



TOWN OF ST. JOHNSBURY

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Meeting of the St. Johnsbury Select Board May 11th, 2026 @ 6:00 pm

Present-

Select Board: Frank Empsall, Ellen Burt, Dennis Smith, Brendan Hughes, Steve Isham

Staff: Chad Whitehead, Kate Bent, Lesley Russ (via Zoom), Kresten Sterling (via Zoom), Sarah Gagne

Public: KATV, Jim Brown, Richard Boisseau, Rep Debbie Dolgin, Dana Gray, Issaiah Wilson (via Zoom), Robert Gerrish, David P., Mike O'Hara, Gillian Sewake (via Zoom), Michael G (via Zoom)

Agenda Amendments:

- None

Public Comment:

- Resident Mike O'Hara questioned the date on the Town's website about Leaf and Yard Debris Day. Chad said he will look into having it updated and confirm the date with Director of DPW Steve.
- Mike also shared that some of the items listed for Hazardous Waste Day were turned away last year. Chad said he will also make sure the list is updated and that someone from the Town will be there.
- Resident Richard mentioned the potholes on Severance Hill, Chad said he has heard from other people regarding the potholes as well, and he will follow up with Steve.
- Robert Gerrish introduced himself to the Selectboard, as he is going to run for Sheriff, in the Caledonia County Sheriff's Department.
- Dana Gray also mentioned the website not being updated with Leaf and Yard Debris Day.

Minutes:

- On a motion by Dennis and second by Brendan to approve the meeting minutes from April 27th as presented. 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 Steve and second by Ellen to approve the Liquor Licenses as presented. Brendan Abstained. The motion passed.

Delinquent Dog Licenses:

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

April Financials:

Lesley gave the following April Financial update as follows:

The property taxes are prorated in the governmental funds as well as interdepartmental and reserve transfers in all the funds.

General Fund: At the end of April 2026, the General Fund revenues were \$5,023,084 and expenses were \$6,282,420 resulting in a deficit of \$1,259,336. The deficit is due to revitalization expenses of \$130,505, the purchase of RK Miles, the new fire truck purchase, fire and dispatch overtime and legal and IT expenses.

The delinquent tax balance was \$442,757 at month end (down from \$543,265 the previous month) and the operating cash balance was \$2.5 million.

Special Services Fund: Special Services Fund revenues were \$1,619,204 and expenses were \$1,721,844 resulting in a deficit of \$102,640. The deficit is due to the purchase of two new police vehicles which were funded from equipment reserves.

Highway Fund: The Highway Fund had \$6,293,280 in revenues and expenses were \$4,014,255 resulting in a surplus of \$2,279,024. The surplus is due to grant payments and FEMA reimbursements and will offset the large deficit from the prior year.

To date the Town has received \$2.7 million from FEMA towards the storm damage. The Town paid off the \$1.1 million bridge loan on April 10th.

Water Fund: The Water fund revenues were \$1,116,344 and expenses were \$1,364,106 resulting in a temporary deficit of \$247,762. This is due to billing in arrears.

Sewer Fund: Sewer Fund revenues were \$1,496,094 and expenses were \$1,598,713 resulting in a temporary deficit of \$102,619 due to billing in arrears.

Parking Meter Fund: Revenues in the parking meter fund were \$47,902 and expenses were \$31,793 resulting in a surplus of \$16,109. The surplus is due to permit sales.

Recreation Fund: Revenues in the recreation fund were \$100,309 and expenses were \$115,179 resulting in a deficit of \$14,870.

Fire Equipment Reserve Transfer:

- On a motion by Dennis and second by Brendan to approve the Fire Equipment Reserve Transfer of \$367,622 from the GF unallocated to assist with the fire truck purchases and equipment. All in favor.

General Fund Housing Reserve Transfer:

- On a motion by Dennis and second by Brendan to approve the transfer of \$29,310 from the General Fund unallocated to the Reserve of Housing Development. All in favor.

Knob Property Committee Update:

- David presented a PowerPoint, and shared there was a good turnout with about 30 people that attended the April 8th Knob Input meeting.

- David shared some of the concerns that were mentioned at the input meeting regarding hunting and bow hunting, and recommended that the Selectboard have a conversation about future signage on the property.
- Sarah stated that police enforcement for the special district line with the property will be needed for parking and dog leashing on the property.
- The Selectboard will need to have a broader conversation on signage, enforcement and next steps.

Water and Sewer Budget:

- Chad shared the Draft Water and Sewer Budget and explained how to review it properly. Chad said he would be more than happy to meet with anyone that has any questions about it.

Bay Street Water Planning Loan and Priority List Application:

- On a motion by Dennis and second by Brendan to approve the Bay Street Water Planning Loan. All in favor.
- On a motion by Brendan and second by Dennis to authorize Chad for the Priority List Application. All in favor.

Annual Financial Plan, Town Highways:

- On a motion by Dennis and second by Brendan to accept the Annual Financial Plan. All in favor.

Town Manager's Report:

- Chad provided an update on the Bay Street Utility and LVRT Extension Project, with construction beginning late this summer.
- Chad stated he received the Delinquent Tax List and that the Town is getting ready to prepare for Tax Sale. This should be done by July or August.
- FEMA home buyouts are still under review, with no update on timeline.

Other Business:

- None

Executive Session:

- On a motion by Brendan and second by Dennis to enter an Executive Session. All in favor.
- On a motion by Brendan and second by Dennis to exit the Executive Session. All in favor. The chair had nothing to report.
- On a motion by Ellen and second by Brendan to adjourn. All in favor

May 11th Select Board Meeting Video:

https://urldefense.proofpoint.com/v2/url?u=https-3A__us02web.zoom.us_rec_share_s04pgdfrZ-2Du2Du5EZN0Q8skHg1E8n2fbReD-2DEUxUnsdW0EzM0dxn88a6jUKJPZHr.FwoenmZ2atllowix&d=DwMFAw&c=euGZstcaTDllvimEN8b7jXrwqOf-v5A_CdpgnVfiiMM&r=Ju1b0XBllvFAGEVrHquICPACXIn_2b1lVTCCbe_28U&m=sDUdg4gVPiulkBc8shxgElEkrECADR5SnHfN2p0Zql86m2B9b8yCb1_TpidAQVM&s=amqWoAUH134HL_KxKxcM7bPRYjqAF4LD207z9oe9qFs&e=

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