

**Town of St. Albans
Selectboard Meeting Minutes
Monday, May 20th, 2019
5:30 p.m.**

On Monday, May 20th, 2019 at 5:30 p.m., at Town Hall the Town of St. Albans Selectboard met.

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

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 contractual and a personnel issue.

Executive Session

MOTION: A. Voegele 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. All in favor, none opposed, motion carried.

MOTION: J. Frost made a motion to recess the Selectboard meeting at 6:20 p.m. All in favor, none opposed, motion carried.

Regular Meeting – 6:30 p.m.

Officials and staff present: Chair Brendan Deso, Jessica Frost, Al Voegele, Town Manager Carrie Johnson, Fire Chief and Public Safety Administrator Bob Cross, Director of Public Works Alan Mashtare, Town Clerk Anna Bourdon, and Recording Secretary Jenn Gray. Absent were Vice-Chair Bruce Cheeseman and Stan Dukas.

Public: David Goodrich, St. Albans Messenger Reporter Michael Frett, Christine Sweeney, Lise MacDonald, Adam Jackson, and Amy Brewer.

The Pledge of Allegiance was recited. B. Deso lead the audience in a moment of silence for the passing of Stan Dukas's wife, Sandra.

B. Deso explained that there was an executive session prior to the start of the regular meeting to discuss contractual and personnel issues. No action came out of the executive session. B. Deso said that Stan Dukas was not in attendance due to the passing of his wife as previously mentioned, and Bruce Cheeseman was absent for tonight's meeting.

General Warrant

MOTION: A. Voegele made a motion to approve the general warrant dated May 20th, 2019 in the amount of \$52,574.21. All in favor, none opposed, motion carried.

Payroll Warrants

MOTION: J. Frost made a motion to approve the payroll warrants dated May 10th, 2019 in the amount of \$17,685.33 and May 16th, 2019 in the amount of \$17,844.05. All in favor, none opposed, motion carried.

Industrial Park

MOTION: A. Voegele made a motion to approve the industrial park warrant dated May 20th, 2019 in the amount \$771.69. All in favor, none opposed, motion carried.

Stone House Revitalization

MOTION: A. Voegele made a motion to approve the Stone House Revitalization warrant in the amount of \$9,695.10. All in favor, none opposed, motion carried.

A. Mashtare provided an update on the window and door revitalization at the stone house. They were on scheduled but, recently got back logged on the tempered glass for the doors. Frames are done and windows are going in. He stated that the schedule on the door installation has been pushed out another week.

Minutes

MOTION: A. Voegele made a motion to approve the Selectboard 'special' meeting minutes for Monday, April 29th, 2019 and the regular meeting minutes for Monday, May 6th, 2019 as written. All in favor, none opposed, motion carried.

Rules of Procedure – Draft #2

MOTION: A. Voegele made a motion to adopt the Rules of Procedure as written. All in favor, none opposed, motion carried.

Motions going forward will require a 'second'.

Public Comment

Christine Sweeney and Lise MacDonald, both from Maquam Road in Swanton came before the Board to explain a bike and pedestrian safety initiative on Maquam Shore Road they are proposing in Swanton Town. Ms. Sweeney explained that back in 2016, the Town of Swanton had applied for and received a grant but, had to turn it down due to the 50% match they could not fund. Now, Swanton Town is going to apply for a grant with a 20% match for the north end of Maquam Shore Road. Ms. Sweeney encourage the Town of St. Albans to apply for the same grant as well for the south end of Maquam Shore Road connecting both sections of Maquam.

A. Voegele asked Ms. Sweeney to let the Selectboard know what the Town of Swanton's Selectboard decides and the Selectboard would likely support a joint application.

Town Manger's Report

2019 Paving Bid Summary

A. Mashtare explained to the Board that a request of bids was sent out to 6 different companies and he received bids from 3 of those companies.

Company	Cold Plane \$ per Sq. Ft.	Sq. Yd. Cold Plane	\$ Per ton – Asphalt	Asphalt Tonnage	Curbing	Grand Total
Pike	\$1.25 = \$51,833.75	49,406	\$68.20	3,525	\$4/LF = \$19,200.00	\$311,438.75
Whitcomb	\$1.55 = \$76,579.30	41,467	\$67.00	4,159	\$5.40/LF = \$26,303.40	\$381,535.70
ST Paving	\$2.00 = \$82,012.00	41,006	\$69.50	3,417	\$5/LF = \$24,000.00	\$345,113.00

Pike was the apparent lower bidder.

2019 Roads to be paved: Industrial Park, Benoit Drive, Button Road, Nason Street, High Street, and Quarry Court.

B. Deso asked for A. Mashtare to notify the homeowners on the streets being paved whenever possible.

Water/Wastewater Allocation Request – David Goodrich

C. Johnson explained this was a request from last fall that was denied by the Selectboard due to multiple issues Mr. Goodrich needed to take care of at his existing buildings on the same property. The request is for water and wastewater for new four 3-plex buildings housing 12 units.

Mr. Goodrich explained that one of the issues was with the elevators and children playing in them and blocking the doors. When that happens multiple times, the elevators will shut down. Mr. Goodrich is working on managing that issue.

There was an issue with garbage build up in and around the dumpsters that serve the existing buildings. Mr. Goodrich explained that there were people from the outside the apartment complex coming onto the property and dumping furniture and other garbage at the dumpsters. He stated that he did report it to the St. Albans Police. He has set up cameras to deter violators from dumping. He will cage the dumpster area with pressure treated wood.

Mr. Goodrich went on to explain that he's been working hard to get better tenants. In the last 15-18 months, he's evicted 20 tenants. He is doing all of this at his expense as well as vetting potential tenants himself to improve conditions.

MOTION: A. Voegelé made a motion to approve the water and wastewater allocation for Mr. David Goodrich. Seconded by J. Frost. All in favor, none opposed, motion carried.

Certified Local Government Board

We have received one letter of interest. Interested people should submit letters of interest to C. Johnson by June 17th.

Department of Public Works Update

Moving dirt at the site has begun. We are planning a ground breaking ceremony for next week. B. Deso explained that local officials have been invited. He also explained that the Maple Run Unified School District granted the Town permission to utilize an easement on school property to access a water hookup.

Parks Ordinance – Draft #1

C. Johnson explained that last fall it was discussed to make some changes to the Parks ordinance such as access and hunting in the Town Forest and boat slips at the Bay Dock. Suggestions have been made to make all the parks and the town forest smoking free. A. Voegelé suggested “No Hunting” signs be posted around the perimeter of the Town Forest.

C. Johnson explained she spoke to Town Attorney regarding Forest Drive, the road that leads to the Town Forest. He suggested reclassifying Forest Drive as a Class 3 road. A. Mashtare stated it has to be a Class 3 in order for him to have it plowed but, right now, the road is too narrow to plow. B. Deso suggested November 1st to April 1st to close the Town Forest road. The Board agreed to leave it as is in the ordinance.

Another suggestion was to have Bay Park, Cohen Park, and the Town Forest as non-smoking areas. J. Frost explained the Recreation Committee has been working on this for a couple of months. It's to promote healthy parks and to eliminate butt litter. A. Voegelé asked if we needed an area for smokers in Bay and Cohen park. Amy Brewer explained the challenge is that it doesn't help with the butt litter and second hand smoke would still be an issue. A clear policy is always the simplest. The Board asked to have another draft brought back for their review at their meeting on June 3rd.

Bay Park

A. Mashtare explained that he is opening all parks this weekend.

Ordinance Housekeeping

C. Johnson explained that the Town needs to do one reading of an ordinance.

Certificate of Public Good 45-Day Notice – William King – SolarSense VT XXII, LLC – Lower Newton Road

No action required.

Collins Perley Sports Complex Board

The Collins Perley Sports Complex Board appointment is up at the end of June. We have received 3 letters of interest so far. The Selectboard will forward questions to C. Johnson to ask potential Collins Perley Board members.

Schedule

B. Deso had called for a ‘special’ meeting for Thursday, May 23rd. This meeting will no longer take place. The next regular meetings are Monday, June 3rd and Monday, June 17th. The DPW groundbreaking will be May 28th at 8:30 a.m.

Chairman's Report

Mayor Tim Smith has been updating B. Deso on the Sunflower Festival taking place in August. The landowner of sunflower field is working with the Town, City, and the Department of Agriculture to make it more of a festival. The festival is planned to take place on August 2nd, 3rd, and 4th, 2019.

Industrial Park Pump Upgrade.

B. Deso explained that meeting that took place on Wednesday, May 1st to discuss pump work at the industrial park was very professional. Town Clerk, Anna Bourdon helped out a lot, providing important information. A. Mashtare explained that the first pump will be delivered on May 21st.

St. Albans Museum

B. Deso met with the St. Albans Museum Board. They are looking to improve their funding outlook.

Town Manager

B. Deso recognized and thanked Town Manager, Carrie Johnson for her professionalism after the passing of her husband.

Town Manager's Contract

To be discussed at the June 3rd executive session and put on the June 3rd, 2019 Selectboard agenda.

City/Town Joint Meeting

Mayor Tim Smith and B. Deso decided to cancel the May 13th joint meeting between the City and Town. B. Deso suggested that when C. Johnson is ready, she begin to work with the City to reschedule.

Other Business

J. Frost explained that Sinuosity is currently in the Town Forest working on trails. They will return in the fall to finish up that work. B. Deso suggested pictures of their work thus far for social media.

Adjournment

MOTION: J. Frost made a motion to adjourn the Selectboard meeting at 7:38 p.m., seconded by A. Voegele. All in favor, none opposed, motion carried.

Respectfully submitted,
Jenn Gray, Recording Secretary