

**MINUTES
TOWN OF SWANTON
SELECTBOARD MEETING**

**Town Office Building
1 Academy Street, Swanton, VT 05488**

In-Person & By Zoom

Tuesday, July 7, 2026, 6:00 pm

Present: Joel Clark-Chair, Earl Fournier, Nicole Draper, Ron Underwood, Nick Brosseau-members, Brian Savage-Town Administrator, Cathy Fournier-Town Clerk, Christina Candels-Assistant Town Administrator, Robert Nielsen, Troy Campbell

Zoom: No Attendance

A. Call to Order

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

B. Pledge of Allegiance

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

C. Agenda Review

Ms. Cathy Fournier requested to remove Resolution relative to Town Accounts at People's Trust Company, she is all set.

Mr. Fournier requested to add Brooklyn Street brush under New Town Business.

Mr. Clark said they will need Executive Session for Personnel.

D. Meeting Topics

1. Minutes

a) Regular Selectboard meeting of June 16, 2026

Ms. Draper made a motion to approve the Regular Selectboard Meeting minutes of June 16, 2026, as written, seconded by Mr. Brosseau. Motion carried.

2. Public Comments

None.

3. Law Enforcement

a) Health Officer Report

The board reviewed the report, and appreciated the attention to issues.

Mr. Clark would like Ms. Kelleher to look at the apartment building across the bridge for safety issues with the outside stairs.

The board has no issues with Ms. Kelleher getting assistance from the Fire Chief regarding 3 King St.

4. Old Town Business

a) Library issues update

Mr. Savage shared estimates from G&G Electric in the amount of \$9,129.42.

The estimate from Menard Handyman was discussed at the last meeting. Mr. Clark is working with Mr. Menard on plans for the snow guards for the library roof.

Mr. Clark said the proposed lights will not match the existing lights; the library would like them to match.

Mr. Clark said they could order one section of light and see how they look.

Mr. Fournier said looking at different designs is a good idea, but to ensure they would be approved for rebates from Efficiency Vermont. Mr. Brosseau agreed giving the library some options would be good.

Mr. Savage will reach out to the electrician for more light fixture options.

Mr. Clark said they did receive an estimate for what they asked for.

Ms. Draper said her concerns are efficiency and effectiveness.

Mr. Clark will meet with Abby and Becky next week to discuss options.

Mr. Clark said he is still working on options for the elevator and the sump moisture issue.

Mr. Fournier asked if they would proceed with Menard for the painting project at the library. This was discussed/approved at the last meeting.

b) Land swap update

Mr. Savage shared his conversation with attorney they are proceeding with the legal work to finalize this. The paralegal for Mr. Rowell was in the office last week as well.

c) Review of RFP Draft for Railroad Museum repairs

Mr. Savage drafted the RFP from Mr. Scangas's report. Mr. Savage will reach out to Mr. Menard and have him bring the broken scroll to the Depot for it to be fixed at the same time.

Mr. Fournier asked if there is a replacement window they can order that will qualify for the historic preservation grants? The cost of redoing them compared to new replacement windows. Mr. Savage will ask Mr. Scangas if it is a practical idea. The RFP will be sent out as drafted, fixing the existing windows.

d) Hazard Road – set date for viewing and public hearing

Mr. Savage said this process will be the same as the process for Sholan Rd.

Mr. Fournier asked who will end up with the road after? It will be a trail, with a gate on each end, the same way Decker Road Trail is. The landowners have keys to the gates. The maintenance would be the responsibility of the landowners who have access with a key.

Mr. Fournier asked if the land around the road is in the land trust? There would not be future development if so.

The board will hold a site visit August 18, 2026.

e) Update on Stormwater Permits

Mr. Savage shared email communication from the engineer regarding how other Towns are handling stormwater permit compliance changes. St. Albans Town charges every parcel \$50 a year to cover permits.

Mr. Clark suggested having the engineer draft the options and come to a meeting with the Selectboard.

6. New Town Business

a) Discussion in State Law Change relative to Town Forest Fire Wardens

Mr. Campbell came before the board to discuss the changes at the State level regarding Forest Fire Wardens. Per Act 162 the Fire Chief is designated as the Forest Fire Warden. The Fire Chief is Daniel Chevalier, and he has designated Assistant Chief Troy Campbell and Captain Lawrence Boisseau as Deputy Forest Fire Wardens.

Any residents who would like to receive a burn permit will need to reach out to one of them. They will have a process to follow and have a form to fill out in the near future.

Mr. Campbell wanted to thank John Barrette and Tim Girard for their service as Town Forest Fire Wardens/Deputy Fire Warden.

Mr. Clark said the State has made a Statewide definition of a campfire for natural wood products and grass.

Mr. Campbell said when someone requests a burn permit, they will meet with the person requesting and within 12 hours they have to issue or deny the permit, notify the State & contact central dispatch.

Mr. Clark said the policy will need to be updated as well.

Mr. Fournier asked how the community was notified of the change? The website and Facebook.

This change took effect July 1, 2026.

b) Line striping contract for 2026

Mr. Clark shared the estimates for line striping to strip 14.12 miles. At .24 a yard it would cost \$17,892.86. The budget for this line is \$18,500.00

Mr. Clark suggested in addition to those roads they strip Campbell Bay Road (1.81 miles \$2,293.63) and Middle Road (2.73 miles \$3,459.46) as well.

Mr. Clark said L&D Safety Marking is who they contracted with last year. ProLines VT is the second estimate, and they are a new business.

The board members agreed to go with L&D.

The board members agreed to stripe Middle Road and do Campbell Bay Road next year. Middle Road gets more traffic and is showing wear.

Mr. Fournier made a motion to approve the L&D Safety Marking bid for .24 per foot and include Middle Road for a total of \$21,352.32, seconded by Mr. Brosseau. Motion carried.

c) Brooklyn Street Brush

Mr. Fournier would like to know if that corner brush can be cleaned up.

Mr. Clark said they would take a look at it and clean it up.

7. Liquor Control

Mr. Fournier made a motion to Recess the Regular Selectboard Meeting and Enter Liquor Control Board Meeting at 6:51 pm, seconded by Mr. Underwood. Motion carried.

License Renewals

- a. Mama Bear's (Swanton House of Pizza) 1st Class Liquor License Renewal
- b. Green Mountain Bistro 1st Class, 3rd Class and Outside Consumption License Renewal.

Ms. Cathy Fournier said neither have any violations.

Ms. Draper made a motion to approve the license renewals for Mama Bear's (Swanton House of Pizza) & Green Mountain Bistro, seconded by Mr. Brosseau. Motion carried.

Ms. Draper made a motion to adjourn the Liquor Control Board Meeting and reentered the Regular Selectboard Meeting at 6:52, seconded by Mr. Underwood. Motion carried.

8. Community and Economic Development

a) Update on Promote Swanton

Ms. Draper said they have been working on the way-finding signs and are almost ready to put them up.

Ms. Draper and Mr. Fournier would like to proceed with new Industrial Park signs. Mr. Fournier shared pictures of examples.

Ms. Greene from Vermont Precision Tools would like to see the Town replace the sign and businesses could have their signs added.

Mr. Fournier will reach out to businesses to see if they will pay for their own signs if the Town paid for the larger sign. Ms. Draper said this will also be a great opportunity to use the new logo.

Mr. Fournier said this was not a budgeted item but is Capital Repair.

The sign for the Jonergin Drive Industrial Park should be moved so it is visible from VT Route 78.

9. Policy Review

a) For the next meeting on July 21, 2026, ATV Ordinance and Burning & Disposal of Solid Waste Ordinance.

b) Fraud Prevention Policy Update

Mr. Brosseau made a motion to approve the changes to the Fraud Prevention Policy, seconded by Mr. Underwood. Motion carried.

10. Any Other Necessary Business

None

11. Items for Regular Selectboard Agenda of July 21, 2026

- a) Laz Scangas regarding Town Office insulation and heating project
- b) Chris Goulette of A. M. Peisch & Co. to discuss 2024 audit
- c) Request of Glen Ridge HOA for road takeover
- d) Vote on discontinuation of Old Sholan Road

12. Public Comment (Reprise)

Mr. Clark shared if people have a chance during the day they should visit Swanton Rec and see the movement and events happening with the summer campers.

Ms. Draper said 28 teenagers show up at 6 am everyday ready to provide care for elementary kids. Ms. Draper said they are excited to welcome the Governors' Cabinet next week. (This is not a public event due to children being present.)

Mr. Clark will share info regarding a Rail Trail event.

Ms. Draper said a portion of the wood rail fence on the walking bridge is broken and needs to be replaced. Ms. Draper will have Steve look at it and let the board know.

13. Upcoming Events

- a) Tuesday – July 14, 2026 – Planning Commission – 5:00 pm – Town offices and Zoom
- b) Wednesday- July 15, 2026- Special Showing of Gone Guys-5:30 pm-Swanton Public Library
- c) Tuesday – July 21, 2026 – Regular Selectboard Meeting – 6:00 pm – Town Offices and Zoom
- d) Thursday – July 23, 2026 – DRB Meeting – 6:00 pm – Town Offices and Zoom
- e) Friday – July 24, 2026 – Swanton Block Party – 5:30 pm – Village Green
- f) Saturday – July 25, 2026 – Swanton Car Show – 9:30 am – Village Green

14. Executive Session (Personnel)

Mr. Brosseau made the following motion at 7:06 pm: I move that we find that we enter executive session for the Selectboard to receive personnel information for which the premature disclosure of it to the general public would clearly place the Selectboard & others at a substantial disadvantage, seconded by Mr. Underwood. 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, seconded by Mr. Underwood. Motion carried.

Ms. Draper made a motion to exit executive session at 7:33 pm, seconded by Mr. Underwood. Motion carried.

Action Taken:

Mr. Clark shared that they had received resignation notice from the Zoning Administrator, who is committed to staying until someone is hired and trained as the board sees fit.

Mr. Brosseau made a motion to advertise the position of Zoning Administrator for 40 hours per week, seconded by Mr. Underwood. Motion carried.

15. Adjourn

Mr. Brosseau made a motion to adjourn at 7:34 pm, seconded by Mr. Fournier. Motion carried.

Respectfully Submitted by
Christina Candels-Assistant Town Administrator

Received and filed by:

Cathy Fournier, Town Clerk

Date