

**Town of St. Albans
Selectboard Meeting Minutes
Monday, December 3rd, 2018
6:00 p.m.**

On Monday, December 3rd, 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, Brendan Deso, Stan Dukas, Al Voegele, and Town Manager Carrie Johnson.

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 contractual issue.

Executive Session

MOTION: B. Deso made a motion to go into executive session at 6:01 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.

Regular Meeting – 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, Director of Public Works Alan Mashtare, Director of Administration Ned Connell, Town Clerk, Anna Bourdon, Fire Chief and Public Safety Officer Bob Cross, and Recording Secretary Jenn Gray.

Public: Erin Creley, Jonathan Giroux, St. Albans Messenger reporter, Michelle Munroe, Jessica Frost, and Anna Gagne.

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

The Pledge of Allegiance.

General Warrant

MOTION: S. Dukas made a motion to approve the general warrant dated December 3rd, 2018 in the amount of \$74,667.09. All in favor, none opposed, motion carried.

Industrial Park Warrant

MOTION: B. Cheeseman made a motion to approve the industrial Park warrant for Drummac in the amount of \$5,445.40. All in favor, none opposed, motion carried.

Payroll Warrants

MOTION: B. Deso made a motion to approve the payroll warrants dated November 23rd, 2018 in the amount of \$17,577.60 and November 30th, 2018 in the amount of \$33,519.95. All in favor, none opposed, motion carried.

Minutes

A. Voegele made some corrections to the November 19th meeting minutes. Those changes were reflected in copies provided to the board at the meeting. The Board agreed with the changes.

MOTION: A. Voegele made a motion to approve the Selectboard meeting minutes for Monday, November 19th, 2018 as amended and the special meeting minutes for November 27th, 2018 as written. All in favor, none opposed, motion carried.

Planning Commission

B. Deso resigned from the Planning Commission. The Selectboard thanked Brendan for his service on the Planning Commission. Erin Creley submitted a letter of interest to serve on the Planning Commission. She came before the Board to provide some background. She works for One Care Vermont, working on health care reform.

MOTION: B. Deso made a motion to appoint Erin Creley to the Planning Commission for a term of 2 years expiring in March, 2021. All in favor, none opposed, motion carried.

Development Review Board (DRB)

The Town advertised for 2 DRB alternate positions and did not receive any letters of interest.

Town Manager's Report

Community Survey Draft Report

C. Johnson explained that the Board had received a draft report in their packets for their review. B. Nihan asked C. Johnson for more separate analysis of the results and to confirm the confidence percentage. A. Voegele suggested a 15 minute discussion at a future meeting to go over the report. C. Johnson suggested inviting Amy Kelsey from UVM who performed the survey to attend and the Board agreed.

Impact Fee Study and Ordinance

There were a few changes to both the study and the ordinance. B. Nihan would like to clean up the ordinance, close the gaping holes within the ordinance, and clarify some things. He would like to hold off on adopting the ordinance until his suggested changes are made. B. Nihan stated he will provide his comments to Director of Administration, Ned Connell and suggested the rest of the Board do the same.

Department of Public Works Relocation Project Update

C. Johnson explained that there are weekly meetings with the design team, finalizing the design plans to be brought before the Development Review Board (DRB) at a hearing on Thursday, December 13th. B. Cheeseman stated that Project Manager Matt Young and Cross Consulting are doing a great job, quick with their responses to his questions. C. Johnson explained that a press release will be submitted regarding the salt shed grant. There will be a "local concerns meeting" at the next Selectboard meeting on Monday, December 17th. S. Dukas asked whether we need to do two separate items on the ballot for Town Meeting. C. Johnson stated that they do not need to be separate.

Town Forest Master Trail Plan

C. Johnson explained that the Parks Committee has been meeting regularly. The committee put out a Request for Proposal (RFP) to do trail work in the Town Forest; utilizing the grant funds recently awarded. Only one bid was received and that was from Sinuosity. The bid will be awarded to Sinuosity for \$43,000. The Tech Center at BFA has worked on the trails and will continue to do so in the spring and fall. There were 2 classes a day, 24 students, for 4 hours a day.

Old Fire Department Boat Bids

The Fire Department's old boat was put out to bid. We received one bid. B. Cheeseman opened the bid which was from the Swanton Village Fire Department for \$7,000. The Board accepted the bid. B. Cross expects they will take possession of the boat soon. No motion needed as C. Johnson and B. Cross can manage the transaction.

Public Comment

Maquam Shore Road Bike Lane Request

Anna Gagne and Jessica Frost came before the Board to express their interest in having a bike lane installed on Maquam Shore Road. Ms. Gagne rides her bike and walks along Maquam Shore Road frequently. She explained to the Board an accident she had falling off her bike this past summer. She wants to see the shoulders paved. She provided the Board a copy of a map showing Maquam Shore Road on the Lake Champlain Byways.

Jessica Frost is her neighbor and is a large advocate for biking and hiking. To build community, she stated that we need to make it easier for people to get to their neighbors' houses. There is a website available that shows the Town's walkability scores. Many roads in the Town of St. Albans currently score a "0" for walkability.

A. Mashtare explained that in some areas, the road is narrow due to ditches close to the road. We don't pave shoulders, gravel is used instead. We need to get easements from landowners in order to widen the road and install a bike path. Currently, he plans to put stone on the shoulders. B. Cheeseman asked what the Town could do to make roads safer for pedestrian use? A. Mashtare explained that you'd need to make roads wider and that he'd look into what it takes to lower the speed limits.

C. Johnson asked Director of Administration Ned Connell to explain what the Planning Commission is currently working on regarding safe pedestrian paths. N. Connell explained that the Planning Commission is working on long range walking trails in and around Town. He also added that if you widen a road, you also need to extend culverts. He also explained that the speed limit is an issue as well. C. Johnson explained that Maquam Shore Road can be added to the list of paths in the Town to be considered.

Ms. Frost explained that Mark Fenton will be returning to the area and the Town St. Albans. She suggested we have Mr. Fenton review Maquam Shore Road for walkability or a recreation path. He was here 4 years ago reviewing the walkability in this area.

Schedule

The next regular Selectboard meeting is Monday, December 17th, 2018. The budget kickoff meeting is December 10th. Then, the next regular meeting will be Monday, January 7th, 2019.

Other Business - None.

Adjournment

MOTION: A. Voegele made a motion to adjourn the Selectboard meeting at 7:30 p.m. All in favor, none opposed, motion carried.

Respectfully submitted, Jenn Gray, Recording Secretary