

**Town of St. Albans
Selectboard Meeting Minutes
Monday, March 18th, 2019
6:30 p.m.**

On Monday, March 18th, 2019 at 6:30 p.m., at Town Hall the Town of St. Albans Selectboard met.

Officials and staff present: Bruce Cheeseman, Brendan Deso, Stan Dukas, new Selectboard member Jessica Frost, Al Voegele, Town Manager Carrie Johnson, Director of Public Works Alan Mashtare, Town Clerk, Anna Bourdon, and Recording Secretary Jenn Gray.

Public: Walter Krul Owner of AmCare, St. Albans Messenger Reporter Michael Frett, Jonathan Giroux, and William King with Alternative Energy Development Group, LLC.

Town Manager, Carrie Johnson called the meeting to order. The Pledge of Allegiance was recited then the Selectboard was asked for Chair and Vice Chair nominations

**Organizational Meeting
Elect Chair & Vice Chair**

A. Voegele read the following statement:

"With the addition of Jessica Frost to this Selectboard, the Town is able to initiate its transition to a younger generational leadership. A leadership by age that will be experiencing some of the most difficult problems of this century and by the consequences of their decisions, will determine the Town's future as a place to live, work, and play.

To prevent a division between young and old, this transition to younger leadership will be based on a collegial partnership with older generations of Selectboard and community. Thus it is my honor to nominate Brendan Deso to be the next Chairperson of the Town's Selectboard".

MOTION: A. Voegele made a motion to nominate Brendan Deso as Chair of the Selectboard. All in favor, none opposed, motion carried.

A. Voegele presented a gift to new Chair, Brendan Deso.

MOTION: S. Dukas made a motion to nominate Bruce Cheeseman as Vice Chair of the Selectboard. All in favor, none opposed, motion carried.

B. Deso made a statement and welcomed Jessica Frost to the Selectboard.

Adopt Rules of Procedure

The Rules of Procedure are readopted every year by a new board. A. Voegele suggested tabling these until the April 15th meeting. This will enable the Board to review them thoroughly and provide comments to C. Johnson. The Board agreed. The VLCT template to be sent to C. Johnson by A. Voegele. The entire Selectboard can review it and make suggestions.

Revised Agenda Posting

C. Johnson explained there have been challenges in posting at a couple of spots in Town. The legal requirements are to post agendas in 3 spots. The Board agreed to post at Town Hall, St. Albans Bay Post Office, and Collins Perley, which meets the legal requirements.

MOTION: B. Cheeseman made a motion to make Town Hall, St. Albans Bay Post Office, and Collins Perley the three designated spots in Town to post legal warnings. All in favor, none opposed, motion carried.

General Warrant

An invoice for \$45 from LD Oliver Seed was removed from the warrant because a revised invoice was received, the new invoice will appear on the next warrant.

MOTION: A. Voegele made a motion to approve the general warrant dated March 18th, 2019 in the amount of \$213,507.87. All in favor, none opposed, motion carried.

Industrial Park Warrant

MOTION: B. Cheeseman made a motion to approve the Industrial Park warrant in the amount of \$3,102.39. All in favor, none opposed, motion carried.

Payroll Warrants

MOTION: B. Cheeseman made a motion to approve the payroll warrants dated March 8th, 2019 in the amount of \$17,420.74 and March 15th, 2019 in the amount of \$25,212.79. All in favor, none opposed, motion carried.

Minutes

MOTION: A. Voegele made a motion to approve the Selectboard meeting minutes for Monday, March 4th, as written. Motion carried with a 4-0 vote with J. Frost abstaining.

Liquor Control Board

MOTION: A. Voegele made a motion to recess the Selectboard meeting and convene as the Liquor Control Board. All in favor, none opposed, motion carried.

The Elks Club applied for a First Class liquor license and an Outdoor Consumption license.

B. Bronson, LLC – DBA Bronson's Landing applied for a new license. This company purchased the previous the Wooden Nickel/Harley D's building and will be putting in a restaurant.

MOTION: A. Voegele made a motion to approve the First Class liquor license and outdoor consumption for the Elks Club and the new application for B. Bronson, LLC – DBA Bronson's Landing as presented. All in favor, none opposed, motion carried.

MOTION: A. Voegele made a motion to adjourn the Liquor Control Board and reconvene the Selectboard. All in favor, none opposed, motion carried.

Assessor Appointment

On Town Meeting Day, voters voted to eliminate the office of Listers. Tadd Redman, currently a Lister will no longer be a Lister but, will continue as a regular, part-time employee in the Assessor's office. Current Assessor, Bill Hinman was appointed for a 3 year term.

MOTION: J. Frost made a motion to appoint Assessor, Bill Hinman as Assessor for a term of 3 years. All in favor, none opposed, motion carried.

AmCare Ambulance Service – Walter Krul, Owner, Director

Walter Krul, Owner and Director of AmCare came before the Board to provide some history and some information on the ambulance service. AmCare was established in 1989. They currently have 6 ambulances. The crew is licensed on the Paramedic level in the State. AmCare is the only service in Franklin county to have a career staff. The crews are rotated and are paid employees. There are 32 employees currently and of those, 8 are paramedics. Mr. Krul went on to explain that there are around 1,200 calls a year in the Town of St. Albans. He explained the ET3 program; Triage, Treatment, and Transport. The crew provides field assessments and field triage allowing for more in-home treatment prior to transport. Ambulance service is no longer a transport service.

A. Voegele asked what happens if someone can't afford to pay their ambulance bill? Mr. Krul explained insurances are billed and they do offer payment plans. Under some circumstances, some bills are written off.

B. Deso asked how Mr. Krul arrived at the \$141,099 the Town is paying in our fiscal year 2019 budget. Mr. Krul explained the costs are broken out into ambulance service and dispatch. Less dispatch, the rest goes to AmCare to offset the high cost of doing business.

Mr. Krul explained that DNR's or Advance Directives will be honored at the time of service and the sooner AmCare is notified of this on the scene the more beneficial to the patient.

Annual Financial Plan – Town Highways

Each year, the Town must provide the State confirmation that we spent more than \$300 per mile for road maintenance. This enables the Town to apply for and receive grants to be used on Town roads.

MOTION: B. Cheeseman made a motion to accept and for the Selectboard to sign the Annual Financial Plan as presented. All in favor, none opposed, motion carried.

S. Dukas shared his concerns with an area of French Hill near Fred Lake. He stated that it's a major safety issue because the pavement on this corner has heaved. This makes the corner very dangerous. When French Hill is being plowed, the plow seems to be tearing up the existing blacktop. He suggested that this summer we dig it up and compacted to prevent it from heaving each year. A. Mashtare explained that the area was painted a number of times with bright colored paint to show drivers the damaged road but, over time, the paint has faded. We would need to dig down, add stabilizing fabric and fill it with stone. This would be costly but, should be done. S. Dukas doesn't think we should go another year without having this taken care of. A. Voegele suggested A. Mashtare provide a budget for the work. The Board asked A. Mashtare to have a budget prepared for the first meeting in May.

Town Manger's Report

William King, Alternative Energy Development Group – Preferred Site Solar Project at 4579 Lower Newton Road

William King with Alternative Energy Development Group came before the Board to answer questions regarding the proposed solar project for Lower Newton Road. He requested a "Preferred Site Solar Project" letter of support from the Board be provided to him so he may move forward with the 45 day process.

A. Voegele pointed out that the criteria had not been provided and didn't feel the Board should sign a letter of support. Mr. King explained that as part of the criteria, abutters will be notified in the 45 day process and aesthetics will be laid out as well. The proposed project is on a 3 acre footprint. There was confusion and discussion regarding what was required to be given to the Board prior to requesting a preferred site letter of support.

B. Deso suggested that the Board request the screening on the western portion of the proposed location. B. Cheeseman would like to hear from Mr. Bourbeau, who's property abuts the proposed site. A. Voegele didn't agree. He felt we have a responsibility to make sure Mr. King is meeting the criteria. A. Voegele suggested that Taylor Newton, Senior Planner from Northwest Regional Planning Commission (NRPC) and Mr. King return together to appear in front of the Selectboard to provide more information. B. Deso suggested that both the Selectboard and the Planning Commission meet together with Mr. Newton Mr. King at the April 15th meeting. In the meantime, the Board could work on developing a procedure for future requests. Mr. King will begin the 45 day process for the Board to review at that time.

Department of Public Works (DPW) Relocation Project Approved

C. Johnson explained that the DPW project was approved at Town Meeting Day. She thanked Matt Young, Alan Mashtare, Cross Consulting, Connor Contracting, and the voters for making this possible. She explained that they have already had a kick off meeting to start scheduling when to begin work. We have started applying for the proper permits and will begin work soon.

Salt Shed Estimate (Vtrans Grant) – Review and Provide Feedback

Matt Young participated via phone so, he could explained that as part of the grant agreement, he has to prepare an estimate for VTrans. He explained that this would be bid out as a lump sum and that some bids may come in under his estimate.

Building and Site work = \$832,000

Design, Inspections, MPM, and Permits (soft costs) = \$95,584

Owner Contingency = \$46,205

Total Budget = \$970,310. He stated that at this time, the salt shed project was \$287,000 over budget.

Mr. Young explained that he has been working with VTrans to keep this process moving, hopefully enabling the Town to go out to bid in August and to break ground in the fall.

Value Management

As another component of the VTrans grant, the Board discussed with Mr. Young the "Value Management" of the salt shed project. B. Deso read the three cost savings descriptions and the Board declined all three.

Public Comment

Harbor Master and Mooring Mapping Policy

A. Voegele explained that he and RADM Hamm have been working on what the Town needs to do to create a harbor master and mooring recommendation.

Other Business

Spring Planning Meeting

C. Johnson would like to talk to Director of Administration, Ned Connell to schedule a joint meeting with the Planning Commission to discuss a capital infrastructure plan. The Board agreed to meet on April 29th.

Schedule

The next regular meetings are Monday, April 1st and Monday, April 15th. Volunteer dinner is Monday, April 8th at 5:30 p.m.

Other Business

Executive Session

S. Dukas stated he felt the Board has too many executive sessions and would like to be more transparent. B. Deso briefly went through 3 of the 4 items that were scheduled to be discussed in executive session.

E-911

B. Deso explained that the administration needs to work with the newly appointed Assessor to address the details of the address changes; who, when, why, and how we will move forward on this. He would like that in place before the Selectboard has a thorough discussion.

DPW Sewer Connection

B. Deso stated that the sewer connection easement for the DPW project is an ongoing process. We are working on getting where we need to be on this.

Project Manager

B. Deso explained that we have a contract proposal from Matt Young of Ascent Consulting from now until the end of this calendar year. He suggested C. Johnson award the contract to Matt Young.

Brigham Road Property

B. Deso explained that the Brigham Road property discussion will take place in executive session in two weeks.

In Honor Of

B. Deso explained the Board in 2016 voted to hang a picture of Mr. Frank Montagne in the board room. He would like to see this happen soon.

B. Deso asked the Board if we should reach out to Bill Nihan to see where he is at with his political career with the Town. We might want to honor him at the volunteer dinner.

B. Cheeseman stated Steve Wechsler should be recognized with a photo next to Frank Montagne as well.

MOTION: B. Cheeseman made a motion to develop an honor wall of pictures of people who have served the Town. All in favor, none opposed, motion carried.

Grant – Bay Dock (Pier)

J. Frost stated that she attended an AARP conference on areas that do not get enough attention in the communities. She explained that we can apply for grant money to do things like improve the Bay Dock. B. Deso explained the Parks and Recreation Committee that both he and J. Frost are members of, discussed this at their last meeting and asked A. Mashtare to research ideas and explore quotes for shimming and flattening out the surface of the dock. This could also include a color sealed coating as well as planters and benches. Town resident, Jonathan Giroux suggested trash receptacles on the pier. The Board agreed to have J. Frost move forward with applying for grant funds to help with the pier improvements.

Epi-Center

A. Voegele explained that he and B. Cheeseman are members of this committee and met last Monday. The St. Albans Skating Association asked if the Town would support financing a skating facility at either Collins Perley or Hard'Ack. Possibly join the City in unity to continue with the idea of building a second rink. The Selectboard agreed in theory to the financial concept.

Appointments

B. Cheeseman would like to volunteer for the Collins Perley Board when the current appointment expires at the end of June. His name will be included with others received.

Adjournment

MOTION: A. Voegele made a motion to adjourn the Selectboard meeting at 8:44 p.m. All in favor, none opposed, motion carried.

Respectfully submitted,
Jenn Gray, Recording Secretary