

Subject to Selectboard Approval

**Town of St. Albans
Selectboard Meeting Minutes
Monday, May 6th, 2019
5:30 p.m.**

On Monday, May 6th, 2019 at 5:30 p.m., at Town Hall the Town of St. Albans Selectboard met.

Officials and staff present: Chair Brendan Deso, Vice-Chair Bruce Cheeseman, Stan Dukas, Jessica Frost, Al Voegele, and Town Manager Carrie Johnson.

B. Deso opened the meeting at 5:30 p.m. The purpose for the early start to the Selectboard meeting was to conduct an executive session to discuss a personnel issue.

Executive Session

MOTION: A. Voegele made a motion to go into executive session at 5:35 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.

C. Johnson left the executive session at 5:50 p.m.

MOTION: B. Cheeseman made a motion to recess the Selectboard meeting at 6:30 p.m. All in favor, none opposed, motion carried.

Regular Meeting – 6:40 p.m.

Officials and staff present: Chair Brendan Deso, Vice-Chair Bruce Cheeseman, Stan Dukas, Jessica Frost, Al Voegele, Town Manager Carrie Johnson, Director of Public Works Alan Mashtare, Town Clerk Anna Board, Director of Administration Ned Connell, and Recording Secretary Jenn Gray.

Public: Bob Fairbanks, Jonathan Giroux, Police Chief Gary Taylor, Amanda Holland, NRPC, William King, Alternative Energy Development Group Solar, Planning Commissioner Grant Henderson, Catherine Dimitruk, Northwest Regional Planning Commission, Franklin County Sheriff Roger Langevin, and Joe Luneau.

The Pledge of Allegiance was recited. B. Deso asked for a moment of silence in memory of Robert "Bob" Johnson who passed away on April 30th.

General Warrant

MOTION: S. Dukas made a motion to approve the general warrant dated May 6th, 2019 in the amount of \$99,810.50. All in favor, none opposed, motion carried.

Payroll Warrants

MOTION: J. Frost made a motion to approve the payroll warrants dated April 19th in the amount of \$17,449.43, April 26th, in the amount of \$27,680.59, and May 3rd, 2019 in the amount of \$17,485.17. All in favor, none opposed, motion carried.

Stone House Revitalization

This warrant was to pay a \$1,000 deposit for window work to Eco Solutions.

MOTION: B. Cheeseman made a motion to approve the Stone House Revitalization warrant for Eco Solutions in the amount of \$1,000. All in favor, none opposed, motion carried.

Minutes

MOTION: A. Voegele made a motion to approve the Selectboard meeting minutes for Monday, April 1st, 2019, Monday, April 15th, 2019, and the 'special' meeting minutes for Thursday, April 25th, 2019. All in favor, none opposed, motion carried.

Rules of Procedure – Draft #2

MOTION: A. Voegele made a motion to postpone the discussion on the Rules of Procedure to the May 20th Selectboard meeting. All in favor, none opposed, motion carried.

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A. Voegele asked for the board to get their comments back to him or C. Johnson by the 15th of May.

Police Chief Gary Taylor

Police Chief Gary Taylor came before the Board to provide a quarterly update. Street Crimes Unit still doing well, however, there continues to be an issue with opioids. They're seeing more cocaine in the form of crack and cocaine cut with fentanyl.

Chief Taylor provided some information on DUI's; alcohol vs. drugs. There was an increase between 2017 and 2018 of DUI's involving drugs from 19% to 27%. He expressed his concerns with the legalization of marijuana and how to do roadside tests of drivers operating under the influence of marijuana.

B. Cheeseman asked Chief Taylor about his manpower (staffing). Chief Taylor stated that he is currently fully staffed. He continues to offer new recruits a \$10,000 signing bonus, starting salary around \$53,000, and no cost to the employee health insurance.

Certified Local Government Ordinance

Joe Luneau came before the Board to discuss the Certified Local Government ordinance that would allow the Town to apply for grants for historical preservation. Currently, there are 15 communities in Vermont that are Certified Local Government which means the grants are not super competitive. The Town would form a commission under this ordinance of 3 - 7 members. In the ordinance provided to the Selectboard, it stated the commission would be 5 members appointed by the Selectboard. Mr. Luneau explained that these historical education grants and with the museum's core mission, dovetails really well with this program.

A. Voegele asked Mr. Luneau if St. Albans Museum Director Alex Lehning would be a member of this commission. Mr. Luneau stated it would be up to the discretion of the Selectboard. A. Voegele clarified by asking if there were any policies that would not allow Mr. Lehning to sit on this commission. Mr. Luneau explained that it would be preferable to have a liaison from the St. Albans Museum sit on the respective boards and it certainly wouldn't be inappropriate for the museum director to be a part of the commission. A. Voegele explained that he knows of a person who has a degree in historical studies; Sarah Hadd, who has expressed an interest in being on this commission.

B. Deso read from the ordinance regarding the requirements for members; "all members of the commission shall have a demonstrated interest, competence or knowledge in historic preservation."

A. Voegele asked if the Board approves the ordinance now, could we ask people to submit their names if interested. C. Johnson said yes. She also stated that the ordinance needs to go through the appeal period but, in the meantime; we could seek interested people for this commission.

Mr. Luneau pointed out that the creation of this new commission does not create any new land development rules for the involved community.

MOTION: A. Voegele made a motion to adopt the Certified Local Government Ordinance as presented. All in favor, none opposed, motion carried.

Public Comment

None.

Town Manger's Report

Catherine Dimitruk - Northwest Regional Planning Commission – Preferred Site for Solar Projects Process

C. Johnson explained that this was discussed at length at the last Selectboard meeting. Catherine Dimitruk from Northwest Regional Planning Commission (NRPC) came to the Board to explained how the NRPC goes through the process of approving support letters for preferred site for solar projects. C. Johnson went on to say that the Board wanted to document and put into writing a preferred procedure for this so it would be more clear for future projects.

Catherine Dimitruk explained that the procedures for preferred sites are not defined at all. A preferred site status gives facilities additional cost incentives for their electricity. There are ways that renewable energy facilities are automatically preferred sites; if they

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are on a brownfield site, on a former gravel pit, if they are serving a facility that is serving a sewer treatment plant. Another way is if a local or regional plan specifically says it's a preferred site. The final way is a joint letter of support from the local Selectboard, Planning Commission, and the Regional Planning Commission saying that it is a preferred site.

Ms. Dimitruk went on to say that what the NRPC does is to look at a project to see if it conforms to the regional plan or not. They will look at their goals, policies, and standards in their Regional Energy Plan to decide does it conform, does it further the goals of the Regional Energy Plan and if so, then they would consider it a preferred site.

Ms. Dimitruk explained that at NRPC, they have a Project Review Committee that looks at these projects and makes a recommendation to the full board about what action to take. The committee is also looking at developing more of a standard review process; a one page checklist. The committee will begin working on that at their next meeting. Ms. Dimitruk also explained that Public Utilities Commission is considering eliminating the Letter of Support for a method of setting a preferred site.

Ms. Dimitruk explained that there is a large section of northern Vermont that is constrained in distribution. The utilities and the Public Utilities Commission have been hesitant to allow new generation facilities within those areas because with each additional new generation it further constrains the distribution lines. This can cause curtailment or the slowing down of already completed and expensive projects.

B. Deso explained that the Planning Commission authorized their Chair, Grant Henderson to sign the letter of support along with the Selectboard. G. Henderson explained the commission truly didn't understand and didn't have much background in what Regional was doing or what other communities were doing. We asked "what makes sense" to us in siting projects. The commission decided that the list (brownfield, gravel pit, etc.) could be applied to this project to set preferred site status.

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

Mr. King explained that his application is going through Green Mountain Power and they said that this project is not in their SHEI (Sheffield Highgate Export Interface). It is actually in their green zone on their solar map. Not impacted by SHEI.

A. Voegele stated that he didn't mind approving the letter of support particularly if they want to sell the electricity within Town. What he is concerned about is that we have a number of precedence but, by the same token we are going to change the way we do things which means we are going to be changing precedence. He doesn't want the past to interfere with the future. B. Deso suggested a procedure that the Planning Commission goes through a checklist for future projects that both boards agree to and then give their recommendation to the Selectboard.

MOTION: A. Voegele made a motion to approve the Preferred Site letter and authorize B. Deso to sign. All in favor, none opposed, motion carried.

St. Albans Health Path Update

C. Johnson explained that she had an informal conversation with someone on the Governor's staff back in March which produced a meeting with Sue Scribner who directs the municipal assistance center in Vtrans. At that meeting we discussed the St. Albans Health Path reduced scope that goes north/south from Thorpe Avenue/Thorpe Avenue Extension and across the St. Albans State Highway (SASH). C. Johnson went on to explain that she met with Sue Scribner and John Kaplan to explain our new scope and why the community supports and needs this project. They seem to understand the safety concerns and requested an updated Purpose and Needs Statement. The Board approved that statement at the 'special' meeting of April 25th.

Stormwater Update – Amanda Holland – Northwest Regional Planning Commission – Regional Stormwater Education Program (RSEP)

Amanda Holland came before the Board to provide information on the RSEP. NRPC has been helping the City and Town on the educational and public outreach parts of the RSEP since 2014. Ms. Holland provided a handout to the Board on the highlights the NRPC has been working on. A website was first created at the end of 2014 and then a mailing to the community followed. More recently, a Facebook page was created. Both the Town and City pay \$5,000 a year for the RSEP.

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Ms. Holland meets with N. Connell quarterly as he is managing the permit. Annually she provides a report to the Town. Our current contract with the NRPC is up in 5 years.

Stormwater Update – Director of Administration Ned Connell Stormwater Report (SWMP)

N. Connell explained that this report is due to the State and EPA letting them know what we are doing in regards to stormwater. He explained that the State has received and approved it.

Phosphorus Plan

This is a new plan that the State and EPA has asked municipalities to complete to help reduce the flow of phosphorus into the lake; smaller scale items to help mitigate stormwater. N. Connell explained that street sweeping once a year allows a small credit in our stormwater permit for the Town. If we increase that to 2 or 3 times a year, the credit increases. A. Mashtare explained that the only area that is street swept is the Industrial Park. A. Voegelé suggested the Town work with other communities to purchase a street sweeper, share the costs. N. Connell stated it is a possibility and could be looked at. A. Mashtare explained that the cost of a street sweeper is about \$250,000. He went on to say that with the wear and tear of the brushes, it would be hard to share those costs with another community. A sweeper with a bucket loader would be less expensive and is a dustless system. Areas like Harborview and other developments should be swept.

Grant Update – 5 Environmental Restoration Program - Designs Construction Timeline

We have completed 60% of design. Hawk's Nest and Franklin County Rehab have both signed MOU's with the Town. Tanglewood should be signing a MOU this week. Northwestern Medical Center is not going to construction so, there is no need for an MOU there. The block grant for the Industrial Park doesn't need an MOU as the Town owns the land. B. Deso asked N. Connell to provide an estimate of what the Town's costs on these project are as well as the timelines, to ensure everything is lining up.

Department of Public Works Update

C. Johnson explained that mobilization has begun on the DPW garage construction site. We are scheduling a groundbreaking ceremony for May 28th in the morning. C. Johnson also provided paint samples for the exterior siding and roofing colors. Brite Red was decided for the siding color and Zinc Gray for the roof color.

Schedule

The next regular meetings are Monday, May 20th and Monday, June 3rd. The DPW groundbreaking ceremony will be on Tuesday, May 28th. The joint City/Town meeting scheduled for May 13th has been cancelled and will be rescheduled for June or July.

Parks and Recreation Update

J. Frost provided an update on what the Parks and Recreation Committee is working on. The committee is meeting monthly. Brad and Liz Jackson have joined the committee. The committee set priorities and they align with the Selectboard; Health Path #1, Bay Dock #2, and ADA accessible exercise equipment in Bay Park #3. Brad and Liz headed up Green Up Day with A. Mashtare this past Saturday. Amy Brewer has been working with the group on smoke free areas in Town. We've gone over the RiseVT scorecard. Currently, the Town is at Silver status but, only 2 items away from Gold status. Mark Fenton, National Walkability Coordinator is coming to Town this summer. He evaluates communities in the country on their pedestrian capabilities. J. Frost finished saying that the committee is looking into recommending the Town install an art wall up in the Bay in a place that is very visible. Currently, the Town of Swanton has 4 installed.

Chairman's Report

At a 'special' Selectboard meeting the Town offered FCIDC up to \$8,500 to construct 138 feet worth of sidewalk in the industrial park. Tim Smith said that we will have roughly a half mile of sidewalk in the industrial park.

Request for Proposals (RFP) has been issued for some cosmetic work on Town Hall. This would include some interior painting on the first floor as well as the Town Clerk's office and hallways. B. Cheeseman suggested half inch sheetrock over the paneling. C. Johnson said that we could request an estimate on that from anyone who submits a proposal.

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Other Business

None.

Adjournment

MOTION: made a motion to adjourn the Selectboard meeting at 9:03 p.m. All in favor, none opposed, motion carried.

Respectfully submitted,
Jenn Gray, Recording Secretary