

**MINUTES
TOWN OF SWANTON
SPECIAL ORGANIZATIONAL SELECTBOARD MEETING
In-Person & By Zoom
Town Office Building
1 Academy Street, Swanton, VT 05488
Wednesday, March 2, 2022 @ 7:00 p.m.**

Present: James Guilmette, Chairman; Mark Rocheleau, Vice-Chairman; Earl Fournier, Nicole Draper, Ed White, Members; Cathy Fournier, Town Clerk; Brian Savage, Town Administrator; Joseph Cava, Administrative Assistant; Patrick Parah; Roger Lindala, Northwest Access; Brandon Calderwood

*All motions carried unanimously unless specified otherwise.

- A. Call to Order – Mr. Guilmette called the meeting to order at 7:10 p.m.
- B. Pledge of Allegiance – Mr. Guilmette led those present in the Pledge of Allegiance.
- C. Agenda Review
- D. Public Comments
- E. Reorganization of Selectboard & Appointments
 - 1. MOTION TO ELECT **JAMES GUILMETTE AS CHAIR OF THE SWANTON SELECTBOARD** FOR THE YEAR MARCH 2, 2022 TO MARCH 8, 2023.

Mr. Rocheleau made a motion to elect James Guilmette as Chair of the Swanton Selectboard for the year March 2, 2022 to March 8, 2023, seconded by Mr. Fournier. Motion carried.
 - 2. MOTION TO ELECT ***MARK ROCHELEAU*** AS **VICE CHAIR OF THE SWANTON SELECTBOARD** FOR THE YEAR MARCH 2, 2022 TO MARCH 8, 2023.

Mr. Guilmette made a motion to elect Mark Rocheleau as Vice Chair of the Swanton Selectboard for the year March 2, 2022 to March 8, 2023, seconded by Mr. White. Motion carried.
 - 3. MOTION TO APPOINT **JOSEPH CAVA AS CLERK FOR THE SWANTON SELECTBOARD** FOR THE YEAR MARCH 2, 2022 TO MARCH 8, 2023.

Mr. White made a motion to appoint Joseph Cava as Clerk for the Swanton Selectboard for the year March 2, 2022 to March 8, 2023, seconded by Ms. Draper. Motion carried.
 - 4. MOTION THAT THE SWANTON SELECTBOARD ADOPTS **ROBERTS RULES OF ORDER** FOR THE RULES OF PROCEDURE FOR THE SWANTON SELECTBOARD FOR THE YEAR MARCH 2, 2022 TO MARCH 8, 2023.

Mr. Rocheleau made a motion that the Swanton Selectboard adopts Roberts Rules of Order for the rules of procedure for the Swanton Selectboard for the year March 2, 2022 to March 8, 2023, seconded by Ms. Draper. Motion carried.
 - 5. MOTION THAT THE SWANTON SELECTBOARD SCHEDULES ITS **REGULAR MEETINGS ON THE FIRST (1ST) AND THIRD (3RD) TUESDAYS OF EACH MONTH at 7:00 p.m.**, AND THAT THE TOWN ADMINISTRATOR SHOULD SET THE MEETING AGENDA AND EACH SELECTPERSON

MAY ADD TO IT AT THEIR DISCRETION IN ACCORDANCE WITH STATE LAW FOR THE YEAR MARCH 2, 2022 TO MARCH 8, 2023.

Mr. White made a motion that the Swanton Selectboard schedules its regular meetings on the first (1st) and third (3rd) Tuesdays of each month at 7:00 p.m., and that the Town Administrator should set the meeting agenda and each Selectperson may add to it at their discretion in accordance with state law for the year March 2, 2022 to March 8, 2023, seconded by Mr. Fournier. Motion carried.

6. MOTION TO APPROVE **THE FOLLOWING LIST OF TASK REPRESENTATIVES** FOR THE SELECTBOARD, AS FOLLOWS, FOR THE YEAR MARCH 2, 2022 TO MARCH 8, 2023.

- Highway Commissioner: **James Guilmette**

Mr. White made a motion to approve James Guilmette for the Highway Commissioner for the year March 2, 2022 to March 8, 2023, seconded by Mr. Rocheleau. Motion carried.

- Police Commissioner: **Mark Rocheleau**

Mr. Guilmette made a motion to approve Mark Rocheleau for the Police Commissioner for the year March 2, 2022 to March 8, 2023, seconded by Ms. Draper. Motion carried.

- Recreation Representative: **Ed White**

Mr. Rocheleau made a motion to approve Ed White for the Recreation Representative for the year March 2, 2022 to March 8, 2023, seconded by Mr. Fournier. Motion carried.

- Economic Development Representative: **Earl Fournier**

Mr. White made a motion to approve Earl Fournier for the Economic Development Representative for the year March 2, 2022 to March 8, 2023, seconded by Mr. Rocheleau. Motion carried.

- Personnel Representative: **Nicole Draper**

Mr. White made a motion to approve Nicole Draper for the Personnel Representative for the year March 2, 2022 to March 8, 2023, seconded by Mr. Rocheleau. Motion carried.

- Legal Representative: **Ed White**

Mr. Rocheleau made a motion to approve Ed White for the Legal Representative for the year March 2, 2022 to March 8, 2023, seconded by Ms. Draper. Motion carried.

- Animal Control Representative: **Nicole Draper**

Mr. White made a motion to approve Nicole Draper for the Animal Control Representative for the year March 2, 2022 to March 8, 2023, seconded by Mr. Fournier. Motion carried.

- Library Commissioner: **Mark Rocheleau**

Ms. Draper made a motion to approve Mark Rocheleau for the Library Commissioner for the year March 2, 2022 to March 8, 2023, seconded by Mr. White. Motion carried.

7. MOTION THAT THE SWANTON SELECTBOARD APPOINTS **FRANK SHUMWAY AS TREE WARDEN** FOR THE TOWN OF SWANTON FOR THE YEAR MARCH 2, 2022 TO MARCH 8, 2023.

Mr. Rocheleau made a motion that the Swanton Selectboard appoints Frank Shumway as Tree Warden for the Town of Swanton for the year March 2, 2022 to March 8, 2023, seconded by Ms. Draper. Motion carried.

8. MOTION TO APPOINT **HAROLD GARRETT AND ELIZABETH NANCE AS THE TOWN OF SWANTON'S REPRESENTATIVES ON THE BOARD OF DIRECTORS FOR THE NORTHWEST REGIONAL PLANNING COMMISSION** FOR THE YEAR MARCH 2, 2022 TO MARCH 8, 2023.

Mr. White made a motion to appoint Harold Garrett and Elizabeth Nance as the Town of Swanton's Representatives on the Board of Directors for the Northwest Regional Planning Commission for the year March 2, 2022 to March 8, 2023, seconded by Ms. Draper. Motion carried.

9. MOTION TO APPOINT **HAROLD GARRETT AS THE TOWN OF SWANTON'S REPRESENTATIVE ON THE TRANSPORTATION ADVISORY COMMITTEE OF THE NORTHWEST REGIONAL PLANNING COMMISSION** FOR THE YEAR MARCH 2, 2022 TO MARCH 8, 2023.

Mr. Rocheleau made a motion to appoint Harold Garrett as the Town of Swanton's Representative on the Transportation Advisory Committee on the Northwest Regional Planning Commission for the year March 2, 2022 to March 8, 2023, seconded by Ms. Draper. Motion carried.

10. MOTION TO APPOINT **ELIZABETH NANCE AS THE TOWN OF SWANTON'S ALTERNATE REPRESENTATIVE ON THE TRANSPORTATION ADVISORY COMMITTEE OF THE NORTHWEST REGIONAL PLANNING COMMISSION** FOR THE YEAR MARCH 2, 2022 TO MARCH 8, 2023.

Mr. White made a motion to appoint Elizabeth Nance as the Town of Swanton's Alternate Representative on the Transportation Advisory Committee of the Northwest Regional Planning Commission for the year March 2, 2022 to March 8, 2023, seconded by Ms. Draper. Motion carried.

11. MOTION TO APPOINT **CARLO MICHELI AS THE TOWN OF SWANTON'S REPRESENTATIVE ON THE NORTHWESTERN SOLID WASTE DISTRICT** FOR THE YEAR MARCH 2, 2022 TO MARCH 8, 2023.

Ms. Draper made a motion to appoint Carlo Micheli as the Town of Swanton's Representative on the Northwestern Solid Waste District for the year March 2, 2022 to March 8, 2023, seconded by Mr. Rocheleau. Motion carried.

12. MOTION TO APPOINT THE FOLLOWING PERSONS TO SERVE AS THE TOWN'S **RECREATION COMMISSION** FOR THE YEAR MARCH 2, 2022 TO MARCH 8, 2023. **Betsy Fournier, Alicia Bourdeau, Joseph Raleigh, Jason Guyette, Jesse LeClair, Jon Nielson, Sophie Vibert, and Lisa Wilda.**

Mr. White made a motion to appoint Betsy Fournier, Alicia Bourdeau, Joseph Raleigh, Jason Guyette, Jesse LeClair, Jon Nielson, Sophie Vibert, and Lisa Wilda to serve as the Town's Recreation Commission for the year March 2, 2022 to March 8, 2023, seconded by Mr. Rocheleau. Motion carried.

13. MOTION TO APPOINT **PATRICK PARAH AS THE TOWN OF SWANTON'S CONSTABLE** FOR THE YEAR MARCH 2, 2022 TO MARCH 8, 2023.

Mr. White made a motion to appoint Patrick Parah as the Town of Swanton's Constable for the year March 2, 2022 to March 8, 2023, seconded by Ms. Draper. Motion carried.

F. Minutes

- a) February 15, 2022 Regular Selectboard Meeting
- b) February 22, 2022 Selectboard and Village Board of Trustees Special Budget Information Meeting

Mr. Fournier made a motion to approve the Draft Minutes from the February 15, 2022 Regular Selectboard Meeting and the Draft Minutes from the February 22, 2022 Selectboard and Village Board of Trustees Special Budget Information Meeting, seconded by Mr. White. Motion carried.

G. Law Enforcement

- a) Monthly Police Report
Pushed to the Next Meeting
- b) Monthly Health Officer Report
Pushed to the Next Meeting

H. Town Business

- a) Announce Election Results

Mr. Fournier added how Swanton's Town Meeting needs more coverage on the articles being placed before the taxpayers and open positions available. Mr. Guilmette said that it was disappointing how there were over 4,000 registered voters in Swanton, with a turnout of around 650 votes counted overall. Mr. Fournier then recommended mailing out ballots, to which Ms. Fournier interjected saying this upsets people and cited how the returned unfilled ballots costs the Town a lot of money.

Election Results

Article 1: To elect from the legal voters of said Town the following officers:

Position/Article	Candidate(s)	Yes	No	Result
Moderator	Brian K. Savage, Unopposed	603	N/A	Brian K. Savage is Elected
Selectboard Member (3-year Term)	Edward A. White, Sr., Unopposed	552	N/A	Edward A. White, Sr. is Re-Elected
Selectboard Member (2-year Term)	Nicole Draper David J. Jescavage	455 162	N/A	Nicole Draper is Re-Elected
Lister	James Pratt, Unopposed	593	N/A	James Pratt is Re-Elected
Auditor	Diane LaRocque, Unopposed	595	N/A	Diane LaRocque is Elected
Trustee of Public Money	Brian K. Savage, Unopposed	589	N/A	Brian K. Savage is Elected
Trustee of Public Money (Unexpired 2-year Term)	No Candidate	N/A	N/A	No Candidate for Election
Library Trustee	No Candidate, Open Seat	N/A	N/A	No Candidate for Election, Open Seat

Library Trustee (Unexpired 1-year Term)	Sarah Garvey, Unopposed	599	N/A	Sarah Garvey is Elected
Cemetery Commissioner	Nicholas Brosseau, Unopposed	601	N/A	Nicholas Brosseau is Re-Elected
Collector of Delinquent Taxes	Betty L. Cheney, Unopposed	595	N/A	Betty L. Cheney is Re- Elected
Article 2	N/A	352	53	Article Passed
Article 3	N/A	363	41	Article Passed
Article 4	N/A	342	64	Article Passed
Article 5	N/A	508	114	Article Passed
Article 6	N/A	418	206	Article Passed
Article 7	N/A	332	271	Article Passed
Article 8	N/A	516	104	Article Passed
Article 9	N/A	549	78	Article Passed
Article 10	N/A	478	149	Article Passed

Total Registered Voters: 4673
Total Voters Voting: 655
% of Turnout 14.02%

Compiled by Cathy Fournier and Brian Savage on 3/2/2022.

Article 2: Shall the Town appropriate \$1,044,303.75 for the operation and maintenance of the Town Highway Department?

Article 3: Shall the Town appropriate \$263,875.00 for fire protection?

Article 4: Shall the Town appropriate \$157,239.94 to provide police protection to the residents of the Town of Swanton?

Article 5: Shall the Town appropriate \$333,925.92 for the Town General expenses?
Article 6: Shall the Town appropriate \$194,097.00 towards the Operating and Maintenance Budget of the Swanton Public Library?

Article 7: Shall the Town appropriate an additional \$53,500.00 toward the Operating Budget of the Swanton Public Library?

Article 8: Shall the Town collect its real and personal property taxes to defray the expenses of the Town for the fiscal year commencing January 1, 2022, and annually thereafter, by its actual receipt of payment (postmarks will not be accepted) at the Town Offices by 5:00 p.m. on October 15th, or if the 15th shall fall on a weekend or holiday, the following business day by 5:00 p.m., with an eight percent (8%) penalty and one percent (1%) interest per month (or portion thereof) due thereon for the first three months, and one and one half percent (1.5%) per month (or portion thereof) thereafter, to be charged for late payment of any installment?

Article 9: Shall the Town appropriate \$196,628.00 to provide rescue services to the residents of the Town of Swanton?

Article 10: Shall the Town appropriate \$123,247.24 towards the Operating and Maintenance Budget of the Recreation Department?

I. Economic Development Updates
a) ARPA Updates

Mr. Savage received correspondence recommending not spending any ARPA funds until after March 31st. The spending opportunities are flexible, but Mr. Savage recommended putting it out to the public on how the money should be spent beyond existing projects. Mr. Rocheleau recommended planning for the future, rather than spending the money right now, planning out five to ten years.

b) State Funding Proposal

Mr. Savage will be speaking with the Secretary of Agriculture to discuss opportunities. Mr. Fournier reiterated the importance of pushing projects forward like the sale of old cheese plant to Swann Valley.

J. Highway Department

a) Updates (None)

b) Weight Permit

Mr. Guilmette said that a portion of the Frontage Road will be used to transport equipment weighing over 149,000 lbs. which exceeds the weight limit of that road. He said as long as the equipment is moved during a particular time of year, the road can handle the load.

Mr. Rocheleau made a motion to approve the Weight Permit up to May 1st, with conditions on the road being frozen or dried out, seconded by Ms. Draper. Motion carried.

K. Any Other Necessary Business

a) Library Representative

With the Town taking over the Public Library, it is important to have a liaison on the board that can provide communication between the Library Board of Trustees and the Selectboard. A motion to appoint Mark Rocheleau as Library Commissioner was added to the List of Task Representatives.

b) Library Records

Mr. Fournier raised a concern about the Public Library keeping adequate records for financials and raises an issue of accountability. Mr. Guilmette mentioned that annual audits are a requirement for the past few years now.

L. Correspondence (None)

M. Public Comments (Reprise)

Mr. Parah wished his congratulations to members of the Selectboard who were reelected for their positions.

N. Upcoming Events

- a) March 10, 2022 @ 7:00 p.m. Joint Meeting with Village Trustees, DRB and PC at Village Complex, In-Person and by Zoom
- b) March 13, 2022 @ 2 a.m. Daylight Savings Time Begins (Spring Ahead)
- c) March 15, 2022 @ 7:00 p.m. Next Selectboard Meeting, In-Person and by Zoom
- d) March 16, 2022 @ 7:00 p.m. Planning Commission Meeting – Town Offices
- e) March 31, 2022 @ 6:00 p.m. DRB Meeting – Village Municipal Complex
- f) April 1, 2022 – Dog Licenses Due – Available at Town Clerk's Office

O. Executive Session (Personnel)

Mr. Rocheleau made a motion to enter executive session at 8:02 p.m., seconded by Ms. Draper. Motion carried.

Mr. Rocheleau made a motion to exit executive session at 9:07 p.m., seconded by Ms. Draper. Motion carried.

No motions taken.

P. Adjournment

Mr. Rocheleau made a motion to adjourn the Special Organizational Selectboard Meeting at 9:08 p.m., seconded by Mr. Fournier. Motion carried.

Respectfully Submitted,

Joseph Cava
Administrative Assistant

Received and filed by:

Cathy Fournier, Town Clerk

Date