

**SWANTON VILLAGE BOARD OF TRUSTEES
SWANTON VILLAGE MUNICIPAL COMPLEX
120 FIRST STREET
SWANTON, VT 05488**

**MINUTES
BOARD OF TRUSTEES MEETING
MONDAY, JUNE 30, 2008
7:00 PM**

PRESENT: Neal Speer, Village President; Chris Leach, Trustee; Armand Messier, Trustee; Suzanne Washburn, Trustee; Dianne Day, Village Clerk & Treasurer; George Lague, Village Manager; Lynn Paradis, Assistant Village Manager; James Gibbons, VPPSA; Channel 16; Peter Prouty, Fire Chief; Rick King, Asst. Fire Chief.

Neal Speer, Village President; welcomed all to the Regular Swanton Village Board of Trustees meeting at 7:00 p.m.

1. Approve Minutes of the Monday, June 2, 2008 Meeting:

Suzanne Washburn made the motion to approve the Minutes from the Monday, June 2, 2008 meeting as typed. Armand Messier seconded the motion, unanimous. Motion carried.

2. Approve the following Warrants: #24 for \$27,681.32; #25 for \$389.67; #26 for \$191,134.32; #27 for \$213,657.51; and #28 for \$69,382.89:

Suzanne Washburn questioned the following warrants and requested some information about each: Andy Leduc, Northeast Mailing Systems, Howard Fairfield, Primmer & Piper, Northern Land Surveying, Stuart Irby, FIA Card Services, MMWEC, Dell, McKee & Guiliani, and Austin International. George Lague, Village Manager, gave her a brief description about each vendor. Chris Leach made the motion to approve Warrants #24 through #28. Armand Messier seconded the motion, unanimous. Motion carried.

7:10 P.M. Lynn Paradis, Assistant Village Manager, arrives at meeting.

3. Gary Gibson, 394 Maquam Shore Rd., Swanton requests permission for an additional water allocation for proposed apartment on his property:

Armand Messier made the motion to enter into a Water Commissioner's meeting to discuss this issue. Suzanne Washburn seconded the motion, unanimous. Motion carried. George Lague explained that he and Mike Menard, Public Works Foreman, had done a site visit to this location and had also spoke to Mr. Gibson at length about his proposed project. He stated that Mr. Gibson had already been given permits from the Zoning Board for the construction phase of this project but that he needed an allocation for the additional water of 90/gpd. George stated that because our Water & Sewer Ordinance is very clear on "habitable dwellings" needing their own direct connection to the main line, this garage/apartment building would need it's own connection to the water main and also a separate water meter package would need to be purchased. George also stated an allocation for the additional water could be granted because it would not cause an adverse affect on our water system. Armand Messier made the motion to grant Mr. Gary Gibson a water allocation for an additional 90/gpd for his proposed garage/apartment building with the understanding that Mr. Gibson pay Swanton Village a water connection fee of \$1500.00. He stated he would also need to purchase a separate water meter package for this building. Chris Leach seconded the motion, unanimous. Motion carried. Chris Leach made the motion to exit the Water Commissioner's meeting. Armand Messier seconded the motion, unanimous. Motion carried.

4. James Gibbons to present the Ludlow Wood Chip Generation Project:

Mr. James Gibbons from VPPSA provided the Board a slide show presentation on the New England Power Markets and also a slide show presentation on the proposed Ludlow Woodchip Project. During this presentation Mr. Gibbons provided the Board handouts on each explaining the key concepts, energy & capacity, types of resources, market prices, oil/gas prices, etc. (see attached). Some discussion took place regarding the present day situation with oil and gas and how the market is in bad shape at present time. VPPSA would recommend to Swanton Village to enter into a contract with them on purchasing a share of the Ludlow Woodchip Project. This would require a municipal vote from the Swanton Village taxpayers and would only be accepted if it received voter approval. Mr. Gibbons also provided the Board with information pertaining to Swanton Village's Hydro Plant and how beneficial that plant is to Swanton Village and the ratepayers. The Board thanked Mr. Gibbons for his presentation and agreed to re-visit this proposal when necessary.

5. Dick Pratt to present Vermont's WARN program "Water & Wastewater Agency Response Network":

Dick Pratt was not present for this agenda item. Suzanne Washburn made the motion to table this item until further notice. Armand Messier seconded the motion, unanimous. Motion carried.

8:35 P.M. Peter Prouty and Rick King arrive at meeting.

Suzanne Washburn had asked Peter Prouty, Fire Chief, to come and present to the Board his recent activities and his future plans (see attached). Mr. Prouty discussed the recent barn fires, mutual aide received and given, and members attending North Country Fire School in Alburg. He also mentioned the Fire Department being involved in the search for Chip Patch in Highgate Springs and that VSP Lt. Evans, Barracks Commander, thanked the Fire Department for their efforts. He discussed the Fire Department purchasing new pagers and radios to ready them for the FCC Band change. He advised them he will be getting a \$75 rebate on each pager that was purchased.

Mr. Prouty advised the Board of their upcoming activities which include a walk through at the new Mylan addition in the Industrial Park, the upcoming Franklin County Muster, the VT State Fire Fighters Association Convention in Rutland and there is a Fire School available in September 2008.

Mr. Prouty explained his concerns and issues for the Fire Department which include Marine Related calls, Recruitment and Retention of firefighters and the Firefighter One requirements. He stated the cost of living expenses going up are affecting everyone including his firefighters. Travel to and from classes are now a concern to everyone involved. He also explained that the increase in fuel prices will cause his call volume to increase.

Chris Leach asked Mr. Prouty if he thought the classes should be paid by the Fire Department. Also have they thought about car pooling to these classes. Mr. Prouty said he needs to figure this into his budget for next year. Armand Messier suggests Mr. Prouty to consider adding this line item to his budget, Swanton Village should at least train the volunteer firefighters.

Mr. Prouty went back to discuss the alternative heating devices that go into a home when fuel prices increase. He stated this causes his call volume to go up because they are not installed properly (wood stoves, kerosene heaters, etc.) Suzanne Washburn suggests that he hold an informational meeting here for the public to inform them on how to properly install these devices. She suggests we hold the class here at the Complex but have a professional come in and instruct the public on how to use the different types of heating units out there. Armand Messier also suggested a letter be inserted with the electric bills informing the public on how to be safe.

Mr. Prouty advised another concern for the Fire Department was the Exit 20 Development and how that will impact the Fire Department. He advised that this was on his radar and he would continue to be involved in that development. Some discussion took place regarding the development at Exit 20, what Fire Department would be called in the case of a fire and they also discussed Mutual Aide with St. Albans Town and Mr. Prouty stated they have an excellent working relationship with them and will continue to do so.

Armand Messier asked Mr. Prouty if he felt he was staying in the loop with the Town. Mr. Prouty stated he did and that he planned on staying that way with the Planning Commission and he was going to keep this on his radar because it will impact the Fire Department.

Armand Messier asked Mr. Prouty if all members of the Fire Department made it to the Sexual Harassment Training the Village provided. Mr. Prouty stated he thought so but would double check the list. He stated he "didn't feel that training was relevant to the nature of their job as firefighters." Suzanne Washburn stated "it doesn't matter what job you're in, it's how you treat yourself and others in every job and in every aspect of it." Armand Messier stated he would like all members to attend this training. The Board thanked Mr. Prouty for his update on the Fire Department.

9:00 P.M. Peter Prouty and Rick King exit meeting.

6. Open Truck Bids for 1995 Ford Ranger:

Neal Speer, Village President, opened the bids for the 1995 Ford Ranger truck. The following bids were received: George Lague, \$151; Mike Bourdeau, \$625; Jim Hull, \$367; and Greg Gaudette, \$410. The bid went to highest bidder Mike Bourdeau for the amount of \$625.

7. Information regarding Pyrofax Energy Cap Price for '08/'09 Contract:

Lynn Paradis, Assistant Village Manager, presented to the Board information regarding oil prices for the '08/'09 year. She is requesting permission to be able to determine which plan would be most beneficial to

Swanton Village and be able to lock in at that price. She provided figures showing at this point she could lock in at \$4.09 per gallon for the Oct. 1, 2008 to April 30, 2009 season. Suzanne Washburn made the motion to appoint Lynn Paradis the duly authorized agent for Swanton Village to determine the best gas prices and to lock in at those prices. Chris Leach seconded the motion, unanimous. Motion carried.

8. Any Other Necessary Business:

Lynn Paradis, Assistant Village Manager, asked the Board for permission for herself and Dianne Day, Treasurer, to be able to move funds for Swanton Village from Money Market accounts to CD's. They were going to determine which accounts were paying the higher interest rates and needed permission to move these funds. Armand Messier made the motion to appoint Lynn Paradis and Dianne Day duly authorized agents for Swanton Village to establish new accounts whether money markets or CD's, whichever is better for Swanton Village. Suzanne Washburn seconded the motion, unanimous. Motion carried.

Any Other Business: George Lague, Village Manager, advised the Board that Mike Boucher's father passed away on Friday, June 27, 2008. He wanted the Board members to be aware of this. He also mentioned he had a bid from a company called OFS for the Fiber Optic Cable project and had a handout for the Board to look at (see attached). George explained the cost and materials to the board and said this bid came in at approximately \$51,500. Chris Leach asked if he could provide a cost analysis on this project. He wondered how many fibers Swanton Village would be able to sell. He advised that if there was no opportunity to sell the fiber Swanton Village should take the capacity they needed and times that by two. George advised that he spoke with Denise Frye, she advised we put in the most we can afford at the time of the job.

Chris Leach said he didn't think many households would hook up to this. He wondered how many businesses would as well. He feels we should canvas them. Armand Messier said we need to put in as much as we can now so that we are further ahead in the future. Chris said if we weren't going to canvas the area then we should go ahead with the 72 strands of fiber. Suzanne Washburn said she disagreed, "we shouldn't be short-sighted and not have enough for 30 years down the road. Our prior Trustees had the foresight when planning the water and sewer plant, they had the necessary foresight needed."

Armand Messier made the motion to accept the OFS bid for 144 strands of fiber at bidded price stated and authorize George Lague to be duly authorized agent for Swanton Village and to also be authorized to add needed materials and costs if necessary. Suzanne Washburn seconded the motion, unanimous. Motion carried.

Any Other Business: Chris Leach advised he wanted to have an Open House at the Hydro Plant this year. He wants the Village to put together informational packets and have handouts available for the public. We would also have hotdogs and hamburgers available. He said this Hydro Plant is the jewel of Swanton and our residents need to know this.

Chris Leach made the motion to enter into executive session to discuss real estate matters and personnel. Suzanne Washburn seconded the motion, unanimous. Motion carried. The Board entered Executive Session at 10:10 p.m.

Chris Leach made the motion to exit Executive Session at 10:45 p.m. Armand Messier seconded the motion, unanimous. Motion carried.

ADJOURN: Armand Messier made the motion to adjourn the Board of Trustees Regular Meeting at 10:45 p.m. Chris Leach seconded the motion, unanimous. There being no further business at hand, Village President Neal Speer adjourned the meeting at 10:45 p.m.

President Neal Speer

Date

Village Clerk Dianne Day

Date