

**MINUTES
TOWN OF SWANTON
SELECTBOARD MEETING
In-Person & By Zoom
Town Office Building
1 Academy Street, Swanton, VT 05488
Tuesday, February 15, 2022 @ 7:00 p.m.**

Present: James Guilmette, Chairman; Mark Rocheleau, Vice-Chairman; Earl Fournier, Nicole Draper, Members; Cathy Fournier, Town Clerk; Brian Savage, Town Administrator; Joseph Cava, Administrative Assistant; Peter Smith, IT Specialist; Roger Lindala, Northwest Access; Patrick Parah; Kate

*All motions carried unanimously unless specified otherwise.

- A. Call to Order – Mr. Guilmette called the meeting to order at 7:00 p.m.
- B. Pledge of Allegiance – Mr. Guilmette led those present in the Pledge of Allegiance.
- C. Agenda Review
- D. Meeting Topics:

- 1. Minutes

- a) February 1, 2022, Regular and Zoom Selectboard Meeting

Mr. Rocheleau made a motion to approve the Draft Minutes from the February 1, 2022, Selectboard Meeting, seconded by Ms. Draper. Motion carried.

- 2. Public Comments (None)

- 3. Law Enforcement

- a) SW Animal Control Officer Monthly Report

The Monthly Report for January was reviewed. Mr. Rocheleau added that there were two dogs on First Street who were taken into safe custody as a result of the police operation there.

- 4. Old Town Business

- a) ERSA Grant

Swanton did not receive funding from the ERSA Grant but is eligible to reapply for future grant funding if they submit a letter of intent by March 1, 2022.

- b) Clean Water Grant, Maquam Bay Eco-system/Littoral Species Control

Swanton was turned down by the Lake Champlain Basin program. Mr. Savage will be holding a virtual meeting with representatives from the Basin program next week to understand what improvements Swanton could have made to its grant application. Future reapplication is pending following next week's meeting.

- c) ARPA Update (None)

- 5. New Town Business

a) COVID Leave Policy for Employees

Mr. Rocheleau made a motion to accept the COVID Leave Policy for Employees dated February 15, 2022, seconded by Ms. Draper. Motion carried.

6. Community & Economic Development

a) Fourth Street Property Update

Mr. Savage has been in contact with officials for the Brownfield remediation to get the site retested to understand what contaminant levels still exist in the soil if any.

b) Southern Growth District

Mr. Savage is in contact with Corey Parent to discuss the waterworks in this area. Like Swanton, many towns are preparing for Annual Meeting and there will be nothing definitive until a later date.

c) Industrial Park Cheese Plant

Mr. Fournier raised the prospects of a proposal for the vacant plant and expressed the importance of following through with getting the plant up and running with a new business.

7. Highway Department

a) Certification of Mileage

Mr. Fournier made a motion to approve the Certification of Mileage as warned, seconded by Mr. Rocheleau. Motion carried.

b) Sub-recipient Annual Report Review

Mr. Savage briefly reviewed the Sub-recipient Annual Report.

c) 2022 State Grants

Mr. Savage discussed applying for grants to upgrade and replace equipment like a new mower for the Highway Department.

d) General Highway Business

Mr. Guilmette was up at the Town Garage making sure everything was operating as it should, performing preventative maintenance on things like light fixtures. There have been no updates on the new truck for the Highway Department.

8. Expenditures

a) General Orders (01/20/2022 to 02/15/2022) – Ms. Draper made a motion to approve the General Orders of (01/20/2022 to 02/15/2022), seconded by Mr. Rocheleau. Motion carried.

b) Highway Orders (01/20/2022 to 02/15/2022) – Ms. Draper made a motion to approve the Highway Orders of (01/20/2022 to 02/15/2022), seconded by Mr. Rocheleau. Motion carried.

c) Payroll Orders (01/20/2022 to 02/15/2022) – Ms. Draper made a motion to approve the Payroll Orders of (01/20/2022 to 02/15/2022), seconded by Mr. Rocheleau. Motion carried.

- d) Library Orders (01/20/2022 to 02/15/2022) – Mr. Rocheleau made a motion to approve the Library Orders of (01/20/2022 to 02/15/2022), seconded by Ms. Draper. Motion carried.

9. Any Other Necessary Business

- a) Recess Selectboard Meeting and Convene Liquor Control Board

Mr. Rocheleau made a motion to recess the Selectboard meeting to convene the Liquor Control Board meeting at 7:24 p.m., seconded by Ms. Draper. Motion carried.

1. Liquor License Renewals for 2022

- Hannaford Supermarket
- Grand Avenue Quick Stop
- Spirits of Swanton
- Maple City Candy
- R. L. Vallee, Inc.
- Champlain Farms
- Jolley Associates
- VFW Post 778

Ms. Fournier added that there were no violations.

Mr. Rocheleau made a motion to approve the above businesses for their liquor license renewals for 2022, seconded by Ms. Draper. Motion carried.

- b) Adjourn Liquor Control Board Meeting and re-enter Selectboard Meeting

Mr. Rocheleau made a motion to adjourn the Liquor Control Board meeting and re-enter the Selectboard meeting at 7:25 p.m., seconded by Ms. Draper. Motion carried.

10. Correspondence (None)

11. Public Comments (None)

12. Upcoming Events

- a) Planning Commission Meeting – Wednesday, February 16, 2022 @ 7:00 p.m. in the SW Town Hall, 1 Academy Street, Swanton, VT 05488
- b) President’s Day Holiday – Monday, February 21, 2022 – Town Offices and Operations Closed
- c) Town and Village Informational Meetings – Tuesday, February 22, 2022 @ 7:00 p.m. (In-person and via ZOOM) in the SW Village Municipal Complex, 120 First Street, Swanton, VT 05488
- d) DRB Meeting – Thursday, February 24, 2022 @ 6:00 p.m. in the SW Village Municipal Complex, 120 First Street, Swanton, VT 05488
- e) Town Meeting Day – Tuesday, March 1, 2022 – Polls Open 7:00 a.m. to 7:00 p.m. in the SW Village Municipal Complex, 120 First Street, Swanton, VT 05488
- f) Next Special Organizational Selectboard Meeting – Wednesday, March 2, 2022 @ 7:00 p.m. in the SW Town Hall, 1 Academy Street, Swanton, VT 05488

13. Executive Session (Real Estate)

Mr. Rocheleau made a motion to enter Executive Session at 7:27 p.m., seconded by Ms. Draper. Motion carried.

Mr. Fournier made a motion to exit Executive Session at 8:00 p.m., seconded by Mr. Rocheleau. Motion carried.

E. Adjournment

Mr. Rocheleau made a motion to adjourn the meeting at 8:00 p.m., seconded by Ms. Draper. Motion carried.

Respectfully Submitted,

Joseph Cava
Administrative Assistant

Received and filed by:

Cathy Fournier, Town Clerk

Date