

**Town of St. Albans
Selectboard Meeting Minutes
Monday, September 17th, 2018
5:30 p.m.**

On Monday, September 17th, 2018 at 5:30 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, and Town Manager Carrie Johnson. Absent was Al Voegele.

B. Nihan called the meeting to order at 5:30 p.m. The purpose for the earlier start to the meeting was to conduct an executive session to discuss a legal issue.

Executive Session

MOTION: B. Cheeseman made a motion to go into executive session at 5:30 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 Attorney, Chad Bonanni, Assessor, Bill Hinman and Town Manager, Carrie Johnson. All in favor, none opposed, motion carried.

MOTION: B. Deso made a motion to recess the Selectboard meeting at 6:29 p.m. All in favor, none opposed, motion carried.

Regular Meeting – 6:00 p.m.

Officials and staff present: Chair, Bill Nihan, Vice Chair, Bruce Cheeseman, Brendan Deso, Stan Dukas, Town Manager Carrie Johnson and Recording Secretary Jenn Gray. Absent was Al Voegele.

Public: Richard Cummings, St. Albans Messenger Reporter, Michael Frett, Town Attorney, Chad Bonanni, Matt Young with Ascent Consulting, and Mary Pickener.

Chair, B. Nihan called the meeting back to order at 6:00 p.m.

The Pledge of Allegiance.

Payroll Warrants

MOTION: B. Cheeseman made a motion to approve the payroll warrants dated September 3rd through September 9th, 2018 in the amount of \$16,421.00 and August 27th through September 2nd, 2018 in the amount of \$18,369.89. All in favor, none opposed, motion carried.

General Warrant

MOTION: S. Dukas made a motion to approve the general warrant dated September 17th, 2018 in the amount of \$218,633.92. All in favor, none opposed, motion carried.

The warrant contained large payments to the St. Albans Police contract, Blue Cross Blue Shield and AmCare.

MOTION: B. Deso made a motion to approve the Industrial Park warrant in the amount of \$1,752.24. All in favor, none opposed, motion carried.

Minutes

Amendment to the start of executive session from 5:30 p.m. to 5:40 p.m.

MOTION: B. Nihan made a motion to approve the Selectboard meeting minutes for Tuesday, September 4th, 2018 as amended. All in favor, none opposed, motion carried.

Assessor, Bill Hinman – Errors & Omissions (E & O's)

Assessor, Bill Hinman came before the Board to go over the errors and omissions. B. Hinman explained that there were a lot this time as our Assistant Assessor was out for on medical leave earlier in the year. We are now caught up. Some of the E & O's are

personal properties that were not filed on time. The impact on taxes is an increase of \$9,371.56 and an increase in the education tax to \$37,033.49. Regarding Linda's Restaurant, B. Cheeseman asked whether the restaurant equipment stays or goes with the renters when they close. B. Hinman stated that he will follow up on Linda's Restaurant.

MOTION: B. Nihan made a motion to approve the errors and omissions as presented. All in favor, none opposed, motion carried.

Town Manager's Report

Department of Public Works Update – Infrastructure Development Fund Allocation

C. Johnson explained that we had asked Town Attorney, Chad Bonanni his opinion on whether or not there was a conflict of interest in regards to a committee member who owns a structural building company bidding on an aspect of the Department of Public Works (DPW) relocation project. S. Dukas recused himself from this discussion as a committee member in question is his brother-in-law and he sat in the audience for this discussion. Mr. Bonanni explained that the committee member may be a public officer but, not serving on behalf of the Town with statutory authority and in his opinion there is no conflict of interest.

B. Cheeseman questioned that with Richard Cummings (committee member in question) being a local person and serving on the Infrastructure Steering Committee, he may have some inside information and when he bids, would have an advantage over other companies bidding on the same project. He feels it's more of a moral thing.

B. Nihan explained that all entities bidding on the same project are all going to be given the same parameters to base their proposals on and felt there was no conflict of interest.

Matt Young with Ascent Consulting came before the Board. He has been selected to provide Project Manager services for the DPW project. He explained that he does have some experience with conflict of interest and stated that transparency during the bidding process is the key. He uses an online project management process. All questions he posts online and will be available live to whomever the Town wants to have access to it.

Funding the Infrastructure Development Fund – Department of Public Works (DPW) Project

C. Johnson explained that Town Clerk, Anna Bourdon has set up a cost center in the general fund for expenses for the Department of Public Works (DPW) relocation project.

MOTION: B. Cheeseman made a motion to approve the Infrastructure Development Allocation Fund Policy. All in favor, none opposed, motion carried.

Matt Young - Ascent Consulting

Mr. Young provided a little background and expressed his enthusiasm about working with the Town on the DPW project.

S. Dukas explained he hasn't seen what exactly the DPW building will entail. C. Johnson stated since the conflict of interest question was raised, she stop working with the person who created the floorplan and has not received a revised one yet. S. Dukas asked where on the site the building was going to be built. C. Johnson explained that she'll talk to Mr. Young regarding this.

Mr. Young explained after he is brought up to speed on this project, he will create a baseline of costs, maybe have some alternatives to save money, explain it to the Board and have the Board make their decision.

Community Survey Update – Second Wave Mailing

C. Johnson explained that she received an email from Amy Kelsey with UVM that she confirmed the mailing list and the 2nd wave will be mailed out this week. She asked that if you receive a survey, please fill it out and send it in.

Vermont Public Utility Commission Petition – T-Mobile Northeast LLC

Just informational, no action required.

Draft Impact Fee Report

The Board will be meeting on October 8th to discuss this draft with Director of Administration, Ned Connell and Consultant, Jonathan Slason.

Public Comment

Collins Perley

Collins Perley Board member, Mary Pickener came before the Board to give an update. She explained that the Board is always talking about expansion. There have been discussions about the new ice rink at Hard'Ack as well as discussions on whether Collins Perley should be managed by the City of St. Albans Recreation Department. The Collins Perley Board is not interested in doing this. Ms. Pickener also explained that Collins Perley will be receiving a grant to build a playground in the back field near the softball field.

Schedule

The next regular Selectboard meetings are Monday, October 1st, and Monday, October 15th, 2018. A meeting to discuss the draft Impact Fee report will be on Monday, October 8th. We are also planning on some of the current candidates up for election in November to attend the Selectboard meeting of October 15th.

Other Business

None.

Adjournment

**MOTION: B. Deso made a motion to adjourn the Selectboard meeting at 7:03 p.m.
All in favor, none opposed, motion carried.**

Respectfully submitted
Jenn Gray, Recording Secretary