

JOHNSON VILLAGE TRUSTEE BOARD MEETING MINUTES  
JOHNSON MUNICIPAL BUILDING  
MONDAY, JUNE 9, 2025

**Present:**

Trustees: Will Jennison, Ellis O’Hear, BJ Putvain, Ken Tourangeau, Darrell Wescom

Others: Erik Bailey, Rosemary Audibert

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

**1. *Call to Order***

BJ called the meeting to order at 6:01.

**2. *The Pledge of Allegiance***

The Pledge was recited.

**3. *Review of Agenda and Any Adjustments, Changes and Additions***

BJ added discussion of training mileage and questions about municipal building construction.

**4. *Review and Approve Minutes of Trustee Meetings***

**Will moved to approve the minutes of May 14, 2025, BJ seconded and the motion was passed.**

**5. *Treasurer’s Report: Bills & Warrants, Budget Status Report, Action Items***

The board reviewed the budget status report. Rosemary said she closed out the ARPA account at Union Bank to use the money for the garage project. She also took about \$80K out of the TD Bank account. The last CD is coming due at the end of June. The money will go into the checking account at TD Bank with the highest interest rate. Hopefully reimbursements will be timely and we will not have to do short-term borrowing. Any money that comes in is put into the higher interest account.

Rosemary said Susan will contact Waterville regarding their fire department contract. They have not paid yet this year. The first payment was due at the end of March. Darrell asked if there is any penalty for late payment. Erik looked at the contract and said there is not.

Rosemary said office staff all attended a NEMRC training on year end close out for the general ledger. In the next few weeks she will provide training on VMERS retirement reporting.

Ken said Ellis had brought up a situation where a person who has applied for a FEMA buyout is still getting sewer charges even though he is not living at his house. Ken said a lot of people don’t know that they need to give up their allocation. If someone who has not been living in their house does give up their allocation he thinks we should consider waiving charges. Erik noted that one person who has applied for a buyout hasn’t given up their allocation because they are waiting to see if the FEMA money will be enough or if they will need to sell on the open market. It would be hard to sell without an allocation. Ken suggested we should look at the village policy and see if charges are easily forgivable and, if so, wait until a buyout goes through to forgive charges unless the owner releases their allocation before that. Erik said the board can adjust what is in the policy.

BJ asked, if a building has been abandoned and squatters are using it, do we forgive the usage? The board agreed that if there is actual usage the owner should be billed.

**6. *Village Manager’s Report and Any Action Items***

Erik read his report:

The W&L garage project is going well. As of last week, groundwork and concrete work has been done, still waiting for a concrete pour date for footings. None of that will slow the project, as the

critical path is awaiting the delivery of the building kit. Once that hits the ground, things will be fast & furious.

The Department of Public Service Grant Application for Johnson Grid resiliency work for \$192,000.00 is at VT DPS for review. They've sent an RFI for the Barton grant and we expect similar requests for the rest of us. Early predictions are that we should see grant awards in August.

Chief West and I have a meeting with VSU Johnson staff tomorrow to discuss response protocol for automated alarms on campus.

I will be on vacation from this coming weekend, through Monday June 23<sup>rd</sup> on a Veterans Canoe Camping Trip down the Allagash River in Northern Maine and expect to have little or no connectivity during the excursion. Neither Marla nor Nate have time off scheduled while I am out.

Lastly, on the Sidewalk Scoping Study, in March of 2024 the Village gave their intent to hire Alec Jones of LCPC as our PM for the study. The Trustees also allocated \$12,000 of former ARPA dollars for our 20% match on the project. LCPC has sent me an MPM agreement for \$4000 for this project, with me as the signature authority. That amount fits within the grant amount, and our total grant match will only be \$8,800, saving \$3,200 from the early estimate. Will the Trustees move to authorize me to execute this agreement?

**Will moved to authorize Erik to execute the MPM agreement for \$4000 with the Lamoille County Planning Commission for the sidewalk scoping study, BJ seconded and the motion was passed.**

**7. *Water/Wastewater Report and Any Action Items***

Erik read the report submitted by Dan Copp:

Operational Status of Wastewater Plant and Callouts

- E-DMR and Wr-43 were submitted to the State
- We hauled 52,000 gallons of sludge to Morrisville for processing for the month of Ma
- Helped Village crew locate a manhole across Rt 15 from the municipal building
- Tim, Luke and Dan attended the VRWA conference in Fairlee
- Luke passed his Grade 2 wastewater test and is now a licensed Grade 2 Operator.
- Mowed and trimmed all plants and pump stations

Operational Status of Water Plant and Callouts

- Monthly reports were submitted to the state.
- Coliform samples were negative.
- Rotated the pumps at Katy Win pump house #2
- Put a final coat over the vandalism at Clay Hill. Seemed to cover well and hopefully will not bleed back through.
- Changed the pump tube on the chlorine pump at the water plant
- Assisted the Village crew looking for a water leak by the Cold Spring
- Sealed up some air gaps at Katy Win Pump house #2 building. Will start painting the outside and inside this month. That will wrap up all of the upgrades there.

- The Mission site went down twice, once for over 18 hours. The entire platform went down nationwide. We had to run the water plant manually and required OT to come in and shut the well pump on and off to maintain the reservoir height.
- Water loss for April was 15%.
- Water loss for May was 11%.

**8. *Electric/General Report and Any Action Items***

Erik read the report submitted by Nate Brigham:

Electric Dept.

Installed new 200-amp service at 555 Gould Hill Rd Lot 2A

Installed pole for Woolen Mill service upgrade

Reinstalled street lights on the Pearl St. bridge, they required re-wiring

Disco/Reco at 53 George Hill Rd for upgrade to 200-amp service

Removed service to 282 Sinclair Rd. Sugarhouse for new building

Trimmed out service to 1844 100C

Reinstalled banner guy wire

True-up for 555 Gould Hill Rd Lot 2A

True-up for library move almost done, waiting on walk through with the Town for the broken sidewalks on Railroad St. and Main St

Changed out meter at 75 Park St

Completed monthly meter reading, high/low checks, substation check, and dig safes

Water/Sewer Dept.

Sewer blocked between 334 and 282 Lower Main West due to roots and rags

Installed water meters at JST greenhouse, 110 Pearl St. and trailhead

Fixed outside meter at 164 Sinclair

Met with AOT about guardrails

General Dept.

Swept streets and sidewalks

Biweekly meeting on shop

Put up flags on Main St. and side streets

Changed out flags at Green and Municipal Building

Removed grates and cages around trees on Main St.

Installed bush hog on the Kubota

Safety

NEPPA safety meeting May 21 was on rubber glove insulate and isolate

**9. *Fire Department Report and Any Action Items***

Erik said Chief West was not able to submit a report this month. Next month's report will be for 2 months.

**10. *Review and Possibly Approve 2026 250<sup>th</sup> Birthday Flag Policy and Schedule***

Erik reviewed a draft policy he developed based on an idea Ken brought to him. It would supersede the current flag policy for the Green for one year. The policy calls for the Rosemary Audibert Village Green flagpole to display a U.S. flag over a 250<sup>th</sup> USA birthday flag, the Vermont flag or the official POW/MIA flag, as chosen by village staff. It includes an approximate schedule under which the Vermont flag would be flown the first week of March, the POW/MIA flag would be flown from the

Wednesday preceding Memorial Day until the Tuesday following it, and the 250<sup>th</sup> birthday flag would be flown the rest of the time.

Will said he has seen some towns commemorating town veterans on their flagpoles. A flag with a picture on it costs about \$20. He does not want to spend taxpayer money. If the board is interested in this idea we could see if we have enough poles and then he would try to raise the funds for it. BJ suggested that if pole space is limited people could sponsor a flag with their loved one on one of the available poles. Will said he already knows of people who are willing to spend on this. There are questions about which veterans would be honored. Those who were from Johnson when they served? Those who now reside in Johnson? Combat veterans only? Board members indicated support for the idea. Details still need to be worked out.

Ken said he would like to see if the fire department would be okay with the same 250<sup>th</sup> birthday policy applying to the flag pole outside the fire department.

**BJ moved to adopt the Rosemary Audibert Village Green 250<sup>th</sup> USA Birthday Flag & Banner Policy & Schedule, Will seconded and the motion was passed.**

***11. Consider Fire Chief's Request to Pay Firefighters Invoiced Pay for Library Move Work***

Ken said Arjay West sent a request dealing with the library move. We billed out \$25/hr for each firefighter while they were stationed. Arjay would like to take that amount and give it to the people on call that night. Erik said the bill has already been paid. **Darrell moved to pay firefighters \$25/hr for working on the library move, BJ seconded and the motion was passed with Will abstaining.**

***12. Consider Eliminating or Moving the July Trustees' Meeting***

Erik said he won't be here on the regular meeting date in July. The board agreed to plan to meet on July 23. The meeting can be cancelled if there is nothing pressing at that time.

***13. Training Mileage***

BJ said now that we have a car he suggests that if any employee decides to take their personal vehicle to training we should not pay mileage, since we have a vehicle they can take. The board agreed to that. Ken said if Erik knows he will be using the car he is okay with Erik okaying mileage for a personal vehicle.

***14. Municipal Building Construction Questions***

BJ asked if Erik has had a chance to talk with Tom Galinat about the work done to the municipal building. Erik said he has not. Ken said he asked Erik to tell Tom we are dissatisfied with what was done and also to ask if a state permit was obtained for the project.

***15. Executive Session***

**Will moved to enter executive session as allowed by 1 V.S.A. § 313(a)(1) because premature general public knowledge of the contract information to be discussed would clearly place the village at a substantial disadvantage, BJ seconded and the motion was passed at 6:45.** The executive session included all trustees and Erik Bailey.

The board came out of executive session at 7:45 with no action taken.

***16. Adjourn***

The meeting was adjourned at 7:45.