

**Town of St. Albans  
Selectboard 'Special' Meeting Minutes  
Monday, April 24<sup>th</sup>, 2017  
5:00 p.m.**

On Monday, April 24<sup>th</sup>, 2017 at 5:00 p.m., the Town of St. Albans Selectboard met at Town Hall for a 'special' meeting.

**Officials and staff present:** Chair, Bruce Cheeseman, Brendan Deso, Bill Nihan, Al Voegele, Town Manager, Carrie Johnson and Town Clerk, Anna Bourdon. Vice Chair, Sam Smith arrived at 5:30 p.m.

**Public present:** None

B. Cheeseman called the Selectboard 'special' meeting to order at 5:00 p.m. and said the Pledge of Allegiance.

The purpose of the Selectboard 'special' meeting was to conduct a work session on the Town's Capital Improvement Projects list.

The Board agreed to add approving a thank you letter for David McWilliams to the agenda.

**MOTION: B. Nihan made a motion to approve the revised agenda. All in favor, none opposed, motion carried.**

The Board began a general discussion reviewing the 2017 Draft Capital Improvement Projects List, which included addressing deferred infrastructure maintenance like the Town Hall, Fire Department and Department of Public Works (DPW). After much discussion, the Board agreed to form a steering committee to identify the needs and provide a recommendation to the Selectboard. Each Selectboard member was asked to bring up to 2 names to the May 1<sup>st</sup>, 2017 Selectboard meeting, when the Board will appoint up to 5 people to the steering committee.

The Board requested a draft of the maintenance and construction standards as soon as possible, which was part of a rather comprehensive sidewalk master plan update. C. Johnson to update the status of each of the smaller infrastructure projects.

C. Johnson to forward a draft of the VTrans Route 36 Bay Store intersection improvement approval, the Bay Park Gate bids received, and the Municipal Needs Study done in 2013 to the Selectboard.

The Board moved to "other business" and briefly discussed the revised "thank you" letter for David McWilliams.

**MOTION: S. Smith made a motion to approve and sign the letter to David McWilliams thanking him for his time served as Health Officer, Selectboard member and Animal Control Officer. All in favor, none opposed, motion carried.**

#### **Executive Session**

**MOTION: B. Deso made a motion to go into executive session at 7:15 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: S. Smith made a motion to come out of ex session at 8:13 p.m. All in favor, none opposed, motion carried.**

#### **Adjournment**

**MOTION: S. Smith made a motion to adjourn the 'special' meeting at 8:15 p.m. All in favor, none opposed, motion carried.**

Respectfully submitted,  
Carrie H. Johnson