

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

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

Staff- Chad Whitehead, Stacy Jewell, Susan Cherry

Press- Taylor Reed, KATV

Meeting opened at 6:00PM

Public Comment:

- Dave Timson asked what procedures were in place in St Johnsbury to protect the Town from events similar to the police shooting in Dallas Texas recently. The board indicated that although we are a small Town in comparison, all PD officers receive continuous training from the VT Police Academy. Jim Brown suggested that citizens become involved to learn more about what the PD does.

Minutes:

- On a motion by Kevin Oddy and a second by Tom Moore the Minutes of May 2, 2016 for the special informational bond vote meeting were approved.
- On a motion by Kevin Oddy and second by Tim Angell the Minutes of June 13, 2016 were approved with the addition of Jamie Murphy to the attendance.
- On a motion by Kevin Oddy and second by Tom Moore the Minutes of June 27, 2016 were approved, Tim Angell abstained.
- On a motion by Kevin Oddy and second by Tim Angell the minutes of June 29, 2016 Special Select Board Meeting were approved.
- On a motion by Kevin Oddy and second by Tom Moore the minutes of July 6, 2016 Special Select Board Meeting were approved.

Warrants:

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

Liquor Licenses:

- None.

Railroad Street Bike/Ped Grant Application Public Hearing

Railroad Street Enhancement Construction Contract

- Chad Whitehead indicated that these two agenda items should be discussed together as they are related to each other.
- Chad reviewed the bids received by JP Sicard Incorporated and Capitol Earthmoving. The low bid was \$769,780.63 by Capitol Earthmoving. The bids included alternatives for installation of lights on Eastern Avenue up to Pearl Street, the lights North of Portland

Street continuing to Maple Street and sidewalk improvements at the southwest of the Railroad Street and Eastern Ave intersection. Inclusion of these alternatives is an additional \$113,500.

- Chad indicated that the budget for this including the grant funds the Town has secured was short of completion of the total project, including alternatives by about \$330,000, but he has met with the contractor and if they eliminate the alternatives, the Town completes the relocation of the fire hydrants and provides Municipal Project Management (MPM) as well as Resident Engineering (RE) services the project could be completed using the funds budgeted for this project as well as the \$30,000 that was not needed for the completion of Concord Avenue Bridge.
- Chad indicated that he would act as the MPM and oversee the RE, using an employee from the Department of Public Works, and VTrans has indicated that this would be allowed.
- Chad also recommended the Town apply for a VTrans Bicycle and Pedestrian Grant to add the eliminated alternative work back into the project.
- Kevin Oddy and Tim Angell expressed concerns of the Town Manager applying his time towards this project and indicated that the duties of the Town Manager would still be expected to be carried out.
- Chad reviewed the plans and the anticipated work that would be funded through the grant application should the Town be successful in obtaining the funds.
- On a motion by Kevin Oddy and a second by Tom Moore the board authorized the Town Manager to apply for the Bicycle and Pedestrian Grant for the project.
- On a motion by Tim Angell and second by Tom Moore The Town authorized the Town Manager to award the Railroad Street Enhancement Project to Capitol Earthmoving with the reduced scope and the Town completing the Municipal Project Management, Resident Engineering and water work, and if the Town is successful in receiving the grant, to reincorporate the alternative work back into the contract. This would be contingent that the Town Manager verifies that there are no insurance issues with the Town completing the RE and MPM work.
- Kevin Oddy wanted it noted that he has concerns on the workload for the Town Manager.

#### Zoning Bylaw Public Hearing Date:

- Jeff Moore read the proposed Zoning Bylaw Hearing Warning, and Susan Cherry indicated that the Planning Commission already had their public hearing.
- On a motion by Kevin Oddy and second by Tim Angell the board approved a public hearing for the proposed bylaw changes for August 8, 2016 at 5:00 PM.

#### Grove Cemetery Disollutoin and Transfer of Assets:

- Stacy Jewell suggested that an audit on the Cemetery be completed prior to transfer and Chad supported that request.
- On a motion by Kevin Oddy and second by Tim Angell the board authorized the Town Manager to sign the Quit Claim Deed, Property Transfer, Bill of Sale and other legal paperwork for the transfer of the assets to the Town upon completion of a satisfactory audit.

#### Manager's Report:

- The Town was awarded our Better Back Roads Grant for improvements to be done on Lawrence Hill Road.
- We currently have a monitoring plan for dry weather monitoring in accordance with our 1272 Order, but the new legislation in Act 86, will require monitoring of overflows during wet weather. We are working with a supplier that provides a cellular/web based monitoring system to make sure that we remain compliant with the reporting requirements.
- DPW placed an order and we expect to take delivery of a new truck to replace truck 27, which is one of the low pros. Hugh requested quotes from 3 dealerships, one was unresponsive and the other 2 came in within \$500 of each other. The Ford F550 was the low bid and was also the preferred truck based on input from surrounding towns that have had good luck with these.
- Old Home Day was postponed until July 23, due to the weather this last Saturday.
- VLCT informed us to be cautious about a non-binding resolution on ballots, as they can often be viewed by the public as a binding vote. Chief Houde and I are meeting with Vermont State Police tomorrow to discuss Town wide police, and intend to have a presentation for the select board in the near future.
- We had our Westside North 11<sup>th</sup> Month inspection and noted very little that required attention by J.A. McDonald. Randy Goodwin of Dufresne Group is putting together a punch list for us.
- There is a riverfront meeting tomorrow night at the Welcome Center at 6:00PM, and a pre-meeting riverfront field walk which will start at 3:30.
- Grievance have begun and will continue tonight, tomorrow and Wednesday nights.
- Barricades have been removed by the Town on Country View Lane to allow access for a property owner to show the lot, but neighbors have called complaining of loitering at the cul-de-sac. The Town is looking at options.

Other Business:

- Susan Cherry indicated that there was still an opening on the Planning Commission
- Dave Timson indicated that St Johnsbury still need an inventory to determine costs to replace sidewalks. Kevin Oddy recommends that the town adopt a “One good sidewalk per street goal/ policy.
- Kevin Oddy asked Susan Cherry when the Select Board could expect to see the draft of the revised Town Plan and Susan indicated that it would be coming shortly.

Executive Session:

- On a motion by Kevin Oddy and second by Tim Angell, 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 Tim Angell the board voted to enter executive session, and invited the Town Manager.
- On a motion by Kevin Oddy and second by Tim Angell, 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 Kevin Oddy.