

**Minutes- FINAL**  
**Meeting of the St Johnsbury Select board**  
**April 11, 2016 at 6:00PM-Pomerleau Building**

Present- SB: Kevin Oddy, Tom Moore, Tim Angell, Jamie Murphy

Staff- Chad Whitehead, Lesley Russ, Joe Kasprzak, Troy Ruggles

Press- Taylor Reed, KATV

Meeting opened at 6:00PM

On a motion by Kevin Oddy and second by Jamie Murphy the board approved adding an Executive Session at the end of the existing agenda.

Public Comment:

- Al Dunn indicated that the condition of sidewalks on Eastern Avenue needed to be assessed.

Minutes:

- On a motion by Jamie Murphy and second by Tom Moore the minutes of March 28<sup>th</sup> were approved.

Warrants:

- On a motion by Kevin Oddy and a second by Tom Moore, the Warrants were approved.

Liquor Licenses:

- On a motion by Kevin Oddy and a second by Tom Moore the following liquor licenses were approved- Jamie Murphy abstained:
  - AG Enterprises
  - Jody's Kitchen
  - Railyard LLC

March Financial Update:

- The March financial update was provided by Lesley Russ.
- Kevin requested that the board receive an update on the collection of property taxes.
- Al Dunn asked about the parking funds and wanted to know if it was still in a deficit. Lesley indicated that there was still a deficit, partially due to the purchase of new meters, and if there was still a deficit at the end of the year, the amount of money transferred into reserves would be reduced.

2016 Emergency Operations Plan.

- Chief Troy Ruggles presented the board with the 2016 update to the Town's Emergency Operation Plan. Troy indicated that all offices will have a copy of this plan.
- On a motion by Kevin Oddy and second by Jamie Murphy the board authorized Jeff Moore to sign the plan. .

#### Fairpoint Petition

- On a motion by Tom Moore and second by Jamie Murphy the board approved the petition for Fairpoint to install a new utility pole on South Main Street.

#### Record Restoration Reserve:

- On a motion by Kevin Oddy and second by Jamie Murphy the board approved the transfer of \$9,459 from the records reserve fund for payment of restoration work.

#### Coin Drop Fundraiser:

- Students and staff from the St Johnsbury Town School requested permission to operate two coin drops to raise funds to pay for a trip to Washington DC scheduled for April of 2017.
- The board expressed concern of safety and requested the group look at alternative methods.
- Carol Koukoutsis suggested setting up a coin drop within the Maple Feast schedule for April 30, 2016.

#### Town Manager's Report

- The planning commission requested a special meeting for the hearing of changes to the Zoning Bylaws. The board agreed to meet on May 2, immediately following the water and sewer projects informational meetings.
- Work Camp- a letter was sent out to representative Alice Emmons regarding the Town's position on the proposal provided by the Department of Corrections on March 11, 2016. The letter indicated that the proposal did not have public support from the tax payers and residents of St Johnsbury.
- Water and Wastewater Projects- there is a bond vote which will be at the Town Garage on Almshouse Road, scheduled on May 10, from 10:00 AM to 7:00 PM. The project will be discussed at the next select board meeting, there are open houses and tours at the water and wastewater facility on April 27 and April 28 and a special informational meeting on May 2, 2016 at 6:00 at the Welcome Center.
- The Town has started to receive complaints on garbage and other code violations. Maurine is handling what she can, but once the code compliance position starts the Town will be better suited to handle these calls.
- Final tax bills are due May 25. Within a week of that the Collector of taxes, Stacy, will provide a list of delinquent taxes to me as the Delinquent Tax Collector. We will begin our process of collection of delinquent tax collection. The next meeting we anticipate reviewing the updated delinquent tax collection policy.
- Listers have started and had their first meeting with Linda.
- The Tax Stabilization committee has also had their first meeting and will be forwarding some guidelines they plan to work under for input from the board.

#### Other Business:

- Carol Koukoutsis requested that a flood gage be placed on the Concord Avenue Bridge.

- Dave Timson wanted to know what the plan was for sidewalk improvements. Chad Whitehead indicated that the 16/17 budget set aside money into a reserve account. The select board would need to approve those expenditures. The Town has a sidewalk master plan which needs updating, but is a good guide for future projects.
- Carol Koukoutsis indicated that the island at the confluence of the Moose and Passumpsic River is getting larger and feels it could be a problem. Chad indicated he would follow up with the State River Management Engineer.
- Kevin Oddy discussed the Grove Cemetery. He indicated that the Town will be obligated to take over the maintenance of the cemetery, and he recommended the Town accept Little Acre's bid of \$10,500 to maintain the cemetery and act as the sexton. On a motion by Tom Moore and second by Kevin Oddy the board approved hiring Little Acres to complete maintenance and act as the sexton of the Grove Cemetery.

Executive Session:

- On a motion by Kevin Oddy and second by Jamie Murphy, the board voted the need to go into executive session to discuss a contract matter under the provisions of Title 1, Sec. 313(3)(a)(3) of the Vermont State Statutes.
- On a motion by Kevin Oddy and second by Tom Moore the board voted to enter executive session, and invited the Town Manager.
- On a motion by Kevin Oddy and second by Tom Moore, the board voted to come out of executive session. The chair had nothing to report.

The meeting adjourned on a motion by Kevin Oddy and second by Tom Moore.