

**DRAFT MINUTES
TOWN OF SWANTON
SELECTBOARD MEETING
Town Office Building
1 Academy Street, Swanton, VT 05488
In-Person & By Zoom
Tuesday, May 5, 2026, 6:00 pm**

Present: Nick Brosseau-Vice Chair, Earl Fournier, Ronald Underwood, Nicole Draper-Members, Brian Savage-Town Administrator, Christina Candels-Assistant Town Administrator, Bob Nielsen, Betsy Fournier

Zoom: Dennis

Absent: Joel Clark-Chair, Cathy Fournier-Town Clerk

A. Call to Order

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

B. Pledge of Allegiance

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

Mr. Brosseau asked everyone to keep our troops in the Middle East and serving abroad in your thoughts.

Mr. Brosseau expressed his condolences to the family of Jason Barney who recently passed away. Mr. Barney was a great President of the Swanton Historical Society and longtime teacher at MVU.

C. Agenda Review

No Changes.

D. Meeting Topics

1. Minutes

a) Regular Selectboard meeting and Public Hearing of Zoning By-law Amendments of April 21, 2026

Ms. Draper made a motion to approve the Regular Selectboard meeting and Public Hearing of Zoning By-law Amendment of April 21, 2026, as written, seconded by Mr. Underwood. Motion carried.

2. Public Comments

None.

3. Law Enforcement

a) Health Officer Report

The board reviewed the report. Mr. Fourier asked if the ordinance changes are helping with the issue listed in the report?

Mr. Savage said they are still waiting for a number to be assigned to the Town/Ms. Kelleher from the Judicial Bureau and ticket books. Ms. Kelleher can give warnings.

4. Highway Department

Mr. Clark will have an update at the next regular scheduled meeting.

5. Old Town Business

a) Open Bids received for van purchase for Swanton Recreation Commission

Ms. Fournier came before the board and opened the two sealed envelopes received from Nucar & Barrette Ford.

Nucar bid was in the amount of \$62,266(RWD).

Barrette Ford provided three options.

1) \$63,000 (RWD) does not include doc fees.

2) \$67,000 (AWD) does not include doc fees.

3) \$68,000 (AWD) does not include doc fees.

Mr. Savage did reach out to the insurance company to ensure a vehicle would be covered to transport children.

Mr. Fournier asked how this would be paid for? Ms. Fournier said this was previously discussed to be taken out of their budget surplus. That has \$40,000 in it and the balance will come from the Special Funds. Mr. Fournier said it should come out of their capital reserve fund that has roughly \$61,000.

Ms. Fournier said she would need to go back and review the meeting it was discussed.

The board discussed options to pay for the vehicle without an agreement and decided to table this until the next meeting.

Mr. Fournier made a motion to table this until the next meeting to decide how to pay for the vehicle and Mr. Savage will find out how much the insurance will cost, seconded by Mr. Underwood. Motion carried.

Mr. Fournier asked Ms. Fournier to ask the Rec Commission to consider sharing the cost of the vehicle.

b) Contract with HSCC for placing dogs for adoption.

Mr. Savage shared the proposed contract with the board members that he discussed at the last meeting. The Town would only use this option for dogs that are stray or placed due to police incidents. This would be after the required 10-day hold. This is a Statewide problem, finding places for stray animals.

Ms. Draper said she has seen this become an issue once in the 5 years, she's been on the Selectboard.

Mr. Fournier asked if this could be a place to take dogs that are constantly on the loose/irresponsible pet owners? No, because the Town cannot impound/seize animals without legal action.

Mr. Fournier made a motion to approve the contract and authorize the Town Administrator to sign the contract, seconded by Ms. Draper. Motion carried.

c) LOT – Review of proposed Revenue Sharing Agreement with the Village

Mr. Savage drafted the agreement and shared it with the board. Mr. Savage shared it with Mr. Clark and Mr. Sheets, and they found no issues with it.

Mr. Savage will schedule a meeting for both the Selectboard and Village Trustees to sign.

Mr. Savage said they will use the grand list as of July 1st for the formula to split the revenue.

d) Update on Land Swap

Mr. Savage said the school district attorney is doing an updated title search they are still waiting for to schedule the closing.

6. New Town Business

a) Quarterly Budget update

The board reviewed the budget details given to them for January 1, 2026- April 21, 2026.

Mr. Brosseau asked what the line item for Tax Appeals is for? Grievance of tax assessments and expenses for tax suit regarding tax exempt status for the NOTCH Pharmacy.

Ms. Draper asked why the line for Computer Consulting is over budget? Ms. Candels will follow up with Ms. Cathy Fournier and let the board know.

7. Community and Economic Development

a) Update on Promote Swanton

Mr. Fournier said they are still waiting for the website to be updated.

Ms. Draper said the brochures should be in this week and available for the grand opening of the LVRT.

Ms. Draper said May 2nd was a busy day in Swanton and she has shared a digital press release and shared it with everyone, look for it in the St. Albans Messenger.

Mr. Fournier said they need to work with Suzie and get wayfinding signs and hopes the Village will put them up.

Mr. Brosseau asked if there has been discussion to increase the members of Promote Swanton beyond the current three members with the Chamber ending. Ms. Draper said if anyone is interested, please reach out, they would be more than willing to work with them.

8. Policy Review

These will be reviewed at the next meeting.

9. Any Other Necessary Business

None.

10. Items for Regular Selectboard Agenda of May 19, 2026

- a) Fund Balance Policy – from April
- b) Balance Model Budget Policy – from April
- c) Street Naming Policy, Street Addressing Ordinance, Stop Sign Ordinance, Speed Limit Ordinance
- d) Swanton Recreation RFP for a vehicle

11. Public Comment (Reprise)

12. Upcoming Events

- a) Saturday—May 9, 2026 -- Railroad National Train Day & Community Paddle (Friends of the Missisquoi Wildlife Refuge)
- b) Saturday – May 16, 2026 – 10:00 am – Grand Opening of the LVRT Trailhead
- c) Saturday – May 16, 2026 – 8:00 am to 12:00 noon - Household Hazardous Waste Day
Town Garage – 221 First Street
- d) Tuesday – May 19, 2026 – 6:00 pm – Regular Selectboard Meeting – Town Offices
- e) Saturday – May 23, 2026 – 8:00 am – Flags for Veterans set up – Town Offices
- f) Saturday & Sunday—May 23 & 24, 2026—Abenaki Heritage Festival-Swanton Rec Field
- g) Monday – May 25, 2026 – Memorial Day Holiday – Office and Ops – CLOSED
Memorial Day Parade—2pm
- h) Thursday – May 28, 2026 – 6:00 pm – DRB – at Swanton Village Complex –
120 First Street

13. Adjourn

Ms. Draper made a motion to adjourn at 6:45 pm, seconded by Mr. Underwood. Motion carried.

Respectfully submitted by

Christina Candels-Assistant Town Administrator