



TOWN OF ST. JOHNSBURY

51 Depot Square, Suite 1

St Johnsbury, VT 05819

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www.stjvt.com

Meeting of the St. Johnsbury Select Board October 13th, 2026 @ 6:00pm

Present-

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

Staff: Chad Whitehead, Joe Kasprzak, Jack Thomas

Public: KATV, Jim Brown, Sonia Rosenfield, Andre St. George, Kim + Tim Russell, Dana Sager, Tim Dailey, Dana Gray, Rep Deb Dolgin

Agenda Amendments:

- None

Public Comment:

- Dana Sager and several other residents inquired about the ownership status of Deer Creek Lane. Chad indicated that he had been informed that it was a private road. Dana requested that the Town look into this further to determine if there was ever an adoption by the Town, and if not, what the process would be to make it public. Chad said he would follow up and get back to the group.
- Pierce road issue.

Minutes:

- On a motion by Ellen and second by Dennis to approve the meeting minutes from September 28th. All in favor.

Warrants:

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

Liquor Licenses/ Tobacco Licenses:

- None

Grand List Adjustments:

- On a motion by Dennis and second by Ellen to approve the Grant List Adjustment as presented. All in favor.

Purchasing Policy:

- On a motion by Dennis and second by Ellen to approve the Purchasing Policy as presented. All in favor.

September Financials:

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 September 2026, the General Fund revenues were \$1,744,241 and expenses were \$2,885,758 resulting in a deficit of \$1,141,517. This is due to the purchase of a new fire truck and revitalization expense.

- The delinquent tax balance was \$295,713 at month end and the operating cash balance was \$2.8 million which includes a \$500k line of credit advance.

- **Special Services Fund:**

Special Services Fund revenues were \$454,008 and expenses were \$507,890 resulting in a deficit of \$53,882. The deficit is due to excess overtime and new equipment purchases.

- **Highway Fund:**

The Highway Fund had \$834,823 in revenues and expenses were \$1,622,208 resulting in a temporary deficit of \$787,384. The deficit is due to the timing of paving expenses and equipment purchases.

- **Water Fund:**

The Water fund revenues are \$197,860 and expenses are \$308,595 resulting in a deficit of \$110,735. The deficit is due to billing in arrears.

- **Sewer Fund:**

Sewer Fund revenues were \$297,380 and expenses were \$440,059 resulting in a temporary deficit of \$142,678. This is due to billing in arrears.

- **Parking Meter Fund:**

Revenues in the parking meter fund were \$1,595 and expenses were \$12,668 resulting in a deficit of \$11,073. The deficit is due to the lack of permit sales and ticket revenue.

- **Recreation Fund:**

Revenues in the recreation fund were \$64,625 and expenses were \$61,441 resulting in a surplus of \$3,183. The surplus is due to revenue from the summer programs.

Town Manager's Report:

- Chad shared yard debris is on Saturday, located on Oak Street. Items accepted are leaves, grass clippings, weeds and brush.
- Public Safety forum is on Wednesday Oct 21st at 6:00pm at the Town School Auditorium.
- The Town is actively seeking DRB members. There is a need for 1 full-time member and an alternate.

Other Business:

- None.

Executive Session:

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

October 13th Select Board Meeting Video:

<https://us02web.zoom.us/rec/share/KGjd8W-13w4RgKDqP92BAFPn1SNPSMYw7jiCPw979ldW99xOb-SRN-Uyb0fL5D7A.QRHE1ZN-0aRMInMZ>

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