

**Selectboard Agenda  
Johnson Municipal Offices  
293 Lower Main West**

**Date: Monday, October 3, 2022**

**Agenda:**

**CALL TO ORDER**

**REVIEW OF AGENDA AND ANY ADJUSTMENTS, CHANGES AND ADDITIONS**

6:30 p.m. Additions or Adjustments to the Agenda

6:35 p.m. Review Invoices and Orders

6:45 p.m. Review and approve minutes of meetings past September 15<sup>th</sup> and 19<sup>th</sup>, 2022

6:50 p.m. Selectboard issues/concerns

6:55 p.m. Treasurer's Report and review and approve bills, warrants, licenses and any action items.

7:00 p.m. Review Planned Purchases

**Administrator's report, action items, and signature required items:**

7:05 p.m. Committees and Volunteer Support

1. Continuing ARPA Discussion (10 minutes)
2. Historical Society Proposal for Holcomb House (15 minutes)
3. VAST and Sterling Snow Riders Land Use Agreement Request (5 minutes)

7:35 p.m. Follow up from recent past meetings

4. Discussion of Status of Fifth Public Works Position (15 minutes)
5. Proposed Municipal Partnership for Assessor Services (5 minutes)

7:55 p.m. New items

6. PACIF Renewal (10 minutes)
7. Review Capital Equipment Reserve Fund Balance and Projections (5 minutes)
8. Draft RFP for Sale of John Deere Grader (10 minutes)

8:20 p.m. Executive Session

9. Requested Change to Conditions of Loan to Blackjack LLC (10 minutes)
10. Economic Development Proposal Review and Selection (20 minutes)

Adjourn

**Please join by Zoom:**

<https://us02web.zoom.us/j/3446522544?pwd=VkNZZE5tMW5PaEhidVpnUjRxSkxGdz09>

+1 646 558 8656 US (New York)

Meeting ID: 344 652 2544

Passcode: 15531

## Town Administrator's Report

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7:00 p.m. Review Planned Purchases

### **Administrator's report, action items, and signature required items:**

7:05 p.m. Committees and Volunteer Support

1. Continuing ARPA Discussion (10 minutes)

Discussion to determine our vision and goal for the use of ARPA funds. Focus on the top items of interest from ARPA survey.

2. Historical Society Proposal for Holcomb House (15 minutes)

Proposal from the Historical Society for the use of the second floor of the Holcomb House.

3. VAST and Sterling Snow Riders Land Use Agreement Request (5 minutes)

Vast and the Sterling Snow Riders are requesting to renew agreements to continue to cross town roads and use some town properties for snowmobile trails. There is no change to the land and trails used.

7:35 p.m. Follow up from recent past meetings

4. Discussion of Status of Fifth Public Works Position (15 minutes)

A report will be presented to answer the questions of how much has been budgeted for a 5<sup>th</sup> employee, how much was budgeted for part-time work, and how to other municipalities staff their public works/highway departments.

5. Proposed Municipal Partnership for Assessor Services (5 minutes)

Lamoille County Planning Commission is seeking our opinion and an initial statement of intent regarding entering into a service contract with them to host the assessor services.

7:55 p.m. New items

6. PACIF Renewal (10 minutes)

The annual PACIF renewal is ready for review and our commitment.

7. Review Capital Equipment Reserve Fund Balance and Projections (5 minutes)

The current status and projections of the Capital Equipment Reserve Fund is ready to review.

8. Draft RFP for Sale of John Deere Grader (10 minutes)

A preliminary draft of the proposal to seek bids and handle the sale of the grader is ready to review.

8:20 p.m. Executive Session

9. Requested Change to Conditions of Loan to Blackjack LLC (10 minutes)

The board may enter into executive session to discuss requested changes to the conditions of the loan made to Blackjack LLC as allowed by **1 V.S.A. § 313(a)(6)**.

10. Economic Development Proposal Review and Selection (20 minutes)

The board may enter into executive session to evaluate candidates and discuss the appointment of an individual as allowed **1 V.S.A. § 313(a)(3)**.

## **GENERAL INFORMATION ITEMS**

### **Information Items:**

1. Comcast: re services provided
2. Dog Bite: 9-20-22

### **Budget Items:**

1. Vermont Family Network: request for \$500

### **Legal Issues:**

### **VLCT: PACIF**

1. Town Fair: October 6, 2022

### **State/Federal Issues:**

### **Administrator's Correspondence:**

### **Workshops:**

**Newsletters:** Public Management Sept. 2022

### **Brochures & Ads:**

### **Old Business:**

1. **ATV Ordinance Update**
2. **Class IV Road Update**
3. **Stop Sign Ordinance**
4. **Constable Update**

Adjourn

Unique ID	Affiliation with Johnson	Suggestion #1 for ARPA money use
1	Johnson Resident	build spec building at industrial park
2	Johnson Resident	Recreation Development
3	Johnson Resident	Upgrade the Internet service in Johnson. I know there are a few plans underway right now and I certainly honor those. Dare I say, I do not necessarily trust them? Please use at least a portion of these funds to assure that Johnson can compete with the service elsewhere. Otherwise, we are just spinning our wheels with all our ideas and endeavors. It should not be the norm for our residents to be paying high rates for mediocre service. all things infrastructure with regard to maintenance, updating, or purchase: water&sewer, utilities, roads, heavy equipment, small equipment, etc. i'm not sure what is needed but i think my blanket statement should cover it. plus a town manager is must. i'd also like to see more large scale public art (sculpture & paintings) - perhaps a collaboration with the studio center or college? lets's continue to
4	johnson resident / proud to	keep johnson functional and pretty!
5	Johnson Resident	Use the money to make the town more physically attractive and create pathways to connect some of the village locations. For instance, buy more trees for the arboretum, put in a gazebo, benches, a few picnic tables, and then create a better pathway from Pearl Street to the arboretum as well as a new pathway leading to the Gihon, where a new walking/biking bridge will connect to the land on the other side, near the Union Bank. I'd also favor converting the field used for Tuesday Night Live into a real town park -- with trees, flower gardens, benches, picnic tables, and such.
6	Johnson Resident	Lower property tax for those making under 50,000.
7	Johnson Resident	as matching funds to leverage grants
8	Johnson Resident	Offset property taxes for residents who continue to pay their bills during covid even though they may have lost their jobs ot6had hours reduced
9	Johnson Resident	Integrate non-motorized hiking, biking and paddle trails in Johnson into a interconnected system, with publicly available maps and supporting services and businesses
10	Business owner/Employer	Clean up graffiti on and under bridges, and install security to help deter vandals where tagging is frequent
11	Johnson Resident	infrastructure for Jewett property to get it on the market

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**Unique ID    Affiliation with Johnson    Suggestion #1 for ARPA money use**

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12 Johnson Resident                      Solar powered speed monitors—because drivers go MUCH faster than the 35 mph speed limit!

13 Johnson Resident                      Update/maintain our buildings (Village garage)

14 Johnson Resident                      Year round facility for farmer's market/ small businesses - for example, see the Moncton, New Brunswick market - this would put Johnson on the map!

15 Johnson Resident                      Status assessment of progress on the Light Industrial Park leading to a plan of action.  
The land has been purchased; however, questions remain about what has been accomplished to move the project forward. What documents are available to promote development of an industrial park and what grants have been applied for to help fund the project? An analysis of why grants were denied would be beneficial for future grant proposals. A timeline with steps needed as the project moves forward would help to frame what the community can expect for and from its investment.

16 Johnson Resident                      Sculpture walk and park

17 Johnson Resident                      Irrigation system at the Arboretum. Estimate can be furnished.

18    Using ARPA funds for Law Enforcement to offset annual increase.

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Unique ID	Affiliation with Johnson	Suggestion #2 for ARPA money use
1	Johnson Resident	fix the old talc mill house where my dad was born
2	Johnson Resident	
3	Johnson Resident	Medical transportation upgrade. A secure network of services including emergency transportation, prescription deliveries, transportation for tests and appointments is required by our aging population and is simply not met by current systems.
4	Johnson resident / proud to	current. upgrading the audiovisual system for meetings is crucial, i would love to stream the meetings and listen while multi-tasking around my home. the audio is currently not audible and it's so frustrating. also getting the video out soon after the meetings helps to keep residents my preferred platform is youtube.
5	Johnson Resident	If possible, use the money to attract a few good eateries to this town. Make it a competition: offer 2 grants of \$300,000 apiece to restaurateurs who would relocate to Johnson. Give tourists a reason to make Johnson a destination worth the trip.
6	Johnson Resident	mitigate flood zones, dredge river
7	Johnson Resident	The industrial park development
8	Johnson Resident	Offset water/sewer payments for residents who continued to pay theirs bills during covid even if they lost their jobs or had hours reduced
9	Johnson Resident	Assist with renovating existing rental housing in town with a high percentage designated as affordable housing
10	Business owner/Employer	Plant large trees along Main St.
11	Johnson Resident	Support for various development opportunities. I.e.: match \$\$ for grant applications; more time for Econ Dev. position & marketing Johnson; scoping study for future bridge across the Lamoille to connect Old Mill Park and Sk8Park; enhance LVRT with renovation of RR St with bike lane and also work w/VTrans to get bike lane on Rt.15 between RR St. and the LVRT access opposite J. Hardware Rental.

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**Unique ID    Affiliation with Johnson    Suggestion #2 for ARPA money use**

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12 Johnson Resident    Save some of the money to use as matching funds for grants that we may receive that will be applied for by the economic development person

13 Johnson Resident    Walking bridge either from Old Mill park to Jolley's, or School St to Main St(over Lamoille)

14 Johnson Resident    Recreation/senior/teen center - this only works if we are already attracting people to the area in some manner

15 Johnson Resident    Ecologically informed recreation plan for Talc Mill property or Gomo Town Forest.  
The way we manage our town forests can have implications for our economy, our climate, our air and water, our wildlife species and biodiversity, the character and aesthetics of our town, and the quality of life. Developing an ecologically informed recreation management plan for the Talc Mill property or the Gomo Town Forest can provide the foundation for future projects on the site. It would bring the expertise of professional trail designers and potential land users together with qualified ecologists to design, map and suggest multi-use, non-motorized trail networks that protect the forest's unique ecological attributes, wildlife habitat, and wildlife movement within and across the properties. The final product will help to responsibly steward the land.

16 Johnson Resident    Community Pool & Dog Park

17 Johnson Resident    Gravel paths/gravel road to the storage area at the Arboretum.  
Estimates can be furnished

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Unique ID	Affiliation with Johnson	Suggestion #3 for ARPA money use
1	Johnson Resident	rec trails for all to enjoy
2	Johnson Resident	
3	Johnson Resident	
4	Johnson Resident / proud to	marketing of johnson: updated website, more fun welcome sign, new town slogan & logo, town merchandise, etc. we need to promote johnson for all it has to offer including: located on the lamoille valley trail trail, home of vermont state university campus, studio center, etc.
5	Johnson Resident	Create some kind of mixed-entertainment space in town: a place for live music, dance, gallery space, readings & lectures, and other cultural events. Again, give visitors a reason to make Johnson their destination.
6	Johnson Resident	fine tune and expand/Improve water filtration systems, to filter out pharmaceuticals, toxins, heavy metals
7	Johnson Resident	Recreation infrastructure projects Incl. Rail Trail, ball field lighting, concrete sk8 features, etc
8	Johnson Resident	Offset electricity payments for residents who continued to pay their bills during covid even if they lost their jobs or had hours reduced
9	Johnson Resident	Assist owners of dilapidated building in the village to bring them up to code or buy them, fix them up and resell
10	Business owner/Employer	Add public parking on or near Main St.
11	Johnson Resident	Assuming funds for COVID losses have already gone to general Town Funds (?), allocate some funds to support Town infrastructure. My top choice would be communication systems: improve the website and Zoom technology, including audio/video quality. Review & prioritize goals from earlier plans, especially where things couldn't get done ie, sidewalk between downtown & Wescom Rd.



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**Unique ID    Affiliation with Johnson    Suggestion #3 for ARPA money use**

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12 Johnson Resident	Signage, really nice signage, for the various places of interest in our town and a rope or heavy wire "fence" along the parking lot of Beard's Recreation & Park with flower containers on both sides of the walking entry/stairs leading down to the beach.
13 Johnson Resident	Pursue greenway/river walk along Gihon river
14 Johnson Resident	Public pool - this might attract families to the area Town property improvements. Holcomb House & Communication system 1. The future use of the Holcomb House is yet to be determined. Meanwhile there have been no recent renovations related to energy efficiency, handicapped accessibility, and interior décor. An assessment of the general physical condition and maintenance status of the property to restore the building to a safe place and to identify areas that could be preserved for their historical value. Safety issue should be the highest priority. An estimate of costs for any required and/or recommended work should be included in the final report. 2. Develop a communication plan that includes a variety of methods for reaching folks throughout the town regardless of their ability on social media. The Municipal Building meeting room needs to have a state of the art audio/video system in order to continue providing public access meetings.
15 Johnson Resident	
16 Johnson Resident	Town-wide landscaper/gardeners/greenhouse
17 Johnson Resident	Industrial park
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Unique ID	Affiliation with Johnson	Do you have a long-term vision of Johnson? If so, please share.
1	Johnson Resident	a place where everyone is welcome
2	Johnson Resident	
3	Johnson Resident	Yes, starting with more restaurants:he allure of neighboring towns to our Main Street for an evening's meal or lunch or even breakfast, as we currently patronize them. This is a marketing challenge. But just think of what it was like before Sterling Market set up shop. Now people come from all over to patronize the store. That should be some kind of clue.
4	Johnson resident / proud to	
5	Johnson Resident	
6	Johnson Resident	Thriving safe businesses needed by the people in town, non toxic, non polluting
7	Johnson Resident	To bolster or establish endowment funds (new or existing) for long term funding source.
8	Johnson Resident	A safer and more affordable place to live, not for young professionals but the people who already live here
9	Johnson Resident	As a hub for the arts, learning and outdoor recreation in the area
10	Business owner/Employer	
11	Johnson Resident	Do all of the above! And, let's see what the EcDev position develops with Johnson Works (and others)..  Seriously: We need better balance of revenue-producing improvements and new business, and also dealing with the elements that drag Johnson down (high crime, too much low-income rental housing, and so on). The improvement-by-volunteer-committees system we rely on has a lot of advantages, AND makes Johnson unique...I hope it's sustainable as everyone ages!

**Unique ID    Affiliation with Johnson    Do you have a long-term vision of Johnson? If so, please share.**

12 Johnson Resident

The Jewett Property becomes developed enough to sell to businesses (such as a slaughterhouse, commercial food producers, and creamery). A brewery at Manchester Lumber. And downtown with thriving businesses and tons of art and flowers all along Main Street. Incentives for ALL homeowners to clean up and paint their homes or at least the street side of their building(s). If there isn't good internet connection in the village/ town, get that connectivity. Advertise that good connectivity. Get a good marketing strategy person who can "sell" Johnson. Support our racial justice committee with funds that help educate the people of our village and town. With diversity, our village and town are better able to thrive, and connect with NVU and VSC

13 Johnson Resident

A place where folks come to recreate-access river, trails, bike trail, etc. also have VSC partner with river walk sculpture and art  
 We need to make some big changes right now, or we will continue down the road of becoming a desert of commerce and opportunity. I hope we can create a unified vision and use this money to make some big steps toward it in a way we would never otherwise be able to do. I worry that we will use these funds to cover a bunch of small items and it will leave us in the same place we are now. This is our chance to do something unique!

14 Johnson Resident

15 Johnson Resident

16 Johnson Resident

17 Johnson Resident

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I envision Johnson as THE culture, arts, recreation, and education hub of Northern Vermont. I envision Johnson being THE place to live, work, create, play, and THRIVE!

My vision for Johnson would regain much of the traditional, attractive 'Vermont village' look that this town once had and that draws tourists and property buyers. That's what makes Vermont unique. Small, unique shops, good restaurants, and pleasant public spaces are more important than hanging art all over buildings. As well, Johnson village should have an obvious connection with the environment, for the same reasons.

**Johnson Historical Society Information and Proposal  
for its use of the Upstairs in Holcomb House**

**October 3, 2022**

**Contents:**

- 1. Intent of the purchase of Holcomb House then  
and future**
- 2. Building and reimbursement agreement  
between Town of Johnson, Johnson Historical  
Society, Inc. and Johnson Historical Society**
- 3. Copy of Selectboard Meeting Minutes of May  
16, 2022 and August 15, 2022**
- 4. Holcomb House Expenses and Revenue  
spreadsheet.**
- 5. Water and Electrical spreadsheets of Usage  
comparing June -August 2021-2022**

In January of 2014, the Town of Johnson purchased the Holcomb House with the intended purpose of the building to be a home for the Johnson Historical Society.

- 1) Apartments were refurbished and brought up to code to help offset costs until the mortgage was paid. After that time, it was our understanding that any extra revenue from the apartments would be set aside by the Town for maintenance of the property. The Holcomb House was never intended to be a revenue source for the town. The Holcomb House was purchased to be the home of the Johnson Historical Society.
- 2) The Historical Society has, since the beginning of our agreement with the town, donated in lieu of rent, \$1500 and presently \$1700 per year to offset our part of the utilities.
- 3) On July 2, 2021, the Historical Society made its final payment to the Town of Johnson for \$37,500. The Johnson Historical society has reimbursed the town through payments and services in kind for the mortgage and renovations of the Holcomb House. (See terms listed in the Building Use and Reimbursement Agreement Between Town of Johnson, Johnson Historical Society, Inc., and Johnson Historical Society) This results in a net zero cost to the taxpayers for the Holcomb House.
- 4) The Historical Society is offering to increase our donation in lieu of rent to \$3507.50 per year to offset utility costs of our occupation of the second floor. We expect utility costs to be significantly lower than when a full-time tenant was in residence.
- 5) In addition, the Historical Society expects to contribute to and share in the costs of repairing and renovating the upstairs to make the building suitable for Historical Society use, which includes storage and displays for future and in compliance with current codes. The town of Johnson will still be responsible for the maintenance and upkeep of the Holcomb House as it would any other town building.

The Johnson Historical Society wishes to occupy the second floor of the Holcomb House. We are appreciative of the Selectboard's action to remove the tenants who had caused damage to the upstairs apartment. We feel the first steps in our occupation are:

- 1) Assurance that the selectboard is not going to move to place tenants in the upstairs space. Access to even a small one-bedroom apartment would place restrictions on the Society's use of the space, place our collection in jeopardy and inhibit public displays and programs. We request a firm yes or no vote from the Selectboard for the Historical Society full use of the upstairs.
- 2) Professional inspection and advice for bringing the space up to code for
  - a) storage and staff only use
  - b) public displays

Once the inspections have taken place and requirements for safety are determined, we can formulate a plan for repairs, renovations and occupation.

**Building Use and Reimbursement Agreement**  
**Between Town of Johnson, Johnson Historical Society, Inc. and Johnson Historical Society**

Holcomb House, located at 188 Lower Main St. E., was purchased by the Town of Johnson on January 6<sup>th</sup>, 2014 for the purpose of establishing a permanent home for and to house the exhibits and displays of the Johnson Historical Society (JHS). The purchase was approved by the Johnson voters at a Special meeting held on December 2<sup>nd</sup> 2013. The articles approved were: to authorize the Selectboard to purchase the building for a sum not to exceed \$190,000.00 plus closing costs and to borrow up to \$252,000.00 for purchase and renovations. Both articles were approved. It was the Historical Society's intent to reimburse the Town the cost of its expenses associated with the purchase and renovations, to the best of its abilities.

The total town expenses for purchase and renovations, as reported by the Town Treasurer, are:  
\$306,586.71.

The JHS has made, and proposes the following contributions toward those costs:

Up front payment	\$52,000.00
Loan payments (4 years at 50% of total payments)*	\$110,623.62
18-19 loan payment (50% of final)	\$13,216.19
Final payment (proposed)	\$75,000.00
Credit for volunteer labor etc. (proposed)	\$25,000.00
Total payments by JHS	\$275,839.81
<b>Balance</b>	<b>\$30,746.90</b>

\*represents reimbursement of 50% of total mortgage payments made by town for 4 years.

**Total payments represent 89.97% of the total expenses to date.**

The JHS is a town sponsored entity and operates under the general authority of the Selectboard, is included in the Town Budget and is covered under the Town's insurance policies. A 501c (3) non-profit corporation, Johnson Historical Society, Inc., (JHS, Inc.) was established with the stated purpose: "to conduct fundraising to support the all-volunteer Johnson Historical Society and to carry out the exempt purposes of the society".

This agreement codifies general terms and conditions with the Selectboard over future disposition of the building and collections, uses of and maintenance/capital improvement responsibilities for the building and final reimbursement to the town of costs of purchase and renovations.

**Reimbursement of costs:**

The JHS promised to use its best efforts to reimburse the town for costs associated with initial purchase and renovation of Holcomb House. In satisfaction of this promise, the Johnson Historical Society, Inc. will make two cash payments of \$37,500.00 each to the Town of Johnson as follows: the first between July 1 and July 30<sup>th</sup> of 2020 and the second between July 1<sup>st</sup> and July 30<sup>th</sup> of 2021. An agreed upon value of \$25,000.00 for in kind services made to the building by the JHS shall form part of the final reimbursement for the town's costs associated with purchase and renovations of the building. Upon payment by the Johnson Historical Society, Inc. as above, the Town covenants with Johnson Historical Society, Inc. that, as long as the real property located at 188 Lower Main St. East is being used by JHS

as a Historical Society, it shall not sell the building without written consent of the JHS Board of Directors. Further, if such consent is granted, the Town shall comply with any requirements of state law in effect at the time for the sale of town owned property.

This agreement does not reimburse in full the costs incurred by the town. Instead, it allows Johnson Historical Society, Inc. to retain funds to address future needs in support of the JHS. Availability of such funds in support of the Johnson Historical Society provides direct benefit to the town of Johnson by reducing the need for taxpayer support.

**Maintenance and Capital Improvements Responsibilities:**

The JHS has and will continue to bear all costs of any improvements made within the space occupied by them and which provide them sole benefit.

If there is any uncertainty about determining cost allocation of improvements which may not provide sole benefit to the JHS, the parties agree to negotiate in good faith a fair resolution. Except as noted above, the town will bear all costs of repairs and improvements to the building through their normal budget process.

**Use of Building:**

The town shall receive the revenue generated by the rental units and the JHS will pay an agreed upon sum in lieu of rent, which generally shall be equal to an agreed upon proration of costs of the utilities.

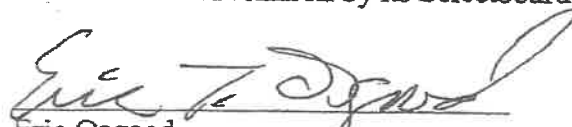
The JHS shall have the use of the ground floor of the building, including the storage space (which we are now calling the "Carriage Room"). Use of additional space within the building may be negotiated by and between the Selectboard and the JHS Board, if needed, at a future date. The JHS Board has expressed interest in expanding to and occupying the upstairs apartment. The JHS would like to initiate these discussions well prior to the renewal of current and future leases by the current or future tenants. JHS has also discussed being able to use the third floor for storage of artifacts not currently on display, which would require changes to the tenant's lease.

**Future Disposition of Building and Collections:**

If the JHS at some future date wants to cease acting as a "town" Historical Society and instead establish a separate non-profit entity (for the sole purpose of serving as a Johnson Historical Society), the Selectboard and the JHS agree to negotiate in good faith toward a mutually acceptable agreement addressing potential disposition of the building and historical collections under the care of the JHS, up to and including transfer of ownership of same to the non-profit. However, the parties acknowledge that good faith negotiations may not necessarily result in a mutually acceptable agreement regarding disposition of the building and collections.

By their signatures, the parties agree to abide by the terms and conditions outlined above, on this 10<sup>th</sup> day of February, 2020.

For the Town of Johnson by its Selectboard Chair:

  
Eric Osgood

02/10/2020

For the Johnson Historical Society by its President:

Richard L. Simays  
Richard Simays

2/10/2020

For Johnson Historical Society, Inc. by its President:

Linda Jones  
Linda Jones

2/10/2020

I, Rosemary Audibert, Town Clerk/Treasurer and Notary Public do attest to and certify that the above persons did each and individually appear before me and sign, of their own free will, this agreement on the dates so indicated.

Rosemary Audibert  
Rosemary Audibert, Town Clerk and Treasurer

2/10/2020



Eben said it seems like at this point Terri is asking if Johnson has interest in this concept. If the board does have interest, could we send further questions for Terri through Brian? Brian said he can gather questions and deliver answers back to the board as a report. Beth said there is general interest from the board. We will get back to Terri with questions.

***12. Historical Society Use of Second Floor and Lease Options for Current Tenants***

Brian said the space on the second floor of the Holcomb House that we are now renting out to tenants would be useful to the Historical Society. They could use it now for expanded storage and in the future there is a possibility of making it ADA accessible. They have a proposal to switch it over to being occupied by them instead of the current tenant. The current tenant's lease is up June 1. Duncan asked, there is a 30-day notice requirement? Brian said yes. He is meeting with the tenants Wednesday.

**Eric moved and Mark seconded to inform the current tenants of the second floor apartment in the Holcomb House that their lease will not be renewed.**

Eric said he thinks we can continue discussions with the Historical Society about when and how they will move into that space and about the financial aspects. But he feels it is not a winning proposition to continue to have the tenants in that space with the damage we have seen and the cost. He thinks we would be ahead if we let the Historical Society take over the second floor. Eben said he thinks we would be behind. When the voters voted to purchase the Holcomb House it was our understanding that extra revenue from rent would be set aside for maintenance. The rent was not intended to be a revenue source for the town. The motion last time was to come up with a plan that would have no cost to the taxpayers. There was a statement that the Historical Society would be willing to share the cost of renovations. But we don't know what the cost will be. Eric said he thinks we can work out the numbers later. We have a proposal from the Historical Society. We won't be heating the building to the same degree without the upstairs tenants. Eben said the Historical Society proposal doesn't include the cost for maintenance, mowing, salting, etc.

Duncan said he thinks the first step the Historical Society was hoping for was basic agreement from the selectboard that their proposal for sharing utilities was acceptable. That would let them move to the next step of putting together an actual proposal the selectboard could act on, getting into expenses for things like ADA compliance and what the Historical Society would propose to contribute to that. He suspects it will be a while before the Historical Society has a specific proposal. If the tenants move out immediately we could be losing 3 to 6 months of rent.

Eben brought up the \$20K we are expecting to spend on the roof. Mary Jean Smith asked, wouldn't we have to put \$20K into the roof no matter what? Eben said yes, but with the revenue from rent we break even more quickly.

Duncan said he would be comfortable with notifying the tenants that their lease is likely to end at any time with 30 days notice. The Historical Society could probably give a better idea how long it would take for them to develop a formal proposal. It would probably be several months. Mary Jean Smith said yes, but the Historical Society's idea was that the first step

would be to ask the tenants to leave. The Historical Society needs to know that they can move upstairs. Eben said he thinks the chance is there for the Historical Society to occupy the second floor but getting rid of the tenants now when it could be several months before the Historical Society is ready to use that space seems like putting the cart ahead of the horse. Mark said it seems to him that the Historical Society will need access to the space. He feels we should give the tenants notice and not sign another year's lease with them. If they leave, then the Historical Society has access to the space to put together a proposal. If we say no to the proposal we will rent the apartment again quickly. Eben said we would have lost money during the months when it was not occupied. That doesn't seem like a great plan to him.

Eric said if we notify the tenants now it will be June 18 before they even have to be out. Mark said it may be a first of the month lease. Eric said he is sure some work will be involved in getting the place cleaned up. It will be some time before it could be occupied. Duncan said there was a damage deposit taken. We want to make sure we don't release it until we are sure about damage.

Brian said the tenants approached him and said they would be willing to accept any terms for any length of time. Duncan said we could build into the lease agreement that the Historical Society has guaranteed access. Brian suggested maybe we could give the tenants notice that they will have to move out but give them 60 days to do it.

Duncan said the next plan for the upstairs from the Historical Society will require permits from the state for ADA. He would be surprised if that can take place in a year. It won't be simple to come up with a plan that can be approved by the state. It will be subject to public building requirements. Mark asked, what makes Duncan think the Historical Society is going to make the upstairs ADA compliant this year? He thought the plan was to use it for storage. Mary Jean said Mark is right. They are thinking the first step is for the tenant to leave and the second step is to assess what is upstairs. Storage is a big need now. Initially she thinks the upstairs would be used for storage. Duncan said technically if the area is occupied even for storage it is supposed to meet all building codes and standards, including ADA. Mark disagreed. Eric asked, even if it is closed to the public? Mary Jean said the public would not have access to it. Duncan said it depends on whether it is classified by the state as a public building. If Historical Society members or volunteers are going up and down stairs the upstairs would need to be accessible to any handicapped members.

Dick Simays said the current tenants present a huge exposure to the town with the way they keep their trash pile. There have been a couple of instances of things leaking through the ceiling. He thinks having them gone will improve the situation and protect the Historical Society's collection. Duncan said some of the collection is irreplaceable and the upstairs is currently a fire hazard.

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

Eben moved to post the second floor apartment at the Holcomb House available for rent and to have the lease agreement ensure access to the Historical Society. Beth said she doesn't know if we can ensure that access under state law. Eric said he thinks the same tenants could

apply for the new lease. Eben said he doesn't see why it would be a problem to require Historical Society access with times given to the tenants. Eric said he would suggest having a 30-day renewal period with automatic renewal. The motion was not seconded.

Duncan asked, since the town is the owner of the building does the selectboard need to give any permission to the Historical Society for them to have access once the apartment is vacated? Beth said she thinks we should put this on a future agenda once we know the tenants are vacating. Mark agreed. Brian said he will inform the tenants that the lease is not being renewed and that they have 30 days to vacate.

**Duncan moved to accept in concept the spreadsheet provided by the Historical Society proposing cost sharing for utilities at the Holcomb House and to authorize access by the Historical Society to the second floor to allow the Historical Society to evaluate the space and provide a report to the selectboard. Eric seconded.**

Eben said the cost of fuel will go up so the numbers on the Historical Society spreadsheet will change. Beth asked if Duncan would like to define "in concept." Eben asked, does that mean that if the numbers change we have to reevaluate? Duncan said even if the price of heating fuel goes up, currently our lease with the tenants includes heat, electricity and sewer so the town cost would go up regardless.

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

Mary Jean said the Historical Society will go up and evaluate once the tenants have left.

**13. *American Rescue Plan Act Discussion Dates***

The board agreed to schedule a special meeting at 7:00 on June 8 to discuss ARPA spending.

**14. *Review of Updates for the Skatepark***

Brian said there are some issues at the skatepark. Some people who are using it are making it unfriendly for some other users – being confrontational, drinking or smoking. Neighbors have been complaining. The Skatepark Committee is taking actions to step up enforcement of the existing rules. There are some upcoming plans for new skate features. Casey said the plan is for an extension of the concrete bowl, replacing wood with concrete. Brian said that is recommended by VLCT. Brian said we have a committee to handle skatepark issues and they are doing a good job. He thinks it is appropriate for the board to know about the situation but unless board members have an interest in more details he thinks we can move on.

Duncan asked about enforcement. He said it is one thing to post a board that says "no drinking" but he doesn't think there is anything the sheriff's department can or will do about it. If we drafted an ordinance against having open containers on municipal properties, that would be enforceable. Maybe the board should consider that. The village has an open container ordinance. Brian said our policy at the skatepark does prevent use of alcohol. The biggest problem is when people come into confrontation with other park users. That confrontation is something that can lead to enforcement. We can ask someone to leave and even issue a no trespassing order if they are belligerent with other park users. We can address behavior issues, so it doesn't matter so much about alcohol. We would require enforcement support with people who are not following rules, especially when they are belligerent and

Beth suggested taking the municipal building off the list altogether so there is no option of putting things on the municipal building. Mark asked if the inclusivity statement sign in the hallway can stay there. Other board members agreed that it can. Mark said it can be difficult to define what is a flag or a banner. Is a piece of plywood a banner?

Beth asked if board members want to move forward with a policy. Others said they did. Duncan suggested that each board member mark up one of the policy drafts and then the board could have a work session to talk about this policy and try to finalize wording. Eben suggested that everyone start with the draft Brian emailed out that was not included in the packet. Beth said people should send suggestions to her and she will compile them all.

**16. *Holcomb House Apartment Planning***

Brian said the Holcomb House apartment has been cleaned to a degree and smoke detectors are in there. He thinks it is ready for us to tell the Historical Society we want feedback on their planning. **Duncan moved and Mark seconded to authorize up to 8 hours of additional cleaning at the Holcomb House apartment at a maximum of \$25 per hour.**

Eric said we had discussed getting a plan from the Historical Society first that would determine what we do as far as cleaning and repairs. Eben said he understood there was going to be more comprehensive cost analysis. Eric said if the space will just be used for storage we can do one level of cleaning and repairs and if it is going to be open to the public we need another level. Eben said he doesn't think we decided that the Historical Society can use the apartment. Beth said no, we are just asking what their intentions would be. Brian said they are saying they can't do the assessment yet because it is not clean enough for them to visit it. Mark said he was there for the initial site visit and he thinks the amount authorized to spend for cleaning is low. Duncan said he thinks a good 8 hours could make a big difference. He would not have the cleaner spend a lot of time on the carpets because they will need to be discarded. **The motion was passed.** Duncan suggested vacuuming the carpets to get the dirt off but not spending a lot of time on them.

**17. *Village Work in the Right of Way***

Brian said we had an issue with miscommunication between town employees, village employees and the contractor for the village about properly filling out the work in the right way permit application before the contractor crossed under River Road West. We spoke to the village about it and they are understanding of our position. There was a good meeting with Jason and Nate about what we expect. Anything that could affect the road or the flow of water needs a permit, but they made a mistake and went under our road before getting a permit.

Duncan asked if they dug up the road. Brian said yes. Duncan said under our policy the work is supposed to be inspected and there is supposed to be a security deposit. Has that been done? Jason said Nate was on vacation. Jeff asked what was needed and Jason gave him the form but the contractor did the work before the form was returned. They wanted Jason to sign off on the work after it was done. He has not signed off on it. The board agreed that Jason should not sign the permit. Eben asked if the work disturbed the asphalt. Jason said yes. Brian said we have the option of requesting a deposit for work we have reason to believe could have a failure point so we can make repairs if we need to in the spring.

	A	B	C	D	E	F	G
1	<b>Holcomb House Expenses and Revenue</b>						
2	Column B,line 8-13 are current expenses. Columns D,E and F are % of utility cost applied to each unit						
3	(note: rounded numbers up to the nearest increment of \$25.00)						
4				2nd floor	1st floor	back apt	
5	<b>Annual costs: most recent year</b>	W&S&Elec % allocated		65%	10%	25%	
6		Heat % 1st&2nd allocated		65%	35%	0%	
7		Heat Back % allocated		0%	5%	95%	
8	Heat (oil only) 1st & 2nd floor	\$ 3,950.00		\$ 2,567.50	\$ 1,382.50		
9	Heat (back apt & Carriage Rm)	\$ 1,200.00		\$ 60.00	\$ 1,140.00		
10	Electric (All three units one meter)	\$ 1,250.00		\$ 812.50	\$ 125.00	\$ 312.50	
11	Water (All three units one meter)	\$ 400.00		\$ 260.00	\$ 40.00	\$ 100.00	
12	Sewer (All three units one meter)	\$ 625.00		\$ 406.25	\$ 62.50	\$ 156.25	
13	<b>Total Expenses (all units)</b>	<b>\$ 7,425.00</b>	<b>\$ 6,225.00</b>	<b>\$ 4,046.25</b>	<b>\$ 1,670.00</b>	<b>\$ 1,708.75</b>	<b>\$ 7,425.00</b>
14		per month	annual				
15	Rental Income 2nd floor	\$ 1,100.00	\$ 13,200.00	\$ 6,225.00	\$ 6,975.00		
16	Rental Income Back apt	\$ 490.00	\$ 5,880.00	(d15 = expenses attributable to floors 1& 2)			
17	HS contribution 1st floor		<b>\$ 1,700.00</b>	(e15 = 2nd floor rent - 1st&2nd floor expenses)			
18	<b>Total Revenue</b>		<b>\$ 20,780.00</b>				
19	<b>Net difference (revenue - expense)</b>		<b>\$ 13,355.00</b>				
20	<b>Estimated Utility savings from HS occupancy of upstairs</b>			2nd floor	1st floor	back apt	
21		W&S&Elec % allocated			75%	25%	
22		Heat % 1st&2nd allocated			100%	0%	
23		Heat Back % allocated			5%	95%	
24	Heat 1st & 2nd floor (30% reduction)	\$ 2,765.00			\$ 2,765.00		
25	Heat (back apt & Carriage Rm) same	\$ 1,200.00			\$ 60.00	\$ 1,140.00	
26	Electric 60% reduction	\$ 500.00			\$ 375.00	\$ 125.00	
27	Water 60% reduction	\$ 160.00			\$ 120.00	\$ 40.00	
28	Sewer 60% reduction	\$ 250.00			\$ 187.50	\$ 62.50	
29	<b>Total Estimated expenses</b>	<b>\$ 4,875.00</b>			<b>\$ 3,507.50</b>	<b>\$ 1,367.50</b>	<b>\$ 4,875.00</b>
30	<b>Net Reductions (or avoided costs)</b>	<b>\$ 2,550.00</b>					
31	<b>Revenue to town after HS occupancy</b>						
32	Rental Income 2nd floor	\$ -	\$ -				
33	Rental Income Back apt	\$ 490.00	\$ 5,880.00				
34	HS contribution 1st floor		<b>\$ 3,507.50</b>	proposed increase in HS contribution to town			
35	<b>Total Revenue</b>		<b>\$ 9,387.50</b>				
36	<b>Net (revenue - expense)</b>		<b>\$ 4,512.50</b>	HS Occupancy still makes for a positive net revenue from rent and HS contribution.			
37							
38	<b>Net change Total Revenue</b>		<b>\$ 11,392.50</b>	(c18-c35)			
39	<b>Net change Revenue - expense</b>		<b>\$ 8,842.50</b>	(c19-c36)			

09/20/2022  
11:30 am

Village of Johnson W&S Utility Billing  
Usage Summary Report for Account 2101420-01 in teNG  
Reading dates 01/01/21 - 09/19/22

Page 1  
memery

*Jenth Gallus*  
Consumption

Acct/Subacct Name	Meter Number	Reading Date	Reading	Consumption
2101420-01	0082254393	08/22/2022	33200	120
TOWN OF JOHNSON		<del>08/22/2022</del>	<del>33200</del>	<del>0</del>
Average Usage	94	07/21/2022	33080	95
		06/20/2022	32985	125
		05/19/2022	32860	130
		04/20/2022	32730	45
		03/21/2022	32685	75
		02/18/2022	32610	90
		01/20/2022	32520	60
		12/20/2021	32460	135
		11/19/2021	32325	50
		10/21/2021	32275	110
		09/21/2021	32165	95
		08/20/2021	32070	70
		07/21/2021	32000	95
		06/21/2021	31905	190
		05/21/2021	31715	130
		04/21/2021	31585	150
		03/22/2021	31435	220
		02/23/2021	31215	150
		01/21/2021	31065	0

09/20/2022  
11:28 am

Village of Johnson Utility Billing  
Usage Summary Report for Account 0101230-01 in Kwh  
Reading dates 01/01/21 - 09/18/22

Page 1  
memery

Acct/Subacct Name	Meter Number	Reading Date	Reading	Consumption
0101230-01	84333740	08/19/2022	11134	711
TOWN OF JOHNSON		<del>08/19/2022</del>	<del>11134</del>	<del>0</del>
Average Usage	749	07/20/2022	10423	693
		06/20/2022	9730	926
		05/19/2022	8804	797
		04/20/2022	8007	741
		03/21/2022	7266	641
		02/17/2022	6625	607
		01/19/2022	6018	612
		12/20/2021	5406	826
		11/19/2021	4580	748
		10/21/2021	3832	799
		09/21/2021	3033	895
		08/20/2021	2138	950
		07/21/2021	1188	772
		06/21/2021	416	696
		05/21/2021	99720	600
		04/21/2021	99120	640
		03/22/2021	98480	669
		02/22/2021	97811	878
		01/21/2021	96933	0



# Landowner Permission Form

For the Vermont Association of Snow Travelers, Inc.  
26 Vast Lane • Barre, VT 05641 • 802.229.0005 • Fax 802.223.4316

Permission is hereby granted to the Vermont Association of Snow Travelers, Incorporated (VAST), to Lamoille  
*Name of County*  
County Snowmobile Club, Incorporated, and to the Sterling Snow Riders  
*Name of Local Snowmobile Club*  
to establish, maintain, and groom a snowmobile trail or trails upon property located at Old Talc Mill Property  
*Physical Street Address of Property*, with a town/city SPAN # of 336-104-11546  
*SPAN #*

Vermont belonging to Town of Johnson, VT  
*Property Owner's Name* The snowmobile trail(s) shall be established and maintained in an area acceptable to the landowner. No construction or major maintenance shall occur without the landowner's permission. Permission is further granted to VAST, to the fourteen Vermont county snowmobile clubs, to all affiliated local snowmobile clubs, and to their respective members to use the trail(s).

Permission extends for a period starting 10/1/22 to 10/1/27  
*Date* *Date*

Permission is subject to the additional terms and conditions listed below, if none, enter "NONE".....

Roads we travel: Reservoir (class 4), Sinclair (class 4), Ober Hill (class 3), Fox Lot (class 3), Hoag (class 3), Gould Hill (class 3), Rocky (class 3), Mine (class 4) Carter (class 3/4)

Roads we cross: Upper French Hill, Tree Farm, Ben Ober, Plot, Clay Hill, West Settlement, Same roads the LVRT crosses

Vermont law limits the liability of landowners for personal injury and property damage sustained by a person operating a snowmobile, or riding as a passenger, to claims for damages or injuries intentionally inflicted by the landowner, unless the landowner charges the owner or operator of the snowmobile a fee for the use of the property. VAST agrees to maintain liability insurance with a policy limit of at least \$1,000,000 covering the landowner for any VAST trail related claims as an additional insured. VAST further agrees to defend, or reimburse the landowner for the reasonable costs of defense, in the event that a claim is made or a suit is brought as a result of a snowmobile accident on the landowner's property while using the VAST trails, unless the landowner charges a fee to the snowmobile operator or owner for the use of their property. An "Explanation of Landowner Rights and Protections" is printed on the reverse side of this document. Neither this permission nor any use of the trail(s) established pursuant to this permission shall, under any circumstances, entitle VAST, any county snowmobile club, any local snowmobile club, or any member of any one or more such clubs, to claim any dedication, right of adverse possession, prescriptive easement, or any similar right with respect to any portion of the landowner's property.

Dated this 3rd day of October, 2022  
*Day* *Month* *Year*

Vermont Association of Snow Travelers, Inc.

By: Rob Rodriguez

**Rob Rodriguez**

*(Please Print Name)*

Its duly authorized agent for the limited purpose of negotiating and entering into landowner permission agreements.

Club Contact Phone Number 802-343-6989

Club Email vtssrpresident@gmail.com

Signature of landowner or landowner's duly authorized agent.

.....  
*(Please Print Name)*

Mailing Address:  
.....  
.....

Phone Number .....

Email .....



# Explanation Of Landowner Rights and Protections

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**1. Landowner liability limited.** The liability of landowners for personal injury or property damage sustained by snowmobile operators and their passengers is limited by statute. Specifically, 23 V.S.A. §3206 (d) provides as follows:

**Landowner liability limited.** No public or private landowner or their agents shall be liable for any property damage or personal injury sustained by any person operating or riding as a passenger on a snowmobile, or upon a vehicle or other device drawn by a snowmobile upon the public or private landowner's property, whether or not the public or private landowner has given permission to use the land, unless the public or private landowner charges a cash fee to the operator or owner of the snowmobile for the use of the property, or unless said damage or injury is intentionally inflicted by the landowner.

**2. VAST will defend Landowner.** In consideration for Landowner's granting VAST permission to locate and maintain one or more snowmobile trails and/or associated facilities upon Landowner's property and to permit snowmobiling thereupon, VAST agrees that if a claim is made or a legal action is brought against the Landowner for personal injury or property damage (or both) arising out of a snowmobiling accident occurring while using the VAST trail(s) located on Landowner's property, VAST will defend Landowner against the claim or legal action unless the claim arises in primary part from damages or injuries intentionally inflicted by Landowner. This obligation to defend and indemnify is null and void if the Landowner charges a fee to snowmobilers for the use of any portion of their property.

**3. Trails liability insurance.** VAST, the county snowmobile clubs, and all local snowmobile clubs affiliated with a county snowmobile club and VAST, are insured under a policy of insurance with a policy limit of at least One Million Dollars (\$1,000,000) covering, among other things, trail construction and maintenance and grooming operations. A copy of the policy is available upon request from VAST, whose address and telephone number are provided on the reverse side of this document.

**4. Permitting.** VAST will obtain all necessary permits for the construction and maintenance of the trail. VAST will indemnify and hold the Landowner harmless from any enforcement action that alleges that a required permit was not timely obtained. VAST will provide the Landowner with a copy of all permits obtained for work on their land.





Degrees Minutes Seconds (GCS WGS 1981) ▲  
Lat: 44° 36' 57.01116" N  
Lon: 72° 45' 24.78222" W



## JOHNSON MUNICIPAL OFFICES

### Town Administrator

Brian Story

P.O. Box 383

Johnson, Vt. 05656 802-635-2611

Fax 802-635-2393

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September 29th, 2022

The FY23 Budget estimated a 5<sup>th</sup> full time public works employee making \$25.98 per hour and taking a 2 person health plan. This puts their annual compensation at \$66,715.34 for wages, \$4,503.29 for retirement, \$5,103.72 for social security, \$16,647.60 for health insurance, and \$834.94 for dental. A total of \$93,804.89 for our total compensation package.

For part-time help we have 200 hours for a total of \$4,4368.16 allocated.

Our budget has projected a total wage and time off of \$340,048.04 of which 59,216.58 has been spent. That's 17.4% of the total in the first quarter. Although it is important to acknowledge that wages are not evenly distributed throughout the year, most of the overtime will take place between December and March.

Health and dental insurance has \$89,614.08 dedicated and \$18,355.46 spent so far. Social Security has \$26,013.68 dedicated and \$4,540.27 spent. Retirement has \$22,953.24 dedicated and \$2,623.42 spent.

5 communities of similar size were consulted and they report having either 4 or 5 person road crews. 1 town had a four-person crew and 1 had a five-person crew. The other three had 4 person crews and either used seasonal employees or borrowed an additional employee from another department as needed.



Date September 19, 2022  
TO: VLCT PACIF Member Municipality  
FROM: VLCT PACIF Underwriting Division  
**RE: 2023 Renewal Application – Please Return by 10/7/2022**

Dear Member:

Please find enclosed your 2023 Renewal Application for VLCT PACIF membership. If your municipality has registered for the PACIF Policy Portal, this renewal application is now available online, and we encourage you to use the portal to complete it. **Whether completing the application through the portal or manually, the due date is 10/7/2022.**

If your municipality is not yet registered for the PACIF Policy Portal, we encourage you to do so, as this will allow you to efficiently complete the renewal process online. In addition, it also provides access to numerous reports and allows you to make coverage and exposure changes throughout the course of the year. Should you have any question about registering, using, or accessing the portal, please contact a member of our underwriting staff at (800) 649-7915. Click this link for more portal details: <https://www.vlct.org/PolicyPortalGuide>.

## PROPERTY & CASUALTY

Your Property, Vehicle, and Dam listings are enclosed for you to review and update. Making revisions within the portal makes things easy. If you do not use the portal, **please sign and return these listings after updating with the following information.** Some important considerations include:

- Update all property locations using E-911 addresses including both the number and the street. Please indicate if you have made significant renovations to existing properties as we may need to order an appraisal to determine an accurate updated value. If you are adding a property to the schedule, you must include a value for the structure and/or contents. Do not forget to schedule outbuildings, fencing, playground equipment, etc., individually with a value for each, if you want property coverage for them.
- If you have covered bridges or pedestrian footbridges, consider having them appraised. We are finding that members who have a loss to a covered bridge, generally have them scheduled well below their reconstruction value. This is important because these structures are only covered using Agreed Value, so the most the member will receive is the scheduled value. Please contact a member of the underwriting team to discuss this further and obtain contact information for a qualified appraisal firm.

- Valuation Type – Please note that Guaranteed Replacement Cost (GRC) is the default valuation unless you have a building that has been vacant for 60 consecutive days, then the valuation type must be Actual Cash Value (ACV). If you would like to discuss other *Property Valuation Options*, please call Underwriting.
- If a property appraisal was completed in 2022, that value will be used as the 2023 scheduled value.
- An 11.8% inflation factor has been applied to the 2022 property values to arrive at the 2023 value. This is a substantial increase, and it is directly tied to the current cost of reconstruction in Vermont.
- Indicate the average number of employees who work in each building.
- Indicate the number of vehicles and mobile equipment stored in each building.

## WORKERS' COMPENSATION

Review your *Workers' Compensation Estimated Payroll Worksheet* included in this packet. These values represent **our** projections of your 2023 payroll and will be used to determine your 2023 Workers' Compensation Deposit Contribution. These estimates are based on the 2021 audited payroll, increased by 3.8% for inflation. **Because the 2021 policy year payrolls were partially affected by COVID-19 and hiring challenges, our estimated 2023 payroll may be low. Therefore, we encourage you to review our estimates carefully and make revisions as needed.**

- A minimum annual payroll of \$275 is applied for constables and firefighters. The EMT, Ambulance and Rescue personnel (7705) minimum annual payroll is \$300.

Note that some renewal questions require a response, regardless of whether you have the exposure or not. Please take the time to answer these to the best of your knowledge, including those that do not apply.

## 60 DAY NOTICE

- VLCT PACIF is a member-owned organization, and our Bylaws and Member Agreements govern the terms and conditions of membership. The bylaws state that members are required to provide a 60-day written notice of their intent to withdraw from the Fund and, further, that members can only withdraw at the end of a coverage period. Therefore, members intending to go out to bid or withdraw from the Fund must notify PACIF in writing, postmarked by November 1, 2022.

Please return your completed 2023 renewal package to us **as soon as possible, but no later than October 7, 2022**. If you have any questions or need assistance in completing the application, Suzie Benoit, Kelly Knotek or Vicky Abare in our underwriting department can be reached at 800-649-7915 or you can email us at [Pacif-Renewals@vlct.org](mailto:Pacif-Renewals@vlct.org).



If you complete your renewal using the PACIF Policy Portal, we will receive automatic notification when you submit the completed application. Otherwise, email completed applications to [Pacif-Renewals@vlct.org](mailto:Pacif-Renewals@vlct.org) or mail them to:

**VLCT PACIF**  
**ATTN: Underwriting Department**  
**89 Main Street, Suite 4**  
**Montpelier, VT 05602**

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	
	Highway Department Capital Budget and Estimated Reserve Fund Balances	Replace Yr. Cost	Salvage	Net Cost											
1	Champion R30 Compressor	2024	\$10,751.33	\$16,000.00	\$10,751.33										
2	CAT 430 Backhoe	2024	\$17,694.00	\$45,000.00	\$61,694.00										
3	2021 International HX	2029	\$213,067.00	\$45,000.00	\$168,067.00										
4	Mower for Kubota	2026	\$8,300.00	\$8,300.00	\$8,300.00										
5	2021 International CV	2028	\$132,250.00	\$42,900.00	\$89,350.00										
6	Hydro-seeder	2031	\$9,000.00	\$0.00	\$9,000.00										
7	John Deere 624K Loader	2028	\$170,000.00	\$40,000.00	\$130,000.00										
8	2018 International 7600 (tandem)	2026	\$230,000.00	\$50,000.00	\$180,000.00										
9	1988 Reel Screen-all RD-90	2021	\$90,000.00	\$5,000.00	\$85,000.00										
10	2020 International Dump Truck 7600 (tandem)	2028	\$240,000.00	\$50,000.00	\$190,000.00										
11	2010 John Deere Grader 770G	2022	\$357,000.00	\$100,000.00	\$257,000.00										
12	2021 Pickup (2nd replacement)	2026	\$46,250.00	\$12,750.00	\$33,500.00										
13	Tractor	2032	\$78,000.00	\$20,000.00	\$58,000.00										
14	Total Net Cost of Fleet		\$1,662,272.33	\$381,650.00	\$1,280,622.33										
15	Total Appropriation				\$1,912,000.00										
16	Total Loan Costs				\$1,711,081.12										
17	Reserve Fund Balance	20/21	\$169,073.93	\$278,486.31	\$242,790.99	\$239,24	\$206,220.86	\$138,638.76	\$93,315.52	\$76,068.61	\$72,338.77	\$105,738.18	\$119,850.79	\$140,898.77	\$121,489.75
18	Est. Begin Balance 7/1/1		\$223,000.00	\$130,000.00	\$157,000.00	\$144,000.00	\$151,000.00	\$158,000.00	\$165,000.00	\$172,000.00	\$179,000.00	\$186,000.00	\$193,000.00	\$193,000.00	\$200,000.00
19	Annual appropriation		\$223,000.00	\$130,000.00	\$157,000.00	\$144,000.00	\$151,000.00	\$158,000.00	\$165,000.00	\$172,000.00	\$179,000.00	\$186,000.00	\$193,000.00	\$193,000.00	\$200,000.00
20	Stone & Fines Revenue*		\$223,000.00	\$130,000.00	\$157,000.00	\$144,000.00	\$151,000.00	\$158,000.00	\$165,000.00	\$172,000.00	\$179,000.00	\$186,000.00	\$193,000.00	\$193,000.00	\$200,000.00
21	Total annual appropriation		\$223,000.00	\$130,000.00	\$157,000.00	\$144,000.00	\$151,000.00	\$158,000.00	\$165,000.00	\$172,000.00	\$179,000.00	\$186,000.00	\$193,000.00	\$193,000.00	\$200,000.00
22	Interest earned**		\$423.74	\$697.95	\$608.49	\$516.84	\$347.96	\$233.87	\$190.65	\$181.42	\$265.01	\$300.38	\$353.38	\$304.51	
23	Champion R30 Compressor	2024				\$10,751.33	\$13,185.91	\$13,185.91	\$13,185.91	\$13,185.91	\$13,185.91	\$13,185.91	\$13,185.91	\$13,185.91	
24	CAT 430 Backhoe	2024				\$13,185.91	\$13,185.91	\$13,185.91	\$13,185.91	\$13,185.91	\$13,185.91	\$13,185.91	\$13,185.91	\$13,185.91	
25	2021 International HX (replaced 2014)	2030			\$32,871.79	\$33,523.11	\$34,194.96	\$34,883.37	\$35,574.28	\$36,265.69	\$36,957.10	\$37,648.51	\$38,339.92	\$39,031.33	
26	Mower for Kubota	2028			\$8,300.00	\$8,300.00	\$8,300.00	\$8,300.00	\$8,300.00	\$8,300.00	\$8,300.00	\$8,300.00	\$8,300.00	\$8,300.00	
27	2021 International CV (Replaced 2016)	2028			\$17,453.16	\$17,809.17	\$18,165.18	\$18,521.19	\$18,877.20	\$19,233.21	\$19,589.22	\$19,945.23	\$20,301.24	\$20,657.25	
28	Excavator??	??													
29	John Deere 624K Loader	2028	\$26,000.00	\$26,000.00	\$15,417.11	\$15,702.32	\$15,992.82	\$16,283.32	\$16,573.83	\$16,864.33	\$17,154.84	\$17,445.34	\$17,735.85	\$18,026.35	
30	Tractor	2032			\$15,137.07	\$15,137.07	\$15,137.07	\$15,137.07	\$15,137.07	\$15,137.07	\$15,137.07	\$15,137.07	\$15,137.07	\$15,137.07	
31	2018 International Dump Truck 7600 (tandem)	2026	\$32,011.46	\$33,095.74	\$34,221.64	\$35,347.54	\$36,473.44	\$37,599.34	\$38,725.24	\$39,851.14	\$40,977.04	\$42,102.94	\$43,228.84	\$44,354.74	
32	1988 Reel Screen-all RD-90 (Replace??)	2019			\$5,816.00	\$5,816.00	\$5,816.00	\$5,816.00	\$5,816.00	\$5,816.00	\$5,816.00	\$5,816.00	\$5,816.00	\$5,816.00	
33	2020 International Dump Truck 7600 (tandem)	2028	\$38,708.72	\$29,340.31	\$29,985.80	\$30,631.29	\$31,276.78	\$31,922.27	\$32,567.76	\$33,213.25	\$33,858.74	\$34,504.23	\$35,149.72	\$35,795.21	
34	2010 John Deere Grader 770G	2023			\$53,227.88	\$54,292.43	\$55,356.98	\$56,421.53	\$57,486.08	\$58,550.63	\$59,615.18	\$60,679.73	\$61,744.28	\$62,808.83	
35	2017 Pickup	2023	\$19,885.00		\$183,187.38	\$199,904.66	\$185,727.55	\$165,547.91	\$159,317.78	\$130,973.59	\$155,804.15	\$155,804.15	\$200,804.15	\$178,820.43	
36	Annual Loan Expense		\$87,351.77	\$153,550.93	\$183,187.38	\$199,904.66	\$185,727.55	\$165,547.91	\$159,317.78	\$130,973.59	\$155,804.15	\$155,804.15	\$200,804.15	\$178,820.43	
37	Balance after purchase		\$278,486.31	\$242,790.99	\$206,220.86	\$138,838.76	\$93,315.52	\$76,068.61	\$72,338.77	\$105,738.18	\$119,850.79	\$140,998.77	\$121,489.75	\$196,914.60	
38	Average Annual Capital Expenditures 11 year period				\$173,878.18										
39	Average Annual Appropriation 11 year period				\$155,522.83										
40	Average Loan Costs 11 year period				\$155,522.83										



# Request for Bids

The Town of Johnson Selectboard proposes to sell the 2010 John Deere Grader Model 770G by sealed bid, to the highest responsible bidder that exceeds \$100,000.

Bids must be submitted by 4:00PM on Friday, November 18<sup>th</sup>. The bids will be opened at a public meeting of the Selectboard on Monday, November 21<sup>st</sup>, and the highest responsible bidder that exceeds \$100,000 will be awarded the sale. If there is a tie, the tied bidders will be offered the opportunity to increase their offer before the winner is chosen. The closing is to take place within 48 hours of the sale being awarded.

Interested parties should submit bids in a sealed envelope to:

Town Of Johnson  
Attn: Mobile Home Bid  
PO Box 383 Johnson, VT 05656

The grader has 7,539 operating hours as of 9/29/2022. All the lights have been replaced with LED lights. The tires have been replaced, the current set has 1,000 hours of use. Transmission has been rebuilt and has 1,500 hours of use. All regular maintenance has been completed on time, and a record of maintenance is available.

A front-mounted blower will be included with the purchase. Along with a set of scarifier teeth, a new carbide blade, a complete set of new replacement filters, and 300 gallons of beet juice for the rear tires.

The equipment will be available for inspection on Tuesday, November 8<sup>th</sup> from 8:00AM to 11:00AM.







