

JOHNSON SELECTBOARD MEETING MINUTES  
JOHNSON MUNICIPAL BUILDING  
MONDAY, MARCH 21, 2016

**Present:**

Selectboard Members: Mike Dunham, Nat Kinney, Doug Molde, Kyle Nuse, Eric Osgood  
Others: Duncan Hastings (Administrator), Rosemary Audibert (Clerk), Brian Krause, Charles Gallanter, Lea Kilvadyova, VTrans personnel, an LCSD deputy

**Note: All votes taken are unanimous unless otherwise noted.**

**1. Call to Order**

Eric called the meeting to order at 7:00.

**2. Additions, Changes to Agenda**

Rosemary added liquor license approval. Eric added meeting availability. Doug added discussion about Morrisville's downtown status. Duncan added a noise waiver request for Field Days.

**3. Review and Approve Minutes of Meetings Past**

Doug suggested a clarification to the sentence "He envisions that the selectboard would approve the grants" in the March 7 minutes (referring to grants the beautification committee was thinking of making available.) Doug clarified that he did not assume the board would automatically approve each grant request; he assumed the requests would be presented to the board and the board would decide whether to approve them. **Doug moved to approve the minutes of March 7, 2016 with his suggested clarification, Kyle seconded and the motion was passed.**

**Doug moved to approve the minutes of February 15, 2016, Nat seconded and the motion was passed with Mike abstaining.**

**4. Treasurer's Report / Review and Approve Bills, Warrants, Licenses / Any Action Items**

Rosemary said we are at 68% of budget spent. She handed out copies of the tax sale notice. There are 21 properties that could be sold. The sale is scheduled for April 6. Eric said he thinks he can be present to represent the board. We are at 75% collected to date for current taxes, which is about normal compared to the past couple of years. The main copier is at the shop being repaired and we have a loaner in the meantime.

Rosemary asked if the board wants to extend the College Hill construction note, which is due in April. Duncan asked if we could use that money for immediate funding on the Codding Hollow project if it is needed. Rosemary said yes. It is a \$120K line of credit. The board agreed to extend it. Rosemary asked, for 6 months or longer? Eric asked how quickly we will get FEMA reimbursement for the Codding Hollow project. Duncan said we are supposed to get 75% of the 75% FEMA will reimburse us up front. The rest is reimbursable upon completion of the job. The state portion (15%) is all reimbursable. That usually takes a while. The remaining 10% is our cost. We anticipate the job should be complete by October 1. Rosemary said there is no penalty for early payment.

**Doug moved to extend the \$120,000 construction note for a year, Mike seconded and the motion was passed.**

Rosemary said liquor licenses have been requested for River Valley Store, Butternut Mountain Farm, Maplefields, Jolley, Landmark Tavern (with an outside consumption permit), and Sodexo (Johnson State College.) **Doug moved to approve all the liquor license requests and to send the usual letter to each licensee reserving the right to revoke the license for non-compliance with the law, Nat seconded and the motion was passed.**

5. ***Road Commissioner/ Road Foreman Report and Action Items***

Brian said Jason was in a minor accident with a plow truck. The truck clipped a mirror. A claim has been filed. One spot on Clay Hill is pretty muddy but mud has not been too bad yet on most roads.

Brian worked up an estimate with Troy for replacement of the village's storm drain system at the School St./Clay Hill intersection. The estimated cost is about \$11K if a new catch basin is put in, using town and village forces and renting an excavator. We would like to get this done before the School St. paving project happens (before July 1.) The storm drain system is village owned and a village responsibility. Duncan sees this as a reimbursement situation where the village would reimburse the town for costs. Is the selectboard willing to commit the town's forces to work with the village? Brian said the \$11K estimate includes replacing a receiver that is borderline. If it isn't replaced the price will go down.

Eric asked how long the work will take. Brian estimated 4 days. (*Lea arrived at 7:21*). Eric asked if the village is just asking for labor or if they want more from us. What are they thinking they are going to get? Brian said he heard they don't agree with the assumption that it's all their expense. Duncan said if there is any doubt about whether cost reimbursement is due to the town he would suggest that the town not pursue it and let the village do it. Brian asked, what if they don't get it done by time we pave? Duncan said they need a permit from us and we can require a damage deposit to correct any damage. He would prefer to see the work done in a cooperative fashion.

Eric said he feels the village should be on the hook for any materials. There is no question that is all their cost. But would we want to donate services and equipment or charge it out? Duncan said he would point out that when the village sweeps the streets they bill the town.

Doug said this is driven by the upcoming paving. There has been no redesign of that hazardous corner. He would love to see a crosswalk there. Duncan said redesign of the intersection is going to be a grant process and he doesn't know where the village is in terms of applying for pedestrian-type grants. He doesn't think that will happen in the next few years.

Eric asked how soon a decision needs to be made. Duncan said it doesn't need to be made tonight. Eric said this could be a topic for a joint meeting with the trustees. He was thinking April 13 could be a date for a joint meeting. Other board members said they would be able to come that night.

Nat said it doesn't seem to be defined very well what is being asked of the town. Before agreeing he would want to know the particulars. Duncan said his proposal was that the village would reimburse the town for all equipment, labor, and materials. We would use our normal labor rate or we could come up with an agreed upon labor rate. In his opinion this could be done more cheaply if the town and village combines forces. That is what he was trying to achieve.

Duncan thinks a work session will be needed to review Coddling Hollow bids. He will not be here on the day bids are opened. He recommends that Brian be designated the town's representative for the public bid opening. **Nat moved to authorize Brian to be at the public bid opening for the Coddling Hollow project bids to represent the town, Mike seconded and the motion was passed.**

Duncan got a complaint about water coming off Clark St. and impacting a house. Brian looked at the situation. Duncan recommends that he and Brian see if there are cost-efficient things that can be done within the highway system and are not directly storm drain related and then report back to the board with findings and ideas.

Duncan has been working with landowners to get easements for the Coddling Hollow project.

Duncan said it sounds like there may be disagreement on the part of the trustees about whose cost responsibility a crosswalk to the library is.

Lea is currently alternate representative to the Lamoille County Transportation Advisory Committee but does not want to continue. Brian is willing to do it. **Mike moved to appoint Brian alternative municipal representative to the Lamoille County Transportation Advisory Committee and the motion was seconded and passed.**

Brian said we have a 3-year service agreement with Unifirst that is ending at the end of June. The highway department has not been very happy with the service for a while. Brian would like to compare Unifirst to the service the village uses. He can bring both service agreements to Duncan to bring to the board.

Eric noted that highway department employees are getting close to the budgeted amount of overtime.

#### **6. *Planning Commission Report***

Eric said David Butler couldn't make it tonight, but he sent out an update email. The Planning Commission interviewed 4 candidates for 2 open positions on the Planning Commission. (*Brian left at 7:37.*) Offie Wortham withdrew his candidacy. The Planning Commission recommends appointing Charles Gallanter and Rob Rodriguez to fill the vacant seats. They would like to recommend that Eben Patch be invited to fill the next vacant seat. The commission approved the final draft of the Village and Town Plan. They will supply it to board members for review before it is formally submitted. The Planning Commission also adopted a resolution so the selectboard can apply for a grant for an electric vehicle charging station. They want at least one more meeting on form based code to look at possible changes in response to public comments. (*An LCSD deputy arrived at 7:38.*)

**Mike moved to appoint Charles Gallanter and Rob Rodriguez to the Planning Commission, Doug seconded and the motion was passed.**

**7. *Administrator Report, Action Items and Signature Required Items***

The town has received a noise waiver request for Lamoille County Field Days. The request is for July 22, 23 and 24 from 8:00 am to 12:00 pm. The request form says that the bands will stop playing at 11:30 and also says they will stop at 11:00. **Nat moved to approve the noise waiver request for Lamoille County Field Days as submitted, Kyle seconded and the motion was passed.**

The Lamoille County Planning Commission has been awarded another grant for Brownfields remediation. Each town is entitled to a representative on a Brownfields Steering Committee. Duncan thinks it is probably a good idea to have a representative on the committee. We have never had one.

Doug asked if we have skin in the Brownfields game. Duncan said not now. The talc mil site is on the Brownfields list. Brownfields funds are dedicated for cleanup or redevelopment of Brownfields sites. We don't necessarily want a site designated a Brownfields site unless we want it cleaned up and redeveloped. Charles asked, what about the old dump? Duncan said he doesn't believe that is a Brownfields site but he isn't sure. Doug volunteered to be on the Brownfields Steering Committee.

**8. *Electric Charging Station Grant Application***

Lea asked the board for final approval to submit the grant application due April 4 for an electric vehicle charging station. The proposal is to install a dual Level 2 charging station in the municipal lot. She found a grant program that would pay 75% of the total cost of the project. She looked at two manufacturers, ChargePoint and EDSA. Based on initial and ongoing costs her proposal is to install an EDSA station. The total budget for the project is \$10,203. Our 25% share of that would be split in two pieces – \$1718 in cash and \$832 of in kind labor and materials. The Planning Commission has endorsed the project.

Mike said when he initially heard about this he asked what we needed it for. He was told it might bring business to town because people look up where chargers are located. A Level 2 charger takes 2-3 hrs for a partial charge. A Level 3 charger charges in half an hour. To him a Level 3 charger would be the best thing. He can't see what people would do in Johnson for 2-3 hours but he thinks they would want to come if they could charge in half an hour. He could not support a Level 2 charger but he would like to look into a Level 3 charger.

Lea said it is typical for Level 3 chargers to be installed along interstates. That is pretty much the only place they are found in Vermont. Places like our town typically have Level 2 chargers. That is what Morrystown has. Level 3 chargers are much more expensive. The grant program would support a Level 3 charger. She is not sure how much more it would cost.

Duncan said a Level 3 charger requires 400 amp service. We don't have that in this building. We could accommodate a Level 2 charger by tapping into a panel in this building. Installing 400 amp service would be a totally different ballgame and it would be a village expense.

Mike asked, it doesn't need to come off this building, right? Duncan said it could come off a transformer. Mike said he doesn't think it would be that big of a deal to do it.

Lea said the board needs to be aware that if we go forward there will be an ongoing operational cost. The reason she is leaning towards EDSA is that they have a lower ongoing cost. There is a charge of about \$7 per month, which is typically associated with processing of payments. If we decided we wanted to offer the charging service at no charge then EDSA would not charge us. Our only cost would be absorbing the cost of the electricity. ChargePoint does not offer that option.

Doug asked how far someone would be able to go with a partial charge after charging here. Lea said her understanding is that typically these cars spend an hour or 2 or a maximum of 4 hours at a charging station and that gives them enough to get to the next place. She doesn't know how far a fully charged car can drive. People typically have chargers at home. There are no charging stations on Route 15 between Essex and Morrisville. There are stations in Morrisville, Hardwick and Stowe. Duncan said it is a bit of a different concept than a gas-powered car. You don't necessarily wait until you are on zero. If you have an electric vehicle and you are going out for a meal you would get a charge at the same time when it was convenient.

Lea said her understanding is that the town's investment would be the match for the grant and as the operation went on we would turn a very small profit. It would not be a losing proposition.

Nat asked about ongoing maintenance. Lea said there is a one-year warranty. Then we can enter into additional agreements. That would increase operation cost.

Mike said he asked why a little town like Johnson needs a charger and one answer was that we can get a grant. That doesn't necessarily mean we need it. He would think there would be possible liability issues.

Eric asked if there are any studies on what they expect the market to do in the future. Lea said no, other than a general statement that they expect the number of electric vehicles to increase.

Eric said the ones we would be capturing would be the ones traveling through. They wouldn't necessarily stop and spend money if we didn't have this available.

Lea said the idea is to have one more amenity downtown that makes it a complete package for those who want to spend time here.

Mike said he not against green energy. He just thinks we should get the best product for the money and he doesn't think this is it.

**Doug moved to authorize Lea to submit a grant application for an EDSA electric vehicle charging station, seconded by Kyle.**

Doug said he thinks this is just putting our toes into the water. We may want a Level 3 station eventually but he thinks this is just a start and we ought to go by the collective wisdom of the people putting these in now.

**The motion was passed with Mike opposed.**

**Doug moved to sign a resolution stating the board's desire to apply for the grant for the electric vehicle charging station understanding that there is a 25% match and stating that Duncan and Eric are the municipal authorizing officials for signing grant documents and Lea is the grant administrator, Kyle seconded and the motion was passed.**

**9. *VTrans Informational Public Hearing***

At 8:03 the selectboard meeting was recessed and the VTrans public hearing started. VTrans personnel discussed the proposed replacement of Culvert 4, also known as Bridge 4, on Route 100C. The proposal is to replace the existing deteriorating 6-ft. culvert with a 3-sided precast concrete structure, necessitating a 3-week road closure during the same summer the twin bridges on 100C are being replaced. At 8:47 the public hearing ended and the selectboard meeting reconvened.

**10. *RFP for Municipal Rooftops Solar Project***

Lea said the trustees asked her to find out about the selectboard's interest in participating in a joint rooftop solar project. They plan to issue a RFP/Q for installation of solar arrays on jointly owned or village buildings. They envision that responses could be for one building or multiple buildings and we could pick and choose from the proposals. Is the town interested in being the village's partner in issuing an RFP/Q for the jointly owned buildings? Is the town interested in adding the two buildings that are owned only by the town – the Historical Society building and the library? The village envisions receiving proposals that would not require any financial investment by the town or village, only third party investments. Installation, repair and maintenance would be the responsibility of the company hired. The purpose would be to solar power our operations and save a little money by doing so. The trustees may later look at other RFP's for solar projects on lands but there are no lands available right now so they want to work with rooftops.

Eric asked what the Q part of RFP/Q is – qualifications? Lea said yes. The companies would submit a proposal plus their qualifications to do the job. Eric said we have never asked for anything like that before. We don't usually ask for qualifications as part of an RFP. Lea said firms usually provide some information about their qualifications. We are asking them to separately spell out how they are qualified, but the information received will be like what we are typically used to receiving. Duncan said we have asked for information like that but typically haven't called it an RFQ.

Duncan said he reviewed the draft RFP/Q. His first question is whether to include the Historical Society building or the public library. The Historical Society building will probably need a new roof in the not-too-distant future. The library is small and probably doesn't have a lot of solar potential. He is not sure if we want to include them. He thought the proposal was well-written. He thinks it seems pretty important to have a detailed

agreement between the town and village about who would benefit and how. He has 2 suggestions for potential language changes. In Section 9, talking about the selection process and basis of award, he suggests adding the phrase “and will include a determination of the allocation of the output of the solar arrays on jointly held property.” Since we share the bills 50-50 his thought is that we would share the benefits 50-50. In that same section he also proposes adding language stating that the village shall not negotiate a proposal or sign a contract for jointly owned property without consent from the town. The specifics about output should probably be in a side agreement or MOU, not included in the RFP. Duncan said he doesn’t see a lot to be lost by putting out the RFP. There is plenty of time to come up with agreements if the boards decide to go forward.

Eric asked why we would take the Historical Society and library buildings off the table. Duncan said we don’t have to. He suspects the Historical Society location is not great and the library is small. Eric said he thinks it doesn’t hurt to get the information.

Doug said he thinks the placing of these things on roofs interferes with subsequent roof maintenance. He wants an evaluation that is not only of solar potential but also maintenance implications. He is concerned about evaluation of proposals. He thinks the town should evaluate them separately for the town’s interests. He thinks there is too much of a push on this. The village has a need for it. We have 10% of the usage. He would favor putting them on the municipal building roof. He wants to know about maintenance obligations. He thinks we are being asked to solve a village problem.

Nat said maintenance is one of his concerns also. He is concerned about knowing the structure of the building is sound enough for the panels and we won’t have to take them down for maintenance or roof replacement. If we do include the library he would want to consult with the library trustees. They have taken ownership of the maintenance of that building. He is also concerned about maintenance issues and structural support with the talc mill building. Lea said she put in the RFP that we don’t assume the roofs are structurally sound enough to support solar panels. The firms will need to figure out if they are sound enough as part of their responsibility. Duncan said we could beef up the RFP and ask for a specific evaluation for each roof.

Mike said he wonders if an independent evaluation of each location would be better, rather than an analysis from someone trying to sell us a product. Lea said the firm will have more benefit from the project if it is a better site, so they will have a natural interest in siting properly.

Duncan said he doesn’t see any downside to putting the RFP out and getting the information. That doesn’t commit to the town to any course of action. It would provide helpful information about output and savings for jointly owned buildings. Then the board could decide whether to proceed.

**Mike moved to participate with the village in putting out an RFP/Q for rooftop solar projects on all town buildings and jointly owned town/village buildings, with the amendments suggested by Duncan, seconded by Nat.** Nat asked Lea to let the library

trustee president and librarian know that the board is putting out the RFP but is not going forward without their participation. Lea said she will also talk to the Historical Society. **The motion was passed.**

***11. Administrator Report, Action Items and Signature Required Items (continued)***

Eric said Roger Marcoux provided him with a breakdown of calls on Railroad St. The number of calls related to quality of life issues seemed high. Six percent of all Town of Johnson calls were on Railroad St.

The LCSD deputy said LCSD tends to spend a lot of time there on quality of life issues like noise, suspicious activity, and traffic. It seems the population on Railroad St. has changed a little. In years past it seemed there was a much higher percentage of college students living there. That seems to have changed. The bigger apartment houses and buildings seem to have shifted to lower income folks, a mixture of families and single people. There were fewer domestic assault complaints when there were more college students. With more families, they tend to deal with more domestic calls.

Nat asked what accounts for the higher number of calls on Railroad St. in August, September, and October. The LCSD deputy said there are still a fair number of college students living in the area. There is a spike of calls when they come back to school. After October it starts to get cold and they start to stay inside. Noise complaints go down and there are fewer people causing disturbances on the sidewalks.

The LCSD deputy said it surprised him a little that 6% of the Johnson calls were on Railroad Street. He would have thought it would be a little lower. He thinks it is very important to continue to address quality of life calls. That is where the sheriff's department can make a difference. Those are probably the most important calls they go to.

Duncan asked if the statistics for Railroad St. included River Road East. Eric said he thinks they are just for Railroad St.

Nat asked if LCSD has any relationship or contact with landlords. The deputy said they do. They will call the landlord and let them know about things like noise complaints, especially when college students are involved. If it is a domestic issue they may not reach out to the landlord because of privacy concerns. A landlord probably won't be able to do a lot about domestic situations but they can have control over noise ordinance violations, animal complaints, etc.

Kyle asked if LCSD time spent on Railroad St. is more patrolling and seeing things while on patrol or responding to calls. The deputy said they try to be more proactive than reactive, but it can be hard because of staffing. If they see an issue while on patrol they will deal with it and not wait for a phone call. Kyle asked if in an ideal world he would have more time to spend there. He said he would ideally have at least one more person per shift, so there could be someone in Johnson and someone floating between Hyde Park and Wolcott. Most of their calls come from Johnson.

Doug asked about the local committee that was at one time concerned with Railroad St. Eric said he thinks they started on a restorative board track but we didn't have authority to implement what would be required and the effort fizzled out.

In response to Doug's question about graffiti, the deputy said if you don't clean up things or fix things like graffiti or broken windows then soon there will be more.

Doug said he thinks LCSD deputies are really skilled in quality of life type interventions, more than in the past. *(The deputy left at 9:30.)*

Brian and Duncan are thinking of what projects to submit in applications for Class 2 Structures and Emergency Grants. We will not be funded for either one, but Duncan always tries to submit applications anyway. Upper French Hill culvert replacement will likely be one and Hogback paving may be another.

Rose Warner is requesting a pay increase from \$16.32 to \$20 per hour. **Mike moved to raise Rose Warner's pay to \$20 per hour, Doug seconded and the motion was passed.** The board agreed that the pay raise should take effect with her next paycheck.

Rose is seeking some help with doing the assessing work needed to complete the Grand List (driving, measuring, etc.) A lister in Eden, Ralph Monticello, is interested and would work for \$15/hr. Does the board want to advertise or hire him? Doug asked what our policy is on advertising open positions. Duncan said we don't have one. The personnel policy describes hiring emergency, seasonal or temporary employees. Hiring for this position without advertising would not run afoul of the personnel policy. The board could run an ad but it would add several weeks to the timing. **Mike moved to hire Ralph Monticello to assist with assessing work at \$15 per hour, effective immediately, Doug seconded and the motion was passed.**

Duncan said Rose indicated someone should be assigned to do 911 coordination. Duncan is willing to do it on an interim basis. The board should consider including it in the job description for the town administrator in the future.

Eric suggested discussing Duncan's job description and plans for assessor services at the April 7 work session meeting.

**Doug moved to appoint Duncan interim 911 coordinator, Kyle seconded and the motion was passed.**

**Mike moved to appoint Doug as representative to the Lamoille County Brownfields Steering Committee, Nat seconded and the motion was passed.**

Because Mike hadn't seen it, Duncan passed out copies of his previous memo about potential options for assessor services.

Duncan handed out copies of a resolution with suggested meeting dates, etc. Frequently meetings are on a holiday. In that event, he suggested holding them on the following day.

**Nat moved to adopt the Town of Johnson Selectboard Resolution: Meeting Dates, Times, Locations, Agenda, and Official Newspaper, Mike seconded and the motion was passed.**

Duncan said by April 7 we will have the bids on Coddington Hollow back. We can see if there is time to review them at the April 7 work session meeting.

Duncan passed out a draft of the Town Highway and Bridge Codes and Standards. The town has not adopted the most recent standards for town highways and bridges. One reason for that was the gravel standard. Another was the language stating that fiscal reasons are not a basic for modifications to design standards. There is a clause that would help us get out of that requirement by getting a waiver from VTrans, so that language is probably okay. The draft includes something Duncan thinks is very important. It states that we comply with state and federal requirements like the Vermont stream alteration rules. That says to FEMA that in essence the state and federal requirements are our code and standard that we must comply with, so they may be more likely to give us full compensation for the cost of meeting those requirements. Duncan got the state to agree to allow an amendment saying "crushed or processed gravel" instead of just "crushed gravel." Duncan recommends adoption of this policy. A final piece we had concerns about was the guardrail section. What is in here now was adopted for the Town of Calais and he thinks it addresses our concerns and is a good compromise. He knows that language was already approved by VTrans.

**Mike moved to adopt the Town Road and Bridge Standards Policy, seconded by Doug.**

Doug asked why we turned it down last year. Eric said he thinks we were concerned about the statement that financial obligation could not be used as a reason for not doing a project, but now some of that concern is addressed. Duncan said we will be subject to all these requirements under the new storm water regulations whether we adopt this or not. And there have been improvements that are better for the town since the 2013 version we were looking at previously. **The motion was passed.**

Duncan said Flood Zoning Administrator was not included in the list of appointments approved at the last board meeting. In the future, the board may want to consider including this responsibility under the Town Administrator job description. **Nat moved to appoint Howard Romero as Flood Zoning Administrator, Kyle seconded and the motion was passed.**

A noise waiver request has been submitted for Tuesday Night Live. The time period is 5:00-9:00 pm. The request includes 9 Tuesdays from July 5 to August 30 but Lois Frey was not sure about one of those dates. Typically there are just 8 dates. **Nat moved to approve the noise waiver request for Tuesday Night Live as presented, Kyle seconded and the motion was passed.**

**Kyle moved to reappoint Duncan as the representative to the Lamoille County Transportation Advisory Committee, Mike seconded and the motion was passed.**

Robert and Sons are willing to hold the same contract price for mowing. The cost to the town would be \$5800. The trustees have agreed to contract with them for jointly owned property.

**Mike moved to contract with Robert and Sons for mowing at a cost of \$5800, Nat seconded and the motion was passed.**

The board has received a request to recognize Jason Russell for achieving the rank of Eagle Scout. Eric read a proclamation he wrote. In recognition of Jason Russell's achievement, the board proclaims Sunday, April 10 as Jason Russell Day. **Mike moved to approve the proclamation regarding Jason Russell, Doug seconded and the motion was passed.**

Duncan got an email from Lois Frey about signage for the Beard Recreation Area. He would like to get some pricing on a sign consistent with what was specified in the sales agreement and then come back to the board with that information.

We hosted an Interagency Regional Spring Flooding Seminar here.

Duncan and Brian would like to submit applications for Better Back Roads, Structures and Emergency grants. He doubts we will get funded for all 3, but we can resubmit next year.

There is no news on Town Service Officer Bill H.575. There is a bill sponsored by Mark Woodward and Linda Martin that would address the Historical Society's issue with hot food sales at Tuesday Night Live. Right now, state law allows sale of hot food by non-profits at 8 events, but there cannot be more than one per month. He thinks the proposed bill increases the number to 12 and it removes the monthly requirement.

Kyle and Nat said they don't remember getting this past month's LCSD report. Duncan said he will check on it.

The LCSD Budget Review Committee met last week. One potential action item mentioned was trying to do a citizen survey. The committee wants to be able to give input on the budget before Roger Marcoux finalizes it. Is the board comfortable with the committee reviewing the budget in advance and giving input? Board members said yes.

There is a letter regarding possible changes to the way ANR establishes PILOT payments to towns that have ANR lands. The proposal would be favorable to Johnson, with small reductions (on the order of a few dollars) in the next two years, then minor increases in the following three years. Duncan contacted VLCT for more information about this.

As requested by NEMS, a letter was drafted, signed by Eric, and sent out to our legislators.

Duncan is in the process of developing an RFP for the Mill House building. The State Corrections program will probably not be available for painting or repairs of the Mill House or the municipal building.

CAI has implemented a new mapping software update which provides more user options.

The Corrective Action Investigation report and recommendations on talc mill contaminated soils have been submitted, which should result in a plan for remediation. Mike asked about the cost. Duncan said there will be no cost to the town or village.

Duncan has filed the VTrans Annual Financial Plan, a requirement every year which insures we receive state aid to highways and emergency grant funding if ever needed.

Duncan filed the Municipal Streets Compliance Form, another required reporting form.

The highways have been posted with weight limits.

Green Mountain Relay has made a facility use request. The Rec Committee has agreed there is no conflict and the event can go forward as requested.

Duncan said the water runoff issue on Clark St. is another one of multiple problems with storm drains, curbing, and streets. He thinks we should get a handle on how many of these problems there are. It relates to getting a better understanding of village responsibilities under the charter. An informal agreement was arrived at many years ago, early in Duncan's tenure, about who would be responsible for drains in the town highways of the village. The agreement the boards made, which Duncan didn't think made much sense, was that if a storm system daylighted somewhere then it was the town's responsibility but if it was closed then it was the village's. The definition of what constitutes a closed vs. open system has taken on some interesting perspectives over the years. There are storm drain systems that start as a culvert and end up as a storm drain system that don't fit neatly into the idea that if it daylight it's a culvert. The existing understanding has not worked well to establish responsibility.

Albert Nadeau would be interested in selling some land. He is amenable to us doing additional testing. He suspects the gravel, if it is there, is deep. The board will need to decide before long what to do about gravel. We might need to start buying gravel as early as next year.

There is nothing new to report on the Outlook calendar and job posting policies. Regarding emails, Paul Warden asked if archiving all his emails relating to the Planning Commission in a separate archive would be an alternative to getting a new email address for town business. Duncan has a question in to VLCT about whether, if there were a public information request, other personal emails besides the ones in the Planning Commission archive could be searched. He doesn't think people can be forced to take a town email account.

Duncan has been working with landowners on acquiring easements for the new Coddling Hollow culvert. Owners of two properties have concerns over signing, which are related to Basin Road more than to the culvert replacement project. The owners of one property have submitted a request for payment of \$2000 for damages and inconvenience in return for signing the easement agreement. Eric asked if that is an eligible FEMA expense. Duncan said he thinks so, but the total amount we get from FEMA is the same whether or not we have this

expense. Two other property owners have said they are willing to sign easement agreements. Brian and Duncan are meeting with the fourth property owner next week. Doug asked whether we might agree to do work on Class IV roads instead of paying money for easements. The board agreed we should find out what the fourth property owner wants before agreeing to the payment request.

There are two invoices from Ruggiano awaiting payment. Duncan asked Rosemary not to mail payment until he got more information. The estimated price for Ruggiano's work was \$13,198. With these two invoices, the total paid will be at \$16,599. Duncan asked them where the increases came from. He passed out the response he got from them. They indicate that about \$8K is attributable to additional work they had to do due to FEMA requests. He thinks they are being fair and reasonable. These costs are eligible for reimbursement. He thinks we can anticipate about another \$3K in expenses. He doesn't see any reason to hold payment, based on Ruggiano's response. The board agreed to pay the invoices.

Ruggiano is working on coming up with a revised development cost for the Jewett property. Duncan hopes to have it soon. Duncan and Lea attended a good workshop on the Northern Border Commission and possible funding opportunities.

Mike asked if negotiation on the Jewett property price will be in open meeting or executive session. Eric said the prices discussed have been mentioned in open meeting so far. He thinks the current \$256K asking price (equal to the appraised value) is about as low as they are going to go. Duncan said if the asking price ends up being too high for an industrial park to be financially viable it may make sense to ask if they will consider taking less. Duncan explained to Mike that in the past the board has delegated Eric and Duncan to meet with the Jewetts.

The library crosswalk may be a discussion for a joint meeting with the trustees. Duncan said he can try to ask Sandy for an update on the trustees' thinking. Doug said he thinks a crosswalk is a poor fit. He thinks we should talk about a sidewalk. He thinks a sidewalk and tree plantings could change the aesthetics of the street, which is one way of addressing problems there.

VTrans will consider amending the College Hill Structures Grant to a higher amount if warranted, but that would mean a higher than anticipated town share. Duncan thinks the village should come up with the difference between the original town share and the new amount. Doug asked, doesn't the village have more money than they need for this project? Duncan said they do. He thinks this is a potential subject for a joint meeting.

Eric asked about availability on April 26 or 27 for a community meeting with the school board, selectboard, trustees, Planning Commission, and the public. Kyle said April 26 is better for her.

Upcoming meetings are:

April 5 – village annual meeting

April 11 – Act 46 informational meeting

April 18 – selectboard meeting  
April 7 – selectboard work session meeting  
April 13 – joint selectboard/trustee meeting  
April 26 – community meeting with trustees, selectboard, school board and  
Planning Commission

Doug said he will put off the discussion of Morrisville's downtown status until another time.

Eric asked about the animal bite report listed in Duncan's report. Is that something the board had heard about before? Duncan said that was from the hospital. They send us a copy of incidents involving Johnson residents. He believes a family's own dog bit their child. It did not rise to the level of an investigation.

**12. Adjourn**

The meeting was adjourned at 11:06.

*Minutes submitted by Donna Griffiths*