

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

Present: James Guilmette, Chair; Mark Rocheleau, Vice Chair; Earl Fournier, Nicole Draper, Ed White, Members; Brian Savage, Town Administrator (Zoom User); Joseph Cava, Administrative Assistant; Amy Giroux, Zoning Administrator; Elizabeth Nance, Franklin County Industrial Development Corporation (FCIDC); Matthew Sullivan, Swanton Chief of Police; Patrick Parah

\*All motions carried unanimously unless specified otherwise.

- A. Call to Order – Mr. Guilmette called the meeting to order at 7:01 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) July 19, 2022, Regular and Zoom Selectboard Meeting

- Mr. Rocheleau made a motion to approve the Draft Minutes from the 7/19/22 Selectboard meeting, seconded by Ms. Draper. Motion carried.

- 2. Public Comments

- Mr. Guilmette congratulated the community on the success of the Car Show on the Village Green this past weekend.

- 3. Law Enforcement

- a) Swanton Police Chief Report

- Chief Sullivan gave a brief summary of events that have occurred in Swanton. This included 38 traffic stops, 10 agency assistance, 8 boating accidents/incidents, 6 suspicious persons/circumstances, motor vehicle complaints, welfare/suicide checks, and family fights/domestic disturbances. Mr. Rocheleau expressed concerns on the penalties associated with excessive speeds that pose a safety concern. Chief Sullivan said he would look into it but expressed the challenges of speed change zones citing the road by the high school where the speed changes from a 50-mph zone into a 35-mph zone. Chief Sullivan also reminded members of the Selectboard of the initiative to crack down on vehicular violations including excessive speeds.

- Mr. White asked Chief Sullivan about the capacity of staffing? Chief Sullivan explained that Swanton has met the minimum staffing requirement to be fully staffed, but it doesn't consider when officers call out. Mr. Fournier asked about the potential for additional coverage discussed at previous Selectboard meetings? Chief Sullivan said part of this initiative relies upon the partnership with the State of Vermont. Continuing, Chief Sullivan mentioned the professional training budget and how training one officer blows the entire budget. This makes it difficult to hire more officers and retain them.

b) Swanton Health Officer Report

Members of the Selectboard briefly reviewed the community happenings in lieu of the Swanton Health Officer report.

4. Old Town Business

a) Voicemail Upgrade

Mr. Savage expressed the importance of upgrading the voicemail system to encourage prompt responses to messages.

5. New Town Business

a) Quarterly Financial Review

Ms. Fournier led with a summary of financials as of 8/2/22 for the previous seven months. The new voting machines have already surpassed their budgetary capacity, and envelopes for voting was the responsibility of the Town rather than the State as it was the previous responsibility. Other notable expenditures were the implementation of the new monitor to improve the reliability of Zoom meetings and repointing the Town Office Building.

The highway budget is over due to the increased cost of fuel and unforeseen repairs to the new truck. Mr. Guilmette recommended adding a line item to the budget for the Richard Thompson fit and healthy path for larger maintenance issues like tree removal.

b) Review and sign contract with Forty-Four-Seven Strategies, LLC for consulting services for the update to the Municipal Plan.

Mr. Guilmette questioned the reliability of only utilizing the consulting services for five meetings? Ms. Nance expressed that this was based upon the budgeted amount awarded to hire a consultant.

Mr. Rocheleau made a motion to approve and for Mr. Guilmette to sign the consulting services contract with Forty-Four-Seven Strategies, LLC to update the Municipal Plan, not to exceed the budgeted amount of \$19,600.00, seconded by Mr. Fournier. Motion carried.

6. Community & Economic Development

Ms. Nance mentioned the approval of the sidewalk grant for Merchants Row along Grand Ave. and First St. Wheels are also turning for the asbestos abatement for the Riviere Hotel moving it closer to its final demolition.

7. Highway Department

a) Beebee Road Update

The culvert was just paved and should be wrapping up by next week including painting lines on the road.

b) Maquam Shore Road Culvert

The culvert won't be ready to be put out to bid to install this year. Mr. Guilmette will be exploring temporary solutions to prevent the closure of the road due to failure of the existing culvert. Option three for a box culvert is still the best long-term option.

Mr. White made a motion to approve the contract not to exceed \$175,000.00, seconded by Mr. Rocheleau. Motion carried.

Mr. Fournier made a motion to approve the use of town credit accounted for in next year's budget to cover the contract expense, seconded by Ms. Draper. Motion carried.

c) Paving Project Update

8. Any Other Necessary Business - None

9. Correspondence

Mr. Savage mentioned scheduling the public hearing notice for the CBDG grant application for the Abenaki Tribal Headquarters is in conflict with newspaper publishing deadlines. The State will accept a meeting on 8/23/22, which isn't a regularly scheduled Selectboard meeting. Mr. Guilmette entertained pushing the regularly scheduled Selectboard meeting on 8/16/22 to 8/23/22 to meet the public hearing notice deadline.

10. Public Comments (Reprise)

Ms. Nance asked who painted the lines on County Rd.? Mr. Guilmette said that the lines would be repainted after paving is complete. Mr. Fournier asked about work on the bridge? Ms. Nance said that the bridge has had some temporary repairs done, until the more permanent work takes place.

11. Upcoming Events

- a) Wednesday, August 17, 2022 @ 6:30 p.m. – Planning Commission Meeting – Town Office Building, 1 Academy Street
- b) Tuesday, August 23, 2022 @ 7:00 p.m. – Regular and Zoom Selectboard Meeting – Town Office Building – 1 Academy Street
- c) Thursday, August 25, 2022 @ 6:00 p.m. – DRB Meeting – Town Office Building, 1 Academy Street

12. Executive Session (Personnel, Legal and/or Real Estate)

Mr. White made a motion to enter executive session at 7:50 p.m., seconded by Ms. Draper. Motion carried.

Mr. Rocheleau made a motion to exit executive session at 8:37 p.m., seconded by Ms. Draper. Motion carried.

Mr. Fournier made a motion to approve using the St. Albans Messenger for future public hearing notice warnings for the Swanton DRB, seconded by Mr. White. Motion carried.

E. Adjournment – Mr. White made a motion to adjourn the meeting at 8:34 p.m., seconded by Mr. Rocheleau. Motion carried.

Respectfully Submitted,

Joseph Cava  
Administrative Assistant

Received and filed by:

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Cathy Fournier, Town Clerk

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Date