

## **Meeting of the St Johnsbury Select board November 28, 2016 at 6:00PM-Pomerleau Building**

Present- SB: Jeff Moore, Kevin Oddy, Tom Moore, Tim Angell, Jamie Murphy  
Staff- Chad Whitehead, Lesley Russ, Stacy Jewell  
Press- Taylor Reed, KATV  
Meeting opened at 6:00PM with the pledge of allegiance.

### Public Comment:

- Dave Timson indicated that the flag pole on the Portland Street Bridge needs some attention.

### Minutes:

- On a motion by Kevin Oddy and second by Tom Moore the minutes for the October 24, 2016 Select Board meeting were approved.

### Warrants:

- On a motion by Kevin Oddy and second by Tim Angell, the Warrants were approved.

### October Financial Update:

- Finance Officer, Lesley Russ provided the October Financial Update.
- The board asked about PD and Dispatch overtime and Lesley and Chad indicated that the overtime was high due to timing of vacations and guard duty, but was being monitored.
- Al Dunn asked why the parking fund had a deficit. Lesley indicated that revenue was down on parking tickets and there was a loss of coin revenue on Eastern Ave due to the construction.

### Chamber of Commerce December Free Parking Request:

- Tara Holt from the Chamber requested free parking at parking meters in Town for the Month of December.
- On a motion by Tim Angell and second by Kevin Oddy the board approved free parking in metered spaces from December 1, 2106 through January 2, 2017.

### 341 River Road Request for Bids:

- The Town Manager presented a draft request for bids to the board.
- The board requested to add the words “done at the bidder’s expense” after “inspection” in the first sentence of the fourth paragraph, and remove the 3<sup>rd</sup> sentence in the 3<sup>rd</sup> paragraph which indicated there would be a deed restriction that the building remain a single family residence.
- On a motion by Kevin Oddy and second by Tim Angell the board approved the draft Request for bid.

### Wastewater Treatment Facility Planning Loan Approval

- On a motion by Tom Moore and second by Tim Angle the board approved the Loan Amendment for the Municipal Bond Bank Loan RF1-153-2.3

Manager's Report:

The Town Manager requested select board members to meet to review the Draft 2017/2018 budget with department heads and the Town Manager's staff. The board requested the draft budget presentation be done on Tuesday December 27<sup>th</sup> at 5:00 and requested the regular select board meeting be moved from the 26<sup>th</sup> to the 27<sup>th</sup> at 6:00pm due to the holiday.

Railroad Street Construction: All concrete and pavement is complete. Painting was finished today, and the lights and brick work are scheduled to be completed later this week, depending on the weather. The trees will be planted next spring.

Railroad Street/Route 5/ South Main Street intersection improvements and bike path along RR Street. We received proposals from:

Holden Engineering  
 Dufresne Group  
 Lamoureaux & Dickinson  
 Pathways Consulting  
 VHB  
 Dubois & King Inc.

We have a review committee consisting of Jim Brown of the Planning Commission, Tara Holt of the Chamber, Joe Fox of the Rec Department and myself, and we will review these and hope to be able to make a recommendation to award at our next meeting on December 12, 2016.

Code Compliance: Bob has been working with several property owners on Tremont Street, Green Street, Lafayette Street, Spring Street and Severence Hill Road to address junk cars, trash and other minor offenses. Been successful. Also a meet and greet as part of the Landlord Information Exchange hosted by the Housing Committee. We estimated about 35-40 landlords in attendance along with Eric Miller of the US Attorney's office. The land lords are looking to reconvene, and continue to exchange information.

Appropriation letters are due by December 15, 2016

Other Business:

- Jo Braman asked how the yard debris day went and the Town Manager indicated it was successful.

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 to discuss personnel and contract matters.
- 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 Tim Angell and second by Kevin Oddy, 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