

**Town of St. Albans
Selectboard Meeting Minutes
Monday, June 4th, 2018
6:30 p.m.**

On Monday, June 4th, 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 Voegele, Town Manager, Carrie Johnson, Director of Public Works (DPW), Alan Mashtare, Town Clerk, Anna Bourdon and Recording Secretary, Jenn Gray.

Infrastructure Committee: Dave Allerton, Richard Cummings, Richard Dickinson, and Tim Hurlbut.

Public: St. Albans Messenger Reporter, Michael Frett.

Chair, B. Nihan called the meeting to order at 6:30 p.m.

The Pledge of Allegiance.

Payroll Warrants

MOTION: B. Cheeseman made a motion to approve the payroll warrants dated June 1st, 2018 in the amount of \$16,258.24 and May 25th, in the amount of \$25,913.53. All in favor, none opposed, motion carried.

General Warrant

MOTION: S. Dukas made a motion to approve the general warrant dated June 4th, 2018 in the amount of \$73,804.52. All in favor, none opposed, motion carried.

S. Dukas stated that there were 25 tax over payments in the amount of \$8,900 included in the warrant.

B. Nihan stated that an executive session wasn't on the agenda but, there will be one at the end of the meeting to discuss a personnel issue.

Minutes

MOTION: A. Voegele made a motion to approve the Selectboard meeting minutes for Monday, May 21st, 2018. All in favor, none opposed, motion carried.

Infrastructure Committee Presentation

Richard Cummings from the Infrastructure Committee came before the Board to give a presentation on recommendations for moving the Department of Public Works complex to Brigham Road and a parcel of land for a new Town Hall building.

Department of Public Works Complex

R. Cummings explained that the Infrastructure Committee evaluated the current location of Department of Public Works (DPW) and decided that the DPW complex should not be located on the lake due to several reasons, one being that the salt shed should not be located so close to the lake. The Town already owns 73 acres of land on the Brigham Road that would be adequate for a DPW complex.

R. Cummings went over some of the items that are being proposed for the DPW complex such as a wash bay and drive through garages. The estimate is \$1.8 million. This does not include the salt shed. Site work cost estimates to be determined as well.

The recommendation to the Selectboard is to relocate DPW to the Brigham Road property and to ask voters to approve this at the November 6th, 2018 election.

S. Dukas asked if this may be the time to ask the City of St. Albans for water and wastewater. C. Johnson explained that this was going to be done when the zoning process starts.

MOTION: B. Cheeseman made a motion to give the Infrastructure Committee authorization to move forward on the DPW project and have it ready for the November 6th, 2018 vote. All in favor, none opposed, motion carried.

Town Hall

After evaluating the current building, the committee determined that the life of expanding the existing building would be short lived and would not be able to handle any future growth. It would be less cost effective to renovate this building based on its existing limitation. Town Clerk, Anna Bourdon had provided a list of properties for sale in the Town. The committee started with 28 parcels and weened that list down to 13. Scoring sheets were completed by each committee member. The list was then weened down from 13 to 7 and then 7 to 3. The committee then decided on a property owned by Ingleside Equity Group. The lot is located on Route 104 and Route 36. R. Cummings explained that the property owner would like to move the power line closer to the 189 highway opening up the property more, getting the full benefit of the property. Waterline near Maplefield's is close to this property and is gravity fed. The sewer line would run from this location as well.

There was a small site, on Upper Welden, that could fit just a municipal building. Another site was over 8 acres but, the wetlands and power lines limited the developable land on site.

The committee recommended the Selectboard approve funds in the amount of a \$2,500 deposit to secure the 10 acres from Ingleside property and to create an agreement for signature.

MOTION: B. Cheeseman made a motion to authorize the Infrastructure Committee to draw up a contract with Ingleside Equity and pay the \$2,500 deposit. All in favor, none opposed, motion carried.

Town Manager's Report

Town Opinion Survey Final Questions

At the previous meeting, the Board requested that both the Planning Commission and Development Review Board review and recommend survey questions. B. Deso went over the types of questions the Planning Commission would like to add and remove. B. Nihan asked B. Deso to summarize his explanation in an email. B. Deso agreed.

B. Nihan suggested sending the questions to the Michael Mosher with UVM and provided a rough draft of a survey. C. Johnson will send the information to Mr. Mosher.

Assistant Animal Control Officer New Hire

We received 6 inquiries regarding the Assistant Animal Control Officer positions. Of those, only 2 expressed interest with one backing out last minute. Animal Control Officer, David McWilliams and C. Johnson met with Matt Marchessault. He has been hired to assist David.

Farmers Market

The first farmers market kicked off last Wednesday, May 30th. 22 vendors signed up, 18 showed up. Vendors were excited and happy. People flowed through all evening. A new vendor will start this Wednesday. Director of Public Works, Alan Mashtare explained that chainsaw artist, Mark Leclair has donated one of his pieces to the Town to raffle off at the end of the season. Proceeds from the raffle will go to the Bath House preservations.

Status Reports

Reports from A. Mashtare, C. Johnson and Director of Administration, Ned Connell were provided to the Board. A. Voegele asked whether we should consider hiring a project manager to assist N. Connell with stormwater work. C. Johnson stated that she would talk to N. Connell about his availability and whether he would need some assistance.

Paving

A. Mashtare explained that he received the \$168,000 grant for paving. He explained that he will not be paving Industrial Park Road due to construction still going on at Peerless Clothing and sidewalk work. He will be paving all of Hathaway Point Road and Brigham Road.

Public Comment

None.

Schedule

The next regular Selectboard meetings are Monday, June 18th and Monday, July 2nd. The Town Hall will be closed July 4th for the holiday. Bay Day is Saturday, June 30th with

a rain date of Sunday, July 1st. C. Johnson suggested moving the July 16th meeting to July 23rd. The Board agreed.

Other Business

None.

Executive Session

MOTION: B. Nihan made a motion to go into executive session at 8:13 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. Dukas made a motion to come out of executive session at 8:45 p.m. All in favor, none opposed, motion carried.

Adjournment

MOTION: A. Voegele made a motion to adjourn the Selectboard meeting at 8:46 p.m. All in favor, none opposed, motion carried.

Respectfully submitted
Jenn Gray, Recording Secretary