

**MINUTES  
TOWN OF SWANTON  
SELECTBOARD MEETING  
Town Office Building  
1 Academy Street, Swanton, VT 05488  
In-Person & By Zoom  
Tuesday, May 17, 2022 @ 7:00 p.m.**

Present: James Guilmette, Chair; Mark Rocheleau, Vice Chair; Earl Fournier, Nicole Draper, Ed White, Members; Brian Savage, Town Administrator; Joseph Cava, Administrative Assistant; Bethany Remmers, Northwest Regional Planning; Patrick Parah; Shaun Cheney; Beverly Montiel; C. Montiel-Kraft; Roger Chauvin; Morgan Manning; Josh Bushey; Keith Bushey; Michael Cota; Jessica Cota; David Leclair; Ryan Jordan; Scott Keller (ZOOM User); Scott Belisle (ZOOM User); Allyson's iPhone (ZOOM User); Joe Fobert (ZOOM User); Rob Ploof (ZOOM User); Jessica (ZOOM User); Pierre Desjardins (ZOOM User); iPhone (ZOOM User); Dawn Fournier (ZOOM User); Northwestern Vermont Wheeler Secretary (ZOOM User)

\*All motions carried unanimously unless specified otherwise. 7:15 PM -

- A. Call to Order – Mr. Guilmette called the meeting to order at 7:02 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) May 5, 2022 Regular and Zoom Selectboard Meeting

Mr. White made a motion to approve the Draft Minutes from the 5/5/22 Selectboard meeting, seconded by Mr. Rocheleau. Motion carried.
  2. Public Comments – None
  3. Law Enforcement
    - a) Swanton Animal Control Officer Monthly Report

Members of the Selectboard briefly reviewed the Swanton Animal Control Officer monthly report.
  4. Old Town Business
    - a) Electric Sign

The Town of Swanton has been given a quote of \$2,000.00 for a new controller for the electric sign.
    - b) Update on MVU/Route 78 Sidewalk project – Bethany Remmers and others

Ms. Remmers came forward to discuss the design and engineering of the sidewalk. Ms. Remmers stated that the final designs should be submitted by the end of June. The next step after the design is obtaining the construction rights-of-way. As mentioned at a previous meeting, the previous firm is closing, but could allow Swanton to bargain their contract with TCE.

Mr. Guilmette asked why the current bill was so high? Ms. Remmers responded that there have been storm water management issues. Mr. Fournier asked who approved the additional expenditures? Ms. Remmers said that this

was still a low cost compared to other sidewalk bids. Mr. Rocheleau asked about putting the contract back out to bid? Ms. Remmers responded that the existing project would stop and would cause a five-week delay before work could continue.

Ms. Remmers expanded saying there would be a cost proposal to put the project back out to bid. Mr. Fournier asked where the additional funds would come from for a project that has already reached 95% capacity? Ms. Remmers said funds were shifted from MPM to construction which created a cost savings of \$10,000.00. Ms. Remmers added that the previous budget was built to spend money with a buffer to prevent construction costs for taking excessively from the grant funding available.

Mr. Remmers recommended that the Town of Swanton keep an eye on the fine line of construction. The grant was from 2019, when the cost of construction was significantly lower than in a post-COVID construction/trades costs. The deal for building a sidewalk was more realistic three years ago than what it is now. Ms. Remmers recommended sticking with the existing firm who holds the project files rather than bidding the project out which would cost the Town more money.

Mr. White made a motion for Mr. Savage to speak to the Town attorney regarding breach of contract from TCE, seconded by Mr. Rocheleau. Motion carried.

Mr. Fournier made a motion to request a proposal from Trudell Engineering, seconded by Ms. Draper. Motion carried.

## 5. New Town Business

### a) Opening Town Highways to ATV usage

Brian introduced the subject with initial comments from Mr. Bushey, Mr. Cota, and Ms. Cota about other towns in the State of Vermont opening their town roads to ATV traffic. This opens to greater opportunities for accessibility to downtown businesses and neighboring towns. Mr. Fournier called for a proposal to be put together from individuals who enjoy riding ATVs.

Mr. Rocheleau recommended establishing a draft for rules and regulations regarding ATV traffic. Mr. Savage added that it would be established like an ordinance and would require a thirty-day notice. Mr. Fournier asked about law in New Hampshire regarding loud exhaust systems? Mr. Savage added that there might be an existing ordinance on the State level and could be established locally like in St. Albans.

Mr. White made a motion to draft an ordinance of rules and regulations to open town roads to ATV and side by side traffic, seconded by Mr. Rocheleau. Motion carried.

### b) Dog License Letter

Mr. Guilmette made a motion to send out letter to dog owners regarding unlicensed dogs, seconded by Ms. Draper. Motion carried.

## 6. Community & Economic Development

### a) ATP Grant – letter to send

Mr. Savage brought up that a 20% match was required which would amount to \$6,000.00 in matching funds needed for ongoing maintenance of town roads.

Mr. Rocheleau made a motion to authorize Mr. Savage to draft and sign a letter, seconded by Mr. Fournier. Motion carried.

## 7. Highway Department

### a) Mr. David Leclair – Manhole risers on Wheeler Round

Mr. Guilmette informed Mr. Leclair that the Town doesn't maintain the sewer system on Wheeler Round and the manhole risers needed to be addressed before paving could begin. The Village maintains the sewer, while the Town maintains the road above. Mr. Leclair said that the sewers should have been inspected in joint conjunction between the Town and Village. Mr. Leclair stated that the cost of the risers is an unnecessary burden on the taxpayers living on Wheeler Round.

Mr. Rocheleau made a motion that the Town pays the \$1,700.00 for the expense of the manhole risers, seconded by Ms. Draper. Motion carried.

### b) Status of Paving Bids

Mr. Savage has not heard anything regarding the paving bids, but they have until Friday, 5/20/22 until 4:30 p.m. to submit their bids.

### c) Maquam Shore Road – culvert issue

According to Mr. Savage there are no emergency grants available to repair the culvert and it is a larger project than the Town can address locally. The dent has caused a depression in the road and will continually be an issue unless the culvert is replaced.

### d) Truck

Mr. Guilmette remarked that the single axel truck is broken down and needs repair.

## 8. Expenditures

### a) General Orders (4/20/2022 through 5/17/2022)

Mr. Rocheleau made a motion to approve the General Orders of 4/20/2022 through 5/17/2022, seconded by Mr. White. Motion carried.

### b) Highway Orders (4/20/2022 through 5/17/2022)

Mr. White made a motion to approve the Highway Orders of 4/20/2022 through 5/17/2022, seconded by Mr. Rocheleau. Motion carried.

### c) Library Orders (4/20/2022 through 5/17/2022)

Ms. Draper made a motion to approve the Library Orders of 4/20/2022 through 5/17/2022, seconded by Mr. Fournier. Motion carried.

### d) Payroll Orders (4/20/2022 through 5/17/2022)

Mr. Fournier made a motion to approve the Payroll Orders of 4/20/2022 through 5/17/2022, seconded by Mr. White. Motion carried.

## 9. Any Other Necessary Business

### a) Scheduling a meeting for proposed used of ARPA funds

Tuesday, June 14, 2022 at 7:00 p.m. at the Swanton Town Offices, 1 Academy Street

10. Correspondence – None

11. Public Comments (Reprise)

a) Veterans Flags in the Park Set-up

Friday, May 27, 2022 at 4:30 p.m. at the Swanton Town Offices, 1 Academy Street

12. Upcoming Events

- a) Wednesday, May 18, 2022 – Planning Commission Meeting – 6:00 p.m. at Town Offices, 1 Academy Street
- b) Friday, May 20, 2022 – Town Clerk’s Office closed for mandatory state training.
- c) Tuesday, May 24, 2022 – Selectboard Meeting – Noon at Town Offices, 1 Academy Street.
- d) Wednesday, May 25, 2022 – Planning Commission Meeting – 6:00 p.m. at Town Offices, 1 Academy Street
- e) Thursday, May 26, 2022 – DRB Meeting – 6:00 p.m. at Town Offices, 1 Academy Street.
- f) Monday, May 30, 2022 – Memorial Day – Town Offices and Operations Closed – Parade at 2:00 p.m.
- g) Tuesday, June 7, 2022 – Regular and Zoom Selectboard Meeting – 7:00 p.m. at Town Offices, 1 Academy Street.

13. Executive Session (Personnel)

Ms. Draper made a motion to enter executive session at 8:35 p.m., seconded by Mr. Rocheleau. Motion carried.

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

No motions taken.

E. Adjournment

Mr. Fournier made a motion to adjourn the meeting at 9:08 p.m., seconded by Mr. Guilmette. Motion carried.

Respectfully Submitted,

Joseph H. Cava  
Administrative Assistant

Received and filed by:

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Cathy Fournier, Town Clerk

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Date