

JOHNSON VILLAGE TRUSTEE BOARD MEETING MINUTES  
JOHNSON MUNICIPAL BUILDING  
MONDAY, MAY 9, 2016

**Present:**

Trustees: Gordon Smith, Walter Pomroy, Bob Sweetser, David Goddette, Scott Meyer

Others: Sandy Miller (Interim Manager), Rosemary Audibert (Clerk), Troy Dolan, Tom Elwood, Sam Carlson, Ken Phelps, Kim Marble

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

**1. Call to Order**

Gordy called the meeting to order at 6:02.

**2. Changes, Additions to Proposed Agenda**

Sandy said David had asked to add discussion of village marketing and promotion. Sandy also added approval of the water and sewer rate increases and an executive session. Gordy added a library discussion. Sandy said the excess water usage items can be removed from the agenda.

**3. Review and Approve Minutes**

**Walter moved to approve the minutes of April 5, April 6, April 13, April 25, April 26, and May 3, 2016, Scott seconded and the motion was passed.**

**4. Treasurer's Report / Review and Approve Bills and Warrant / Budget Status Report / Action Items**

Water revenues are at almost 34% of budget. Scott asked if the extra cost for PFOA sampling caused any problems for Tom's budget. Tom said it should be okay. The cost was \$550. Sandy said we tested for PFOA's, which have been a problem in other parts of the state, and the tests came back completely clean. We will report to all our customers that we did this proactively to be sure the water supply is safe.

Sewer revenue is at almost 34% of budget. We received an insurance payout of \$1715 for the claim submitted after a solid state controller was damaged in a brownout. Our policy has a \$1000 deductible.

Walter asked about the \$800 permit in sewer that was not in the budget. Rosemary said that is the annual operating permit. Sandy said we should have budgeted for it. He checked and said that for the last 3 years there hasn't been any money in the budget for permits. That is something to keep in mind for next year. (*Sam Carlson arrived at 6:23.*)

**5. WWTF Chief Operator Report and Action Items**

Tom said the state legislature passed bill H.674 and the governor signed it. He passed out information about it. It says wastewater operators have one hour to report sewage spills online. They also have to post signs and submit another report within 12 hours. It is supposed to protect public health. They are supposed to notify the health officer as well. Scott asked if there is a threshold amount for reporting. Tom said no. Scott asked if reports are required only if the spill goes into water and not if it is on the ground. Tom said yes.

Tom said he has been hearing a thrust bearing that is going bad on one of the sewage pumps. He had an engineer and a pump technician listen to it and take a look at the apparatus we have installed. They suggest we replace the rotating element. Tom got a quote of a little over \$10K for

one rotating element. We ought to look for CIP funds for things like this that are going to start wearing out.

Sandy asked how much we have in capital reserve. Rosemary said she thinks it is close to \$80K. Sandy asked if the board wants to pay for this entirely from capital reserve or use all the \$3K budgeted for outside repairs. He thinks it makes sense to use the budgeted amount first. The board agreed.

Walter asked, no one has inspected the bearing? Tom said they looked and listened and felt the vibrations. The pumps have been under water a few times and they aren't made to be under water. He thinks water got into it.

Walter asked, if they start tearing this apart and find a simple fix, are we still on the hook for the \$10K? Tom said yes; he plans to get a whole new rotating element. It is 21 years old. The number of gallons per minute that it pumps is slowly decreasing. Useful life is normally 25 years.

Bob asked if it can be rebuilt. Tom said yes, possibly. He would like to have the one we are taking out rebuilt as a spare. (*David arrived at 6:33.*) Walter asked, the quote doesn't include rebuilding the old one? Tom said no. He knows someone who can do it for \$89/hr plus parts. But we would have to find a press he could use. Tom wants to get the repairs done in a day or less because it leaves us vulnerable if we are down to one pump. That is why he is thinking of replacing the whole rotating assembly, then repairing the old one if we can.

**Bob moved to authorize purchase of a new rotating element for a sewage pump at an estimated cost of \$10,800 plus labor, Scott seconded and the motion was passed.**

Tom said our water tank reservoir on Collins Hill is 10 years old and needs to be inspected. The inspection can be done with a remote-controlled submarine at a cost of \$1200. After this inspection it will need to be inspected every 5 years. It can be paid for out of distribution system maintenance.

#### **6. *Foreman Report and Action Items***

Troy said on April 15 the electric department de-energized the substation so Morrisville Water & Light could make repairs. During that time our crew changed out 6 broken cut-outs on School Street and Gould Hill to eliminate unplanned outages in the future.

The electric department participated in the ISO New England spring voltage reduction. All equipment worked properly and there were no issues. We worked with VTrans on street sweeping, which saved us man hours. All street sweeping is done and there will not be a bill presented to the town.

The village crew prepared the village green for the summer season. They repaired the lawn and driveway and set out the picnic tables.

On April 14 the crew attended a lockout/tagout training. The certification is good for 2 years. Jeff Parsons completed Meter I training through NEPPA so now he is qualified to remove electrical meters.

Troy completed an estimate for Green Lantern for a proposed solar array on Gould Hill. We will need to install 5 poles to connect it. He has met with electrical companies and homeowners to discuss our capacity and installing services. He has worked with Sandy and Susan to maintain record keeping related to the School St. project with Lea leaving. The completion date for that project is now projected to be June 9.

Sandy asked if Troy wanted to mention the 25% stocking fee on material. Troy said we charge a 25% stocking fee on material. In a prior meeting we had talked about possibly increasing the fee but it was decided to leave it at 25%. David asked what the industry average is. Troy said Morrisville moved theirs to around 35%.

**7. *Manager's Report and Action Items***

The Public Service Department has retained a FERC regulatory accounting expert to review testimony, assist in preparation of discovery and prepare testimony at an estimated cost of \$10,000, with 0.24% (\$24) to be billed back to Johnson Water & Light.

Seth Jensen from LCPC can come to the June meeting to discuss flood resiliency and river corridors. Walter said he went to the recent LCPC presentation. One thing that came out of it was that there is a grant program that towns and villages have to apply for, but it could be done for homeowners. We would act as intermediary. If a homeowner wanted to do work on their house for flood resiliency, the grant would cover 75% of the cost and the homeowner would pay 25. The grant applications were due in April, but Walter just found out about it. We will want to alert people about it for next year. He thinks we will want to consider changing our loan fund to allow people to borrow the 25% for the flood resiliency loan program. Sandy said he doesn't think a change is needed. He thinks we can lend money for that purpose. We have priorities for lending but we don't have to strictly adhere to them. Walter said he thinks we might want to add this as a high priority, indicating that we think it is important. Sandy asked if Walter still wants Seth Jensen to come to a trustee meeting. Walter said he thinks so. He still has questions about what can and can't be done in this area related to flood resiliency.

Sandy said Sue Lovering as chair of the Tree Board is applying for a grant to plant three trees along Main St. She wants to know if the trustees would agree to provide an in-kind match in the form of labor and machinery worth about \$500. Sandy has asked Sue if she would work with him on developing a tree planting, removal and replacement policy. Troy said the crew has time to do the work Sue is requesting. **David moved to authorize providing labor, machinery and materials worth up to \$500 to plant trees, Scott seconded and the motion was passed.**

Susan worked with VPPSA on the SQRP Compensation calculation. We did not incur a penalty.

We now have 37.5 kW remaining under the 15% net metering cap, which does not include the project Green Lantern will be proposing.

We received the engineering review of the work done by Jake Loeffler's engineer. There were a number of minor concerns. Jake Loeffler's engineer said if we decide to move ahead on the project he can make any of the suggested changes. It does not require a redesign. In June, the board should talk about whether to make this a public project.

The PFOA tests we had done all came back as "less than detectable limits."

All comments provided to Lea by the trustees have been incorporated into the Village/Town Unified Plan. She has asked if there is any further comment or input the trustees would like to provide. Walter and Gordy said they are satisfied with the changes they saw.

Last Friday Sandy sent the trustees a revised village center map for review. He got information from VAST about the economic value of the rail trail. That could help in providing an economic basis for extending the village center designation. If the board is satisfied with the map, he can communicate that to Meghan Rodier of LCPC. LCPC is giving us assistance with the new map and narrative for the grant application. Board members indicated they were satisfied. Sandy said the Planning Commission is holding a public hearing on May 17 on the proposed amendment to the Village Plan to incorporate the existing map. The village should be represented at that meeting. Assuming the Planning Commission approves the amendment we need to set a date to hold our public hearing in June. It could be done at the regular June 13 meeting. Scott asked why Manchester Lumber is not included in the village center. Sandy said that is a good point. He will discuss that with Meghan Rodier when he meets with her on Wednesday.

The Monthly Water System Operation Report for April was submitted to the state.

As a new staff member of LCPC, Lea wrote to the Johnson Planning Commission asking if anyone is interested in representing the village on the LCPC Brownfields Steering Committee.

We received the entire amount we resubmitted our PACIF Equipment Grant application for (\$3,961.) Gordy said Arjay and Troy should be thanked for the hard work they did to revise the grant application.

At 7:05, Kim Marble and her daughter and Ken Phelps joined the meeting.

8. ***Kim Marble – Neighbor's Animals***

Kim Marble said her neighbors, who live close to her, have a farm growing, with pigs, goats, a goose, and guinea hens. The noise is constant throughout the day and part of the night. It gets really annoying.

Scott asked about the noise ordinance. Sandy said it is a town ordinance. Gordy said he got an email from Eric Osgood, who said the selectboard didn't want to come up with a ruling that might work for Kim but also affect other more agricultural parts of town. That is why Kim is here talking to the village trustees.

Sandy said he asked VLCT what relevant authority or statutes exist. There are some things that could be done. This is the type of thing that used to be resolved by fence viewers, who could order that a fence be erected. But the fence viewers' power has been stripped away by the state.

Kim said her neighbors were planning to put up a fence but it hasn't yet gone up. She doesn't see how that will help with the noise, though.

Sandy said a fence will help with animals coming onto Kim's property. The town has a noise ordinance. He not familiar with it or how it is enforced. Has Kim spoken to the town about the

noise ordinance? Kim said Duncan keeps directing her to the village. He says it is more a village issue than a town issue.

Sandy said the village can look at an animal control ordinance and define what a public nuisance is but he doesn't know that the village can define animal noise as a public nuisance since there is a noise ordinance.

Kim said she went to the Department of Agriculture. There is a stream and the neighbor's goat pen is nearly in it. Urine goes into the stream. Someone from the Dept. of Agriculture was supposed to come out and take a look at it but they are very busy. Sandy said the village can't do anything about accepted agricultural practices.

Kim said she wants her neighbors to get rid of the rooster, the goat bells and the goose that makes a horrible noise. As long as the chickens are on their own side they are all right. The pigs are quiet, but smelly.

David asked if Kim has spoken to her neighbors about her concerns. Kim said the neighbor is not willing to negotiate. The neighbors concluded they would put a fence up.

Scott said he recently locked up his brakes and almost got rear ended because of animals on the road from that house. Bob asked why the neighbor on the other side hasn't complained. Kim said that neighbor complains they are taking over her land but doesn't want to do anything.

Sandy said we can develop an animal control ordinance, but he isn't sure it will deal with noise. There is a noise ordinance that is apparently is not being enforced. The village can't enforce it.

Gordy asked if it would help if we contacted the Dept. of Agriculture to get them here quicker. Tom said if urine is going into a town culvert or village storm drain, we can do something about that.

David said we may solve this problem for Kim's property, but what stops someone else from doing the same thing? Does it make sense to come up with something to prevent that? Sandy said he believes in the Town of Barre there was an attempt to prohibit small animal farming on small lots and it was fought and he believes the municipality lost. He doesn't think we could completely prohibit keeping farm animals. We don't have an ordinance now and we can't create one tonight. The board can ask staff to look into ordinances other municipalities have and to contact the Department of Agriculture. There is a state law that allows a person to impound a beast that is on their property doing damage, but the VLCT attorney has never seen it used before. Walter asked if Sandy had looked at our bylaws for anything applicable. Sandy said he hadn't.

Walter said this particular issue involves animals, but another time it could be someone practicing drums. In the village every neighbor is going to impinge on others to a certain extent. He would suggest finding out what the fence does, having Sandy call the Department of Agriculture to see when they are sending someone out, and continuing to research what we can and cannot do. David agreed. He suggested looking at what other villages and cities are doing for ordinances. Sandy asked Kim to provide contact information for the person she spoke with at the Department of Agriculture.

Kim asked why the village doesn't want a noise ordinance. Board members said because the town has a noise ordinance and the town includes the village. Sandy said Duncan's note said the town didn't want to do anything because it is not a pervasive issue for the town. Donna said she believes the town was uncertain whether the noise ordinance would apply because it does not apply to accepted agricultural practices. They wanted Kim to find out from the Department of Agriculture whether what is happening is considered accepted agricultural practice. Bob said he thinks one or two selectboard members believe it is a health issue. Sandy suggested Kim could call the town health officer. Kim said the town health officer has been there. Sandy said if the situation has escalated perhaps she should be contacted again. Scott said if the health officer doesn't know about zoonotic diseases she will miss the issues. Sandy said he can have more information by next month. *(Kim and her daughter left at 7:29.)*

**9. Ken Phelps – Sewer Lateral**

Ken gave Sandy an estimate of damage to submit to our insurance company. He said he lives on Clay Hill. In February, his neighbor called him about a problem with his sewer line. It is a 4-inch line they both use to access the sewer main. Ken spoke to Tom, who told him the trustees' position is that sewer laterals belong to the homeowner and the homeowner is responsible for maintaining them. But in this case he thinks the situation is different than what the village normally runs up against. Back in the 1980's the village crew put a 6-inch water main up Clay Hill and in doing so they broke his sewer lateral and made repairs to it. His neighbor has had a couple of plug-ups. He had the line scoped and found that the pipe has settled – the pipe they village put in when making repairs. His contention is that the village crew's repairs were apparently inadequate. That should have been a 50-year repair and it has only been about 30 years. If the village crew hadn't broken it, it would be adequate today. He hopes the trustees will agree to dig it up and repair it.

Walter said we have a policy we have adopted which relates to construction and the time frame for which we warranty work. Sandy said he thinks 3 years is the period in the policy. Walter said based on that policy we are not responsible.

Ken asked, if there was a contractor who did work 10 years ago in the village and his work failed to meet necessary standards for a sewer or water line, the village doesn't feel the contractor would be responsible for rectifying the problem, even on a private line? Sandy said he has never heard about a contractor going back after 10 years. There's a warranty period. David said there is a reason we have this policy. There is the question of how long you warranty work. A lot can happen over 30 years. Sandy asked who was overseeing the work. Ken said he was.

Scott said the policy on laterals was developed before he was on the board and he doesn't always agree with it. He lives on Clay Hill. When there was a drill crew blasting rock on Clay Hill, he didn't scope his lateral to see if the blasting had damaged it. If his line goes bad and he missed his 3-year window he is held responsible. He doesn't agree with that. Walter said then he needs to try to change the policy. Now the policy is in place. How long should a warranty last? David said this is 30 years. Scott asked if our policy benefits both the customer and the village. He thinks it puts the user of the service at a disadvantage. Ken said especially along Route 15 where there are laterals going across Route 15 to get into the sewer on the other side. It would be very difficult for a private individual to do repairs on those lines. Scott said some of the work on Main Street involved drilling into rock. We don't know if it affected anyone's lateral lines. Most homeowners won't have their line videoed to make sure there is no damage. They will wait to see if anything

goes wrong. That might take a while. Gordy said most contractors are only bound for a year. He said he had proposed a 3-year period for the village to be responsible for repairs and Walter had countered with a prorated proposal. He is not sure which ended up in the policy.

Ken asked, if the village crew effects a repair and it fails in the fourth year, then it is up to the landowner to fix it? David said, yes, as the policy is written. Most warranties are about a year. Gordy said you have to draw the line somewhere. Walter said we have a policy right now and based on that he has to make the decision that the repair is Ken's responsibility. If the board wants to revisit the policy they can, but right now we have an existing policy.

Ken asked, what if he damages the 6-inch water main? He will be held responsible. A damaged 6-inch water main will destroy half that road before it can be shut off. Tom said the water main is right on top of the area that needs to be repaired. He said a normal contractor would be bonded to dig. The best we can do in marking that line is to mark it within a couple of feet. It will require hand digging. A normal contractor would be bonded, but Ken was talking about doing it himself. We don't require a bonded contractor in our ordinances. David asked if Ken is insured to repair our line if he damages it. Sandy said we have recourse against him if he damages our line. Ken agreed that it would be his financial responsibility to repay the village. David said he thinks Tom was saying it makes sense for Ken to hire a contractor who is bonded so he doesn't have to worry about it. Ken said he isn't worried.

Bob suggested coordinating with the village so we can shut off that line before Ken works on the lateral. Ken said his help is available only on weekends. Tom said he or Steve or Jeff will be working on the weekend and will be able to coordinate with Ken. Ken asked who to contact for permission to dig in the right of way of the road and was told to contact Duncan or Brian Krause. Sandy asked him to contact Tom about coordinating a time for repairs. Ken said he would. (*Ken and Tom left at 7:48.*)

#### **10. Green Lantern Proposed Solar Array**

Sam Carlson introduced himself. He is director of project development for Green Lantern Group, a solar company based in Waterbury. They do solar array development. Their niche is commercial scale net metering, 150-500 kW projects. They don't serve private customers. They serve towns, hospitals, large businesses, public entities, etc. They have been around about 6 years now. Over the past 2 years they have arguably been the most successful solar development company in that space in terms of getting permits from PSB and getting projects built. He handed out some information about Green Lantern. He said he was contacted by Katie Orost about doing a 150 kW solar array on the Orosts' property. He met with them and looked at their property. It looked like it would be feasible. He had a discussion with Lea and Troy about existing net metering capacity. He wants to talk about partnering with the village. They propose that the village buy the solar net metering credits to low its electricity cost.

Sandy said when Sam talked to Lea there was capacity under our cap, but right now there is only 37 kW left, though there is a possibility that one of the proposed 150 kW projects will drop out.

Sam passed out an initial site map. The array would be on a slope below a berm where it wouldn't be visible. Ground-mounted arrays are no more than about 8 ½ ft. high. He thinks the aesthetic impact would be minimal. There are state mandated setbacks from the road and property line.

Scott asked how tight the fence line is to the array. Sam said there is no fence. The landowners have said they would not want one. Fencing is not legally required. They prefer to fence arrays, but if the landowner doesn't want fencing they use a black scrim underneath the modules to protect the wiring.

There would be an underground connection from the array out to the road. He and Troy and have discussed whether there would be a pad mounted transformer out at the array or a pole mounted one closer to the road. Troy said the transformer would be 150 kVA. He tried to discourage a pole mounted transformer.

Sam said he hopes to submit an application for a Certificate of Public Good this Wednesday. There is a question of available net metering capacity, but if one other array drops off then they are back in the game.

Green Lantern proposes that the village buy the net metering credits the array is generating to reduce village electricity expenses. Green Lantern does that in a lot of towns around the state. They come up with a percentage discount on the net metering. Before Lea left she sent him an email saying the total village and town electricity expenditure is about \$123K a year. He doesn't know the breakdown between the village and town. If the village expenditure is sufficient to take the full output of the array, the village could save about \$7500 a year on electricity costs for the next 20 years at no upfront cost. A 150 kW array produces about 260K kWh a year of electricity. Each net metering credit under Vermont statute is worth 19 cents. Green Lantern would sell those credits worth 19 cents per kWh for the price of 16.15 cents. So the village saves that difference.

Sandy asked if the rate is held constant over the 20 years. Sam said the percentage discount is constant. Walter said we are commercial so now we are paying around 17 cents. Sam said we would be buying something worth 19 cents and paying 16.15 cents. They will sell us the credit at a 15% discount. We will always be getting a 15% differential. The price may change but the 15% differential stays the same. That is the guaranteed savings. The RECs belong to them and they have value. If the village wants the RECs we would have to pay for them and the discount would be less. Walter asked what it would be. Sam said he would need to run the numbers to figure it out. Probably the discount would be 4 or 5% instead of 15%. A REC right now is on the order of 4 cents a kWh. That has value they are assuming they can use.

Sandy said there are 3 different entities in Johnson that Sam had been referring to almost interchangeably: the town and the village (each of which pays Johnson Water & Light) and Johnson Water & Light. They may each make different business decisions.

Sam said the credits have to be allocated to specific meters. The risk to the village is that some amazing technology may come along in the future that would allow the village to save even more. In 2017 the solar adder is gone and possible savings disappear. He will meet with the town next Monday and put the same offer in front of the town.

Scott asked if Green Lantern would be responsible for going through the PSB and meeting all the legal requirements. Sam said yes. Scott asked, even if the landowner says no? Sam said yes. Scott asked about the public hearing. Sam said there typically isn't one for a project this size. The Orosts would talk to their neighbors. Walter said we have to have voter approval.

Scott asked what happens to our cost if Green Lantern sells the site. Sam said the village's cost would not change. Green Lantern is not buying the land. They lease it. The array is an LLC. If Green Lantern sells it, the purchaser purchases majority shares of that LLC. The Johnson Green Lantern solar project stays as it is. There is no change for the village. The agreement is between Johnson Green Lantern Solar and the Village of Johnson. The owner of the LLC may change but the contract is a contract. The village would want its lawyers to review the contract.

Gordy asked if this would help the village electric utility meet mandates and keep us from paying fines. Walter said if we don't have the RECs it just falls into Tier 1 and it doesn't matter much. RECs are what get us out of Tier 1 and Tier 2 penalties. This proposal doesn't do much for us. It just locks into some cheaper power than our electric department offers.

Scott asked if the transmission line is heavy enough. Troy said no. He submitted a cost estimate to Sam for upgrading it.

Sam said Troy has been great to work with, very responsive about getting him an estimate quickly. The cost estimate for interconnect was about \$31K. For a 150 kW solar array a \$31K interconnection cost is probably more than the project can bear. There are 4 ways Green Lantern has thought of to make the partnership work. One piece of the estimate is the 25% stores charge. That is \$5K that is added on. He could understand that for a private company or even a private residence. But in this case it would be paid to Johnson Water & Light so the village can benefit. If that 25% overhead were taken off it would help.

If that is not acceptable, perhaps the interconnection cost could be shared, since the village will be a beneficiary. That is a \$7K cost and it is arguably a system upgrade. None of the interconnection cost are eligible for tax credits.

Another possibility is for Green Lantern to lower the discount, maybe to 12%. Then the savings would be a little less than \$6K instead of \$7400.

A fourth possibility is for the village to decide not to tax the solar facility. He hasn't run the exact numbers but would guess it would be around \$1500 a year. Green Lantern usually walks away if a system upgrade is required.

Scott asked if we would work with Verizon for poles. Troy said yes, and easements would be needed. Most poles would be within the town road right of way.

Scott asked what happens if costs go up more than expected during installation, for instance if they hit ledge. Does Green Lantern shoulder the cost? Sam said yes.

Walter asked if Green Lantern is giving the Orosts a buyout option at the end of 25 years. Or does Green Lantern have a buyout option on the land? Sam said they don't have a buyout option. They have an option on a lease. They have a 20 year minimum lease with an agreed rate for those 20 years, then there are three 5-year options to renew with lease rates to be determined. They would expect to swap out panels 20 years from now and keep rolling. If after 20 years the Orosts want them out Green Lantern has an obligation to decommission the site at their expense.

Sam said he could send Sandy a draft agreement. Sandy asked him please to do so.

Sam asked about the village's electrical expenditures separated from the town's. Sandy said we are the bigger user. Probably three-quarters or more of the total is the village's. Rosemary said probably two-thirds. Sam said in that case the village could absorb the entire output of the 150 kW installation.

Sam mentioned that the school could also be a possible beneficiary. Sandy said the school can't do a tax stabilization agreement or forgive charges. Sam said then they would lower the discount rate.

Walter said the village's electric bill for the last month was \$8400.

Sam said if everything went perfectly they would build in the fall. Scott asked, if it ends up being next year, do the numbers stay the same? Sam said they expect to get the CPG this year and then the rates would stay the same. The process would only get lengthy if the village opposed it. If the village opposes it they will walk away. It is not a big enough project to fight for.

Sandy said the village can't give them tax stabilization. That is a town thing. Rosemary said the village can do its own tax stabilization. The voters gave approval for that.

**11. Manager's Report and Action Items (continued)**

Joan St. Pierre requested an excess water adjustment. Walter reviewed her application and noted that she meets the test. The problem has been fixed. The water did go through the sewer.

**Walter moved to adjust Joan St. Pierre's sewer bill to 3 times \$42.79 and to adjust her water bill to 3 times \$27.22, according to the village policy, Scott seconded and the motion was passed.**

Sandy reviewed the latest change orders from the School St. project. He said Change Order 10 essentially replaces Change Orders 3 and 4. Desroches is appealing Change Orders 3 and 4 to AoT as if they had already appealed here. The board doesn't have to worry about addressing Change Order 10 now. He is requesting approval of Change Orders 8, 9, 11 and 12. Change Order 8 relates to the temporary shutdown of the project on November 5 and recommencement of the project on April 18 with a completion date of May 30 (not including checklist items.) There is no cost for this change order. Change Order 9 is based on electric design changes for the street lighting and is in the amount of \$895. Change Order 11 is \$2900. Change Order 12 is \$3900. **Walter moved to approve Change Orders 8, 9, 11, and 12, David seconded, and the motion was passed.**

Sandy said he has a draft job posting policy that is unchanged from when the board saw it in January. At that time the board decided to hold off on approving it to see if the selectboard wanted the policy as well. Since then, the board has talked about just moving ahead. He also has a draft policy on use of the projector. He and Troy are starting to work on a sidewalk policy. He has been talking to Sue Lovering about a tree policy. He hopes to have training and calendar policies by July at the latest. Scott said he would like to read the policies before approving them.

Scott said it seems weird that we have all kinds of restrictions on projector use on the village side and none on the town side. Sandy said this policy is based on something he discussed with Duncan.

If Duncan sticks to what was already discussed this shouldn't be an issue. He can forward the policy to Duncan and Eric.

A controlled training burn of the yellow house owned by the school district is planned for June 25. Arjay has worked with board chair Katie Orost and central office business manager Marilyn Frederick to address any potential concerns. Arjay is confirming the permit for the burn. Sandy thinks all concerns have been addressed and recommends that the burn be allowed to occur.

Vermont DEC requested that ECS, our ongoing consultant on the Cyprus Industrial project, prepare a Work Plan and Cost Estimate for do semi-annual sampling and vacuum extraction. ECS submitted it to us and Sandy sent it to the DEC for their review and approval prior to signing. The cost of the work is \$13,991 and reimbursement in full is expected from the state. **Walter moved to authorize Sandy to execute the agreement with ECS for semi-annual sampling and vacuum extraction contingent on state approval, David seconded and the motion was passed.**

The Lamoille Housing Partnership and the Lamoille Area Board of Realtors are holding a landlord-tenant law workshop on May 19 from 8:00 to 3:30. They request a donation of \$25 per participant, which includes lunch. It will be held at GMTCC. The board agreed that a notice about the workshop should be put on our website.

Sandy said the board needs to discuss how to proceed with the list of items arising from the multi-board/agency community meeting held April 26. Walter said we have to come back to the group with our action plan eventually. Sandy asked if it makes sense to have a smaller group of board members sit down with him and go over the list and bring something back to the full board in June.

Walter said something everyone has to think about is bringing in outside partners like Lamoille Housing Partnership to help with Railroad Street. The town and village won't be able to handle that ourselves. Someone will have to take charge of this one. What board and what individual(s) will take on the responsibility? Sandy asked, doesn't it make sense to put together a basic plan and then have a discussion about who will do it? Walter said there is a lot of overlap among groups.

Scott said there was a comment at the meeting about the town or village buying some properties. He would say that would be a bad idea.

David said he would be willing to go over the list with Sandy and to step up when the time comes to start looking at the village and reaching out to develop partnerships to get investment into our community. This relates to what he wants to talk about tonight, marketing what is going on in our village.

Sandy asked if it makes sense to have a smaller group to talk about this. Walter said Johnson Works would be a great group to have a conversation with. They are meeting tomorrow. David said he can't come tomorrow but could come next month. Walter said he will bring it up with the group tomorrow and try to make it a key agenda item for the June meeting.

David and Scott both said they were interested in meeting with Sandy to go over the list of items from the meeting.

Gordy asked if Walter can find one or two representatives from Johnson Works to meet with Chan Parker about painting white lines through the Parker and Stearns property. Walter said he will.

**12. Water and Sewer Rate and Charge Increases**

The board signed the document necessary to implement the water and sewer rate and charge increases previously approved.

**13. Village Marketing and Promotion**

David said we have somewhat of a problem about how people perceive what's going on in the community. There are some simple ways to get the word out. He thinks the trustees, and maybe the fire warden, fire chief, and Sandy, should have business cards. We can get 100 basic cards for \$14 per person. The minimum purchase is 100 cards.

David said he found out the Village of Johnson doesn't have a logo. Walter said we do have what is on our trucks. Troy said that shows the clock tower. David said he thinks we need a seal/logo. And why not a separate website for the village? At townofjohnson.com it took him a long time to find village information. Troy agreed.

Walter said many people are not clear on the distinction between the village and the town. He doesn't think that is a problem we want to tackle. We will just confuse people. He does think the website needs to provide better access to village information. We can create a Village of Johnson logo, but there is already a Town of Johnson one. Does that confuse people and hurt us?

David asked, how do we promote the village? Walter asked, are we trying to promote the village or the town? David said the village. He was elected to do that. Walter said a lot of the assets we will sell people on aren't in the village; they're in the town. To market Johnson we will want to talk about amenities like the rail trail. David said yes, but he wants people to move to the village. That is part of our plan. Sandy said we would obviously talk about assets beyond the village. We can try to brand the village but not stop at the village borders. For instance, if we wanted to encourage building a hotel or bed and breakfast we would feature the rail trail and the Long Trail. David asked, how are we letting people know about all the amenities we have? Sandy said not in any coordinated way. He asked if David wants to work with him on that. David said yes. Gordy said he thinks that is a good idea.

Sandy asked if business cards should be ordered without a logo. David said no. Scott said he thinks the tower is a good brand. That is how a lot of people know Johnson. Walter asked if we have our new email addresses. Sandy said we know what they will be but he doesn't think they are set up yet. Rosemary said no; she is waiting for a list from the town. David said we need to figure out a logo to get started. There was discussion about who might be able to create a logo. David said he was thinking of contacting a company like Great Big Graphics and asking how much it would cost to take a picture of the clock tower and add "Village of Johnson" and the founding date. Sandy said we could get a couple of sizes in black and white and in color. **Walter moved to authorize expenditure of up to \$250 for marketing and publicity materials, seconded by Bob.** Gordy asked who should have business cards. David said he is thinking the trustees, Sandy, Arjay, and Gordy as fire warden. Walter said Troy and Tom should have them, too. **The motion was passed.**

**14. Library**

Gordy said he talked to Jeanne Engel and apologized for the way the joint meeting went. The library trustees never got a copy of the crosswalk design, so Jeanne will come and get one from

Susan. He would like to go to the next library trustee board meeting with one other trustee to explain what we are trying to do, at least for step one.

Walter asked when Troy can work on the crosswalk. Troy said he can work it in when it is needed. Gordy said Jeanne said it would be great if it could be done before the summer program starts. Troy needs to coordinate with Brian. Sandy said the Pearl Street catch basin work is coming up and that takes priority.

**15. Library**

**David moved to enter executive session to discuss an existing contract, a candidate for a position with the village, and potential contracts related to solar energy, premature disclosure of all of which would put the village at a substantial disadvantage, Walter seconded, the motion was passed and the board entered executive session at 9:22. Walter moved to exit executive session at 10:13, David seconded and the motion was passed.**

**16. Adjourn**

**Walter moved and David seconded to adjourn at 10:14 and the motion was passed.**

*Minutes submitted by Donna Griffiths*