

MINUTES
ST. JOHNSBURY SELECTBOARD
MONDAY, JANUARY 26, 2009

The St. Johnsbury SelectBoard held their regular SelectBoard Meeting on Monday, January 26, 2009 beginning at 7:00p.m. in the Board Room of the Municipal Building.

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

Others Present: Sandy P. Grenier, Stan Wilkins, Al Dunn, Troy Ruggles, Robert South, Amy South, Jon Beck, Diane Beck, Bernie Timson, Gary Lunderville, Danny Scott, Tim Ruggles, Michelle Fay, Robert Hanson, KATV-7, LSC-News7, and Town Manager Mike Welch.

Chairperson Quatrini opened the meeting with the Pledge at approximately 7:00p.m.

PUBLIC COMMENT - Chairperson Quatrini asked if there was any public comment relative to items not appearing on the agenda. There was no public comment.

MINUTES, JANUARY 19, 2009 – Daniel Kimbell moved to approve the Minutes from January 19, 2009, with amendment, to reflect that “per his calculations Mr. Christman believed that these items amount to over \$40,000 in expenses.” Jim Rust seconded the motion to approve with amendment. The Board voted (5-0) to amend and approve the Minutes from the January 19, 2009 special SelectBoard meeting.

SAFE HAVEN GRANT - Michelle Fay was present to review her request that the Town of St. Johnsbury act as the pass through for a Safe Haven Grant. Michelle stated that Grant funds would be utilized to support supervised visitation programs in St. Johnsbury and in Morrisville. Michelle Fay stated that this is similar to the GEA Grant that the Town acted as pass through for – and funds were contracted out to several agencies. Bryon Quatrini asked about covering administrative costs. Michelle Fay stated that any of the Town’s expenses for auditing services would be included in the Grant. Michelle Fay stated that she would be responsible for preparing the grant reports for the Town. Following discussion, it was moved by Daniel Kimbell, seconded by Gary Reis, and voted (5-0) to approve the Town of St. Johnsbury acting as the pass through applicant for the Safe Haven Grant.

VCDP AGREEMENT – GILMAN HOUSING TRUST – The Manager reviewed the Vermont Community Development Program Grant Agreement #07110-IG-II-2007-St. Johnsbury-0048 in the amount of \$ 275,000 – these funds will be used as part of the acquisition of the 1867 Building on Railroad Street, by Gilman Housing, for use as transitional housing for victims of domestic violence. The first floor will remain a retail use. The Manager also presented a VCDP Sub-Grant Agreement between the Town of St. Johnsbury and Gilman Housing outlining the terms of the Grant Agreement. The Manager said that the agreement had been reviewed by the Town Attorney, Joel

Schwartz, and already signed by Gilman Housing. Following discussion, it was moved by Gary Reis, seconded by Jean Hall Wheeler, and voted (5-0) to sign the Resolution authorizing the Town Manager to sign documents related to the award of this grant. It was moved by Daniel Kimbell, seconded by Gary Reis, and voted (5-0) to approve the Subgrant Agreement between the Town and Gilman Housing, and authorize the Town Manager to sign the Subgrant Agreement.

WATER/SEWER/CSO IMPROVEMENT PROJECTS: The Manager stated that Danny Scott, Troy Ruggles, Robert Dufresne, and he had met with representatives of St. Johnsbury Academy to discuss the need to replace an old undersized waterline on Fairbanks Drive. Robert Dufresne estimated the cost of this project at \$240,000. Robert Dufresne estimated the impact on construction costs as follows:

If the 915 feet of water main on Fairbanks Drive to Main Street was added to the phase 1A project, the total project cost effect may be as shown below in Table 2:

Table 2

<i>Item Description</i>	<i>Estimated Cost</i>
<i>Construction:</i>	
<i>Contract 2008-4 Airport Hill Road Tank</i>	<i>\$1,200,000</i>
<i>Contract 2008-6 HP Water Main and PRV Vaults</i>	<i>\$600,000</i>
<i>16-inch Cleaning and Lining Overcliff to Eastern Ave-Cliff Street</i>	<i>\$175,000</i>
<i>Fairbanks Drive(915 feet of 12" from Belvidere to Main Street</i>	<i>\$240,000</i>
<i>Subtotal Construction</i>	<i>\$2,215,000</i>
<i>Contingencies including inflation at 15%</i>	<i>\$332,250</i>
<i>Engineering at 20%</i>	<i>\$443,000</i>
<i>Project Development at 5%</i>	<i>\$110,750</i>
<i>Total Project Cost</i>	<i>\$3,101,000</i>
<i>Potential RD Grant</i>	<i>\$2,325,750</i>

The Manager stated that this project was identified in the Town Water System Master Plan, and included in Phase 1B. The Manager said that based on his discussions with Danny Scott and Troy Ruggles, he would recommend that we include the replacement of this section of waterline in the project as outlined in Robert Dufresne's January 23, 2009 e-mail correspondence.

The Manager reviewed Article 10 in the Town Meeting warning that is compromise language from Edward Zuccaro and Paul Giuliani relative to the question of using authorized bonding capacity to leverage additional grant funds.

Following discussion, it was moved by Gary Reis, seconded by Daniel Kimbell, and voted (5-0) to submit water improvement projects for voter consideration at Town meeting, including the Fairbanks Drive water line replacement, as outlined in Robert Dufresne's January 23, 2009 e-mail correspondence.

Resolution of Necessity - It was moved by Daniel Kimbell, seconded by Jim Rust, and voted (5-0) to approve the following Resolution of Necessity related to the West Side Infrastructure Improvement Project:

RESOLVED: That the public interest and necessity demand that certain public improvements be made viz: water, sewer, storm drain, sidewalk, curb and roadway improvements related to the West Side Infrastructure Improvement Project the estimated aggregate cost thereof being \$15,000,000.00; and

“BE IT FURTHER RESOLVED: That the cost of completing said public improvements, will be too great to be paid out of the ordinary income and revenue of the Town of St. Johnsbury; and

“ BE IT FURTHER RESOLVED: That a proposal for providing such improvements and the issuance of general obligation bonds and other indebtedness of the Town in the aggregate amount not to exceed \$5,250,000.00 to pay for its costs of the same, based on the condition that not less than 65% of the total project costs be received in the form of construction grants-in-aid or other financial assistance, should be submitted to the legal voters of the Town at a Special Town Meeting to be duly called and held for that purpose on March 3, 2009; and

“BE IT FURTHER RESOLVED: That all acts relating to the proposition of incurring bonded indebtedness and the issuance of general obligation bonds and other indebtedness of the Town of St. Johnsbury for the purpose of financing such improvements, as well as the construction, maintenance and operation of such improvements within the corporate limits of the Town, be in accordance with the provisions of Chapters 53, 89, 97, 101 and 120 of Title 24 Vermont Statutes Annotated; and

“BE IT FURTHER RESOLVED: That the attached Warning and form of ballot be adopted for use in connection with the consideration of the above-stated propositions of making said public improvements and incurring bonded indebtedness and a loan therefore.

It was moved by Daniel Kimbell, seconded by Gary Reis, and voted (5-0) to approve and sign the Warning for a Special Town Meeting, and to approve the Form of Ballot, to consider a Bond Vote for up to \$5,250,000 for the West Side Infrastructure Improvement Project.

WARNING

SPECIAL TOWN MEETING

MARCH 3, 2009

The legal voters of the Town of St. Johnsbury are hereby notified and warned to meet at the Father Lively Center, 481 Summer Street, St. Johnsbury, Vermont on Tuesday, March 3, 2009 between the hours of 10:00 o'clock in the forenoon (a.m.) at which time the polls will open and 7:00 o'clock in the afternoon (p.m.) at which time the polls will close, to vote by printed ballot upon the following article of business:

ARTICLE I

Shall general obligation bonds of the Town of St. Johnsbury, in an amount not to exceed \$5,250,000 be issued for the purpose of making water, sewer, storm drain, sidewalk, curb and roadway improvements within the West Side Infrastructure Improvement Project, upon condition that the Town receive not less than 65% of the total project costs (estimated to be \$15,000,000) in the form of construction grants-in-aid or other financial assistance?

The legal voters of the Town of St. Johnsbury are further warned and notified that an informational meeting will be held on February 23, 2009 at the Municipal Building, 1187 Main Street, St. Johnsbury, Vermont commencing at 7:00 o'clock in the afternoon (p.m.) for the purpose of explaining the proposed water system improvements.

The legal voters of the Town of St. Johnsbury are further noticed that voter qualification, registration and absentee voting relative to said special meeting shall be as provided in Chapters 43, 51, and 55 of Title 17 of the Vermont Statutes Annotated.

Adopted and approved at a regular meeting of the Board of Selectmen of the Town of St. Johnsbury, duly called, noticed, and held on January 26, 2009.

PUBLIC ACCOMMODATION NOTICE

REASONABLE ACCOMMODATIONS MAY BE PROVIDED UPON REQUEST TO ENSURE THAT THE MEETING IS ACCESSIBLE TO ALL INDIVIDUALS REGARDLESS OF DISABILITY. REQUESTS SHOULD BE ADDRESSED TO: SANDRA P. GRENIER, TOWN CLERK, 1187 MAIN STREET, ST. JOHNSBURY, VT 05819, TELEPHONE (802) 748-4331.

2009 MUNICIPAL BUDGET, FUND BALANCES, AND RESERVE FUNDS: The Manager reviewed the Fund Balances for the Calendar Year ending 2008:

General Fund - \$259,171
Highway Fund - \$71,353
Special Services Fund - \$62,171
Recreation Fund – (50,183)
Parking Fund – (\$35,095)

The Manager stated that \$113,000 of the General Fund Balance was set aside by the Board last year as undesignated surplus, pursuant to the St. Johnsbury Charter provision that allows up to 5% of budget to be reserved annually. Bryon Quatrini said that he would recommend that \$25,000 be retained in the Reserve for Economic Development. Daniel Kimbell asked about transferring a portion of the General Fund surplus to eliminate the deficit in the Recreation Fund. The Manager said he would recommend retaining the balance as undesignated general fund balance – and then leave the option of a transfer to eliminate any remaining Recreation Fund deficit up to the voters next year. Daniel Kimbell asked about the impact of using approximately \$45,000 to reduce property taxes – the Manager said that would be a little over \$.01 on the tax rate or between \$10- 15 per year on a \$100,000 home (based on the 2008 Grand List).

Following discussion, it was moved by Jean Hall Wheeler, seconded by Gary Reis, and voted (5-0) to allocate \$25,000 of General Fund surplus to the Economic Development Reserve, to allocate \$25,000 toward the reduction of 2009 property taxes, and to retain the balance as Undesignated General Fund Balance.

Following discussion, it was moved by Daniel Kimbell, seconded by Jean Hall Wheeler, and voted (5-0) to allocate \$35,000 of Highway Fund Surplus to reduce 2009 property taxes, and to retain the balance as Undesignated Highway Fund Balance; and to allocate \$14,000 from the Special Services Fund balance to reduce 2009 property taxes, and retain the balance as Undesignated Special Services Fund Balance.

The Manager stated that the 2009 Proposed Municipal Budget had been adjusted to reflect an increase of \$3,850 in County Tax, and an adjustment in Summer and Winter Highway Fund Workers Compensation (no change in total expenditure), the actual amounts requested for Special Appropriations have been included in property tax estimates. Following discussion, it was moved by Jean Hall Wheeler, seconded by Daniel Kimbell, and voted (5-0) to approve the 2009 General Fund, Highway Fund, and Special Service Fund budgets for presentation to the voters as follows:

Meetings – The Manager informed the Board that Meetings of the Board are scheduled for every Monday in February as follows:

Monday, February 2, 2009 – 7p.m. – Charter Amendment Hearing

Monday, February 9, 2009 – 7p.m. – Regular Meeting & Charter Amendment Hearing.

Monday, February 16, 2009 – 7p.m. – Public Hearing Road Discontinuance

Monday, February 23, 2009 – 7p.m. – Regular Meeting & Bond Informational Meeting

OTHER BUSINESS:

Main Street Fire/Municipal Building Proposal – SelectBoard Member Jim Rust requested approval from the Board to submit his concept plan for an improved Municipal Building and Fire Station at a location on Main Street. Bryon Quatrini said that this would be for fact-finding purposes. Jim Rust said that he is trying to address as many questions and issues as possible, before having to commit any municipal funds toward this concept. Gary Reis stated that the building committee would be meeting again on March 12th, and will continue to consider options, before making a recommendation to the SelectBoard for final action. Daniel Kimbell said that he has also contacted the owner of the Tru-Temper site to follow-up regarding the availability of that site. Following discussion, it was moved by Gary Reis, seconded by Jean Hall Wheeler, and voted (4-0-1 Jim Rust abstained) to authorize SelectBoard member Rust to present his proposal to a public hearing at the Development Review Board for the purpose of obtaining public input relative to this concept.

Community Center – Al Dunn asked when we would have the results from the EH Danson Community Center report. The Manager said he had met with Mark Wheeler to review his preliminary findings, and expects a final report within the next couple of weeks.

Having no further business, it was moved by Gary Reis, seconded by Jean Hall Wheeler, and voted (5-0) to adjourn at approximately 7:40p.m.

Respectfully submitted,

Michael A. Welch
Town Manager