

**Town of St. Albans
Selectboard Meeting Minutes
Monday, April 2nd, 2018
6:30 p.m.**

On Monday, April 2nd, 2018 at 6:30 p.m., at Town Hall the Town of St. Albans Selectboard met.

Officials and staff present: Chair, Bill Nihan, Vice Chair, Bruce Cheeseman, Brendan Deso, Stan Dukas, Al Voegelé, Town Manager, Carrie Johnson, Town Clerk, Anna Bourdon, Director of Public Works (DPW), Alan Mashtare, Assessor, Bill Hinman, Zoning Administrator, Becky Perron, ACO, David McWilliams, and Recording Secretary, Jenn Gray.

Public: St. Albans Messenger Reporter, Michael Frett, Ashley and Casey Toof, Everett Hulbert, John Montagne and Robert Johnson.

The Pledge of Allegiance.

General Warrant

MOTION: B. Deso made a motion to approve the general warrant dated April 2nd, 2018 in the amount of \$31,364.53. All in favor, none opposed, motion carried.

Payroll Warrants

MOTION: B. Cheeseman made a motion to approve the payroll warrants dated March 30th, 2018 in the amount of \$26,462.74 and March 23rd, 2018 in the amount of \$17,645.35. All in favor, none opposed, motion carried.

Minutes

B. Deso wanted to add to the meeting minutes of March 19th that S. Dukas was not in attendance for the executive session but, did arrive for the regular meeting.

MOTION: A. Voegelé made a motion to approve the Selectboard regular meeting minutes for Monday, March 19th, 2018 with the one change. All in favor, none opposed, motion carried.

Liquor Control Board

MOTION: B. Nihan made a motion to recess the Selectboard meeting and convene as the Liquor Control Board. All in favor, none opposed, motion carried.

2018 Annual renewal for First Class and Second Class licenses and outside consumption for the Wooden Nickel, Mill River Brewing and Bayside Pavilion.

MOTION: A. Voegelé made a motion to approve the 2018 Liquor License renewals as presented. All in favor, none opposed, motion carried.

Wooden Nickel owner, John Montagne came before the Board to ask for an additional night per month for outside consumption for his Harley Davidson bike night. Hours would be 6pm – 8pm.

MOTION: A. Voegelé made a motion to approve the Outside Consumption license for the Wooden Nickel as presented. All in favor, none opposed, motion carried.

MOTION: B. Nihan made a motion to adjourn the Liquor Control Board and reconvene the Selectboard. All in favor, none opposed, motion carried.

Draft Rules of Ethics/Conflict of Interest Policy

The Board was provided three copies of the Conflict of Interest policy. The #1 copy the Board has approved for a number of years. The #2 copy is VLCT's template. The #3 copy is the one A. Voegelé suggested that came from the State of Vermont. B. Deso and B. Cheeseman agreed draft #2 had better language. B. Nihan stated that draft #3 is more for large corporations or state employees. He suggested combining draft #1 Conflict of Interest Policy and the Personnel Policy for Town employees as well as some information from draft #2. A revised copy will be discussed at the next Selectboard meeting.

Board Appointments

Development Review Board

Bruce Thompson would like to be reappointed and Ashley Toof would like to be appointed to the Development Review Board (DRB). The Board asked Ms. Toof to

provide some of her background. She has been a Town resident for 2 years and has 10 years construction experience. She is currently an engineer for the Department of Public Works for the City of Burlington. She hopes that her experience will be an asset to the DRB.

MOTION: A. Voegele made a motion to appoint Ashely Toof and Bruce Thompson to the DRB for 3 year terms. All in favor, none opposed, motion carried.

Planning Commission

Grant Henderson would like to be reappointed and Casey Toof would like to be appointed. There is also a 1 year term of an unexpired 3 year term that is currently held by Dave Hardy. He is unable to complete his term and B. Deso would like to be appointed to the remainder of Mr. Hardy's term.

Casey Toof came before the Board to state his interests in serving on the Planning Commission. He explained that he grew up in the City of St. Albans but, now lives in the Town. He and his wife, Ashley have 2 boys; 3 years old and 18 months. He stated that he wants to do his part in making St. Albans a better place now and for his children. He currently works for the Messenger

MOTION: A. Voegele made a motion to reappoint Grant Henderson and appoint Casey Toof to the Planning Commission for 3 year terms and B. Deso to a 1 year term. All in favor, none opposed, motion carried.

Regional Planning Commission

Bob Johnson and Al Voegele both would like to be reappointed to Regional Planning.

MOTION: B. Nihan made a motion to appoint Bob Johnson and Al Voegele to the Northwest Regional Planning Commission for terms of 1 year. All in favor, none opposed, motion carried.

Northwest Regional Planning's Clear Water Advisory Committee

A. Voegele requested reappointment.

MOTION: B. Nihan made a motion to reappoint A. Voegele to the Northwest Regional Planning's Clear Water Advisory Committee for a term of 1 year. All in favor, none opposed, motion carried.

Transportation Advisory Council (TAC)

Director of Public Works, Alan Mashtare and B. Nihan both requested to be reappointed. A. Mashtare is the member and B. Nihan the alternate.

MOTION: A. Voegele made a motion to reappoint A. Mashtare and B. Nihan to the Transportation Advisory Council for terms of 1 year. All in favor, none opposed, motion carried.

Northwest Vermont Solid Waste Management District

A. Voegele requested reappointment.

MOTION: B. Nihan made a motion to reappointment A. Voegele to the Northwest Vermont Solid Waste Management District for a term of 1 year. All in favor, none opposed, motion carried.

Constable

Everett Hulbert requested appointment to the Constable position. This is an elected position but, because no one ran for the position, the Selectboard must appoint someone. Mr. Hulbert provided the Board with some background. He stated that he's lived in St. Albans most of life, with a brief stay in North Carolina. He is a plumber, having taken over the business for his dad. He wants to see how he can serve St. Albans Town. David McWilliams suggested reimbursement for any training costs or mileage should Mr. Hulbert attend any. C. Johnson stated the Town will reimburse for training and mileage.

MOTION: A. Voegele made a motion to appoint Everett Hulbert as the Town of St. Albans Constable for a term of 1 year and to allow him to take any training courses he may need. All in favor, none opposed, motion carried.

Second Constable

The Town doesn't have enough activity warranting a Second Constable.

Grand Juror & Town Agent

As of July 1st, the Grand Juror position is no longer required. No appointments were made for the Grand Juror or the Town Agent.

Northwest Vermont Rail Trail Council

Robert Bessette requested reappointed. He will be attending the next Selectboard meeting to provide an update.

MOTION: B. Nihan made a motion to reappoint Robert Bessette to the Northwest Vermont Rail Trail Council. All in favor, none opposed, motion carried.

Tree Warden

DPW Director, A. Mashtare has similar responsibilities. No Tree Warden appointed at this time.

Public Safety Committee

B. Nihan suggested putting this off until the Selectboard planning meeting on April 12th. He stated that we need more public input.

Department of Public Works

Annual Financial Plan – Town Highways & Town Road and Bridge Standards

A. Mashtare completed both the Annual Financial Plan for Town Highways and the Town Road and Bridge Standards. He explained that both need to be signed by Board and returned VTrans.

MOTION: S. Dukas made a motion to approve the Selectboard to sign both the Annual Financial Plan for Town Highways and the Town Road and Bridge Standards. All in favor, none opposed, motion carried.

Town Manager's Report

Bay Park Stone House Update

C. Johnson and A. Mashtare are working with the engineers to get costs. It was not ready for the April 2nd, 2018 Selectboard meeting and should be at the next meeting on April 16th. We are working on getting approvals for renovations from the State Historical Preservation. There will be more discussion on this at the planning meeting on April 12th.

S. Dukas explained his concerns with the "Park Restoration" line item in the Parks and Recreation budget being 1,000% overspent. This was due to repair work on the Bay Park gate walls. S. Dukas explained that in the fall of 2017, he called in to the Board meeting asking if we could use the \$130,000 that came from Jeff Davis. The Board agreed at that time to move the money. The Board agreed to discuss moving money to the Stone House Restoration fund at their meeting on April 12th.

B. Deso suggested forming a Parks Committee for Bay and Cohen parks to come up with ideas for spending at the parks and present it to the Selectboard.

B. Cheeseman suggested doing "Estimate to Complete" meetings for projects to avoid going over budget.

A. Mashtare explained that the park gate walls were built in 1933. We received a good bid to do the walls. He stated that it's his responsibility to come up with maintenance plans for the upkeep of these walls, the path at the park and once the Stone House is completed, for the Stone House. He explained that in the past, things were not done properly but, moving forward with maintenance plans should correct these issues.

Board members want to wait to discuss at their meeting on April 12th.

Bronson Road Notice of Violation and Court Order

Zoning Administrator, Becky Perron has done several things to work with the property owner but to no avail. C. Johnson called him last week and he said he should be here Wednesday to pay for his permits and his fines. A 2-story structure and some other items had been constructed without the proper building permits. The Town has won a lawsuit to remove noncompliant structures if the property owner does not pay his fines and become compliant by the deadline. B. Perron started working on this issue in June, 2016. This winter the property owner requested a Certificate of Compliance which allowed Becky to do a site visit and it was at that time she found new violations.

Green Up Day Volunteers Needed

C. Johnson explained that Green Up Day is coming up and Brad Jenkins, Boy Scout troop leader is requesting the Selectboard to help. B. Deso and B. Cheeseman both agreed to help.

Pending & Capital Projects List

Copies were provided to the Selectboard. C. Johnson to provide a copy of the Capital Program Policy at their meeting on April 12th.

Lister – Elected or Appointed

Assessor, Bill Hinman came before the Board to answer any questions regarding whether or not the Town should keep elected Listers or go to appointed Assessors. B. Hinman explained there's been a shortage of Listers in the State of Vermont. The State is now allowing Towns to appoint Assessors; this change can be done with a Town wide vote, a Charter change is no longer required.

B. Hinman went on to say that the Board of Listers doesn't have a lot of work, a couple hours a month. They are responsible for maintaining the Grand List, doing inspections. Every 10 – 20 years a reappraisal will be conducted. This office works on transfers, Current Use, Homestead Exemptions, and assesses property values. Experience in real estate is always a plus. A two day training is provided by the state once a Lister is voted in. To be discussed at the April 12th meeting.

Animal Control Ordinance

Now that dogs are allowed in the Town parks, that section was removed from the ordinance. The section of "Vicious Dog" was changed to "Potential Vicious Dog". It eliminates the Town's requirement to have hearings on dogs attacking other animals. It is a civil issue. However, if a person is bit by a dog, the victim may still request a hearing.

MOTION: A. Voegele made a motion to approve the Animal Control Ordinance as presented. All in favor, none opposed, motion carried.

Street Addressing Ordinance

There currently is no enforcement section in this ordinance. The Board agreed with the new section and made a few changes. Changes will be made and a clean copy will be brought to the Selectboard for signature at their next meeting.

MOTION: A. Voegele made a motion to approve the Street Addressing Ordinance with the above changes. All in favor, none opposed, motion carried.

Letter of Appreciation – Sam Smith

B. Nihan read the letter from the Board. The Board suggested framing the letter.

Public Comment

None.

Schedule

The next regular Selectboard meetings are Monday, April 16th and Monday, May 7th. The Annual Volunteer dinner is Monday, April 9th. The Selectboard will hold a planning work session meeting on April 12th at 6pm.

Other Business

A. Voegele suggested inviting Tim Smith and Dominic Cloud to the next Selectboard meeting to discuss water and wastewater. After some discussion, the Board decided to not invite Mr. Smith and Mr. Cloud. B. Nihan suggested A. Voegele talk to Mr. Cloud philosophically and then the Board will discuss at the meeting on the 12th.

Adjournment

MOTION: B. Cheeseman made a motion to adjourn the Selectboard meeting at 8:30 p.m. All in favor, none opposed, motion carried.

Respectfully submitted,
Jenn Gray, Recording Secretary