

**DRAFT MINUTES
TOWN OF SWANTON
SELECTBOARD MEETING
Town Office Building
1 Academy Street, Swanton, VT 05488
In-Person & By Zoom
Tuesday, September 15, 2026, 6:00 pm**

Present: Joel Clark-Chair, Nick Brosseau, Earl Fournier, Ron Underwood-Members, Cathy Fournier-Town Clerk, Brian Savage-Town Administrator, Christina Candels-Assistant Town Administrator, Suzie Kelleher, Sargent Tyler Badeau, Robert Nielsen, Ann Pitt, Eileen Skiff, Tim Skiff, Kim Lasnier

Zoom: Cell Phone User, Robert Kittell, Michael Miller

Absent: Nicole Draper-member

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 would like an update on the LVRT vandalism.

Mr. Savage would like to add an under New Town Business Barry Road Culvert grant award.

Mr. Savage would like to add under New Town Business the VOSHA report from the inspection.

D. Topics

1. Minutes

a) Hazard Road Site Visit of September 1, 2026

b) Regular Selectboard Meeting of September 1, 2026

Mr. Brosseau made a motion to approve the Hazard Road Site Visit & Regular Selectboard Meeting Minutes of September 1, 2026, as written, seconded by Mr. Underwood. Motion carried.

2. Public Comments

a) Update on PTO Fun Run

Ms. Lasnier shared information about the Swanton PTO Fun Run scheduled for October 4, 2026, at Swanton Central School. Ms. Draper shared the information on this event at the last meeting.

The PTO would like to close a small portion of Bushey Street and Robin Hood Drive to the LVRT for the safety of runners during the event from 1pm-2pm.

Ms. Lasnier shared they have discussed the event with Swanton Village Police Chief and Swanton Fire Chief, and both support the event.

Mr. Chevalier as Fire Chief said they can take care of the road barricades.

Mr. Clark asked if this is a school event or PTO event, this will determine liability insurance requirements.

Mr. Savage will verify with the Towns insurance and Ms. Lasnier will provide Mr. Savage with a copy of the PTO's insurance and the schools insurance.

Mr. Fournier asked if the landowners will be notified? Yes, once the Selectboard approved the road closure they will notify everyone.

Mr. Fournier made a motion to approve the road closures for this event from 1pm-2pm, providing the Town Administrator is given proof of insurance, seconded by Mr. Underwood. Motion carried.

3. Law Enforcement.

a) Swanton Police Department

Sargent Badeau came before the board to share the August 2026 incident analysis from the Swanton Village Police.

Sargent Badeau shared Swanton Village Police responded to 129 incidents resulting in 66 Traffic Stops, 15 tickets and 64 warnings were issued with 1 arrest on 1 charge, and 5.5 hours of additional services were provided.

Mr. Clark asked if the monitoring of the LVRT has been discussed? Yes.

Sargent Badeau said the LVRT and the Train Depot is monitored by the Village Police.

Sargent Badeau shared the Train Depot signage helps but it is a very active area and thinks the parking lot is in desperate need of a gate to be able to close at night. Mr. Clark said this is great feedback; will research a gate.

The board discussed vandalism at the LVRT. The cameras are working but a few tree branches need to be trimmed.

b) Swanton Animal Control

The board reviewed Mr. Benson's Animal Control Report for August 2026 with no questions.

4. Highway Department

a) Report

Mr. Clark shared the vehicles are running. The loader and woodchipper are repaired.

Mr. Clark shared the damage from the storm is almost completely picked up.

Mr. Clark shared the crew has cleaned along the roads that have been paved as well.

Mr. Fournier asked if the new sign near Maple fields can be trimmed as well.

5. Expenditures

a) General Orders

Mr. Brosseau made a motion to approve the General Orders of August 19, 2026, to September 15, 2026, in the amount of \$180,889.26, seconded by Mr. Underwood. Motion carried.

b) Highway Orders

Mr. Fournier made a motion to approve the Highway Orders of August 19, 2026, to September 15, 2026, in the amount of \$65,613.40, seconded by Mr. Underwood. Motion carried.

c) Library Orders

Mr. Brosseau made a motion to approve the Library Orders of August 19, 2026, to September 15, 2026, in the amount of \$3,697.64, seconded by Mr. Fournier. Motion carried.

Mr. Fournier asked what the Alliance charge was for? The contract for quarterly maintenance.

d) Highway & General Payroll Orders

Mr. Brosseau made a motion to approve the Highway & General Payroll Orders of August 19, 2026, to September 15, 2026, in the amount of \$39,758.97, seconded by Mr. Underwood. Motion carried.

e) Library Payroll Orders

Mr. Fournier made a motion to approve the Library Payroll Orders of August 19, 2026, to September 15, 2026, in the amount of \$11,071.68, seconded by Mr. Underwood. Motion carried.

f) Special Orders

Mr. Brosseau made a motion to approve the Special Orders of August 19, 2026, to September 15, 2026, in the amount of \$28,192.00, seconded by Mr. Underwood. Motion carried.

6. Old Town Business

a) Update on Land Swap

Mr. Savage previously shared an email with the board regarding an impasse between the School District and Mr. Rowell.

The board discussed and agreed that Mr. Savage will reach out to the Superintendent, for a couple board members to attend a School Board meeting to seek a resolution. If the school cannot seek a resolution the Town can proceed with the swap with Mr. Rowell.

b) Update on Discontinuation of Old Sholan Road

No update.

c) Library issues

Mr. Savage said the painting was completed but it was not done well. Mr. Menard will add another coat of paint. The ceiling tiles were replaced.

The board discussed the lights. Mr. Savage said the contractor said there would be no change in the quoted price and will schedule.

The board agreed the library should pay for a portion of the lights based on the MOU the library trustees signed with the Town. Mr. Fournier asked if they should pay for it this time and next time the library should contribute.

Mr. Brosseau said the library should contribute towards the new lights.

d) Railroad Depot

Mr. Savage shared the Lead/Asbestos testing was completed, and the contractor began the repairs this week.

Mr. Fournier asked if they still have the grant? Mr. Savage will try to see if it is still available.

The board discussed adding boulders and a gate as well. Mr. Clark will get prices for a gate.

e) Precision Lane update

Mr. Savage shared the quick claim deed signed by Vermont Precision Tools to deed the land the road sits on to the Town. That deed was never sent to the Town for recording. Tiem has since past and Joe Cahill reviewed it and noticed a typo. It will be fixed then sent to the Town for recording.

Mr. Clark asked if there is a stormwater permit for the road? Mr. Savage will find out.

f) Update on 1 Thibault Street

Ms. Kelleher shared they are going to work with the lawyer to move forward.

Ms. Kelleher has an affidavit for the lawyer to review before filing with the Superior court. This would be a lawsuit filed on behalf of the Town to the landowner.

Nothing has changed regarding cleaning up the property.

g) Update on Rodent Issue

Ms. Kelleher sent letters to property owners within 150' of Dollar General.

The owner of the chickens with a camera has not seen any rats in 4 days.

Dollar General has cleaned and said they will not have garbage on the ground near the dumpster. Ms. Kelleher has issued them a notice to clean up the vegetation as well.

Ms. Kelleher has also suggested the property owners move bait regularly at least for the next three weeks. If there continues to be no activity the issue can be resolved.

Mr. Fournier asked if she had handed out any bait? No, the Health Department said that even if Ms. Kelleher placed an order that homeowners put out bait the Town is not required to pay for it.

h) LVRT

Mr. Clark said when Ms. Draper returns, he would like to discuss having a steel rollup door for the portlet structure. This is a great asset for the parking area for people using the trail.

7. New Town Business

a) Proposed new bench for pedestrian bridge

Mr. Savage shared two options for a bench an aluminum and a steel option. The board agreed to go with a steel option. Mr. Underwood suggested reaching out to local fabricators to see if they could build one at the same cost to keep the money local.

Also included is a steel trash can that is needed for the Depot as well.

The cost of the bench is \$1,000 and the trash can is \$729.

The new trash can will be located in a safer location than the current plastic trash can.

Mr. Underwood will find out and let the board know before Mr. Savage orders a bench.

Mr. Fournier made a motion to approve spending up to \$2,500 on a bench and one trash can, seconded by Mr. Brosseau. Motion carried.

This will come from the Capital Improvement Fund.

b) Report from Rail Trail Ambassador Observation

Mr. Savage said the Police Chief & Village manager did visit the camp site up the LVRT trail and the individuals agreed to move on.

The Police are monitoring the trailhead remotely with the new camera system.

The board discussed adding signage notifying people that the property is under video surveillance. A trail camera may be needed on the back side of the lot.

Mr. Savage will discuss with the Rec about getting a couple of signs.

c) Barry Road Grant

Mr. Savage shared that he received notification they have received a grant in the amount of \$73,500 for the construction of the Barry Road culvert. For the grant the project must be completed by 12/31/2028. Mr. Clark will get the plan together to send this project out to bid in November for Spring completion. The current culvert is in very poor condition. The board will discuss the options to pay for this between capital reserve account, loan and Local Option Tax revenue.

Mr. Clark said the Rec facility will not be built in the next year they could also borrow from those funds.

d) VOSHA Report

Mr. Savage shared in April the Town received an inspection from a representative from VOSHA. He inspected the Town Office, Library, Town Garage and the Rec Facility.

This was the first time the Town has ever been inspected by VOSHA. The report came this week. The Town was fined for

- an outlet running a sub pump in the utility room at the library in the amount of \$4256.00 fine. This was corrected and fixed the next morning.
- other non-serious paperwork violations were for paperwork regarding workplace injuries. No fine.
- not valid HAZCOM program at the Highway Department/Rec Facility. No fine
- no valid SDS program at the Highway Department/Rec Facility. \$796 fine.

Ms. Candels is working to have the HAZCOM and SDS information fixed next week.

The fine and proof of completion are due within 20 days of receipt of the notice.

Mr. Underwood made a motion to pay the fine in the amount \$5,052.00, seconded by Mr. Underwood. Motion carried.

Mr. Savage will let the board know if he can get the up to 30% discount, in the event he cannot the full amount will be paid.

8. Community and Economic Development

a) Promote Swanton update

Mr. Fournier shared the proposed sign pictures for the industrial parks. Ms. Candels is working on drafting and easement for the Route 78/Babbie Blvd sign that will be needed from Fournier Farm Equipment.

Mr. Fournier said they are waiting for concrete cost estimates for the signs.

The business panels will be paid for by the individual businesses.

The cost for both signs is \$15,775.00 without a concrete estimate.

The board members agreed to wait to approve the signs when they have the concrete costs.

Mr. Fournier said they can pay for these out of the Economic Development fund.

Mr. Savage is still waiting for the right-of-way from the State.

This will be on the next meeting's agenda.

Mr. Fournier said they are still waiting for the way-finding signs.

9. Next Meeting Agenda Items

a) Building Health and Safety Appeal Hearing

Ms. Kelleher has issued an order to a landlord, and they would like to appeal the order to the Selectboard.

Mr. Clark will speak with Ms. Kelleher to see if they need an appeal or if they should follow the Fire Marshalls report.

Mr. Clark said the ordinance needs to go to the Town attorney because the landlord's attorney questioned the validity of the ordinance. Mr. Savage will send it to the attorney if changes are needed.

b) Rec Commission come for next steps for the building

Mr. Savage said the van is ready to be picked up as well.

10. Policies for Review

a) Winter maintenance policy-No changes needed.

b) Solid Waste and Burn Ordinance

11. Correspondence

None.

12. Public Comment (Reprise)

Mr. Skiff asked what the status is of the lot behind Hannaford annexation behind the Village.

Mr. Savage shared the Village Manager did reach out asking if he took the lead of writing it? He did not and at this point they will wait until after the election. Nothing has proceeded at this point.

The developer has not come into the office with any DRB application for development.

Ms. Candels recommended Mr. Skiff reach out to Carolyn the new Zoning Administrator she is in the office five days a week and can let him know of any developments.

This will all require public meetings.

13. Upcoming Events

1. Thursday – Sept. 24, 2026 – DRB – Town Offices and Zoom – 6:00 pm

2. Tuesday – Oct. 6, 2026 – Regular Selectboard Meeting – Town Offices and Zoom – 6:00 pm

3. Thursday – October 15, 2026 – Taxes Due – 5:00 pm

14. Executive Session (Contract issue)

Mr. Fournier made the following motion: I move that we find that we enter executive session for the Selectboard to receive confidential contract information for which the

premature disclosure of it to the general public would clearly place the Selectboard & others at a substantial disadvantage at 7:27 pm, seconded by Mr. Underwood. Motion carried.

Mr. Fournier 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.

Mr. Underwood made a motion to exit Executive session at 7:58 pm, seconded by Mr. Brosseau. Motion carried.

No Action Taken

15. Adjourn

Mr. Fournier made a motion to adjourn at 7:59 pm, seconded by Mr. Underwood. 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 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.