

MINUTES

St. Johnsbury Board of Selectmen
Monday, February 27, 2012
Municipal Board Room, 6:00 P.M.

The St. Johnsbury Selectboard met in the Municipal Board Room on Monday, February 27, 2012 at 600pm for a Public Information Session and Regular Meeting of the Select Board. Present were: Vice Chairman Alan Ruggles, Jim Rust, Rodney Lamotte, Bill Merrow, and Town Manager Ralph Nelson.

The meeting was opened with the Pledge of Allegiance at 600p.

PUBLIC ATTENDANCE

Also present: Special Assistant to Town Manager Dawn McPhee, Executive Assistant Jessi Hudson, Kevin Oddy, Nancy Cohen, Diane Beck, Jon Beck, Bernie Timson, Lisa Nelson, Cindy Robillard, Brian Christman, Theresa Stevens, Lisa Briggs, Carol Koukoutsis, Frank Landry, Al Dunn, Russ Hutchins, Mike Fortier, Linda Colby

PRESS ATTENDANCE

Shawn Gaffney of KATV, Taylor Reed of Caledonian-Record

PUBLIC INFORMATION SESSION –Articles 3,4, and 5: General Fund, Highway Fund, and Special Service Fund

Town Manager presented the 2012 Budget which was approved by the Selectboard and which will be presented to the voters on March 6th. He presented power point presentation on all funds, revenues, and expenditures as well as any notable changes to each fund. While expenses up, most funds are level funded and there isn't an increase in property taxes.

CALEX EXEMPTION FROM PROPERTY TAX – Article 7

Town Manager pointed out Article 7 which is new to the Town Meeting. Previously, it allowed Calnex to be exempt from property taxes; however, this was never put before the voters. Calnex is a non-profit and a vote would not affect the Grand List, as they were never on the list. This Article would formalize their exemption by a vote.

At 6:20pm, Vice Chairman moved into the Regular Meeting of the SelectBoard.

PUBLIC COMMENT

Brian Christman requested information on tenants of Pomerleau which were stayed until Manager's Report.

MINUTES

On a motion by Rust (seconded by Merrow), the Board unanimously approved the February 13 minutes pending the strike of Chairman Quatrini's comment on the yearly review of 12 bed expansion and not operations of the work crew.

WARRANTS

On a motion by Rust (seconded by Lamotte), the Board unanimously approved and executed the following warrants:

Check 68634 – 68638 100,424.39

Check 68639 – 68641 1,240.23

Check 68642 15,000

LIQUOR LICENSES

On a motion by Rust, seconded by Lamotte, and approved unanimously by the Selectboard, the following liquor license renewals were approved:

Veterans of Foreign Wars of USA
Price Chopper #141
Eastern & Main Market Deli
Coco Mart, Inc.
Coco Mart, Inc.
Center Tower
CN Brown Company
Natural Provisions of St. Johnsbury
Kham's Thai Cuisine

GILMAN HOUSING TRUST GRANT RESOLUTION

Town Manager presented a Resolution for the Board's signature which was previously verbally approved. On a motion by Rust, seconded by Merrow, the resolution was unanimously approved and executed by the Selectboard.

MANAGER'S REPORT

a. Update on Armory Building and History & Heritage Center

Town Manager reported on his Friday meetings with the HHC to resolve the transfer of the Armory over to the Center for its use. Current insurance proceeds of approximately 58k would satisfy the building issues at hand in order for the transfer to take place. All asbestos work and roof & plumbing work would be paid from these proceeds. Also, HHC also was awarded a Phase I Brownfield Assessment Grant which provides that any liability would fall back to the State and Town. Peggy Pearl's letter to Town and Board read into minutes. At present, HHC is drawing up a purchase and sale agreement in order to effectuate the transfer.

b. Update on Audit

Town Manager reviewed the process by which Batchelder Associates was hired as auditor to conduct an expanded audit. Town Manager reviewed the concerns by the auditor in the areas of AP, AR & Grants, Payroll, and other miscellaneous items. In conclusion, the Town Manager will make a request of the New Board for a Director of Finance, as new position. Rust clarified that should Town wish to have Town Treasurer be a non-elected position so as to have a finance director, the Town Charter would need to be changed.

c. Pomerleau Building Committee – Concerns expressed by Frank Landry February 17

Rust responded to Mr. Landry's letter of February 16th specifically to the determination of the 1.4M Bond. In 2010, the leak in building presented a larger question of fixing the roof as well as increase in usage of the Pomerleau as repair costs were so high. Some suggestions were: public meeting space, Town Clerk, area, new vault area, and office spaces on 3rd floor. Limited use on 2nd floor as it was already occupied. Dale Wells gave a proposal as to the cost

of the sketches laid out which totaled 1.4M which included 500k for roof (based on slate roof), 175k windows, 125k vault, 125k ADA (ie, chair lifts), 125k mechanical (heating, AC), etc. 350k cost to move municipal offices. Cost of maintaining the building, in 2009, was 16k for first floor only; 15k for 2010 while those occupying the other floors did not reimburse town for utility costs. Tenants were paying for rent only. With respect to the slate roof, all options were reviewed. Slate roof would be in keeping with the historical status of the building as well as the guarantee of up to 80 years along with 100 year life expectancy. Proposed work for the Pomerleau were put out to bid, which was received on 12/29/2011. Some aspects of the bids were put back for rebidding (ie, mechanical and plumbing). Town Manager gave a power point presentation on the Pomerleau Building, tenancy status, and outstanding items that will contribute into producing a budget.

d. Communications with Department of Corrections

Town Manager received a letter from the Department with respect to the prison break. It did not address any future breakouts; however, the Vermont Commissioner of Corrections will be here on March 26th in order to address the Board.

e. Other Items

March 8th meeting requested in order to sign resolutions in order for business of the Town to continue. Regular meeting will take place on Monday, March 12th.

The Downtown Transportation Committee awarded a grant to the Town for 100k in order to complete all sidewalks as part of the Railroad Street Enhancement.

Town Manager reported a submission for a hot dog cart from Todd Smith from April 1 to September 30th for business license. While a motion is not needed, the Manager is requesting comments.

OTHER BUSINESS

Brian Christman requested an Executive Meeting with respect to recent events and Police Department. He requested Town Manager not be present. Board member Ruggles asked Christman to put his request in writing.

Al Dunn acknowledged the members of the Board who will not return in 2012. Rust gave acknowledgement to Chairman Quatrini for his years of service and all his time.

ADJOURNMENT

At 912pm on a motion by Mellow, seconded by Lamotte, the Board unanimously approved to adjourn the public information session and regular meeting.