



TOWN OF ST. JOHNSBURY

51 Depot Square, Suite 1

St Johnsbury, VT 05819

802-748-4331

www.stjvt.com

Meeting of the St. Johnsbury Select Board March 23rd, 2026 @ 6:00 pm

Present-

Select Board: Frank Emsall, Ellen Burt, Dennis Smith, Brendan Hughes

Staff: Chad Whitehead, Kate Bent, Sarah Gagne, Kresten Sterling (via Zoom), Joe Kasprzak

Public: KATV, Jim Brown, Dana Gray, David P, Richard Boisseau, Don (via Zoom), Gillian Sewake (via Zoom), Debbie Dolgin (via Zoom), Jenna Morris, Mr. Taylor

Agenda Amendments:

- None

Public Comment:

- None

Minutes:

- On a motion by Dennis and second by Ellen to approve the meeting minutes with noted corrections. All in favor.

Warrants:

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

Liquor Licenses/ Tobacco Licenses:

- On a motion by Dennis and second by Ellen to approve the 1st class Liquor License for Swing Sportsplex. Brendan Abstained. The motion passed.

February Financials:

Lesley Russ gave the following financial report as follows:

- **General Fund:** At the end of February 2026, the General Fund revenues were \$3,923,286 and expenses were \$5,000,523 resulting in a deficit of \$1,077,237. The deficit is due to revitalization expenses of \$123,302, the new fire truck purchase and overtime in dispatch and fire. The second fire truck is now due in August. The delinquent tax balance was \$93,361 at month end (down from \$107,125 the previous month). Operating cash balance was \$2.5 million, and property taxes were due in March, that had a good standout.
- **Special Services Fund:** Special Service Fund revenues were \$1,279,702 and expenses were \$1,395,530 resulting in a deficit of \$115,828. The deficit is due to the purchase of two new police vehicles which were funded from equipment reserves.

- **Highway Fund:** The Highway Fund had \$3,778,136 in revenues and expenses were \$3,611,492 resulting in a surplus of \$166,644. The surplus is due to grant payments and FEMA reimbursements. To date the Town has received \$885,133 from FEMA towards the storm damage. FEMA recently obligated \$1.4 million and we hope to receive those funds in March.
- **Water Fund:** The Water Fund revenues were \$830,594 and expenses were \$1,103,952 resulting in a temporary deficit of \$273,358. This is due to billing in arrears.
- **Sewer Fund:** Sewer Fund revenues were \$1,188,837 and expenses were \$1,295,936 resulting in a temporary deficit of \$107,099 due to billing in arrears.
- **Parking Meter Fund:** Revenues in the parking meter fund were \$46,412 and expenses were \$23,518 resulting in a surplus of \$22,894. The surplus is due to permit sales.
- **Recreation Fund:** Revenues in the recreation fund were \$76,537 and expenses were \$91,257 resulting in a deficit of \$14,720.

Knob Property Management Committee Update:

- Sarah Gagne, the Rec Director shared that The Observatory Knob Committee is pleased to announce a Public Information and Feedback meeting in the Town Office Building (“Welcome Center”), at 51 Depot Square, on Wednesday, April 8, 2026, at 5:30pm.
- The purpose of the meeting is to discuss the new Observatory Knob Management Plan drafted by Arrowood Environmental in conjunction with the Committee. Arrowood Environmental will present an overview of the Management Plan as well as take public comments and input. Members of the Committee will be present.
- The goal of the meeting is also to set goals for future stewardship efforts. Sarah encouraged the Select board to read the 50-page draft proposal.

St. Johnsbury Defined Benefit Plan Update:

- Chad shared that the Defined Benefit Plan is similar to the current one. There were no major changes.
- On a motion by Dennis and second by Brendan to approve the St. Johnsbury Defined Benefit Plan. All in favor.

Town Manager’s Report:

- Chad shared there will be another projection budget with department heads next week.
- There has been more snow, and the Town has plenty of snow.
- Chad took Ellen on a tour, the only stop they could not make was to the Water Treatment Plant but will be going in the future. The Town is currently fully dependent on the new Plant.
- R.K miles closing is happening Thursday of this week.
- Joe shared he is working on the grant management and quarterly grants are happening next week.

Other Business:

- Jim Brown asked Chad if there was any update on Chief Pierce. Chad said he has no updates.
- Jim Brown stated that the planning commission is looking at short-term rentals and will ask Kresten the Code Compliant officer to join one of their meetings in the future to get more input.

Executive Session:

- On a motion by Dennis and second by Brendan to adjourn. All in favor.

March 23rd Select Board Meeting Video:

https://urldefense.proofpoint.com/v2/url?u=https-3A_us02web.zoom.us_rec_share_sDsF9gnQM3T2Fkecr1woUhqNRoLkq87GysxmHeIWQB80COmvuorYChPSL4ZpqpId.Fj1Zo3nhWnbc8X-2D&d=DwMFAw&c=euGZstcaTDllvimEN8b7jXrwqOf-v5A_CdpgnVfiiMM&r=Ju1b0XBLvfVAGEVrHqulCPACXIn_2b1lVTCCbe_28U&m=UtZCIMNa3JwSKu-F9l7_S3yZ1rDoC8R_aOq5velzixE1m72sDVKRoXwj6B2cOkEG&s=3iwgQPkpaAlRYV3KMzQ5Y-0-L1Cx64tvGZ0JrTtHV34&e=

Passcode: kT8h=TmS

DRAFT