

**Town of St. Albans  
Selectboard Meeting Minutes  
Monday, September 18<sup>th</sup>, 2017  
6:30 p.m.**

On Monday, September 18<sup>th</sup>, 2017 at 6:30 p.m., at Town Hall the Town of St. Albans Selectboard met.

**Officials and staff present:** Chair, Bruce Cheeseman, Vice Chair, Sam Smith, Brendan Deso, Bill Nihan, Al Voegele, Town Manager, Carrie Johnson, Director of Public Works, Alan Mashtare, Town Clerk, Anna Bourdon and Recording Secretary, Jenn Gray.

**Public:** Peter Blouin.

Chair, B. Cheeseman called the meeting to order at 6:30pm.

The Pledge of Allegiance.

**Approval of Agenda**

A. Voegele requested adding several items to the agenda; an update on the Infrastructure Steering Committee, a discussion on the St. Albans City/Town Fire Department Automatic Mutual Aid Response Letter of Intent, a request for an request for proposal to hire an accountant to do a financial analysis on both fire departments, moving the JLD funds to the Stone House Revitalization Account and a request to create a traffic study for the proposed access onto the SASH from Grice Brook.

**MOTION: A. Voegele made a motion to amend the agenda to add the above listed topics to the agenda. All in favor, none opposed, motion carried.**

**General Warrant**

**MOTION: A. Voegele made a motion to approve the general warrant dated September 18<sup>th</sup>, 2017, in the amount of \$204,641.19. All in favor, none opposed, motion carried.**

**Industrial Park Warrant**

**MOTION: B. Nihan made a motion to approve the Industrial Park warrant in the amount of \$3,789.11. All in favor, none opposed, motion carried.**

**Payroll Warrants**

**MOTION: S. Smith made a motion to approve the payroll warrants dated September 8<sup>th</sup>, 2017 in the amount of \$20,476.07 and September 15<sup>th</sup>, 2017 in the amount of \$17,890.14. All in favor, none opposed, motion carried.**

**Minutes**

**MOTION: S. Smith made a motion to approve the Selectboard meeting minutes for Monday, September 6<sup>th</sup>, 2017. Motion carried 4-0 with A. Voegele abstaining as he was not in attendance at the meeting.**

**Errors & Omissions**

Due to a data entry computer error, the Allard property needed to be restored back to the correct 2017 assessed value.

**MOTION: A. Voegele made a motion to adjust the Allard property taxes to correct an error to present value of the house. All in favor, none opposed, motion carried.**

**Town Manger's Report**

**Grice Brook Homeowners Association Research Status**

C. Johnson spoke to John Kaplan, Bike/Pedestrian Manager for VTrans regarding his communication to other departments. He's been bogged down on another project but, is still planning to speak to those other departments. He suggested the Town do a traffic study.

**MOTION: A. Voegele made a motion to support a traffic study for the St. Albans State Highway access at Grice Brook. Motion carried with a 3-1-1 vote with B. Nihan voting opposed and S. Smith abstaining.**

### **Town Parks Ordinance**

At the last meeting, the Selectboard approved a change in the Town Parks ordinance allowing dogs in the park. Recently, there has been an increase of dogs in the park, however, the ordinance is currently in the appeal process and will not be in effect until 60 days after the Board's approval date of September 6<sup>th</sup>, 2017.

C. Johnson explained while appearing on "St. Albans Today", former Selectman, David McWilliams called in suggesting a port-o-let in the Bay Park. B. Nihan explained that he was told by Mr. McWilliams people are relieving themselves in the picnic pavilion. S. Smith suggested having a port-o-let for the fall months only. The Board agreed to try the port-o-let for a few months. They also agreed the Town should install cameras in the Bay Park.

### **VT Alert**

C. Johnson encouraged residents to sign up for VT Alert to receive alerts on weather events and other important alerts.

### **Infrastructure Steering Committee**

A. Voegele stated that the committee met today. They are currently reviewing properties for the Selectboard's consideration for a municipal complex. Some properties have been removed from the list and a few others have been added.

### **Public Safety Committee**

A. Voegele explained that the committee met earlier today and discussed editing the St. Albans City/Town Automatic Mutual Aid Response Letter of Intent. B. Nihan disagreed with signing the document at this time not knowing exactly what it all means. After much discussion, the following motion was made:

**MOTION: A. Voegele made a motion to authorize Fire Chief Bob Cross and Town Manager, Carrie Johnson to sign the St. Albans City/Town Automatic Mutual Aid Response Letter of Intent on behalf of the Town. Motion carried with a vote of 4-1 with Bill Nihan voting opposed.**

### **Request for Proposal - Cost Analysis – City/Town Fire Department Finances**

A. Voegele suggested putting out a Request for Proposal to hire an accounting firm to take a look at both the City and the Town fire department finances. One of the tasks would be to look at what the capital structure would look like. B. Cheeseman suggested that the Town should approach the City about splitting the cost for the consultant because it would benefit both the City and the Town.

Town resident, Peter Blouin pointed out that years ago, there was one fire department. Now, we are talking about merging both the City and the Town departments again. He asked what would happen if the merger didn't work out. A. Voegele explained there would be a contract or agreement in place to make the entity that pulled out whole again.

B. Deso recommended the Town Manager, split the cost with the City and make it a joint Request for Proposal.

### **JLD Funds**

**MOTION: A. Voegele made a motion to move the funds from Jeff L. Davis into the Stone House Revitalization Account for the Bath House renovations in the Bay Park in the amount of \$125,000 plus interest. All in favor, none opposed, motion carried.**

**MOTION: S. Smith made a motion to pursue a funding mechanism for the renovations for the Bath House. All in favor, none opposed, motion carried.**

### **Public Comment**

None.

### **Schedule**

The next regular Selectboard meetings are Monday, October 2<sup>nd</sup> and Monday, October 16<sup>th</sup>. C. Johnson invited the Board to the 10/25 NMC 5:30 p.m. Open House.

### **Bay Dock Structural RFP**

The Town received one proposal. The Selectboard supports approving Phase 1 of the structural analysis of the dock. This will be done this fall when the water is at it low mark.

**Other Business**

None.

**Adjournment**

**MOTION: S. Smith made a motion to adjourn the Selectboard meeting at 7:31 p.m.  
All in favor, none opposed, motion carries.**

Respectfully submitted,  
Jenn Gray, Recording Secretary