

JOHNSON VILLAGE TRUSTEE BOARD MEETING MINUTES  
JOHNSON MUNICIPAL BUILDING  
MONDAY, SEPTEMBER 8, 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 6:00.

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

The Pledge was recited.

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

Erik added setting a meeting date for October, since the second Monday is a holiday. The board agreed to meet Wednesday, October 15 at 7:00 p.m.

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

**Will moved to approve the minutes of August 11, 2025, Darrell seconded and the motion was passed.**

**Will moved to approve the minutes of the joint selectboard-trustee meeting on August 27, 2025, Ellis seconded and the motion was passed.**

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

Rosemary said the town's attorney declined to handle the tax sale for the town and village because he wants to avoid any conflicts of interest. He recommended Jim Barlow, who used to be a staff attorney for the Vermont League of Cities and Towns. The selectboard gave Rosemary permission to contact him about handling the tax sale. If he agrees, she will want permission from this board to proceed. Will asked, there will be a combined tax sale for town and village? Rosemary said yes.

The board reviewed the budget status report. Will noted that he sees a lot of expenses that are at 100% of budget. He asked if anything is giving Rosemary any concern. Rosemary said overall, no. The only department she has any concern over is the electric department. She noted that electric sales are at almost 70% of budget, three-quarters of the way through the year.

**6. *Village Manager's Report and Action Items***

Erik mentioned an item that was not in his written report. The SCRP Tier II Phase II grant program just opened up. We are going to apply for money to cover the cost of the \$20K propane tank we need to go with the new generator at the water plant.

He read his written report. The Water & Light garage project is moving along fairly smoothly. The site is mostly prepped for the building kit to show up. That is currently scheduled for mid-September.

The engineering firm has started the A&E process for the FEMA utility pole project. The project kick-off meeting will be Wednesday. This process will narrow the repair and mitigation options for the FEMA project going forward.

Aldrich & Elliott is getting near having a product for CRC to review to finish our 428 process for the FEMA WWTF project. Region 1 has assured us that once those are filed, the 428 valuation process will be fast-tracked.

The village met with engineers and VTrans this morning on the sidewalk scoping study. They will be producing a report detailing the benefits and downfalls of 3 options – doing nothing, building a sidewalk on the south side of Route 15 and building a sidewalk with 2 crosswalks to avoid the riverbank area. Stantec will be leading a Community Involvement Meeting on the project at the October trustee board meeting. Then the next team progress meeting will be November 12.

Dave Bengston from Municipal Resources, Inc. prepared a FEMA project status report, which was included in the packet. Ken said the report didn't have information on percentage of completion. He was hoping for that. Erik said everything is complete except for the wastewater plant project. Ken asked, so all they are working on right now is the WWTF project and the utility pole project? Erik said yes. *(Rosemary left at 6:19.)*

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

Erik read the report submitted by Dan Copp:

### **1. Operational Status of Wastewater Plant and Callouts**

- E-DMR's and Wr-43's were submitted to the State
- We hauled 32,000 gallons of sludge to Morrisville for processing in August
- Spent a lot of time adjusting the decanter on SBR #1 so it can run more efficiently
- Had a plugged sewer man on College Hill. The manhole was filled. Called Manosh to jet it and found the blockage was right in the manhole. Got everything flowing properly within an hour.
- Performed and passed our permit required proficiency testing for pH, Settleable Solids and eColi.
- Erik and I gave a brief tour of the plan to Becca Balint and explained some of the challenges that we have every day to keep the plan running while awaiting a decision from FEMA.
- Mowed and trimmed all pump stations and plants as needed

### **2. Operational status of Water Plant and Callouts**

- Monthly reports were submitted to the state.
- Coliform samples were negative
- Luke started trimming around and painting Hydrants. He is about half way done and will continue painting over the next month as time and weather permit.
- Sampled for disinfection by products per our permit. Samples came back well below state requirements.
- Assisted Village crew with a water turn on at the Art's Center
- Added a gallon of coolant to the water plant generator. Takes about a gallon a month while we wait for funding for a new one.
- We have not had any ghost alarms after Don Martin did some tweaking with the control panel at Clay Hill.

- Water loss for August was 12%.

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

Erik read the report submitted by Nate Brigham:

Electric Dept.

Hyde Park Mutual Aid – 5 hrs outage on Tenny/Davis Hill

Outage on B-14 was the Morrisville Transmission line, broken insulator, all Village out for 1.5 hrs

Outage for 100C and St. Johns St., also 140 100C. for transferring lines to new poles

Outage West end of Village – tree slapped 2 phases blowing the fuses, 145 customers out for 1 hr

Tree crews cut on 100C and VT Rte 15 east for 2 weeks

Received new panel for JFY regulator sent out for programming

Installed new breaker control panel on the R2 Breaker at the substation. Waiting to have it programmed.

Brush hogging/trimming under power lines

Finished and sent out estimate for the new library location

Installed new service at 203 River Road West and did True-up

Working on line transfers on 100C

Attended bi-weekly meetings for Shop

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

Water/Sewer

Filled State of Vermont tanker 2.5 loads of water to wash bridges

Lucas and Tim started painting Hydrant and are about half done

Water leak at 42 Upper French Hill Rod

Installed water meter at 294 Railroad St and 203 River Rd East

No water at 31 Lower Main East was a bad pressure reducing valve fixed by customer

Sewer main blockage on College Hill Rd

Jeff, Nate and Marla attended Aclara 3 day class

Located water main valves for the river crossing for the towns rip-rap job on Lendway Lane

General Dept.

Met with Rail trail Committee for placement of bike rack at the Cold Spring

Installed new slats on park bench on Pearl and Main St

Changed out flag on Green and Municipal Building

Meet with Town on School St and Railroad St for sidewalk repair

Safety

NEPPA safety meeting on Aug 13<sup>th</sup> was on Electric Test Equipment

NEPPA safety meeting on Sept. 3<sup>rd</sup> was on Osha 2

Jeff is working on his CDL course online through the State

Changed out gloves and Sleeves

Working with a new testing company for the rubber goods to try to save some money

Darrell asked how much sidewalk has to be repaired. Erik said about 15 panels were damaged by the library move. The town is taking care of that using Dale Tatro. He will start on it this week. His rates are very reasonable so Nate is asking him about doing the south side of School St. as well.

Ken asked where Jeff is with progress toward his CDL. Erik said he is close to 80% done with his course. Then Erik thinks he has to do a short in-person training.

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

Erik read the report submitted by Fire Chief Arjay West:

Johnson Fire Department Report

*Aug 1 – Aug 28, 2025*

JFD responded to 11 calls. 8 calls occurred during the daytime (6 am - 6 pm) and 3 calls occurred during the nighttime (6 pm - 6 am.) The average duration was: 68 minutes

Nature:

Those calls were: 5 – automatic alarms, 1 medical assist, 2 – vehicle crashes, 1 – odor investigation, and 2 – other (assist LCSD for traffic control, pole top fire)

Erik said for the second outage we had recently, the fire department did door-to-door notifications for people with medical issues. Will said the list of those people needs major updating. Ken suggested maybe we could put a flier in bills asking customers with medical needs to give us their information. Erik said he will email Marla. She would probably have to go through customer by customer and ask.

Staff:

The average number of firefighters that responded was: 12

Total hours of service was: 112

Other:

We were denied the State Farm Good Neighbor Firefighter Safety grant. I'd like to thank all the members that worked to prepare our application. Through their efforts, it spotlighted some equipment upgrades that could immediately improve our firefighter's safety and wellness, which is valuable knowledge for us to have gained.

We worked to assist VOJ Water & Light Department with the outage on 8/14/25. Compliments to their crew for getting an early warning circulated and coordinating efforts with the other utility providers.

**10. Appoint Steve Hatfield as the Village of Johnson Director to the Lamoille County Planning Commission for a 3-Year Term**

**Will moved to appoint Steve Hatfield as the Village of Johnson director to the Lamoille County Planning Commission for a 3-year term and the motion was seconded and passed.**

**11. Johnson Fire Department Report Discussion**

Erik said he talked to Arjay about the siren. It does work. Arjay has concerns about doing monthly testing because people will wonder what is going on. Erik and Arjay discussed starting with outreach and then doing quarterly tests beginning in January. Will said the siren is village property but emergency management is run by the town. The question is who has the right to authorize its use in an emergency. He is not opposed to the quarterly testing but a lot needs to be defined about emergency use. Maybe we should hammer that out before doing the quarterly tests. He asked if we would want to move it from the fire station to the municipal building if it is going to be controlled by the town. Another question is where people go to find out why the siren went off. People need to know where to

look for information if they hear it go off. It was agreed that Erik and Ken will meet with Eben Patch to discuss these questions.

**12. Social Media Discussion**

BJ said he is struggling with a PHP security update for the site, which needs to be done in order for the site to be crawled by bots so it shows up in search results. The website is working; the only issue is with getting it crawled. He added a Facebook icon to the site. During the two recent power outages he posted on Facebook that people should go to our website for information. He got a lot of positive comments on that. Everything on the website is up to date.

**13. Adjourn**

**Will moved to adjourn, Darrell seconded, the motion was passed and the meeting was adjourned at 6:50.**

*Minutes submitted by Donna Griffiths*