

MINUTES
TOWN OF SWANTON
SELECTBOARD MEETING
Town Office Building
1 Academy Street, Swanton, VT 05488
In-Person & By Zoom
Tuesday, May 19, 2026, 6:00 pm

Present: Joel Clark-Chair, Nick Brosseau, Earl Fournier, Ronald Underwood, Nicole Draper-Members, Brian Savage-Town Administrator, Cathy Fournier-Town Clerk, Christina Candels-Assistant Town Administrator, William Hancy, Travis Merchant, Tammy merchant, Kieth Ploof, Sarah Noel, Michael Barrett, Nola Gilbert, Betsy Fournier, Ferdinand Gagne, Brittany Shumway, Blade Shumway, Pat Gagne, Shawn Cheney, James Lynch
Zoom: Michael G, Denny H, Kessen Barrett, Denny, Ross

A. Call to Order

Mr. Clark called the meeting to order at 6:01 pm.

B. Pledge of Allegiance

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

C. Agenda Review

Mr. Savage requested to add a letter of support from Swanton Village for an AOT grant application and Executive Session for Personnel.

D. Topics

1. Minutes

a) Regular Selectboard Meeting of May 5, 2026

Ms. Draper made a motion to approve the Regular Selectboard Meeting Minutes of May 5, 2026, as written, seconded by Mr. Underwood. Motion carried.

2. Public Comments

Mr. James Lynch announced he is running for Franklin County Sheriff and shared some of his history and what he would like the future of the department to look like if elected.

3. Law Enforcement.

a) Swanton Police Department

Chief Sullivan came before the board to share the April 2026 incident analysis. Swanton Village Police responded to 151 incidents resulting in 87 Traffic Stops, 23 Directed Patrols, 5 Suspicious Person/Circumstances, 4 Community Outreach, 4 Agency Assists, 3 DUI/Alcohol or Drugs, 3 motorists Assists, 2 Noise Disturbances, 2 DLS and 2 Vin Verifications. The 87 Traffic Stops resulted in 32 Tickets, 74 Warnings and 8 Arrests/9Charges of 8 Individuals. Swanton Village Police provide 28 hours of Additional Services in April. Some of the additional hours were preparation for the planned protests for the Border Patrol Station that was moved to St. Albans's Taylor Park, and nothing materialized in Swanton. This was not the original plan; therefore the Police had made preparations. Chief Sullivan said this was planned and they had let them know ahead of time the plans.

Mr. Clark asked how staffing is? As of right now they are fully staffed.

Mr. Underwood asked a question regarding the report on a specific incident.

The board thanked Chief Sullivan for the great job on traffic and drug enforcement, currently Chief Sullivan said they are over 700 traffic stops for the year vs last year with 450 for the year.

Keep the blue lights going.

b) Swanton Animal Control

The board reviewed the report in their packet from Mr. Benson.

4. Highway Department

a) Report

Mr. Clark said the Highway Department has been working on tree and shrub removal, equipment, cleaning up the Depot parking lot/ruts, sweeping the streets in developments. Currently all equipment is running well.

Mr. Clark said at the intersection of Vt 207 and Bushey Road they are going to see if the Highway Crew can stripe it vs. hiring a contractor.

5. Expenditures

a) General Orders

Mr. Brosseau made a motion to approve the General Orders for April 22, 2026, to May 19, 2026, in the amount of \$134,070.89, seconded by Mr. Underwood. Motion carried.

b) Highway Orders

Ms. Draper made a motion to approve the Highway Orders for April 22, 2026, to May 19, 2026, in the amount of \$51,493.49, seconded by Mr. Brosseau. Motion carried.

c) Library Orders

Ms. Draper made a motion to approve the Library Orders for April 22, 2026, to May 19, 2026, in the amount of \$2,687.12, seconded by Mr. Underwood. Motion carried.

d) Hazard Mitigation Grant Orders

No orders.

e) Highway & General Payroll Orders

Mr. Brosseau made a motion to approve the Highway & General Payroll orders for April 22, 2026, to May 19, 2026, in the amount of \$36,611.65, seconded by Ms. Draper. Motion carried.

f) Library Payroll Orders

Ms. Draper made a motion to approve the Library Payroll Orders for April 22, 2026, to May 19, 2026, in the amount of \$11,247.63, seconded by Mr. Underwood. Motion carried.

g) Special Orders

Mr. Brosseau made a motion to approve the Special Orders for April 22, 2026, to May 19, 2026, in the amount of \$2,633.17, seconded by Mr. Underwood. Motion carried.

6. Old Town Business

a) Tabled item of May 5, 2026, Selectboard meeting on Recreation Vehicle Purchase

Ms. Betsy Fournier came before the board to discuss the vehicle proposals from the last meeting. These bids have been reviewed, with discussion as to where the funds will come from to pay for the proposed vehicle cost at \$68,000. This vehicle is AWD as desired.

Mr. Clark proposed that half of the LVRT project be used for the vehicle. This would amount to \$18,000.

Mr. Brosseau asked if the cost of the insurance (\$755 annually) would come from the Rec budget? Yes, as would the maintenance and winter tires.

Ms. Betsy Fournier said last year's rollover was \$46,891.06.

Mr. Clark said the money earmarked for the community center was discussed at the last meeting, the decision was to not use that money, this is another source of funds.

Ms. Draper said the support of the Town's Special Funds would be helpful; this vehicle can bring such support to the community. Ms. Draper shared a photo of kayaks she transported in her car for someone from out of town to use today because they didn't have the means to move them. This photo is attached to the minutes.

Ms. Draper asked the board to consider taking funds out of the Recreation line item in Special Funds, any money used will be raised for a community center. The fundraising campaign for this will be large to offset the costs to the taxpayers.

Mr. Fournier shared he said at the last meeting the Rec has a capital reserve and suggested they split the special funds/capital reserve (22,000).

Ms. Betsy Fournier said as she shared at the last meeting the capital reserve account is split into categories it needs to be used for as is the Special Funds.

Ms. Draper said these are used for things brought to the board last year.

Mr. Brosseau clarified what the funds would be used for if not used for the vehicle, uncontrollable expense.

Mr. Underwood asked Ms. Betsy Fournier if they used the \$18,000 left from the LVRT, the rollover from last year, \$46,891 can Rec come up with the rest? Roughly \$4,000. Ms. Besty Fournier said yes.

Mr. Brosseau made a motion approving the purchases of the vehicle for \$68,000 plus documentation fees from EJ Barrett authorizing the Town Administrator to sign the paperwork, paying for it with the \$18,000 from the LVRT Special Funds, and the balance covered by the Recreation Department, seconded by Mr. Underwood. Motion carried. Ms. Draper abstains.

b) Update on Land Swap

Mr. Savage said the attorney from the school district thought they found a undischarged mortgage. That was not the case and has been clarified. This is ready to be scheduled, everything is completed.

c) Update on Local Option Tax

Mr. Savage said the LOT is set to go into effect July 1st, all merchants and businesses have been notified by the Tax Department. The Village Trustees will be at the next meeting to sign the sharing agreement.

7. New Town Business

a) Petition Received Challenging Selectboard vote of April 21,2026 on Zoning By-law Amendment

Ms. Cathy Fournier read a prepared notice regarding a submitted petition:

On May 8, 2026, Michael Disharoon-Barrett submitted a petition with 273 signatures.

On May 11, 2026, Michael Disharoon-Barrett submitted an amended Addendum to the Petition which included 19 signatures.

For a total of 292 signatures

Swanton has 4,908 registered as of May 12, 2026. This petition required 5% of the legal registered voters in Swanton, resulting in 245 signatures needed.

Of the 292 signatures, 21 are not registered voters therefore bringing the number to 271.

Since this petition was submitted, registered voters who indeed signed the petition inquired how to remove their signatures from the petition. VLCT was contacted and the response was they would need to request in writing to have their signature be removed from the petition. A form was created at the advice of VLCT, as of this date we have received and removed 52 registered voters. Leaving 219 valid signatures.

This is not enough to move this petition to an Australian Ballot Vote

Mr. Clark clarified the board now cannot move forward because there are not enough signatures and at this time the board cannot take any action.

Mr. Fournier said they are not obligated, without enough signatures and they have passed the changes.

Mr. Savage said the time period has passed and the changes are in effect.

Mr. Clark then opened the floor to questions, stating this would not be a back-and-forth.

People who made statement/questions are listed below:

- Ferdinand Gagne
- Nola Gilbert
- William Hancy
- Micheal Barrett
- Brittany Shumway

- Shawn Cheney
- Blade Shumway

Ms. Draper encouraged people to subscribe to notifications on the website to subscribe to email notifications.

b) LVRT Trailhead Camera proposal

Mr. Clark shared they have received three different proposals:

- Secure 360 Solutions \$9663.80
- Threefold AV & Security \$5,841.00
- Safety Systems of Vermont \$9,389.12

The board discussed the three bids. The lower bid is the same company Swanton Village uses, and the camera can be tied into their system for monitoring. The higher cost systems would be Town only systems, with annual costs.

This camera can be used to monitor to ensure people do not camp or damage the property.

Mr. Clark suggested the funding comes from the LVRT balance in the Special Funds. (\$18,000 remaining).

Mr. Brosseau said the Historical Society and the Library have discussed having security systems.

Ms. Draper shared that Rec has added a camera system to monitor acts of vandalism and it has been incredibly beneficial to curb those activities, this would be a good investment. If in the future they could grow in this system.

Mr. Fournier asked if the Village is aware of this? Yes, last fall this was discussed and they agreed to allow this camera to be tied into their system. These vendors discussed with the Village for the proposals, to ensure they can be tied in.

Mr. Underwood asked if they added more can they be tied into the Village? That would need to be discussed if not the Town tie that new camera into a new system.

Ms. Draper made a motion to accept the bid from Threefold AV & Security in the amount of \$5,841.00, the funds will come from the LVRT line in the Special Funds, seconded by Mr. Brosseau. Motion carried.

c) Discussion of Electronic Marquee in the Village Green

Mr. Fournier and Mr. Clark have proposals that will be added to the next meeting's agenda. The board agreed updating the sign would be more attractive.

d) 2026 Paving Schedule

Mr. Clark shared the recommendation to pave sections Monument Road, Sweet Hollow Road, Lime Kiln Road, Cedar Ledge Estates, Maple Grove Estates and Country Club Estates.

The RFP for bids has gone out and was noticed that Maple Grove Estates (the Town portion) was not on the list, Mr. Savage will contact the companies to include that road. The total tons are correct on the RFP.

This is a total of 3.2 miles of roadway.

Mr. Clark asked the board if they would agree to pave these sections, he would like to move \$200,000 from the Barry Road culvert project for this year and add it back next year when it goes out to bid.

Mr. Fournier thought they were going to hold the funds and pave less this year because the roads are in good shape? Mr. Clark said yes, but it's not going out to bid this year so they can pave these sections and pave less next year with the same amount for budgeting. The initial plans were to put the Barry Road culvert out to bid this year.

Mr. Fournier made a motion to add \$200,000 to the paving budget and move it from the road improvements line (Barry Road culvert) for additional paving this year, seconded by Mr. Brosseau. Motion carried.

Mr. Fournier asked how much is in the Barry Road culvert line? \$356,469.00 before this transfer.

e) Updated Road Inventory

Mr. Clark said this is a good list, but the years roads were paved can be updated from the paving contracts from previous years.

f) Swanton Public Library Building issues

Mr. Brosseau asked for this to be added after attending Library Trustees' meeting last week and they pointed out things they would like the Town to take a look at.

- Removing the water fountain upstairs
- Removing or replacing the damaged drywall near the stairs
- Replacing the indoor light from last year
- Water meter for elevator pump

The water fountain is being abused and not needed upstairs. They would also like an update on the monitoring to ensure the elevator sub pump doesn't flood again.

Mr. Clark and Mr. Fournier will meet at the library and take a look at these requests and give the board an update on them.

Mr. Clark suggested they reach out to an elevator mechanic and look at the elevator shaft area and give them a price to have that area and the piping fixed. Mr. Savage will reach out to them.

g) Special Funds Review

The board reviewed an updated spreadsheet from Ms. Cathy Fournier. Currently there is \$170,135.56 of unallocated Special Funds.

Mr. Clark suggested moving the remaining LVRT and 4th Street Contamination funds out of the Special Funds into Capital Improvement Fund. Mr. Fournier said they could do that with the Community CTR/Recreation funds also.

This will be discussed at a future meeting.

h) Robin Hood Drive Industrial sign

Mr. Savage received a call from Monica Green from Vermont Precision Tools regarding the signs' poor condition.

Mr. Fournier & Ms. Draper agreed that Promote Swanton will work on this project.

The sign was put up by David Fosgate originally.

Mr. Fournier said he would also like to fine replacement State signs here in the Village.

The Village does have some AOT signs, they are required to maintain them as part of their highway aid funding.

i) Letter of Support for Swanton Village to apply for an AOT Grant

Mr. Savage shared that he received a request for a letter of support from the Selectboard supporting the Village's application for an AOT grant.

This grant is for Grand Ave sidewalk replacement.

Mr. Brosseau made a motion to sign a letter of support for the Village's Bike Infrastructure Grant letter, seconded by Mr. Fournier. Motion carried.

8. Community and Economic Development

a) Promote Swanton update

Ms. Draper & Mr. Fournier shared a map of locations they would like to place Wayfinding Signs. See attached.

Mr. Clark shared that the people from the AOT like the sign with the QR code at the LVRT trailhead.

Ms. Draper shared how the Wayfinding Signs will help direct people to the amenities available.

Ms. Draper shared two cost estimates for these:

- Main Street Graphics \$3,605.79
- Fast Signs \$4,333.70

This money is budgeted in the Promote Swanton budget.

Mr. Brosseau made a motion to approve the purchase of Wayfinding Signs in the amount of \$3,605.79 from Main Street Graphics out of the Promote Swanton budget, seconded by Mr. Underwood. Motion carried.

9. Next Meeting Agenda Items

1) Sign in the Park

10. Policies for Review

a) Fund Balance Policy

This policy the verbiage is not right. Mr. Savage will work on this policy to match what was voted on and added to July for review.

b) Balance Model Budget Policy

No issues with this policy, no amendments needed.

c) Street Naming Policy, Street Addressing Ordinance, Stop Sign Ordinance, Speed Limit Ordinance

The board reviewed had no changes for the Street Naming Policy or Street Addressing Ordinances.

Stop Sign and Speed Limit Ordinances changes were reviewed.

Mr. Brosseau made a motion to approve the amended Stop Sign and Speed Limit Ordinances, seconded by Mr. Fournier. Motion carried.

11. Correspondence

Mr. Savage received a phone call from Ed Daniel regarding the LVRT trailhead completion. Mr. Daniel wanted to extend congratulations on the great job on the trailhead. This is something Swanton can be proud of and thank Mr. Clark and Selectboard in their efforts.

12. Public Comment (Reprise)

None

13. Upcoming Events

- a) Thursday – May 21, 2026 – SEP Meeting – Swanton Village Complex – 5:30 pm
- b) Saturday – May 23, 2026 – Flags for Vets Set Up – Town Offices – 8:00 am
- c) Saturday & Sunday – May 23 & 24, 2026 – Abenaki Heritage Festival – Swanton Recreation Field
- c) Monday – May 25, 2026 – Memorial Holiday – Offices and Operations CLOSED
- d) Monday – May 25, 2026 – Memorial Day Parade – 2:00 pm
- e) Thursday – May 28, 2026 – DRB – Village Complex – 6:00 pm

14. Executive Session (Personnel)

Mr. Brosseau made the following motion: I move that we find that we enter executive session for the Selectboard to receive confidential contract, personnel, Legal or Real Estate information for which the premature disclosure of it to the general public would clearly place the Selectboard & others at a substantial disadvantage at 8:01 pm, seconded by Ms. Draper. Motion carried.

Mr. Brosseau made the following motion: I move that based on our just made findings that premature disclosure would place the Selectboard & others at a substantial disadvantage, we enter executive session at 8:01 pm, seconded by Mr. Underwood. Motion carried.

Mr. Fournier made a motion to exit executive session at 8:21 pm, seconded by Mr. Brosseau. Motion carried.

No Action Taken.

15. Adjourn

Mr. Fournier made a motion to adjourn at 8:21 pm, seconded by Ms. Draper. Motion carried.

Respectfully Submitted by
Christina Candels-Assistant Town Administrator

MOTIONS FOR ENTERING EXECUTIVE SESSION

MOTION #1: I move **that we find** that we enter executive session for the Selectboard to receive confidential contract, personnel, Legal or Real Estate information for which the premature disclosure of it to the general public would clearly place the Selectboard & others at a substantial disadvantage.

MOTION #2: I move **that based on our just made findings** that premature disclosure would place the Selectboard & others at a substantial disadvantage, we enter executive session.

Received and filed by:

Cathy Fournier, Town Clerk

Date