

**Town of Johnson**  
**Town Administrator's Report**  
Monday, March 17th, 2025

**6:30 p.m. Call to order and Standing Items**

1. 6:30-6:35pm Consider Additions or Adjustments
2. 6:35pm Review Invoices and Orders
3. 6:35-6:40pm Public Comment
4. 6:40-6:45pm Selectboard Issues and Concerns
5. 6:45-6:50pm Consent Agenda
  - a. Resignations of the following positions:
    - i. Adrienne Parker, Rail Trail Committee
    - ii. Kyle Nuse, Rail Trail Committee
  - b. Appointment for open seats on the following committees and commissions:
    - i. Planning Commission: Linda Edwards, Sam Jaspersen, & Mike Mignone
    - ii. Rail Trail Committee: Lynda Hill
    - iii. Beautification Committee: Jo Marsan

It should be noted that at the time this report was written, I had not confirmed the Planning Commission opening were properly noticed according to statute. Eben and I discussed that the board should welcome the suggested members above and follow up with noticing if needed.

**Committee Report**

- c. 6:50-7:05pm Beautification Report
  - i. Future Report
  - ii. Re-Imagine Johnson Task Force Committees

The task force committees have been working hard with their groups. This will be informative for the board and helpful in getting the word out about the work of the committees. The Selectboard and the committees should start to meet to gain an understanding and form some expectations around what each is doing and what the Town's role may be to facilitate any of the committee's outcomes.

**Work Session Items: Information, Action, or Review may be taken**

6. 7:05-7:10pm Clerk/Treasurer Job Descriptions/Offer Letters

Rosemary will be providing drafts on Monday for the board to start to consider. These have to be finalized by the second meeting in April.

7. 7:10-7:20pm CDS Funding Application and Possible Projects

Senator Welch's office announced CDS funding is available and the portal is open to apply. I spoke with his office today and found out we can use this as part of the funding stack in conjunction with the CDBG funding to relocate the municipal building if we need to. The suggestion was to apply for \$1-3M to relocate the municipal building. Please note this will take a couple of years and all of FY25 CDS applications were not funded by congress. This should not be used to make or break a project, but used to assist an existing project.

8. 7:20-7:25pm Industrial Park

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**9. 7:30-7:40pm Library**

The library is moving right along. Concrete cutting has begun. The chimney in the back has been taken down. We have a sub lined up for the utility line work under the direction of the Village foreman. We own the land!!!! All permits have been applied for. Final design has been agreed on and the architects are drafting them now. Structural is almost done with the foundation design work. Next week I will be putting Phase 1 for the site work out to bid. The library team will be planning events on the day of the move in conjunction with the building movers for a fun, safe, and exciting day in Johnson!

**10. 7:40-7:50pm School Street Traffic**

School Street continues to be a hot spot for speeding. I spoke with Peter Hammond and the Sheriff's office on this matter. The Sheriff's Office has a grant opportunity they may be interested in collaborating with the town and school for some flashing lights during the school day. Peter and I were discussing the idea of traffic calming measures like speed bumps or islands. More research is needed, but I look forward to getting the conversation started.

**11. 7:50-8:00pm Appointment Policy**

This is a quick introduction to suggested changes. We got really close to adopting this a little over a year ago before it fell off the radar. The changes are designed to make the process for interested parties, committees, and the Selectboard clear and easy to follow. The goal is to make joining a committee easy. For everyone involved.

**12. 8:00-8:10pm Vermont 250<sup>th</sup> Anniversary**

Towns around the state are planning a celebration. Does Johnson want to host a celebration too? If so, we need to start planning asap! Isabelle has some great events already planned, we could possible piggyback onto an existing event like the tractor parade or other town event.

**13. 8:10-8:20pm TNL on Old Mill Park for 2025 season**

TNL has expressed concern about hosting TNL at Legion Field with the library construction going on. It's a very valid concern. This will likely increase costs or require power be installed at Old Mill Park. I will be reaching out to Howard Romero to see if he can come to the meeting to explain.

**14. 8:20-8:25pm RFQ for MERP Contractors**

This RFQ will be handled and created by LCPC. This discussion will just be a quick update and gather conceptual support for the idea.

**15. 8:25-8:30pm Acceptance of School Street Parcel**

The Schoolboard signed the Deed on Monday Night, the land is the Town's. The Selectboard needs to formally accept the parcel.

Suggested Motion: Motion to accept the School Street Parcel of 0.69 acres from the LNMUSD.

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16. 8:30-8:40pm Website Liaison/Committee

TownWeb is ready for some big decisions, and I don't feel like the Town Administrator should be doing this alone. I ask the board to delegate a member or two to make the formatting and design decisions between meetings. Another option is to form a committee, but I think that will be a bit too much for this temporary role.

17. 8:40-8:45pm Old Business: TA and CEDS priority list, Capital Budget and Plan, TSSA, Joint Properties, Road Reclassification, Scribner Bridge Grants, Buyout Property Planning, Gravel Pit, Auditor Contract

**Executive Session**

18. 8:45pm Executive Session for confidential attorney-client communication made for the purpose of providing professional legal services to the body. 1 V.S.A. § 313(a)(1)(F)

## TOJ Administrator

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**From:** Gottschalk, Hannah (Welch) <Hannah\_Gottschalk@welch.senate.gov>  
**Sent:** Monday, February 24, 2025 12:58 PM  
**To:** TOJ Administrator  
**Subject:** Senator Welch FY26 CDS Application Portal

This email is to let you know that Sen. Welch's portal for submitting FY26 Congressionally Directed Spending (CDS) requests is open. The deadline for submitting applications is Friday, March 28, 2025, at 5:00pm.

Click [HERE](#) for a link to Sen. Welch's website with further information.

Please note that FY25 nominated projects are still pending, and we are waiting for official confirmation that the Senate Appropriations Committee will accept FY26 nominations.

If you have any questions, please contact [appropriations@welch.senate.gov](mailto:appropriations@welch.senate.gov).

Best,

**Hannah Gottschalk (she/her)**

*Staff Assistant*

Office of Senator Peter Welch

Burlington, VT

Phone: 802-863-2525



# Appointment of New Members to Municipal Volunteer Groups

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## Appointments:

The Selectboard is responsible to appoint all members to Town committees, commissions, and volunteer groups which it oversees. This process has been created to ensure the process is transparent, fair, and all openings are available to all members of the community. These municipal volunteer groups include the Planning Commission, Skate Park Committee, Conservation Commission, Tree Board, Historical Society, Rail Trail Committee, Community Oven Committee, and any other current or future Town appointed volunteer group.

## The Applicant's Role:

Community members who are interested in joining a committee, commission, or volunteer group are encouraged to attend meetings of the group they wish to join. An individual who wishes to be appointed, shall make his/her intention known to the chair of that group via email or during attendance at a meeting.

## The Municipal Volunteer Group's Role:

The volunteer group shall:

- Notify the Selectboard or Town Administrator of the opening in writing.
- Provide a list of all interested volunteers along with a recommendation to the Selectboard and the Town Administrator.

## The Selectboard's Role:

The Selectboard Shall:

- Upon receiving the notice of an opening in writing; a notice of the opening will be placed on Front Porch Forum, Facebook, the Town Website, and when appropriate the News & Citizen to comply with State Law.
- Provide a list of any known interested volunteers to the chair of the committee, commission, or volunteer group. This list will be held and maintained by the Town Administrator unless specified.
- Consider the interested members of the community and recommendations and appoint to fill vacancies.
- Give notice to the chair of the committee, commission, or volunteer group of their action.
  - The Selectboard reserves the right to not recommend volunteers recommended by the committee, commission, or volunteer group.

The Johnson Selectboard has adopted the Appointment of New Members to Municipal Volunteer Groups on \_\_\_\_\_ day of \_\_\_\_\_ in the year \_\_\_\_\_. This policy supersedes the Appointment of New Members to Municipal Volunteer Groups dated April 24<sup>th</sup>, 2017.

\_\_\_\_\_  
Eben Patch, Chair

\_\_\_\_\_  
Mark Woodward, Vice Chair

\_\_\_\_\_  
Ducan Hastings

\_\_\_\_\_  
Michael Dunham

\_\_\_\_\_  
Peter Hammond

\_\_\_\_\_  
Attest: Rosemary Audibert, Town Clerk



**Vermont 250<sup>th</sup> Anniversary Commission**

Deane C. Davis Building, 6<sup>th</sup> Floor  
One National Life Drive, Montpelier, VT 05620-0501

[www.accd.vermont.gov/historic-preservation/american-revolution-250th](http://www.accd.vermont.gov/historic-preservation/american-revolution-250th)

February 20, 2025

Dear Vermont Community:

This is a reminder that the 250th anniversary of the Declaration of Independence is coming. In 2020, Governor Scott established the Vermont 250th Anniversary Commission (VT250th) to plan, encourage, develop, coordinate, and promote observances and activities to be held in Vermont in commemoration of the historic events associated with the American Revolution.

To this end, the VT250th Commission will begin commemorations in 2025 with the capture of Fort Ticonderoga and Crown Point, and finish in 2027 with Vermont's signature anniversary year marking the founding of Vermont and the campaign of 1777, which included the battles of Hubbardton and Bennington. This commemorative milestone is an important time that provides the perfect platform to take stock of where we have been and to enable planning for our future.

This three-year anniversary period will allow all Vermont communities to share their histories, which include stories more diverse than are commonly known and can serve to unify all Vermonters. The VT250th Commission encourages every community to take part, no matter how big or small the event(s) or activities. How each town and city commemorate its history will be decided by your community.

We invite you to join us as we commemorate the American Revolution and come together to mark the 250 years since the founding of our state and nation and our continuing march toward a more perfect Union by adopting a resolution to be part of the 250th anniversary. A template has been provided for your consideration. The resolution declares that your town or city officially establishes a VT250th liaison or local committee made up of a diverse group of citizens to work with VT250th Commission on any events and activities related to the 250th anniversary.

This will ensure your town or city to be directly involved in the work of the VT250th Commission, as well as bring attention to the upcoming anniversaries for your community and help build awareness of the important role that Vermont and your town or city has contributed to our shared histories.

To date, the following towns, villages and cities have already adopted a resolution to be a part of the 250th anniversary commemoration:

Arlington • Barnet • Bennington • Calais • Cambridge • Canaan • Castleton • Danby • Danville • Derby • Dorset • Dover • East Montpelier • Franklin • Granville • Hartford • Landgrove • Lincoln • Londonderry • Ludlow • Lyndon • Manchester • Middlebury • Milton • Morristown • Mount

Holly • Newark • New Haven • Newport • Orwell • Pomfret • Pownal • Rochester • Rockingham  
• Rutland • Shaftsbury • Shoreham • Springfield • Strafford • Stratton • Sudbury • Sunderland •  
Swanton • Troy • Tunbridge • Walden • Wallingford • Washington • Westmore • Wilmington •  
Windsor • Winhall • Woodford • Worcester

We look forward to working with your town or city as you envision and implement a meaningful commemoration for your community for these upcoming anniversary years!

Megan Albert

VT250th Anniversary Coordinator

[Megan.Albert@partner.vermont.gov](mailto:Megan.Albert@partner.vermont.gov)





## TOJ Administrator

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**From:** Victoria Hellwig <victoria@lpcvt.org>  
**Sent:** Wednesday, March 12, 2025 12:09 PM  
**To:** TOJ Administrator  
**Subject:** RE: Merp contractors

Hi Tom,

The RFQ draft is not complete, I hope to have it ready for your review in the next 1-2 weeks.

For Monday's meeting, if an update is needed - the goal is to publish an RFQ this spring, including a site visit for each building, that complies with all participating Towns' procurement policies and will create a list of qualified contractors the town can use to do the work on buildings in towns with MERP awards.

Best,  
Tori

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**From:** TOJ Administrator <tojadministrator@townofjohnson.com>  
**Sent:** Tuesday, March 11, 2025 6:27 PM  
**To:** Victoria Hellwig <victoria@lpcvt.org>  
**Subject:** Merp contractors

Tori,

Is the RFQ ready for MERP contractors? I have it on Monday's agenda but I have to prepare my report thursday

Thomas Galinat  
Town Administrator  
Johnson, Vermont  
802.635.2611 o  
802-793.8480 c

[townofjohnson.com](http://townofjohnson.com)

**QUITCLAIM DEED**

**KNOW ALL PERSONS BY THESE PRESENTS THAT, the LAMOILLE NORTH MODIFIED UNIFIED UNION SCHOOL DISTRICT, d/b/a LAMOILLE NORTH SCHOOL DISTRICT**, as successor-in-interest to the **Town of Johnson School District**, a Vermont municipality located in the County of Lamoille and State of Vermont, Grantor, in the consideration of TEN AND MORE DOLLARS (\$10.00) and other good and valuable consideration, paid to its full satisfaction by the **TOWN OF JOHNSON**, a Vermont municipality in the County of Lamoille and State of Vermont, Grantee, by these presents, does hereby **REMISE, RELEASE** and **FOREVER QUITCLAIM** unto the said Grantee, **TOWN OF JOHNSON**, its successors and assigns forever, a certain piece of land in the Town of Johnson, in the County of Lamoille, and State of Vermont, described as follows, viz:

Being a 0.69-acre, more or less, parcel of land located on the northerly side of School Street and westerly of Sterling Hall Road (a/k/a George Hill Road; Town Highway No. 76 and being the westerly portion of the property known and identified as 55 School Street (SPAN 336-104-11545) and has Parcel ID #21-01-98. Said parcel of land is shown as "Tax Map #21-01-98 (As shown on the Axis GIS website), Town of Johnson School District, 0.69 Acres, 29,977 Sq. Ft., v.77 p.435, Plat Ref. #3 & #7" on a survey plan entitled "Boundary Retracement Survey, Tax Map #21-0198, Prepared For Town of Johnson School District, School Street, Johnson, Vermont," prepared by Day Land Surveying, PLLC, dated February 10, 2025, and recorded in Map Slide 170C of the Town of Johnson Land Records (the "Survey").

As shown on said Survey, the herein conveyed parcel of land may be further described as follows:

Beginning at a rebar set on northerly edge of the School Street Right of Way at the westerly edge of the Sterling Hall Road (a/k/a George Hill Road) Right of Way, said point being the southeasterly corner of the premises herein conveyed, thence running N 11°11'16" E a distance of 198.43 feet along the westerly edge of the Sterling Hall Road (a/k/a George Hill Road) Right of Way to a rebar found; thence continuing along the westerly edge of the Sterling Hall Road (a/k/a George Hill Road) Right of Way N 11°11'16" E a distance of 74.02 feet to a rebar set at the southeasterly corner of lands now or formerly of Travis Hill; thence turning to the left and running N 79°48'34" W a distance of 109.89 feet along lands of said Hill to a rebar found at the northeasterly corner of a parcel of land now or formerly owned by Vermont

State Colleges; thence turning to the left and running S 11°11'16" W a distance of 56.54 feet along lands of said Vermont State Colleges to an unmarked point at the northeasterly corner of lands now or formerly of the within Grantee Town of Johnson; thence continuing S 11°11'16" W a distance of 216.65 feet along lands of said Town of Johnson to a rebar set on the northerly edge of the School Street Right of Way; thence turning to the left and running S 80°11'47" E a distance of 109.91 feet along the northerly edge of the said School Street Right of Way to the point of beginning, being a parcel of land containing 0.69 acres of land, more or less.

Grantor also hereby conveys all of its right, title and interest in and to any portion of the herein conveyed parcel of land lying within or beneath the rights-of-way of town highways, including but not limited to School Street (Town Highway #3) and Sterling Hall Road (a/k/a George Hill Road; Town Highway #76).

Grantor's conveyance of the herein conveyed parcel of land is subject to the condition that Grantee own and utilize the parcel of land for community and public purposes for a minimum of five years, and in the event the Grantee were to sell this parcel of land prior to five years of ownership, the Grantee shall compensate Grantor for all capital improvements or renovations made since the formation of Grantor on July 1, 2017.

Said parcel of land is a portion of the lands and premises conveyed to the Grantor Lamoille North Modified Union School District d/b/a Lamoille North School District by Quitclaim Deed of the Town of Johnson School District, dated June 29, 2017, and recorded at Book 147, Page 181 of the Town of Johnson Land Records, and it is all and the same lands and premises conveyed to the Town of Johnson School District by Warranty Deed of Laraway School, Inc., dated January 9, 1997, and recorded in Book 77, Page 435 of the Town of Johnson Land Records.

Said parcel of land is or may be subject to sidewalk and related drainage easements described in a Deed of Permanent Easement from the Town of Johnson School District to the Village of Johnson, dated April 17, 2015, and recorded in Book 141, Page 81 of the Town of Johnson Land Records.

This deed is subject to the condition that the Town shall maintain and repair the parking lot on the herein conveyed parcel of land and shall provide parking for up to eight (8) vehicles owned by Grantor's staff or invitees in said parking lot during the operational hours of the Johnson Elementary School. Should Grantor cease owning the parcel of land to the east upon which sits recreation facilities for the Johnson Elementary School and the parcel of land easterly thereof upon which is located the Johnson Elementary School, then this condition shall terminate immediately as of the date of said conveyance and be of no further force or effect.

Grantor hereby excepts and reserves unto itself and any successor State of Vermont-certified school district in the State of Vermont serving students residing in the Town of Johnson a Right of First Refusal to reacquire the herein conveyed parcel of land from the Grantee for One Dollar (\$1.00) on the following terms and conditions. Should Grantee cease using the herein conveyed parcel of land and wish to convey it

to a third party, then upon its receipt of a bona fide written offer by a willing third party to purchase all or part of the herein conveyed parcel of land which Grantee intends to accept, or a purchase agreement which Grantee intends to enter into (collectively, the "Offer"), Grantee shall give written notice to Grantor at its normal business address to the attention of its Superintendent accompanied by a copy of the Offer. Within thirty (30) days of the date of receipt of the written notice, Grantor shall have the right to notify Grantee in writing that it is exercising its Right of First Refusal and will purchase the Property for One Dollar (\$1.00) from the Grantee within sixty (60) days of Grantor's receipt of the Offer. Grantor shall only be required to purchase that portion of the herein conveyed parcel of land identified in the Offer. Closing on the sale of the herein conveyed parcel of land to Grantor shall be made in accordance with the commercially reasonable closing practices of real estate professionals and attorneys practicing in northern Vermont.

Notice of permit requirements. In order to comply with applicable state Rules concerning potable water supplies and wastewater systems, a person shall not construct or erect any structure or building on the lot of land described in this deed if the use or useful occupancy of that structure or building will require the installation of or connection to a potable water supply or wastewater system, without first complying with the applicable rules and obtaining any required permit. Any person who owns this property acknowledges that this lot may not be able to meet state standards for a potable water supply or wastewater system and therefore this lot may not be able to be improved.

This conveyance is made subject to and with the benefit of any utility easements, spring rights, easements for ingress and egress, and rights incidental to each of the same as may appear more particularly of record, provided that this paragraph shall not reinstate any such encumbrances previously extinguished by the Marketable Record Title Act, Subchapter 7, Title 27, Vermont Statutes Annotated.

Reference may be had to the above-mentioned deeds and to their records thereof and to all prior deeds and their records in the Town of Johnson Land Records for a more complete and particular description of the herein conveyed land and premises.

**TO HAVE AND TO HOLD** all right and title in and to said quitclaimed premises, to the said Grantee, **TOWN OF JOHNSON**, its successors and assigns, and to its own use and behoof forever; and the said Grantor, **LAMOILLE NORTH MODIFIED UNIFIED UNION SCHOOL DISTRICT**, for itself and successors and assigns, does covenant with the said Grantee, **TOWN OF JOHNSON**, that from and after the ensealing of these presents it will have and claim no right, title or interest in or to said quitclaimed premises.

IN WITNESS WHEREOF, Grantor hereunto sets its hand and seal this \_\_\_\_ day of March, 2025.

**LAMOILLE NORTH MODIFIED UNIFIED  
UNION SCHOOL DISTRICT**

By: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
and Duly Authorized Agent

**STATE OF VERMONT  
COUNTY OF LAMOILLE, SS**

At \_\_\_\_\_, Vermont this \_\_\_\_ day of March, 2025, before me personally appeared \_\_\_\_\_ (name), \_\_\_\_\_ (title) and Duly Authorized Agent for the **LAMOILLE NORTH MODIFIED UNIFIED UNION SCHOOL DISTRICT**, and s/he acknowledged this instrument, by her/him sealed and subscribed to be her/his free act and deed and the free act and deed of the **LAMOILLE NORTH MODIFIED UNIFIED UNION SCHOOL DISTRICT**.

\_\_\_\_\_  
Notary Public  
My Commission Expires: 1/31/2027  
Commission Number: