

**Town of St. Albans  
Selectboard Meeting Minutes  
Monday, November 6<sup>th</sup>, 2017  
5:30 p.m.**

On Monday, November 6<sup>th</sup>, 2017 at 5:30 p.m., at Town Hall the Town of St. Albans Selectboard met.

**Officials and staff present:** Vice Chair, Sam Smith, Brendan Deso, Bill Nihan, Al Voegelé, Town Manager, Carrie Johnson and Town Attorneys Chad Bonanni and Dan O'Rourke. Absent was Chair, Bruce Cheeseman.

The purpose for the 5:30 p.m. start to the Selectboard meeting was to hold an executive session with the Town Attorneys to discuss pending litigation.

Vice Chair, S. Smith opened the meeting at 5:30 p.m. and asked for a motion to go into executive session.

**Executive Session**

**MOTION: B. Deso made a motion to go into executive session at 5:30 p.m. to discuss legal, contractual or personnel issues where premature general public knowledge of the subject matter would place the Town (or person involved) at a substantial disadvantage. It was further moved to enter into executive session to discuss legal, personnel and contractual issues under the provisions of Title 1, section 313(a)(1) of Vermont Statutes and to invite in Town Attorneys, Chad Bonanni and Dan O'Rourke and Town Manager, Carrie Johnson. All in favor, none opposed, motion carried.**

**MOTION: B. Deso made a motion to come out of executive session at 6:15 p.m. All in favor, none opposed, motion carried.**

**Regular Meeting – 6:30 p.m.**

**Officials and staff present:** Vice Chair, Sam Smith, Brendan Deso, Bill Nihan, Al Voegelé, Director of Public Works, Alan Mashtare, Director of Administration, Ned Connell, Town Manager, Carrie Johnson and Recording Secretary, Jenn Gray. Absent was Chair, Bruce Cheeseman.

**Public:** Peter Blouin and St. Albans Messenger reporter, Elaine Ezerins.

Vice Chair, S. Smith called the November 6<sup>th</sup>, 2017 Selectboard meeting to order at 6:30pm.

The Pledge of Allegiance.

**Approval of Agenda**

**MOTION: B. Deso made a motion to approve the agenda as presented. All in favor, none opposed, motion carried.**

**Payroll Warrants**

**MOTION: B. Deso made a motion to approve the payroll warrants dated November 3<sup>rd</sup>, 2017 in the amount of \$14,974.48, October 27<sup>th</sup>, 2017 in the amount of \$24,383.61 and October 20<sup>th</sup>, 2017 in the amount of \$15,001.33. All in favor, none opposed, motion carried.**

**General Warrant**

**MOTION: B. Nihan made a motion to approve the general warrant dated November 6<sup>th</sup>, 2017, in the amount of \$45,289.28. All in favor, none opposed, motion carried.**

**Minutes**

**MOTION: A. Voegelé made a motion to approve the Selectboard meeting minutes for Monday, October 16<sup>th</sup>, 2017. All in favor, none opposed, motion carried.**

**Collins Perley Board Update – Mary Pickener**

Mary Pickener came before the Board to provide an update on items being worked on at Collins Perley. Grass fields have not been maintained in 30 years. They need to be dug up and drained. Ideally doing one grass field each year so, multiple fields will not be down at the same time. They want to put in a turf field where students play lacrosse.

David Kimmel has attended conferences on how to keep the grass fields up. They will also be adding turf to the inside of the baseball field.

A. Voegele asked Ms. Pickener if the Collins Perley Board has discussed recently a crosswalk from the complex across Route 104 to Jolley. Ms. Pickener stated there has been no discussion. B. Nihan suggested the Collins Perley Board approach VTrans as the Town has in the past. S. Smith pointed out that a crosswalk had been proposed in that area but, the design had resulted in an expensive and awkward design. A. Voegele stated there needs to be a partnership in order to get this crosswalk installed. B. Nihan asked if the new snack bar was going to be installed. Ms. Pickener stated that they have provided a plan and are hoping to build it next year.

### **Town Manger's Report Burn Ordinance Draft #2**

The Board was presented a second draft of the Burn Ordinance. Only a few minor changes were made. Information on camp fires was added per the request of the Selectboard and provided by Fire Chief, Bob Cross.

**MOTION: B. Nihan made a motion to approve the Burn Ordinance as amended. All in favor, none opposed, motion carried.**

### **Conflict of Interest Policy Draft #1**

C. Johnson explained that this was discussed in a breakout meeting at Town Fair this year. The Town's policy had not been updated in a few years. S. Smith asked what the definitions were for "indirect or direct financial or personal interest". He explained that he has a lot of personal contacts. B. Nihan explained that if you're using your influence as a Board member to benefit a friend or family member that would be a conflict of interest. S. Smith suggested adding "Perceived as a public conflict". He would also like a better definition of "Personal Interest".

### **Memorial and Community Recognition Gifts to Fund Restoration of the St. Albans Bay Park Stone House Draft #1**

Draft one of this policy was provided to the Board to see what direction they would like to go in when it comes to recognition gifts. A. Voegele asked if there was a plan in the park to place benches. C. Johnson pointed out that the only plan the Town currently has for the park is a tree planting plan. Creating a plan for recognitions is the next step. C. Johnson asked for the Board to provide feedback to her regarding draft #1.

### **Sidewalk Ordinance Draft #1 – Ned Connell**

Director of Administration, Ned Connell came before the Board to provide an update on draft one of the Sidewalk Ordinance. He explained that while the Town supported sidewalks it was being forced into building sidewalks by Act 250 in random cookie cutter places. He worked with the Planning Commission on a time, place and design on how the sidewalks would be installed. We want to take the control out of the developers' hands and allow the Town to have full control. The ordinance is currently being review by the Town Attorney's. He explained that this ordinance will more than likely be a piece of the new Impact Fees Ordinance. Impact fees for sidewalks would need to be used within 7 years. A76 standards will be followed for sidewalks as stated in the Town Road Ordinance.

### **St. Albans Health Path Status**

C. Johnson stated she doesn't have significant progress on the health path to update the Board on but, did meet with Rise VT with no additional meetings scheduled. Next step is to meet with the Maple Run School District.

### **Wind Storm Update**

C. Johnson gave thanks to the Fire Department and the Department of Public Works for their excellent job in clearing trees after the wind storm. Fire Chief and Public Safety Administrator, Bob Cross did perform some welfare checks. She thanked Shaun Coleman for his assistance and for working on the FEMA declaration. Dave Kimmel was also thanked for opening up Collins Perley for residents to warm up, use the showers or charge devices.

### **Ben & Jerry's Homemade, Inc. – Notice of Act 250 Application Filing**

Copy provided to the Board for their review. No action required.

### **Green Mountain Power Certificate of Public Good – Transmission Line Upgrade**

Copy provided to the Board for their review. No action required.

### **Ice Rink at the Bay Park**

C. Johnson asked the Board if they were in support of an ice rink at the Bay Park. This had been discussed the middle of last winter. It was suggested to have the rink open on the weekends only. Director of Public Works, Alan Mashtare explained that he would provide a carport type shelter with benches so skaters can put their skates on without having to sit on the cold ground. A Port-O-let is already in the park and we can continue to rent it. B. Deso suggested a sign stating to skaters that they use the rink at their own risk. The Board agreed to the ice rink this winter.

### **Public Comment**

None.

Caller, David McWilliams asked the Board if the Town is going to have enough help for plowing with the more roads the Town is taking over. A. Mashtare pointed out for this year we have plenty of staff. However, we will need to consider adding more staff in the future.

Mr. McWilliams asked if a picnic pavilion for Cohen Park was in the budget for next year. C. Johnson stated that it will likely be discussed during budget meetings.

### **Schedule**

The next regular Selectboard meetings are Monday, November 20<sup>th</sup> and Monday, December 4<sup>th</sup>. November 13<sup>th</sup> is a special meeting to discuss stormwater and sidewalks.

FCIDC is having reception at City Hall from 4pm to 5pm for networking and then awards at 5pm.

Selectboard budget kickoff meeting will be Tuesday, December 5<sup>th</sup>.

### **Other Business**

None.

### **Adjournment**

**MOTION: A. Voegele made a motion to adjourn the Selectboard meeting at 7:43 p.m. All in favor, none opposed, motion carried.**

Respectfully submitted,  
Jenn Gray, Recording Secretary