

**Town of St. Albans
Selectboard Meeting Minutes
Monday, April 16th, 2018
6:30 p.m.**

On Monday, April 16th, 2018 at 6:30 p.m., at Town Hall the Town of St. Albans Selectboard met. B. Nihan opened the meeting at 6:30 p.m.

Officials and staff present: Chair, Bill Nihan, Vice Chair, Bruce Cheeseman, Brendan Deso, Stan Dukas, Al Voegele, Town Manager, Carrie Johnson, Town Clerk, Anna Bourdon, Director of Public Works (DPW), Alan Mashtare, and Recording Secretary, AJ Johnson.

Public: St. Albans Messenger Reporter, Michael Frett, Dan Crepeau, Robert Bessette, Danielle Lapointe, Esther Morse

The Pledge of Allegiance.

General Warrant

MOTION: B. Deso made a motion to approve the general warrant dated April 16th, 2018 in the amount of \$57,116.17. All in favor, none opposed, motion carried.

Industrial Park Warrant

MOTION: B. Cheeseman made a motion to approve the Industrial Park warrant in the amount of \$979.77. All in favor, none opposed, motion carried.

Payroll Warrants

MOTION: A. Voegele made a motion to approve the payroll warrants dated April 6th, 2018 in the amount of \$14,215.60 and April 13th, 2018 in the amount of \$15,782.09. All in favor, none opposed, motion carried.

Minutes

MOTION: B. Deso made a motion to approve the Selectboard meeting minutes for Monday, April 2nd, 2018. All in favor, none opposed, motion carried.

Northwest Vermont Rail Trail Council – Robert Bessette

Robert Bessette appeared before the Board to provide an update on the Northwest Vermont Rail Trail Council. Robert was appointed a year ago.

He stated the Town section of the Rail Trail does not see a lot of ATV use, which is ideal. The Council has also been working to reduce the wild parsnip population along the trail.

R. Bessette originally joined the Council because he did not think the Rail Trail was being mowed enough. Last year, VTRANS mowed twice and did a great job; they also trimmed a large section of trees back.

R. Bessette explained the Council is trying to get the word out so more residents use the trail. The Council has started using social media and is reaching out to local rec departments.

S. Dukas asked for clarification what the Town's section of trail is; the trail runs from the intersection of 105 behind Maple City Diner to the overpass by Franklin Park West.

B. Nihan asked how often the Council meets. R. Bessette stated the Council meets once every other month. R. Bessette agreed to submit minutes from the meetings to J. Gray.

Tree Warden Appointment

In the past, a lack of applicants has prevented the position from being fulfilled. Jack Brigham has volunteered to fulfill the one year term.

MOTION: A. Voegele made a motion to appoint Jack Brigham as the Town Tree Warden for a term of 1 year. All in favor, none opposed, motion carried.

**Town Manager's Report
Personnel Policy**

C. Johnson stated that at a previous meeting the Selectboard had reviewed three versions of Conflict of Interest policies. C. Johnson combined the existing policy with proposed draft two, and inserted it into the Town's Personnel Policy.

B. Nihan recommended reviewing the policy in executive session.

Water Allocation Request – Larissa Woods

Due to an increase in bedrooms Larissa Woods of 399 Lake Road had submitted a water allocation request.

MOTION: A. Voegelé made a motion to approve the water allocation request for Larissa Woods at 399 Lake Road. All in favor, none opposed motion carried.

Bay Park Farmers Market

A farmers market will be held at the St. Albans Bay Park every Wednesday evening from May 30th until September 26th. There will be no farmers market on July 4th. The hours will be from 5 p.m. until 8 p.m.

A. Mashtare has been working with a couple local bands to have music during the farmers market. Around thirteen vendors have signed up so far; A. Mashtare expects twenty. The vendor fee is \$65 for the season.

B. Nihan suggested putting an ad in the messenger.

Title Sponsor – Bay Day

C. Johnson stated the Great Race and Bay Day will be held Saturday, June 30th. Consolidated Communications has been announced as the Great Race sponsor. A rain date of July 1st has been scheduled for fireworks.

Credit Card Capability

The Town Clerks office now accepts credit cards as a form of payment. There is a one-time fee of \$3.00 or 2.65% charged to the cardholder.

Public Comment

There was no public comment. A. Voegelé told a joke about the rain.

Schedule

The next regular Selectboard meetings are Monday, May 7th and Monday, May 21st.

Other Business

C. Johnson clarified a discussion from a previous meeting regarding the brick wall reconstruction in the Bay Park which stirred up some confusion about municipal budgeting and finance. The Parks Restoration Budget line has traditionally been \$5,000. In FY17 roughly \$4,000 was used to purchase trees as per the tree plan. The brick wall project was put out to bid in the spring of 2017, the four walls came in at a total price of \$80,000; only one wall was approved at this time. In the fall of 2017 the wall with the most damage had been completed, and the Selectboard approved a Request for Proposal to complete another wall during the fall and the remaining two walls in spring. The project was bid at \$54,000 and came in at bid price; this was not a \$5,000 project that cost \$54,000.

B. Nihan stated the Board had a planning meeting the other day and reviewed and ranked projects on the Capital Improvement lists. The projects were ranked as follows:

1. Department of Public Works: move from current location to Brigham Road
2. Town Hall project – renovate current building or move
3. Phase I of the proposed Heath path
4. MS4 funding
5. Stonehouse renovation

B. Nihan stated the Police Advisory board is seeking volunteers. Meetings usually occur once a month. Interested parties should contact the Town Manager's Office.

The Board discussed distributing a survey to Town residents seeking advice and guidance on a variety of subjects. A. Bourdon suggested sending the survey with tax bills.

S. Dukas stated that a crane has been situated on the Bay Dock. A. Mashtare explained the owners of the Marina approached him and asked if they could use the dock to lower equipment into the water before the lake level got too high to work in. They did sign a waiver and have adequate insurance.

B. Deso announced the Town is seeking volunteers for a Parks Committee. The committee will review the Town's recreation assets such as the Town Forest, Bay Park and Cohen Park.

Executive Session

MOTION: A. Voegele 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.

Adjournment

MOTION: B. Deso made a motion to come out of executive session and adjourn the Selectboard meeting at 7:45 p.m. All in favor, none opposed, motion carried.

Respectfully submitted,
AJ Johnson, Recording Secretary