

MINUTES
REGULAR SELECTBOARD MEETING
JULY 26, 2010 – 6:00 PM
MUNICIPAL BOARD ROOM

ATTENDANCE: Chairman Jim Rust, Daniel Kimbell, Rodney Lamotte, Bryon Quatrini, Bernard Timson, and interim Town Manager James Fitzgerald.

There were approximately 30 people in attendance for the Public Hearing, including: Town Agent Ed Zuccaro, Deb Palmer, Sandy Grenier, Brian Christman, Diane Beck, Jon Beck, Barbara Ailes, Peter Whitney, Roger Damon, Richard McCarty, Robert Dufresne, Al Dunn, Nancy Cohen, Priscilla Messier, Dan Scott, Jim Impey, Steve Dolgin, Randall Northrop, Taylor Reed of the Caledonian Record, and the Channel 7 news team.

The following warrants were signed:

General Fund	Check #64671 - 64703	\$ 16,500.57
	Check #64704 – 64753	216,738.39
	Check #64754 – 64796	469,010.19
	Check #64797 – 64863	232,803.73
Grant Fund	Check #2265	\$1,813.08
	Check #2266	\$ 1,014.91

Public Hearing – 6:00 pm – Laying out portion of Spring and Autumn Streets, Webster Street, and discontinuance of cut-off between Central and Cliff Streets.

The Public Hearing was held at 6:00 p.m. Town Attorney Ed Zuccaro explained the layout of the Webster Street extension and the connector between Central and Cliff Streets, which were never officially laid out by the Town as a public highway. Mr. Rust explained that the discontinuance of that portion of Webster Street was important for reducing the size of the current project so as to eliminate the need for a storm water permit from the State. Priscilla Messier answered questions from Deb Palmer and Steve Dolgin about the discontinuance of that section of Webster Street. Paul Tussaint was concerned with the drainage issue with the discontinuance of the Central/Cliff Street connector, and Roger Damon felt that a sidewalk at least should be kept in place. Another resident of the area stated she believed the road is used a lot.

The public meeting adjourned at 6:25 pm and the Selectboard traveled to the three sites to view the area. The Selectboard returned to the meeting at 7:00 p.m. Chairman Rust asked Bob Dufresne what the problem will be with leaving the connector road in place. Mr. Dufresne explained the problem was not great. Nancy Cohen asked if we keep the connector, should the street be named for 911 purposes. The Selectboard will review that further. On a motion by Daniel Kimbell, seconded by Bernard Timson, the Board voted

unanimously to approve the alterations to Central Street and retain the un-named connector to Central Street. On a motion by Bernard Timson, seconded by Rod Lamotte, the Board voted to lay out Webster Street Extension as a public highway. On a motion by Bryon Quatrini and seconded by Bernard Timson, the Board voted to lay out Autumn Street and portions of Spring Streets as public highways. The Public Meeting closed at 7:15 pm.

Public Comment – Nancy Cohen asked if the hours for the Zoning office were posted, to which Ms. Messier responded ,”No.” It was suggested that Ms. Cohen take the matter up with the Town Manager or Ms. Messier.

West Side CSO Project – Bob Dufresne briefed the Selectboard on the infrastructure status, and suggested that the South End Portion will be bid in early August, 2010. The north end portion will be constructed in 2011 – expected cost for North End estimated to be a little over \$6 Million, with the local share not to exceed \$5.25 Million.

Minutes – June 28 and July 1, 2010 – On June 28 minutes, Mr. Kimbell wished to clarify the agreement with VLCT that, rather than eliminating the advertising budget with VLCT, was reduced from \$3,000 to \$1,500. The vote to emerge from executive session was 3 – 2 (Kimbell and Quatrini against). July 1 minutes, Daniel Kimbell suggested should include the discussion indicating the Town Manager schedule is not afforded comp time.

Liquor License – A liquor/catering license was approved on a motion by Daniel Kimbell, seconded by Bryon Quatrini, and signed by the Board, for Sodexo.

457 Plan Rollover – Daniel Kimbell suggested this matter be taken up in executive session because of the sensitivity of the issue. Priscilla Messier addressed the Board and read an amendment to her previous request to rollover her 457 Plan because of reduction in income, and announced her retirement from the position of Zoning Administrator for the Town of St. Johnsbury effective July 30, 2010. Since the rollover is now requested for retirement, Mr. Kimbell said the Board did not need to take any action and Ms. Messier would have full control over the funds.

Jay Lyn Fund – Mr. James Impey, chairman of the JayLyn Revolving Loan Fund, explained his understanding of the responsibility of the JayLyn Committee - to administer the fund, but not to make collections. The collections are the responsibility of the Town of St. Johnsbury, as controller of the funds. At one time, collections had been handled by the Lyndonville Bank, and then by the Union Bank, but this practice had been discontinued, and no other permanent billing practice was instituted. Mr. Impey went on to say that the public relations of the fund have recently drawn unfair negative criticism. Mr. Kimbell asked why the Town Clerk has not been considered as a representative to serve on the Board and take an active role in the monthly billing of the funds. Town Clerk Sandy Grenier said she did not presently have a billing program that would accommodate the JayLyn Fund collections whereas a bank would have that ability. Mr. Rust suggested

forming a committee from the community to advise the selectboard on the billing and collections policy. Bryon Quatrini moved and Daniel Kimbell seconded the motion to appoint Larry Sharer, David Redmond, and Sandra Grenier as the committee. The motion failed. with Bernard Timson, Rod Lamotte and Jim Rust voting against. Diane Beck volunteered to serve on the committee. On a motion by Rod Lamotte, seconded by Bernard Timson, the Board voted 3-2 in favor of a committee comprised of Larry Sharer, Diane Beck, and David Redmond. Mr. Quatrini and Mr. Kimbell did not vote.

State Audit - Mr. Rust read a letter from State Auditor Tom Salmon, offering state audit services if the Board desired. Town Auditor Randall Northrop reported that he had discussed this issue with Mr. Salmon. Mr. Northrop remarked that he did not believe the Town needed the services of the State Auditor, but he did not take exception to the proposal. Mr. Rust suggested a follow up discussion with Mr. Salmon.

Welcome Center Expenses – Mr. Fitzgerald said that a rental increase would not be necessary based on the provision of the lease agreement. On a motion by Rod Lamotte, seconded by Bryon Quatrini, the Board voted unanimously to move this item to the August 9, 2010 agenda.

Community Center/Armory – Mr. Rust provided information to the Selectboard from Donna Reed, who wishes to lease the Community Center building for teaching and coaching gymnastics. This will be discussed at the August 9 Selectboard meeting. Mr. Dunn stated that he and another citizen had made an offer of \$3 Million to do a project with the armory building. The Selectboard does not recall this offer.

Town Manager Search – Mr. Rust reported that as of July 26, 19 applications have been received by VLCT. Mr. Rust hoped the town could have a manager on board by October 2, 2010.

Mr. Quatrini suggested that the Community Review team be established at the August 9, 2010 Selectboard meeting. On a motion by Rod Lamotte, seconded by Bernard Timson, the Board voted 3-2 (Quatrini and Kimbell opposed) to have all applications forwarded to the Selectboard from VLCT, thus eliminating the Community Review team.

Downtown Designation Renewal – On July 26, 2010, the State designation committee approved the St. Johnsbury applications for renewal by unanimous vote.

Town Committee – To establish a committee to review the public works department in areas of man power, equipment, etc. Mr. Rust stated that he was open to suggestions as to how the committee should be established.

Policy and Procedure Committee – Suggest a committee to write, evaluate, review and recommend policies and procedures for all aspects of town government. On a motion by Bernard Timson, seconded by Rod Lamotte the Board voted to establish this 5-member committee, and instructed the Town Manager to advertise for people to serve.

Executive Session – At 9:45 pm, Mr. Timson moved and Mr. Lamotte seconded the motion to go into executive session to discuss personnel matters. The Board came out of executive session at 10:05 pm and adjourned.

Respectfully Submitted,

James B. Fitzgerald
Interim Town Manager