

**Town of St. Albans  
Selectboard Meeting Minutes  
Monday, July 23<sup>rd</sup>, 2018  
6:00 p.m.**

On Monday, July 23<sup>rd</sup>, 2018 at 6:00 p.m., at Town Hall the Town of St. Albans Selectboard met.

**Officials and staff present:** Chair, Bill Nihan, Brendan Deso, Stan Dukas, Al Voegele, and Town Manager, Carrie Johnson.

The Selectboard opened the meeting at 6:00 p.m., then moved to go into an executive session to discuss legal and contractual items.

**Executive Session**

**MOTION: B. Deso made a motion to go into executive session at 6:00 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: B. Deso made a motion to recess the Selectboard meeting at 6:25 p.m. All in favor, none opposed, motion carried.**

**Officials and staff present:** Chair, Bill Nihan, Brendan Deso, Stan Dukas, Al Voegele, Town Manager, Carrie Johnson, Director of Public Works (DPW), Alan Mashtare, Public Safety Administrator and Fire Chief, Bob Cross, Town Clerk, Anna Bourdon, Director of Administration, Ned Connell and Recording Secretary, AJ Johnson. Absent was Bruce Cheeseman.

**Public:** Michael Frett, St. Albans Messenger, Jessica Frost, Elisabeth Fontaine and Jill Berry Bowen, NMC.

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

The Pledge of Allegiance.

The Selectboard agreed to change the order of the agenda to allow Northwestern Medical Center and Jill Berry Bowen to go first.

**Northwestern Medical Center Presentation**

Jill Berry Bowen, CEO of Northwestern Medical Center came before the Selectboard to give a presentation. She was joined by Jessica Frost and Dr. Elisabeth Fontaine.

On behalf of RiseVT, Jessica Frost presented the Town of St. Albans with an award for achieving "silver" status for the municipality; the Town earned the award by helping to create a healthy environment for residents of the community. J. Frost noted the walking path at the Bay Park, the Farmers Market, recent work on a Sidewalk plan, and trail construction in the Town Forest. St. Albans Town is one of two municipalities with a silver status. The Town received Bronze status in 2015. J. Frost also applauded Town Manager, Carrie Johnson, for her hard work in helping the Town achieve the Silver status. C. Johnson accepted the award on behalf of the Town.

J. Berry Bowen explained Northwestern Medical Center (NMC) is working to assess the communities' health needs. She welcomed Dr. Fontaine to provide more information. Dr. Fontaine stated she had been in Quebec last week, and was very impressed with the vast bike paths and connectivity. She was impressed with the amount of people using the paths and stated if you build the infrastructure, people will use it. Dr. Fontaine explained the second story of the newly constructed Medical Office Building (MOB) is not currently occupied. NMC is pursuing the idea of using the space as a place where people can go to begin their wellness journey. Perhaps a person who is a new cardiac patient, or someone who has experienced an injury. This would not replace local gyms, it would be used as a space to introduce change.

A. Voegele asked for J. Berry Bowens opinion on the local drug crisis. J. Berry Bowen explained NMC and RiseVT are working to get kids interested in healthy lifestyles;

prevention is the best cure. She also thought establishing a community feel, keeping children and teens busy and involved, and investing in health coaching would be beneficial.

B. Nihan inquired who was funding RiseVT. J. Berry Bowen stated the hospital is currently funding the program as they see it as an investment into wellness.

B. Deso wondered if the proposed activities in the wellness space on the second floor would be billable to insurance. The hospital is still exploring ideas, but hopes to have different therapies covered by insurance.

Dr. Fontaine closed out the presentation by stating every Tuesday at 5:30 p.m. you can "Walk with a Doc" at Collins Perley Sports Center. She stated a different physician will join every week and encouraged people of all abilities to join the fun and be active.

#### **Town Plan Public Hearing**

**MOTION: B. Deso made a motion to open the Town Plan Public Hearing. All in favor, none opposed, motion carried.**

Director of Administration, Ned Connell explained this was the first scheduled public hearing for the Town Plan update. The second meeting is scheduled for August 20<sup>th</sup>. Copies of the proposed Town Plan are available at Town Hall or on the Town's website. N. Connell stated he would accept comments in writing for fourteen days after the second hearing.

A. Voegele stated he had noticed some grammatical errors and would point them out to N. Connell.

There were no other comments.

**MOTION: B. Deso made a motion to close the Town Plan Public Hearing. All in favor, none opposed, motion carried.**

#### **General Warrant**

**MOTION: S. Dukas made a motion to approve the general warrant dated July 3<sup>rd</sup> – July 23<sup>rd</sup>, 2018 in the amount of \$329,430.54. All in favor, none opposed, motion carried.**

S. Dukas noted the library had a sizeable payment and \$100,000 came out of the general fund to be used to purchase a new Department of Public Works truck. Additionally, \$16,000 will be paid to the St. Albans Recreation Department.

A. Bourdon reminded the Selectboard the Department of Public Works truck purchase was a voted item at Town Meeting Day.

S. Dukas asked B. Cross to explain the additional funds used to transport the new Fire Department boat from Delaware to Vermont. B. Cross explained a local contractor had been hired for \$1,300 to haul the boat back. On the way, a trailer tire was blown and a spare tire was put on. Once in New York, another tire blew. Department of Transportation stopped the contractor and required him to get several sets of permits. The process also required the contractor to stay put for an additional 24 hours which required an overnight stay. In total, the transportation cost ended up being slightly over \$2,613.00.

#### **Impact Fee and Industrial Park Warrants**

**MOTION: A. Voegele made a motion to approve the warrants totaling \$12,473.18 to RSG for their work on Impact Fees, as well as the Industrial Park warrant for \$4,476.26. All in favor, none opposed, motion carried.**

B. Nihan wondered when the Impact Fee report would be available. C. Johnson stated the Selectboard has scheduled a meeting with the consultant to review a final draft in early October.

#### **Payroll Warrants**

**MOTION: B. Deso made a motion to approve the payroll warrants dated June 25<sup>th</sup> – July 1<sup>st</sup>, 2018 in the amount of \$19,442.12, July 2<sup>nd</sup> – July 8<sup>th</sup>, 2018 in the amount of \$19,846.43 and July 9<sup>th</sup> – July 15<sup>th</sup> in the amount of \$19,060.89. All in favor, none opposed, motion carried.**

## Minutes

A. Voegele requested a change to the minutes of July 2<sup>nd</sup>. He asked that a paragraph be moved from one section of the minutes to another section for consistency and ease of reading. The Board was amenable.

**MOTION: A. Voegele made a motion to approve the Selectboard meeting minutes for July 2<sup>nd</sup>, 2018, with the requested change, and the minutes of July 11<sup>th</sup>, 2018. All in favor, none opposed, motion carried.**

C. Johnson reminded the Selectboard that the Town has five business days to get draft minutes on the website. She explained once the draft is on the website, if changes need to be made they will be, but the draft version will not be amended on the website. The amended minutes will be uploaded once approved by the Selectboard at their next meeting, and once approved will replace the draft minutes online.

## Town Manager's Report

### Memorial and Community Recognition Policy Draft

The Board reviewed the first draft of the Memorial and Community Recognition Policy at the last meeting. C. Johnson tried to add more information and clarifying definitions.

B. Nihan wondered if the first two paragraphs were necessary. He requested they be removed. He also wondered how to ensure deferred payments would be received. C. Johnson stated nothing will be built until the donation is received.

A. Voegele wondered who will make the final decision to accept donation and memorial requests. C. Johnson stated the Selectboard would be the best choice for now.

The Selectboard reviewed the cost schedule and agreed with the committee that the memorials, including engravings, should not cost more than 50% of the donation.

C. Johnson will bring back another draft of the policy to the August 16<sup>th</sup> Selectboard meeting.

### SolarSense VT XXIV, LLC – Application for Certificate of Public Good

The Selectboard was given notice of an Application for Certificate of Public Good for a solar project proposed off Lower Newton Road. The Selectboard has not been asked to provide comment, they were just being provided with the 45 day notice.

### Community Survey Update

C. Johnson explained the community survey should be mailed out to approximately 1500 residents this week. She encouraged people to give their opinions and return the survey to the Town. Prizes will be given to some of the participants.

C. Johnson stated she was applying for a \$20,000 +/- grant for the Town Forest Master Trail Plan. She requested the Chair to sign a letter of support for the grant.

**MOTION: A. Voegele made a motion to allow the Chair to sign a letter of support for the Town Forest Master Trail Plan Grant. All in favor, none opposed, motion carried.**

B. Nihan agreed to sign the letter of support once his name was changed from "Bill" to "William".

A. Voegele reminded people the Butt Litter Pickup event will be Friday, August 3<sup>rd</sup>. The Bay park will be cleaned from 9 a.m. until 11 a.m. and the Industrial Park will be cleaned from 12 p.m. to 2 p.m. The public is encouraged to attend.

### Public Comment

None.

B. Nihan asked B. Cross for a status update on the new Fire Department boat. Overall, the boat is in great shape and has received many minor fixes such as new water pumps, changing oil etc. The existing boat will stay in the water for the remainder of the season while the crew trains on the new boat. There will likely be five boat captains trained. The Coast Guard will provide an 80 hour course on the boat this winter.

### Schedule

The next regular Selectboard meetings are Monday, August 6<sup>th</sup>, Monday, August 20<sup>th</sup>.

C. Johnson stated National Night Out is scheduled for the evening of Tuesday, August 7<sup>th</sup> in Taylor Park. The Town and City will collaborate for this event.

A. Mashtare announced a music festival in the Bay Park on Saturday, July 28<sup>th</sup> from 3:00 p.m. to 9:30 p.m. There will be various musical performances, food trucks and beer served from 14<sup>th</sup> Star. The proceeds will be split 3 ways: 1/3 will be donated to the Stonehouse renovations, 1/3 will be donated to cleanup Lake Champlain, and 1/3 to cleanup Lake Carmi.

A Hot Rod show has been scheduled on Saturday, August 4<sup>th</sup> from 9:00 a.m. to 3:00 p.m. in the Bay Park. There will also be food vendors and a 50/50 raffle. The event is sponsored by Bokan and Handy Chevy.

B. Deso asked for an update on Cohen Park picnic pavilion. A. Mashtare stated the materials have been acquired and he expects to break ground soon. He also added the culverts are all in on Bronson Road; some of the ditch work is being finalized. Paving has been done on Hathaway Point Road. Shoulder work should begin soon. Alan anticipates paving on Brigham Road and Jewett Road to begin the second week of August.

#### **Other Business**

B. Deso expressed concern about the growth of the Grand List. This year, the Grand List grew about six million dollars, roughly 6/10 of the Grand List. He stated BFA enrollment is down and there are other indicators the community is not growing as well as it could. He attributed the slow growth to a lack of municipal water and sewer. He mentioned what other local municipalities are doing to ensure growth. A. Bourdon added that St. Albans Town has the largest Grand List in the county and we should be proud of that.

#### **Adjournment**

**MOTION: B. Deso made a motion to adjourn the Selectboard meeting at 8:10 p.m. All in favor, none opposed, motion carried.**

Respectfully submitted  
AJ Johnson, Recording Secretary