

Minutes
TOWN OF SWANTON
SELECTBOARD MEETING
Town Office Building
1 Academy Street, Swanton, VT 05488
In-Person & By Zoom
Tuesday,
May 7, 2024, 6:00 pm

Present: Joel Clark-Chair, Steve Bourgeois, Nicole Draper, Cody Hemenway-Members, Cathy Fournier-Town Clerk, Brian Savage-Town Administrator, Christina Candels-Administrative Assistant, Heidi Britch-Valenta, Daniel Chevalier (Swanton Village Fire Chief), Joe Montagne, Jim Hungerford, David Hubbard, Carol Hubbard, Shawn Cheney
Zoom: Lin, 802-868-6140

A. Call to Order

Mr. Clark called the meeting to order at 6:00 pm.

B. Pledge of Allegiance

Mr. Clark led those in attendance in the Pledge of Allegiance.

C. Agenda Review

Mr. Clark reviewed the agenda.

Mr. Clark shared that he would be doing monthly updates for the Highway department vs every meeting.

Mr. Savage would like to postpone under Old Town Business Community Center update from Recreation Committee, it is not ready yet.

Mr. Savage would like to add under Other Necessary Business appointment to the Recreation Committee from Ms. Betsy Fournier.

D. Meeting Topics

1. Minutes

a) Regular Selectboard Meeting of April 16, 2024

b) Special Selectboard Meeting of April 26, 2024

c) Special Selectboard Meeting of May 1, 2024

Mr. Bourgeois made a motion to approve April 16, 2024, April 26, 2024, and May 1, 2024, meeting minutes as written, seconded by Ms. Draper. Motion carried.

Mr. Hemenway abstained from May 1, 2024, minutes he was not in attendance.

2. Public Comments

Mr. Clark thanked everyone for their participation in Green Up Day.

Mr. Clark shared there will be a Memorial Day Parade, May 27th at 2pm. Anyone who would like to have a float or wants to participate should reach out to him or Adam Paxman.

3. Law Enforcement

a) Swanton Police Dept. Report

Chief Sullivan shared April 2024 Swanton Village Police update.

April 2024 Swanton Village Police responded to 120 incidents out of the 120 the top ten incidents were:

61 directed patrols, 14 traffic stops, 7 motor vehicle complaints, 6 suspicious person/circumstances, 5 welfare/suicide check, 3 community outreach, 3 agency assist, 2 death investigation, 2 property watch, and 2 unlawful mischiefs.

The 14 traffic stops resulted in 3 tickets, 11 warnings and zero arrests. Chief Sullivan said there was 15.25 hours of additional services.

The Town has requested the speed trailer be used in the Town. Chief Sullivan said they place the speed trailer on St. Albans Rd. Northbound. The data pulled is as follows for 4/12/24-4/30/24.

The trailer counted 41,338 vehicles. The posted speed limit is 40 mph and reports 35,890 vehicles were over the speed limit as follows:

41-51 mph 27,809=67%
51-60 mph 7,587=18%
61-70 mph 453=1.1%
71-80 mph 37=.09%

81-90 mph 4=.0097%

Mr. Hemenway asked about the accuracy of motorcycles going by the trailer, Chief Sullivan said fully accurate.

Chief Sullivan also broke down the speed data during contract hours.

81-90 mph 4=100%

71-80 mph 12=32%

61-70 mph 146=32%

51-60 mph 2402=32%

Chief Sullivan share info on vandalism on Maquam Shore Rd, St. Albans Rd this has been resolved and the juveniles have been cited.

Chief Sullivan share an update from The United States Department of Justice regarding the shooting death at 45 First Street in February 2022. This letter is attached.

Mr. Clark asked for clarification on additional services. Chief Sullivan said this was part of the Towns request. Chief Sullivan said some of the additional services they have done is monitoring speed on Grand Ave in the school zone and watching and following school buses to ensure people are obeying the stop sign. Mr. Clark would like to see this on Woods Hill and Bushey Rd also. Chief Sullivan said generally they have been picking a bus and following the whole route in that area.

Mr. Bourgeois asked about the graffiti done recently. Chief Sullivan said the graffiti was very specific to a crip sect out of LA California, there is some locals with social media connection to them that are persons of interest. Burlington had the exact graffiti go through a couple of days after Swanton's incidents. Burlington did capture images and the individuals were completely covered except for their eyes.

Mr. Clark asked if they had any idea why. No

Mr. Clark thanked the Swanton Fire Chief for the department covering all the graffiti up the same day.

Chief Sullivan said they had one incident of graffiti at Marble Mill Park the night previously that has been cleaned.

b) Swanton Health Officer Report

Mr. Savage said there is not an update from the Health Officer for April 2024.

4. Highway Dept.

a) Joel Clark – Highway Department report

Mr. Clark will provide an update at the next meeting.

b) Open bids received for 2024 paving

Mr. Savage stated they received 3 bids. All bids were opened and discussed.

F.W. Whitcomb \$94 per ton, total \$522,170.00

Hungerford Paving \$89.50 per ton total \$461,251.50.

Pike Industries \$89.95 per ton, \$487,681.00

Joe Montagne was present from Pike Industries & Jim Hungerford was present from Hungerford Paving.

Mr. Montagne asked for clarification on the milling cost on each bid. Mr. Montagne wanted a better comparison of tons per bid.

Mr. Hungerford said this was the exact situation that happened last year and that is why this year he reached out to the road foreman Kevin Lapan. Mr. Hungerford offered his help in creating a bid form next year so everyone can bid the same.

Mr. Montagne had met with Kevin Lapan as well and measured roads for his bid.

Ms. Candels will create a spreadsheet comparison.

5. Old Town Business

a) LVRT Update

Updated under New Town Business-Change order for VHB.

b) Swanton Hill Update

Mr. Clark shared an update, last week Mr. Clark, Mr. Savage & Mr. Lapan met with one of the landowners. The landowners are in agreement with fixing this road and it will have very little effect on their property. The other landowner will not be available to meet with them until late May. Mr. Clark said looking at the scope of the project there may be possible wetland issues to review. In the Selectboards packet there is an estimate from East Engineering for this project. Mr. Clark reached out to Mr. Billingsly from East Engineering about the surveying that needs to be done by the Town. The engineering for the project is projected to be Design/Permitting \$15,000, Right of Way/Easements \$125 hour, Construction Services \$125 hour. Mr. Clark thinks Mr. Billingsly would have to visit the project a couple of times during construction. With the Town Highway crew doing most of the work this will save considerable cost. Mr. Clark said this does not need to be approved yet, just confirm the board wants to work with East Engineering. Until they have met with all the landowners and they're on board they do not want to spend money on design.

Mr. Bourgeois asked if there were any state funds available. No because it's a class 3 road.

Last year when Mr. Billingsly went to look at the project in the direction of the Selectboard he estimated \$50,000, this would be significantly less with more of the work being done in-house. There is \$160,000 in this year's budget for this project under road improvement.

Mr. Bourgeois made a motion to have East Engineering move forward contingent on successful discussion with the landowner at the end of the month, seconded by Mr. Hemenway. Motion carried.

c) Fourth Street Property update

Mr. Savage updated that the fieldwork was completed. Utility location, soil sampling & surveying. They are on track to send the report by 5/27. They may have preliminary results sooner.

d) Community Center update from Recreation Committee
Postponed until another meeting.

e) Brooklyn Street culvert

Mr. Clark said the wetlands coordinator will be in the area 5/22. Until they get that information they cannot move forward.

f) Sewer service for Southern Growth Center

Mr. Savage said he has talked with Tim Smith, and he was going to check with Marty Manahan, this will be discussed later this week and Mr. Savage will update after.

6. New Town Business

a) Proposal by Swanton Fire Dept. for construction of a dry hydrant at the Leon Babbie Fishing Access on the St. Albans Road.

Chief Chevalier & Ms. Valenta came before the board to share that the Swanton Fire department would like to put in a dry hydrant at the fishing access. Ms. Valenta said the fire department is trying to be proactive with this project. Ms. Valenta said they will get a grant for this project, a stipulation for a grant is that it would have year service at access, currently it is not plowed in the winter. They are seeking support from the Town in maintaining/plowing the access in the winter. Mr. Savage asked Chief Chevalier to clarify for everyone what a dry hydrant is in case people didn't know. Chief Chevalier said a dry hydrant is a hydrant located in a lake or river and there is no water pressure, they hook up to it with the truck and work like a straw. Swanton currently has two other dry hydrants Lakewood Dr and by the VFW. This additional dry hydrant would enhance this park of Swanton in the event of a fire. Chief Chevalier said St. Albans Rd, Beebe Rd, Woods hill Rd, Route 7 they come back to Village for

water. The best place to do this is the hydrant across from the old Border Patrol station. If that hydrant was to fail the best one is on Bushey St. This would be a safety issue being in a school zone. Police data stated in 18 days they had 41,000 vehicles, that's 94 cars an hour on Grand Ave. Having them off the main road would be much safer.

Mr. Clark asked who owns the access. Ms. Valenta replied that the State Agency of Transportation (AOT) is the owner and added that AOT is agreeable to the Town plowing the access. Vermont Fish and Wildlife would also need to support the location. The Village will apply to the VT Rural Fire Protection Task Force Grant to fund this project.

Mr. Bourgeois asked who would maintain the dry hydrant. Chief Chevalier said the Fire Dept would maintain and flush twice a year. Mr. Hemenway asked if all hydrants are exercised twice a year. Chief Chevalier said they were not last year, and he takes full responsibility for that. Going forward they will. Chief Chevalier shared pictures of what Grand Ave looks like with them lined up to pump water & what it would look like with them pumping at the fishing access.

Mr. Hemenway asked if there is any thought of adding a hydrant to the reservoir on Donaldson Rd. Chief Chevalier said that is a really good idea he will bring that up to Swanton Village.

Mr. Clark said he would have to run this by the Highway Forman, but he thinks this will be ok if it just wouldn't get plowed until the roads are clear. Chief Chevalier said that is exactly what they're looking for. Obviously if there was a fire, they would get someone out there. Mr. Bourgeois asked if they were looking for the Town to do this every year or every other. Chief Chevalier said their thinking every year. This would mainly service Town residents. Mr. Hemenway said the other part of the Town near Middle Rd has water lines/hydrants. Ms. Draper thinks it's incredibly important for fire protection in that area.

Mr. Hemenway made a motion to have Swanton Highway assist in the installation with the Village Public Work as match in kind labor and provide snow removal, seconded by Ms. Draper. Motion carried.

b) Naming Streets off from the Highgate Road

Ms. Candels shared it recently came to there attention on Highgate Road there is a driveway with 7 homes that have Highgate Rd addresses. With E-911 any driveway with 3 or more homes needs to have a street. Ms. Candels worked with Tyler form E-911 and he provide two options for numbering them. The first thing the board needed to decide was which direction they wanted to go first. The driveway splits with three homes one way and four the other way.

Ms. Candels sent letters to all homeowners informing them of this and asking for their input on naming the streets. Two landowners responded with their street name suggestions and one person attended the meeting Ms. Candels invited them to discuss. These were all provided on the Selectboard as well as the picture and numbers from E-911. Mr. Clark asked what you would see for sign on Route 207? Mr. Savage said the 911 responder map will tell them where they need to go.

Mr. Hemenway made a motion to name the left side Wilderness Way and the right-side Deerfield Drive and numbered accordingly, seconded by Mr. Bourgeois. Motion carried.

c) Change order for VHB

Mr. Clark shared an updated change order from VHB. Mr. Clark has reviewed this with the State project manager, and they support it. The Towns additional share would be 20% (\$2,531) from ARPA funds. This increased cost was anticipated.

This will increase the project cost to \$62,900. Anticipated construction cost is approximately \$570,000. The design is projected to be around 10% for a project like this 10-12% is reasonable. Mr. Clark said if additional funds are needed the State of Vermont has additional funds available. The bids will have alternate bid items that can save money.

Mr. Bourgeois made a motion to approve the VHB change order, second by Ms. Draper. Motion carried.

7. Community and Economic Development
No update

8. Any Other Necessary Business
a) Appointment to recreation commission
Swanton Recreation Board of Directors sent a letter supporting appointing Ron Underwood to fill a vacancy on the board.

Mr. Bourgeois made a motion to appoint Ron Underwood to the Swanton Recreation board, seconded by Mr. Hemenway. Motion carried. Ms. Draper abstained.

9. Correspondence
None

10. Public Comment (Reprise)
None

11. Upcoming Events
a) May 15, 2024 – Planning Commission – 6:30 pm – Town Offices
b) May 21, 2024 – Regular Selectboard Meeting – 6:00 pm – Town Offices
c) May 23, 2024 – DRB – 6:00 pm – Town Offices
d) May 25, 2024 – Flags for Veterans set up – 9:00 am – meet at Town Office
e) May 27, 2024 – Memorial Day – Town offices and operations CLOSED
f) May 25- 26, ²⁰²⁴- Heritage Festival at Swanton Rec
g) May 27, 2024 – Memorial Day Parade 2pm

Mr. Bourgeois commented on the current excitement in the opening of the bakery & restaurant coming, this is very positive.

12. Executive session (Personnel, Real Estate)
Ms. Draper made a motion to enter executive session at 7:10, Roll call to all members.

Mr. Hemenway made a motion to exit the executive session at 7:31 pm, seconded by Ms. Draper. Motion carried.

Mr. Hemenway made a motion to make Jim Pratt a temporary consulting assessor, seconded by Ms. Draper. Motion carried. This position will not be filled once Mr. Pratt leaves.

Mr. Savage updated them with the departure of Tanya Dufresne, Ms. Cathy Fournier has appointed Brian Savage & Christina Candels as interim assistant Town Clerk to allow the office/vault to open 5 days a week. Until the position is fully filled the hours on Fridays will change to 8am-4pm.

Mr. Bourgeois asked what the plan is to fill the position as we cannot do this long term. Ms. Cathy Fournier suggested giving it a little more time. This will be reviewed at each meeting. Mr. Bourgeois asked Ms. Cathy Fournier if she could put in more time? Not on Fridays.

Some services will not be available on Fridays.

13. Adjourn
Mr. Hemenway made a motion to adjourn at 7:38 pm, seconded by Ms. Draper. Motion carried.

Christina Candels-Administrative Assistant
.

Received and filed by:

Cathy Fournier, Town Clerk

Date