



TOWN OF ST. JOHNSBURY

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Meeting of the St. Johnsbury Select Board January 26th, 2026 @ 6:00 pm

Present-

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

Staff: Chad Whitehead, Kate Bent (via Zoom), Joe Kasprak (via Zoom), Stacy Jewell

Public: KATV, Jim Brown, Richard Boisseau, Dan Sweet, Issaiah Wilson (via Zoom), Dana Gray (via Zoom), Gillian Sewake (via Zoom), Chelsea Colgrove (via Zoom), Chloe. Hulsizer (via Zoom), Deb Dolgin (via Zoom), Ellen Burt (via Zoom), Kingdom Access TV (via Zoom), Abbey, Andrea Day, Mike Sullivan

Agenda Amendments:

- None

Public Comment:

- None

Minutes:

- On a motion by Dennis and second by Tracy to approve the January 12th meeting minutes. All in favor.

Warrants:

- On a motion by Dennis and second by Tracy to table the warrants as presented due to not being able to meet in-person to look them over together. All in favor.

Liquor Licenses/ Tobacco Licenses:

- None

Revitalization Grant Update- Dan's Barber Shop:

- Dan Sweet shared his Revitalization Grant Overview. Dan's barber shop started at 560 Railroad Street; the grant funds were used to relocate and expand his barber shop.
- Dan stated that the new Barber Shop location is at 36 Eastern Ave, and it has been a great fit so far.
- Chad mentioned that Dan is up to date on his project and has finished out the grant process, working well and communicating with Kate.
- Dan thanked the select board for the grant.

Town Meeting Ballot and Warnings:

- On a motion by Frank and second by Brendan to approve the Town Meeting Ballot and Warnings. All in favor.

Findings of No Significant Impact- Bay Street Sewer Project:

- Chad and Chloe Hulsizer go over the Findings of No Significant Impact- Bay Street Sewer project, which is a federally funded project that is required to comply with the National Environmental Policy Act (NEPA). Since both the Clean Water State Revolving Fund (CWSRF) and the Drinking Water State Revolving Fund (DWSRF) receive federal funds, all elements of these projects must comply with NEPA.
- The project includes the installation of a bypass sewer to reduce the frequency and duration of combined sewer flows.
- Installation of approximately 2,800 feet of 15" sewer main.
- Installation of approximately 3,200 feet of water main in the Bay Street right-of-way.
- Installation of approximately 250 feet of 15" HDPE Storm Drain.
- The presentation went over Environmental Justice, Cultural, Historical and Archaeological, Land Use, Intergovernmental Review, Wetlands, floodplains, coastal zones, and wild and scenic rivers. Fish, wildlife, and Endangered Species. Drinking water and Groundwater protection. Air quality, noise, and emissions. National Environmental Policy Act (NEPA).
- Intergovernmental Review: Municipal projects automatically comply.
- Wetlands, floodplains, coastal zones, and wild and scenic rivers: Projects are outside of the wetland buffer zone. No increase in ground elevation in the area of the floodplain on the project site. Improvements are subsurface and will not change the ground's topography. The project will reduce overflows to the Passumpsic River.
- Fish, Wildlife, and Endangered Species: No rare, threatened, or endangered species will be impacted by the project.
- Selectboard Tracy asked about the timeline, Chad stated they are hoping to have everything completed by summer or fall.
- There was no motion needed; it just needed to be on the agenda and open to any questions.
- The meeting minutes will need to be submitted to the state.

Annual Highway Mileage Certificate:

- Chad presented the Annual Highway Mileage Certificate. He explained that this form must be completed by the Select Board each year and that there has been no change in mileage since last year. The Mileage Certificate form is the State's tool for calculating highway payments.
- On a motion by Brendan and second by Tracy to approve the Highway Mileage Certificate. All in favor.

Reserve for Revaluation Transfer:

- Chad presented the Reserve for Revaluation Transfer. The Transfer is for \$28,879.40 from the Reserve for Revaluation to the Unallocated Fund Balance. This is for reappraisal expenses paid out earlier this fiscal year to New England Municipal.

- On a motion by Dennis and second by Frank to approve the \$28,879.40 from the Reserve for the Revaluation Transfer. All in favor.

Town Manager's Report:

- Chad shared that he has been working on the Town Annual Report and will continue to work with Stacy on incorporating the Town Ballot.
- One thing to be aware of is that there is a state-wide salt shortage. The Department of Public Works will start mixing salt and sand for use on the roads. The Town will not receive the salt delivery they were expecting.
- The Town is currently very, very low on salt, and Department of Public Works Director Steve is working hard on finding more salt, but in the meantime, if you can, winter tires are being urged.
- Chad mentioned that there will be two Public Input Meetings on the R.K Miles project. These dates are scheduled for January 29th and February 3rd, with a public site visit to the R.K facility at 3:00 pm on both dates. The buildings will be open to the public, and residents will be able to visit. After the site visit, there will be a Public Input meeting at the Welcome Center starting at 5:30 pm on both January 29th and February 3rd.
- Joe Kasprzak mentioned he is finishing up the end of quarterly grants and EPA close-outs.

Other Business:

- Dana Gray asked about the status of the Brownfields clean-up at the rk Miles property. Joe stated that they have completed their collection and that the deadline for submitting the status of their findings and the cleanup cost is February 5th.

Executive Session:

- None
- On a motion by Dennis and second by Frank, voted unanimously to adjourn. All in favor.

January 26th Select Board Meeting Video:

<https://us02web.zoom.us/rec/share/eapxcA1EyuW5kKw1DqrU7pZbotrxV50oXOIQKZ7mHR8WW8BWLRLkiCpw4Zn7a7p7T.TSXrHluKaxleKJz>

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