

Minutes –DRAFT
Meeting of the St Johnsbury Select board
May 23, 2016 at 6:00PM-Pomerleau Building

Present- SB: Jeff Moore, Kevin Oddy, Tom Moore, Tim Angell

Staff- Chad Whitehead, Lesley Russ, Stacy Jewell

Press- Todd Wellington, KATV

Meeting opened at 6:00PM

Public Comment:

- Al Dunn requested that the flags at the Armory be replaced.
- Dave Timson and Don Smith identified some signs that are blocked by brush and Chad Whitehead indicated that he would pass this along to public works.
- Carol Koukoutsis thanked Chad Whitehead for having a staff gage installed on the Concord Avenue Bridge, and asked if the rip rap could be inspected to see if erosion needed repairs.

Minutes:

- On a motion by Kevin Oddy and second By Tim Angell the minutes were tabled.

Warrants:

- On a motion by Jamie Murphy and a second by Kevin Oddy, the Warrants were approved.

Liquor Licenses:

- none

May Financial Update

- Lesley Russ provided the board with the financial update for May.
- Jamie Murphy asked if there were surpluses anticipated, and Lesley indicated we anticipate a surplus in all areas of the budget.
- Jeff Moore indicated there was a \$266,000 surplus in the General Fund and asked if this was inclusive of the delinquent tax revenue, and Lesley indicated it was.
- Jeff Moore asked why the VT Pilot Payment was 150% of budget, and Lesley indicated that the final payment was larger than budgeted for.
- Jeff Moore asked why the Economic Development line item was 149% of budget and Lesley indicated that this was where the Industrial Park Tax Payments were made from.

Purchasing Policy:

- Chad Whitehead indicated that the Town was reviewing the existing purchasing policy and would be bringing it back to the board for review and approval at a future meeting.

Industrial Park Agreement:

- Chad Whitehead gave the board a summary of the new draft Industrial Park Agreement between the Town of St Johnsbury and the Town of Lyndonville.
- On a motion by Kevin Oddy and second by Tim Angell the board approved the new Industrial Park Agreement upon a joint meeting with the Lyndonville Select Board for execution. Jeff Moore abstained. .

Drinking water Asset Management Grant:

- Chad Whitehead announced to the board that the Town has received a grant for Drinking Water Asset Management work in the amount of \$19,988 which requires an inkind match of \$4,988 which will be provided using Chad's time as well as time from Water Operator Dan Gray and DPW Director Hugh Wescott.

Moose River USDA Loan/Grant

- On a motion by Kevin Oddy and second by Jamie Murphy the board adopted the USDA Rural Development Loan Resolution in the amount of \$570,000 for the Moose River Crossing and authorized the Chair of the Board to sign.

Water and Sewer Budgets:

- Chad Whitehead presented the draft water and sewer budgets which reflect a 1% increase in both water and sewer rates.
- On a motion by Jamie Murphy and second by Tom Moore the board accepted the water and sewer budgets and 1% rate increase.

Manager's Report:

- Old Home Day in East St Johnsbury is July 9
- The Town has completed their final year end project meetings with Department Heads and anticipate that all budgets will come in under budget and anticipate surpluses in all areas, and the auditors have begun initial reviews prior to year end.
- RR Street Enhancement bids are scheduled to open on Wednesday of this week.
- Tax sale is anticipated in mid October.

Other Business:

- Jim Brown asked for an update on Depot Square Park and Chad Whitehead indicated that the plan was to reduce the scope of the project from the bid plans and rebid the project later this summer.
- Jim Brown asked about the status of the Calderwood Parking Lot and Chad Whitehead indicated that the State of Vermont was working on a parking lot agreement with the private land owner.
- Carol Koukoutsis asked what the status was with the vacant building at the intersection of Concord Avenue and Portland Street. The board indicated that vacant and abandoned buildings will be a priority when the new code compliance officer position is filled.

- Todd Wellington of the Caledonian Record commented that there has been a marked number of calls to 48 Eastern Avenue. The board indicated that the Town was aware of this.

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 personnel 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 Jamie Murphy the board voted to enter executive session, and invited the Town Manager.
- On a motion by Kevin Oddy and second by Jamie Murphy, the board voted to come out of executive session. The chair had nothing to report.

The meeting adjourned on a motion by Tom Moore and second by Tim Angell.