

**Town of St. Albans
Selectboard Meeting Minutes
Monday, February 6th, 2017
6:30 p.m.**

On Monday, February 6th, 2017 at 6:30 p.m., at Town Hall the Town of St. Albans Selectboard met.

Officials and staff present: Chair, Stan Dukas, Vice Chair, Bruce Cheeseman, David McWilliams, Bill Nihan, Sam Smith, Town Manager, Carrie Johnson, Town Clerk, Anna Bourdon, Director of Department of Public Works, Alan Mashtare and Recording Secretary, Jennifer Gray.

S. Dukas called the meeting to order at 6:30pm.

Public: Brad Jenkins, Peter Blouin, Mary Pickener, Dick Day, Brendan Deso, Al Voegele, and St. Albans Messenger Reporter, Elaine Ezerins.

Pledge of Allegiance.

Approval of Agenda

The Board approved the agenda with the addition of a discussion on Green Mountain Power's revised pole plan for the digester project.

MOTION: S. Dukas made a motion to amend the agenda to add the Green Mountain Power Notification of Pole and Wire Locations Permit to the agenda. All in favor, none opposed, motion carried.

Capital Reserve Fund Warrant & Industrial Park Warrant

MOTION: D. McWilliams made a motion to approve the Capital Reserve Fund warrant in the amount of \$19,227.50 and the Industrial Park warrant in the amount of \$347.40. All in favor, none opposed, motion carried.

Payroll Warrants

MOTION: S. Smith made a motion to approve the payroll warrants dated January 20th, 2017 in the amount of \$15,147.15, January 27th, 2017 in the amount of \$23,321.73 and February 3^d, 2017 in the amount of \$15,573.26. All in favor, none opposed, motion carried.

General Warrant

MOTION: S. Dukas made a motion to approve the general warrant dated February 6th, 2017, in the amount of \$34,868.31. All in favor, none opposed, motion carried.

Minutes

MOTION: B. Nihan made a motion to approve the Selectboard meeting minutes for Tuesday, January 17th, 2017 and the Selectboard 'special' meeting minutes for Monday, January 23^d, 2017. All in favor, none opposed, motion carried.

Mary Pickener, Collins Perley Board

Mary Pickener is the newly appointed Town representative on the Collins Perley Board. She came before the Selectboard to give them an update. She's attended two meetings. They meet as needed.

Ms. Pickener explained Northwestern Medical Center is looking for a space for heart patient rehabilitation at the sports complex. There has been no progress on this recently. She explained that the Booster building needs repairs. The boosters came before the CP Board to suggest rebuilding a new building. The boosters suggested plumbing the building for water and restrooms. It would be the same size building. Artificial turf, an indoor field and track had been proposed but, the school came back and said no. D. McWilliams asked if there are any plans for renovating the weight room. Ms. Pickener stated there were none at this time but, they are converting one of the racquet ball courts into a small workout studio with funds approved from last year. The floor will be replaced in the current workout room as well and the heating/cool units upgraded.

Alan Mashtare, Director of Public Works

Green Mountain Power Poles

Rose DuBois with Green Mountain Power (GMP) met with A. Mashtare to review where GMP is planning to run poles for power for the biodigester. Two poles will be moved because they are close to ditches. All other poles are not in the Town Right of Way (ROW). GMP was unable to secure easements from some landowners, plans had to be changed and now align with the ROW.

MOTION: B. Cheeseman made a motion to have the Selectboard approve the Green Mountain Power Notification of Pole and Wire Locations Permit that will serve the biodigester. All in favor, none opposed, motion carried.

Installation of Underground Utilities Policy

A. Mashtare stated that the Town currently has a policy in place; however, there are no fees for permits, road cuts or road borings. He suggested \$25 for a permit and \$15 per square foot should an applicant need to do a road cut or boring.

S. Smith suggested a notification prior to charging a flat fee and would like to see a copy of the Vermont Road Standards as they relate to flagging. He said that specifications should be available prior to the job.

B. Nihan suggested a Letter of Credit or a fund account that would allow for road repairs in the future should anything come up and would like specifications for sleeving created.

D. McWilliams agreed with the fees but, to leave the responsibility of obtaining and reviewing the road standards up to the contractor. B. Cheeseman agreed with the \$25 fee for a permit but, not the \$15 per square foot fee, stating that he felt the \$15 per square foot seemed like a tax and would be moved along to the taxpayers. S. Dukas agrees with the \$25 permit fee.

MOTION: S. Smith made a motion to table this topic for the soonest Selectboard meeting after collecting all information the Board is requesting. All in favor, none opposed, motion carried.

Equipment Purchase

S. Dukas stated the Town will not purchase any equipment unless it goes before the voters. He asked A. Mashtare for a current assessment on equipment.

A. Mashtare explained that they have a 14 year old excavator with 4,000 hours on it. It needs about \$10,000 in work, some of that being the hydraulics and pumps. It has a \$20,000 trade in value.

The current backhoe is 28 years old and has a \$10,000 trade in value. It does need a brake job.

A. Mashtare understood that the Town would purchase these pieces of equipment from the DPW Annual Capital Account. He strongly recommends that these two pieces of equipment be replaced.

B. Nihan stated the funds are already there and asked A. Mashtare what his first choice would be to purchase; an excavator or a backhoe. A. Mashtare stated that the excavator would be his first choice.

S. Dukas wants to see the purchase of the equipment go before the voters. S. Smith would like to have a repair estimate brought to the Board first. A. Mashtare will work on the repair estimate for the excavator.

Town Manger's Report

Brad Jenkins, Boy Scout Troop Leader

Brad Jenkins is the Committee Chairman who coordinates the Boy Scouts for Green Up Day in the City of St. Albans. He would like to coordinate for the Town. Mr. Jenkins explained that the way they do Green Up Day in the City is to spilt the City up by ward and have volunteers lead the cleanup in their assigned ward. Last year they had over 100 volunteers. He thinks a similar plan would work for the Town, explaining that he would focus on the Industrial Park, Hard'Ack, and Nason Street. They would cleanup streets and sidewalks. He has received lots of support from local businesses and at the end of the cleanup, there is ice cream and a BBQ donated by local vendors in Taylor

Park. Cleanup runs from 9am – 12noon. The Board supports Mr. Jenkins' efforts. B. Cheeseman said he would be willing to help.

Development Review Board (DRB) Member Resignation

Karen Drennen has been serving on the DRB but, resigned as she's moved to Swanton. This position will remain open until appointments are made after Town Meeting Day. S. Smith took this opportunity to state that he is going to step down from Chairman of the Planning Commission as of Town Meeting Day, 2017.

Draft Purchasing Policy

Draft #4 of the Purchasing Policy and a draft of a purchasing request form were presented to the Board. The Board agreed to both documents.

MOTION: S. Smith made a motion to approve the Town of St. Albans Purchasing Policy as presented. All in favor, none opposed, motion carried.

Town of Swanton – Support of Opposition to the Swanton Wind LLC project.

A letter has been drafted to Governor Scott stating that the Town of St. Albans Supports the Town of Swanton in advocating for more local support when it comes to Public Service Board applications regarding solar or wind power projects. The Board agreed to strike the last sentence from the letter addressed to Governor Scott and have C. Johnson sign on their behalf.

MOTION: B. Cheeseman made a motion to sign the letter for the Town of St. Albans and strike the last sentence from said letter. All in favor, none opposed, motion carried.

Public Comment

D. Day came before the Board to discuss his 9 point agenda for his Selectboard campaign platform.

Schedule

The next regular Selectboard meetings are Tuesday, February 21st, and Monday, March 6th. The informational hearing for the FY 2018 budget and articles is Monday, March 6th. Town Meeting day is Tuesday, March 7th.

Other Business

None.

Executive Session

MOTION: S. Dukas made a motion to go into executive session at 8:12 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 Manager, Carrie Johnson. All in favor, none opposed, motion carried.

MOTION: B. Nihan made a motion to come out of executive session at 8:50 p.m. All in favor, none opposed, motion carried.

Adjournment

MOTION: S. Smith made a motion to adjourn the Selectboard meeting at 8:51 p.m. All in favor, none opposed, motion carries.

Respectfully submitted,
Jennifer Gray, Recording Secretary