

**Town of St. Albans  
Selectboard Meeting Minutes  
Monday, November 5<sup>th</sup>, 2018  
6:00 p.m.**

On Monday, November 5<sup>th</sup>, 2018 at 6:00 p.m., at Town Hall the Town of St. Albans Selectboard met.

**Officials and staff present:** Chair, Bill Nihan, Vice Chair, Bruce Cheeseman, Stan Dukas, Al Voegelé, and Town Manager Carrie Johnson. Absent was Brendan Deso.

B. Nihan called the meeting to order at 6:00 p.m. The purpose for the earlier start to the meeting was to conduct an executive session to discuss a personnel issue.

**Executive Session**

**MOTION: B. Cheeseman made a motion to go into executive session at 6:02 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. Cheeseman made a motion to recess the Selectboard meeting at 6:28 p.m. All in favor, none opposed, motion carried.**

**Regular Meeting – 6:30 p.m.**

**Officials and staff present:** Chair, Bill Nihan, Vice Chair, Bruce Cheeseman, Stan Dukas, Al Voegelé, Town Manager Carrie Johnson, Director of Public Works Alan Mashtare, and Recording Secretary Jenn Gray. Absent was Brendan Deso.

**Public:** David Goodrich, Peter Blouin, Esther Morse, Dan Cunningham and Department of Public Works (DPW) employees AJ Conger and Chad Gazaille.

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

The Pledge of Allegiance.

C. Johnson requested that the Department of Public Works (DPW) Update be moved to the first item on the agenda. Director of Public Works (DPW) Alan Mashtare wanted to introduced two new DPW employees and then send them to assist in voting booth set up at Collins Perley.

**Department of Public Works Update**

A. Mashtare introduced both Allen “AJ” Conger and Chad Gazaille to the Board. Both have experience working in the propane industry.

**Flag Pole – Bay Park**

A. Mashtare explained to the Board that they will be putting up three flag poles in the Bay Park in the spring. The poles will represent the Canadian, Vermont and USA flags. A. Voegelé donated 2 flag poles to the park. It was suggested to hold a ceremony for the new flag poles on Memorial Day weekend, 2019.

**Plow Equipment**

A. Mashtare explained that all but, one salt truck is ready to go for the plow season. That truck will be done once they finish up culvert work this week.

**Cohen Park Picnic Pavilion**

A. Mashtare explained that the Cohen Park picnic pavilion is coming along. B. Cheeseman asked what kind of roof would be on the pavilion. A. Mashtare state it will be a metal roof on plywood as he had concerns with wind gusts at that location.

**DPW Relocation Project**

The Town hired Cross Consulting as their design team. A kickoff meeting with Peter Cross and Peter Garceau of Cross was held last Thursday (11/1/18). These meetings will take place every Thursday going forward. Cross was hired to do the design work for

the DPW relocation project. Currently, the Town is waiting on the salt shed grant agreement.

### **Maquam Shore Road**

A. Mashtare explained that a Town resident had fallen off her bike in an area of Maquam Shore Road where the grass had grown up to edge of road. He explained to the Board that there were a few sections of the shoulder that would be fixed in the spring. This area may be a scenic byway and we plan to ask the State for help.

### **Forest Drive**

Several months ago, Town resident Mike Palmer who lives on Forest Drive asked the Board to have some potholes fixed. A. Mashtare explained that this has been done and the road is in good shape.

### **Brine vs. No Brine**

S. Dukas asked A. Mashtare about his work with brine. A. Mashtare explained that he has started to pre-treat the salt before applying at the spinner application location. It does the same job but, cuts out an extra mechanical step.

### **General Warrant**

S. Dukas explained that the large amount of the warrant was the police contract, Pike Industries, Road Salt and Redi-Mix for Cohen Park.

S. Dukas asked how we allocate funds for Bay Park for benches, where was the money coming from. B. Cheeseman asked if it was from the memorial fund. C. Johnson stated we order benches after receipt of appropriate forms and funds from donor. The Board asked to make sure funds are allocated correctly, to Bay Park or Cohen.

**MOTION: S. Dukas made a motion to approve the general warrant dated November 5<sup>th</sup>, 2018 in the amount of \$120,144.70. All in favor, none opposed, motion carried.**

### **Impact Fee Warrant**

**MOTION: B. Cheeseman made a motion to approve the Impact Fee warrant in the amount of \$8,244.11. All in favor, none opposed, motion carried.**

### **Stone House Revitalization Warrant**

**MOTION: B. Cheeseman made a motion to approve the Stone House Revitalization warrant in the amount of \$1,657.00. All in favor, none opposed, motion carried.**

### **Payroll Warrants**

**MOTION: B. Cheeseman made a motion to approve the payroll warrants dated November 2<sup>nd</sup>, 2018 in the amount of \$16,157.71, October 19<sup>th</sup>, 2018 in the amount of \$18,912.37, and October 26<sup>th</sup>, 2018 in the amount of \$28,390.97. All in favor, none opposed, motion carried.**

### **Minutes**

A. Voegele had several edits for the meeting minutes of Monday, October 15<sup>th</sup>.

**MOTION: A. Voegele made a motion to approve the Selectboard meeting minutes for Monday, October 15<sup>th</sup>, 2018 as amended. All in favor, none opposed, motion carried.**

**MOTION: A. Voegele made a motion to approve the Selectboard 'special' meeting minutes for Monday, October 29<sup>th</sup>, 2018. All in favor, none opposed, motion carried.**

### **Town Manager's Report**

#### **Department of Public Works Update**

C. Johnson stated that a lot was already covered earlier in the meeting. B. Cheeseman asked what the outcome was of last week's meeting with Matt Young, the DPW Project Manager. C. Johnson explained that the successful bidder would need to be bonded or provide an agreed upon financial surety. Those that submitted information will be kept on an accepted list. B. Cheeseman stated he wanted to make sure the Town was protected.

### **Health Path Update**

C. Johnson explained that we had applied for a couple large grants but, the Town didn't receive them. One was with Northern Borders and the other was a VTrans Enhancement grant. C. Johnson explained that she asked for feedback from the grant committees and some of the recipients as to how we may be awarded these types of grants in the future. We should lower our expectations, ask for less money, and provide more engineering. C. Johnson explained that after speaking with the Selectboard earlier, they were in agreement to put out a Request for Proposal (RFP) for assistance. People in the community are talking about this project and are very interested in it. We can do a traffic study in house. Director of Administration Ned Connell has experience with this, however we need some guidance on what traffic information the State needs to be consider for future grants.

A. Voegele asked if maybe the Town should write a letter to the City to encourage the State to get the traffic light installed at the intersection of Route 7 and the SASH. The Board agreed.

B. Nihan shared his feelings about crossing the SASH; dangerous and expensive. C. Johnson stated that John Kaplan said the speed limit would be lowered before a crosswalk is allowed. You can't have a crosswalk on a road with a speed limit of 50 mph.

### **Northwest Access TV Board Letters of Appreciation**

Rick Tatro and David McWilliams are no longer on the Board for Northwest Access TV. Letters were drafted thanking them for their services. They both helped with the construction of the new building and served well over 29 years collectively.

### **Wastewater Allocation Request – Beverly Tatro, POA for Walter Duchaine**

Conversion for an existing structure.

**MOITON: A. Voegele made a motion to approve the wastewater allocation request for Walter Duchaine as presented. All in favor, none opposed, motion carried.**

### **Water/Wastewater Allocation Request – David Goodrich**

A. Voegele made a motion to not make a recommendation on this application at this time.

D. Goodrich asked why his allocation request was being denied. A. Voegele explained that his existing buildings are not being taking care of and there is a lack of maintenance, especially with the elevator. This is a burden on the Town. D. Goodrich explained he was waiting on a new arm for the elevator and that has been taking some time. The company who is supposed to be taking care of the elevators is Bay State. Now, he's contracting with Otis for this work.

B. Cheeseman stated that it is a violation of fire codes having the elevator out of service. D. Goodrich explained he was going to the state to force Bay State to fix this elevator. On a complaint on the elevators, the State Fire Marshall, Fire Inspector, Fire chief Bob Cross gave a verbal list of items to be taken care of but, Mr. Goodrich is waiting for the list in writing.

Regarding the recent vicious dog issue, the tenant was subletting their apartment to the owners of the dog. Mr. Goodrich explained that he does not allow subletting in his building. He is in the process of evicting the tenant. He went on to say that the individual who was bitten by the dog did go to court and got a 300 foot restraining order against the dog's owners.

**MOITON: A. Voegele made a motion to not make a recommendation on this application at this time. All in favor, none opposed, motion carried.**

### **Public Comment**

Peter Blouin came before the Board to discuss that he feels B. Cheeseman is influencing the Board to take action against him regarding his violation of the Junk Ordinance. He stated he's cleaned up and moved stuff. He feels he's done a good job and has made a good effort for the last 2 years. B. Cheeseman stated he has not done anything to sway the Board.

Mr. Blouin invited the Board to drive by his house and take a look at the progress. B. Nihan said that the Town Manager and Zoning Administrator will be by to check it out. If

the property is brought into compliance, the issue will be dropped. Screening is likely necessary.

### **Letter to the Editor**

S. Dukas explained that in the Messenger's weekend edition, there was a Letter to the Editor written by one of the Selectmen who isn't in attendance tonight. He went on to say that it was his understanding that only B. Nihan and C. Johnson are the media representatives for the Town. The letter showed support for one political group in particular and was signed as a Selectman. The Board did not jointly say to have this letter written and S. Dukas felt that the Board member should not have signed the letter as a Selectman. B. Nihan explained that they will talk to the other Board member.

### **Schedule**

The next regular Selectboard meetings are Monday, November 19<sup>th</sup> and Monday, December 3<sup>rd</sup>, 2018. Budget kickoff meeting is December 10<sup>th</sup>. Election Day is November 6<sup>th</sup>. C. Johnson distributed a November thru January schedule asking for Selectboard conflicts before finalizing it.

### **Budget**

S. Dukas said that as far as the budget meetings are concerned, I think it's a waste of time, item by item by item. I don't believe I'm going to waste my time and do that. All we are looking at is the overall budget. If we're going to spend whatever percent over on any one category, I am not going to waste my time going department by department by department. I'll leave that up to the Town Manager. I'll have a number of what I think the budget should be and if it's not anywhere close to that I won't support it.

B. Cheeseman stated he was looking either to level fund or reduce our budget. Spending went up quite a bit last year and it can't continue to rise at that rate.

W. Nihan would like to do budgets by departments. S. Dukas said if you can live with it Bill, I agree.

A. Voegele supports B. Nihan with going department by department. He doesn't support level funding or reducing the budget. B. Nihan would like to see budget analysis on a regular basis aside from the budget status reports already distributed.

### **Other Business – Police**

The Police Advisor Committee will be presenting their recommendation to the Selectboard on the St. Albans Police marine unit on Monday, November 19<sup>th</sup>, 2018. The Street Crimes Unit and police contract will be discussed at a budget meeting.

### **Fire Department Boat**

Two entities are interested but, did not submit bids as the Fire Chief needed to train his crew on the new boat and didn't want to be without a boat. S. Dukas pointed out that at the Selectboard meeting of July 2<sup>nd</sup>, 2018, the Board instructed C. Johnson to get sealed bids to sell the boat. C. Johnson then explained that the Fire Chief requested to keep the older boat while the crew got trained on the new boat and the Selectboard agreed to allow that transitional period. After much confusing discussion, the Board requested the boat get winterized or at least protect the Town's equipment until the November 19<sup>th</sup> Policy Department Marine Unit discussion occurred.

### **Adjournment**

**MOTION: A. Voegele made a motion to adjourn the Selectboard meeting at 7:57 p.m. All in favor, none opposed, motion carried.**

Respectfully submitted  
Jenn Gray, Recording Secretary