

MINUTES
ST. JOHNSBURY SELECTBOARD
MONDAY, MAY 12, 2008

The St. Johnsbury SelectBoard held their regularly scheduled meeting on Monday, May 12, 2008 beginning at 7:00p.m. in the Board Room of the Municipal Building.

SelectBoard Members Present: Chairperson Bryon Quatrini, Gary Reis, Jim Rust, Daniel Kimbell, and Jean Hall Wheeler.

Others Present: Linda Fogg, Tom Turek, Dana Askren, Larry Sharer, Sandy Grenier, Dinah Yessne, Gary Lunderville, Mary Lunderville, Bernie Timson, Maurine Hennings, Diane Beck, Bruce Corrette, Taylor Reed, KATV-Channel 7, and Mike Welch.

Chairperson Bryon Quatrini called the meeting to order with the Pledge at approximately 7:00p.m.

PUBLIC COMMENT - Chairperson Bryon Quatrini asked for public comments on any item not appearing on the agenda.

Street Sweeping Noise - Dana Askren, Day Court, informed the Board that he was concerned about Street Sweeping at 3:00a.m. Mr. Askren said the noise from the sweeper can be heard all over Town. Mr. Askren said that sweeping should be done during the day, or during the evening between 5p.m. and 10p.m. so that people are not kept awake – or at 6:00a.m. instead of at 3a.m. Chairperson Quatrini directed the Manager to provide the Board with feedback from Superintendent Larry Gadapee.

Extra Telephone Poles - Bruce Corrette, Breezy Hill, informed the Board that something should be done about the number of double poles that are located throughout the community. Mr. Corrette said that nothing has been done about eliminating these extra poles. The Manager stated that numerous contacts have been made over the years to New England Telephone, and a note was also sent to Fairpoint Communication on this issue. Bryon Quatrini suggested that the Manager contact Fairpoint and request that a representative meet with the SelectBoard.

LUNDERVILLE WATER REQUEST – MOOSE RIVER CAMPGROUND - Jim Rust recused himself from discussion and action on this matter. Gary and Mary Lunderville were present to discuss their request that their last water bill for the Campground be reduced due to a leak caused by a broken connection to their system in the vicinity of the meter pit. Bryon Quatrini said that he spoke with Danny Scott, and the town does not use plastic connections. Bryon said he did not believe that the Town was responsible for this leak, and directed the Manager to have the water department check other users with meter pits to see if there are any plastic connections used. Gary Reis

asked if the manager was making a recommendation. The Manager stated that this case is different than a typical user – as the Lunderville’s have no method of reading their meter to determine if there is a leak. Current monthly readings indicate that monthly usage, before the campground opened, is 5,000 gallons per month. The Manager recommended a one-time adjustment based on a 15,000 gallon quarterly bill. Gary Reis moved, Jean Hall Wheeler seconded, and it was voted (3 In Favor – 1 Opposed Bryon Quatrini – 1 Abstained Jim Rust) that the Board approve a one-time adjustment, and that the last bill be based on a 15,000 gallon estimated usage.

ST. JOHNSBURY WORKS – WALKING TOUR AND BENCHES - Linda Fogg and Tom Turek did a PowerPoint presentation on the Main Street Walking Tour. Tom Turek said that STJ Works plans to launch the Walking Tour during Summerfest on Saturday, August 9, 2008. Tom said that there will be 52 buildings on the tour with seven nodes, or vantage points, from which to view all of the buildings. Tom said that the group would like to place benches with plaques at each of the seven nodes that will indicate the point on the walking tour, and a sponsor. Tom said the group plans to use the cement bench with wooden slats, and would like to use a base so that the areas in front of the benches are kept neat. Tom said that St. Johnsbury Works would also paint and repair the existing benches that are located along the walking tour, and paint the benches the same color (green). Tom said that contact is being made with individual property owners along the tour, and most have been very supportive of the project. Tom said that the group plans to have an audio version of the walking tour that can be downloaded from the website – and that Academy students will be used to translate the tour into different languages. There will be a brochure published, and supplements to the brochure to list all of the buildings. Tom said that the group would like to request permission from the Town SelectBoard to put three benches on Town property including – South Park, the St. Johnsbury House, and the Summer Street Common. Daniel Kimbell asked about maintenance. Tom said that St. Johnsbury Works and individual sponsors will be responsible for the maintenance of the benches. Following discussion, it was moved by Daniel Kimbell, seconded by Jim Rust, and voted (4-0-1 Gary Reis abstained), to approve the placement of three benches within the Town Right-of-Way for the Main Street Historic Walking Tour.

COMMUNITY JUSTICE CENTER UPDATE – DINAH YESSNE – Dinah Yessne, Director of the Justice Center, was present to provide the Board with an update. Dinah thanked the Board for appointing Jean Hall Wheeler as the Board’s representative on the Advisory Committee. Dinah said that she wanted to ask the Board’s concurrence on two new members of the Advisory Committee Kathy Thomas and Gabbie Novick. Bryon Quatrini asked if vacancies were advertised. The Manager recommended that Dinah review the by-law approved by the SelectBoard to determine the method for appointment of Advisory Board Members.

Dinah said that the Center has reviewed 130 cases, 18 were referred directly from the Police Department or the School. She said cases range from a wide variety of offences. Dinah said that 26 individuals leaving prison were provided assistance through the offender re-entry program. Dinah said that grant funds for this program are no longer

available – but in the future funds may be available for a similar program through “Second Chance.” There have been 5 community mediations. The Parking Board has considered 43 cases – and has issued letters relative to downtown parking concerns, and handicapped signs at the St. Johnsbury School. Dinah said that there have been 19 visits to the legal clinic. Dinah said that she has seen some good examples of cases where individuals have really gotten on track following their experience with the Community Justice Center.

WATER/SEWER FUND BUDGET AND RATE DISCUSSION – The Manager informed the Board that the Finance Committee has been meeting for several months to review the current income generated through the Water/Sewer Rates and the expenses associated with the Water/Sewer Fund. Members of the Finance Committee include: Chairperson Daniel Kimbell, Jerry Rowe, Larry Sharer, David Reynolds, Bruce Corrette, Sandy Grenier, Jim Rust, and William Merrow. The Finance Committee established guidelines for the discussions related to Water/Sewer Rates – Improve equity between users; move toward a constant usage rate; transition any rate impact on high volume users; raise adequate revenue for operations, capital improvements, and debt service; and to annually review the rates and the utility budgets.

The Manager stated that in 2007 the Water Rates generated 9.3% less than budgeted, and the Sewer Rates generated approximately 26% less than budgeted. The primary reason for this is that rates were not put into effect until July 1, 2007 – and the rates were phased in over a long period of time – so that the highest volume users are only now seeing bills with the last adjustment included. The Town will not be able to see the full revenue effect of these rate adjustments until the end of 2008. The Finance Committee recommended that the SelectBoard increase Water and Sewer Rates and that these be phased in on July 1st and January 1st. The Manager stated that the Sandy Grenier has advised him that it is nearly impossible to phase-in rates in this fashion – as different sections of the town are bill out each month for the previous quarter. The Manager said that the Board may want to consider postponing an adjustment until January 1, 2009 – which would provide an opportunity for notice to customers, and would enable the Board to review the actual revenue generation for 2008.

The Finance Committee is recommending that the decreasing usage rate be eliminated – and that the usage rate for water be set at \$2.05 per 1,000 gallons – and the usage rate for sewer be set at \$3.60 per 1,000 gallons. The Manager provided the Board with a breakdown of how these rate adjustments would affect the bills for various users on the system. A copy of the rates recommended by the Finance Committee are included with these Minutes.

Daniel Kimbell stated that the Finance Committee recommended that the SelectBoard hold a special meeting with high volume users to review proposed rate increases, and the reasons for these increases.

Larry Sharer said that the Committee also recommended that the Board consider, for future rate discussions, some type of per unit fee for apartment buildings – so that

residential apartment units pay an amount closer to the amount paid by single family residential units.

Bryon Quatrini questioned the impact of these increases on businesses and high volume users. Bryon said that he had concerns about how to implement a per unit fee for apartment buildings. Jim Rust said that the Committee had only preliminary discussions about the apartment charges – and much more work would need to be done to fully analyze the proposal.

The Manager stated that the Committee discussed the possibility of tax stabilization, which is shared by all of the Town Taxpayers, and not just the water users, in the event that a high water volume, and high employment business needs some incentive to continue to stay on the Town water system. The Manager stated that the Board just received this information, and there is no need for an immediate action. Bryon Quatrini recommended that a meeting be scheduled to discuss the proposal with the highest volume users. The Manager requested that the Board consider action on the Water and Sewer expenditure budget at the next SelectBoard meeting, so that there is an approved budget in place for the Town accounting.

SAFE ROUTES TO SCHOOL GRANT – The State Cooperative Agreement for the Safe Routes to School Grant in the amount of \$81,500. These grant funds will be used to install a new sidewalk for the school entrance, purchase radar detection speed indicators, and replace all of the street signs. The grant provides 100% of the funding for these projects. It was moved by Daniel Kimbell, seconded by Gary Reis, and voted (5-0) to approve and sign the Cooperative Agreement for the VTRANS Safe Routes to School Grant.

MANAGER'S REPORT:

Fairbanks Museum – USDA Authorization – The Manager advised the Board that Fairbanks Museum needs to have an indication from the SelectBoard that they have reviewed the proposed expansion at Fairbanks Museum – in order for the Museum to apply for a USDA Facility Grant and Loan. It was moved by Gary Reis, seconded by Daniel Kimbell, and unanimously voted (5-0) to authorize the Manager to sign the USDA Evidence of Community Support Letter for Fairbanks Museum.

LV Trail Comments – The engineer for the LV Trail is looking for community comments. The Manager stated that he will share this with the Planning Commission as well.

Arnold Park Fountain – The Manager stated that Linda Garey has made some initial contacts about restoration of the Fountain. The Manager said that once estimates are obtained a private fund-raising drive will begin.

CSO Presentation – The Manger reminded the members of the SelectBoard that representatives from EarthTech Engineering will be present at the next regular

SelectBoard Meeting on Tuesday, May 27th to present the findings from the CSO Monitoring study.

Clark's Highway Vehicle Purchases – The Manager provided the Board with a letter from Clark's summarizing how the vehicle purchases by St. Johnsbury were purchased directly under the State Purchasing Contract for highway vehicles. Clark was the only approved vendor for this State Contract.

Household Hazardous Waste Day – Saturday, May 17th, 9a.m. – 1p.m. the Town will host a Household Hazardous Waste Collection event in the Main Street Municipal Parking Lot for St. Johnsbury Residents and small businesses.

Grant Receivable Note – Members of the Board reviewed a Grant Receivable Note in the amount of \$650,000. The low bidder is Community National Bank at 2.68%. It was moved by Gary Reis, seconded by Daniel Kimbell, and unanimously voted (5-0) to sign the note resolution for Community National Bank.

Liquor Control – The SelectBoard review approved and signed Liquor License transfers for Sodexco.

Expenditure Warrants – The members of the SelectBoard reviewed, approved, and signed Expenditure Warrants previously reviewed by their designated representative as follows:

General Account	57813-57867	\$124,447.14
	57868-57932	\$ 94,083.94
Grant Account	2067-2069	\$ 189.99
	2070-2073	\$ 3,463.70

OTHER BUSINESS:

Silver Star – Jim Rust asked if there was any information on the Silver Star request. The Manager stated that he had asked Diane Perkins in the Town Office to follow up with local veteran's groups – and did not have any information yet. Sandy Grenier said she had also checked it out and did not find any information.

Rib Run – Daniel Kimbell said that there is still time to get in on the Rib Run to support the Recreation Department.

EXECUTIVE SESSION – It was moved by Daniel Kimbell, seconded by Gary Reis, and unanimously voted (5-0) to enter into Executive Session for the purpose of discussing a civil action. The Board entered Executive Session at approximately 8:40p.m.

It was moved by Gary Reis, seconded by Jim Rust, and unanimously voted (5-0) to return to regular session at approximately 9:10p.m.

It was moved by Jean Hall Wheeler, seconded by Gary Reis, and unanimously voted to adjourn at approximately 9:10p.m.

Respectfully submitted,

Michael A. Welch
Town Manager

**TOWN OF ST. JOHNSBURY
WATER/SEWER RATES FOR July 1, 2008**

GALLONS PER QUARTER	2007 WATER FIXED RATE	2008 WATER FIXED RATE	2007 WATER Per 1,000g	2008 WATER Per 1,000g	2007 SEWER FIXED RATE	2008 SEWER FIXED RATE	2007 SEWER PER 1000G	2008 SEWER PER 1000G
0 TO 19,999	\$52.60	\$50.00	\$1.875	\$2.05	\$73.00	\$73.00	\$2.62	\$3.60
20,000 TO 35,999	\$78.90	\$75.00	\$1.875	\$2.05	\$110.00	\$110.00	\$2.62	\$3.60
36,000 TO 249,999	\$195.00	\$195.00	\$1.415	\$2.05	\$300.00	\$345.00	\$2.15	\$3.60
250,000 TO 999,999	\$265.00	\$265.00	\$1.415	\$2.05	\$400.00	\$460.00	\$1.98	\$3.60
OVER 1,000,000	\$400.00	\$400.00	\$1.415	\$2.05	\$500.00	\$575.00	\$1.79	\$3.60
ALL STATE PERMIT FEE			\$.035	\$.036				