



TOWN OF ST. JOHNSBURY

51 Depot Square, Suite 1

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Meeting of the St. Johnsbury Select Board November 27th, 2023 @ 6:00 pm

Present-

Select Board: Steve Isham, Frank Empsall, Dennis Smith, Tracy Zschua, Brendan Hughes

Staff: Chad Whitehead, Joe Kasprzak, Rachel Waterhouse

Public: KATV, Don Smith, Guest (via zoom)

Agenda Amendments:

- None

Public Comment:

- None

Warrants:

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

Minutes:

- On a motion by Dennis and second by Tracy to approve the minutes from the Nov. 13th meeting with the noted correction. All in favor.

Liquor/Tobacco License:

- None

St. J Transformation Grant- RINK Inc. Grant Agreement:

- Chad Whitehead, Town Manager requested to table the St. J Transformation Grant for RINK Inc. until the next Select Board meeting as the agreement is still with the attorney.
- On a motion by Brendan and second by Tracy to table the St. J Transformation Grant Agreement for RINK Inc.

Town Manager's Report:

- Chad Whitehead, Town Manager provided the following Town Manager's Report.

- DPW is in plowing mode with the recent storms however they also continue to work on completing the stone line on Spaulding Hill Road.
- Construction continues on the Water Plant.
- The furnace at the DPW Garage needs to be replaced. Steve Beauregard is working on obtaining quotes and identifying funds.
- DPW is fully staffed at this point.
- A badge pinning for FF Jedlick will be held tomorrow at 4:30 PM at the Fire Department.
- St. Johnsbury has acquired a loaner fire truck from Littleton while we address the repairs need on the Town's engine.
- The Police Department has hired Brianna Murphy on a part time basis with the hopes of full time employment down the road.
- A conditional offer has been made to a new officer who would attend the Police Academy in Feb. of 2024.
- Officer McKendrick Johnson is scheduled to graduate the Police Academy in December.
- Chief Tim Page's last day is November 30th.
- Budget development is currently a priority in the Town Manager's Office. Expecting to have a public presentation at the second meeting in December.
- The Knob Property Committee has completed and submitted an application for a VOREC Grant. Chad thanked the committee for all the hard work that went into completing the grant application.
- Joe Kasprzak, Assistant Town Manager had nothing to report.
- Dennis asked if Chad had a chance to check on the Calx Contract and the increase for 2024. Chad said he has sent it over to legal for an opinion.
- Steve Isham mentioned that the second Select Board meeting for December is scheduled for Dec. 25th. He inquired about moving it to another day that week. Chad recommended Wednesday Dec 27th as nothing else was scheduled in the Welcome Center during that time. The board was good with moving the meeting to Dec. 27th.

Other Business:

- None

Executive Session:

- On a motion by Dennis and second by Brendan that there was a need for an executive session to discuss a contractual matter that premature public knowledge would place the Town at substantial risk. All in favor.
- On a motion by Dennis and second by Tracy to enter into executive session and invite the Town Manager and Assistant Town Manager. All in favor.
- On a motion by Dennis and second by Brendan to exit executive session.
- The Chair had nothing to report.

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