex Counties. Dennis explained that this would not be addressed now.
- Warren Nott approached the board regarding his experience working with the Town and Kresten Sterling, Code Compliance Officer. He explained what a pleasure it was to work with the Town and what an amazing program the Town has. Delighted to have been a part of it.

### Warrants:

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

### Minutes:

- On a motion by Tracy and second by Steve Isham to accept the Select Board minutes from Sept. 26, 2022 as presented. All in favor. Brendan abstained.

- On a motion by Tracy and second by Steve Isham to accept the Special Select Board minutes from Oct. 3<sup>rd</sup>, 2022 as presented. All in favor. Brendan abstained.

#### Liquor License:

- None

#### USDA Police Cruiser Grant:

- Chad Whitehead, Town Manager explained that quote for the cruisers was based on a quote over two years ago. Previously the Select Board had authorized the Town to spend \$46,138 from the Police Department Equipment Reserves. Chief Page received an updated cost for the cruisers and is requesting a total of \$55,000 for the Police Department Equipment Reserves. Explained that the two cruisers were not replaced last year as the Town did not receive grant funding to help offset the cost.
- Chief Page explained that the cruisers were needed last year and the Town was able to hold off but now it is an urgent need. Police cruisers get used 24/7 and a lot of wear and tear is put on the vehicles it is important these Officers have safe and reliable transportation. He explained that this purchase will replace one explorer and remove the pick-up truck from everyday use.
- Joanne Brown asked if the intent is to buy two vehicles. Dennis said yes.
- Joanne Brown asked who the purchaser would be. Dennis explained that the Town was purchasing the vehicles.
- Joanne Brown asked if the vehicles were both coming from the same dealer. Dennis said yes.
- Joanne Brown asked who the dealer was. Dennis said he was unaware but Chief Page would know as he is acting on the Town's behalf for these purchases.
- Joanne Brown asked if it was exclusive to Fords. Dennis explained that Chief Page has a procedure he needs to follow and puts the vehicles out to bid. Then determines the best price for the Town. Ford just happens to be a company that specializes in Police cruisers.
- Joanne Brown asked if it is always Fords. Brendan explained not necessarily. Dennis explained that these two vehicles will indeed be Fords. Encouraged Joanne to reach out to Chief Page with further questions. Chief Page explained that Joanne could contact him if she had more questions.
- On a motion by Tracy and second by Brendan to approve \$55,000 from the Police Department Reserves to purchase two Police cruisers. All in favor.

#### Town Managers' Report:

- Chad Whitehead, Town Manager provided the following Town Manager's Report.
- HCH focus group meetings on the subjects of business/creative economy, housing, outdoor recreation, infrastructure and mental health/social services continue with a housing meeting scheduled for 10/14/22 at 12:30pm and mental health/ social services scheduled for 10/14/22 at 5:00 pm.
- DPW has placed 70 tons of asphalt hot mix and anticipates placing another 10 tons this week in preparation for winter.
- Hydrant flushing has been postponed due to the request of Weidman. It is expected to take place the week of Oct. 24<sup>th</sup> from 9 am until noon.
- Hydrant replacement has also been postponed for the same reason. The Fire Chief and DPW Director have reviewed other hydrants within the system to identify more that may need maintenance and potential replacement.

- DWP road crews continue to replace the subbase and road materials on a 500' section of Old Man Mountain Road and will do another 300' of Crepault Hill to the North of Bradley Road.
- A construction update for the Pleasant and Gilman project has been posted to the Town's Facebook Page and website. Dufresne Group is also mailing information to all property owners within the construction area. The announcement included project updates along with what to expect for the winter and next spring.
- The solids handling project continues into final design for the permanent building. The press contract has been signed and will be in production for delivery in April. Contractor continues to process biosolids at the Wastewater Treatment Facility.
- Agreement has been signed to list 955 Portland Street for sale. Anticipate the listing to be active starting on Thursday.
- The second Public Charter Hearing is scheduled for Monday Oct. 24<sup>th</sup> at 5:30 pm.
- The Town has had wetland locations completed and has received proposals for the Environmental Phase of the LVRT Riverfront Extension Project. Currently requesting a contract and project kick off date.
- Several people are interested in serving on a property management committee for the Knob Property including Jamie Murphy, Mike Moriarity, David Brown and Tracy Zschau. If anyone else from the community is interested they are encouraged to reach out. The Knob Property Management Committee will need to be formalized by the Select Board in an upcoming meeting.

#### Other Business:

- Jim Brown inquired about the next steps on adopting the bylaw changes presented at the Public Hearing this evening. Chad said the bylaw changes would be on the Select Board Agenda for the Oct. 24<sup>th</sup> meeting.

#### Executive Session:

- On a motion by Brendan and second by Steve Isham that an executive session was needed to address a contractual matter that premature general public knowledge would put the Town at substantial risk. All in favor.
- On a motion by Steve Isham and second by Brendan to enter executive session and invite the Town Manager and Assistant Town Manager. All in favor.
- On a motion by Steve Isham and second by Tracy to exit executive session.
- The Select Board Chair had nothing to report.

On a motion by Tracy and second by Steve Isham the board adjourned by unanimous decision.