

Subject to Selectboard Approval

**Town of St. Albans
Selectboard Meeting Minutes
Monday, June 3rd, 2019
5:30 p.m.**

On Monday, June 3rd, 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 earlier start was to conduct an executive session to discuss a contractual and a personnel issue.

All motions carry with a 4-0 unless otherwise specified. The Board Chair will vote only in the event of a tie.

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 and 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 6:26 p.m. All in favor, none opposed, motion carried.

Regular Meeting – 6:30 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, and Recording Secretary Jenn Gray.

Public: John St. Dennis, Jay Sweeney, Jonathan Giroux, and Amy Brewer.

The Pledge of Allegiance was recited. B. Deso asked for a moment of silence for Town resident, Caleb Burlison who passed away unexpectedly on May 22nd, 2019 at the age of 20.

Approval of Agenda

C. Johnson asked to add the Maquam Shore Road Walkability Study grant to the agenda. The Board agreed.

MOTION: A. Voegele made a motion to add the Maquam Shore Road Walkability Study grant with the Swanton Selectboard to the agenda. Seconded by J. Frost. All in favor, none opposed, motion carried.

Stone House Account

MOTION: J. Frost made a motion to approve the Stone House Account warrant in the amount of \$513.69. Seconded by S. Dukas. All in favor, none opposed, motion carried.

Payroll Warrants

MOTION: B. Cheeseman made a motion to approve the payroll warrants dated May 31st, 2019 in the amount of \$33,065.52 and May 24th, 2019 in the amount of \$18,286.84. Seconded by S. Dukas. All in favor, none opposed, motion carried.

General Warrant

MOTION: S. Dukas made a motion to approve the general warrant dated June 3rd, 2019 in the amount of \$194,363.74. Seconded by A. Voegele. All in favor, none opposed, motion carried.

Minutes

A. Voegele had a few edits to the meeting minutes of Monday, May 20th.

Subject to Selectboard Approval

MOTION: A. Voegele made a motion to approve the Selectboard meeting minutes for Monday, May 20th, 2019 as amended. Seconded by J. Frost. Motion carried 3-0 with S. Dukas abstaining.

Public Comment

None.

Town Manger Contract

B. Deso explained that the Board met in executive session prior to the regular meeting to discuss the Town Manager contract. The Board would like to speak with the Town Attorney to obtain a legal opinion prior to approving the contract.

Walkability Scoping Study – Bike/Pedestrian Grant – Town of Swanton

A. Voegele suggested that the Town either independently or jointly with the Town of Swanton apply for this grant. B. Deso was in support of working with the Town of Swanton on the application. C. Johnson explained we need to do a letter of support as well as the grant application deadline is at the end of June. A. Voegele suggested the whole Board sign the letter of support. After further discussion, the Board agreed to discuss this at their meeting on Monday, June 17th.

Town Manager's Report

Parks Ordinance Draft #2

C. Johnson explained that this was the second review of this ordinance.

Code Enforcement Officer - S. Dukas wanted to know who the Code Enforcement Officer appointed by the Selectboard would be. The Board agreed to remove "appointed by the Board". B. Deso suggested the Parks Supervisor to be the Code Enforcement Officer. The Board agreed to replace "Code Enforcement Officer" with "Parks Supervisor" where needed in the ordinance.

No Smoking – S. Dukas asked if this was for all municipal buildings. B. Deso suggested eliminating Town owned "Lands".

Parks Open – S. Dukas asked why it stated they were open every day. A. Mashtare explained the parks are closed after Labor Day. The gates were opened for ice fishermen. A. Voegele suggested adding "opening the gates for ice fishermen". B. Deso would like to know what it would take to keep the parks open into the fall. A. Mashtare explained that it takes a month to clean up the parks after winter and there is only the Parks Supervisor doing that work. A. Mashtare to work on an estimate.

Overnight Parking – S. Dukas explained when the conservation corps stayed overnight they asked for permission. B. Deso suggested contacting PACIF regarding liability for anyone staying overnight in the parks. A. Mashtare stated that we do allow for a Town event, vendors to set up the night before the event. B. Deso suggested a "Hold Harmless" agreement. This was not agreed upon.

Conducting Formal Celebration – S. Dukas wondered if a wedding is a formal celebration. C. Johnson explained that people who want to have weddings and other celebrations apply to the Town Clerk's Office asking for a reservation. We have a Public Festivals and Assemblages ordinance that handles larger gatherings.

Bay Dock – S. Dukas suggested removing the "removable docks" term from throughout the ordinance.

No Hunting in the Town Forest - S. Dukas suggested hunting be allowed in the Town Forest explaining that there is a high deer population and more posted lands, limiting areas where hunters may hunt.

Town resident and Vermont Fish and Wildlife Board member, Jay Sweeney came before the Board to speak on this topic. He explained that he is a hunter and is opposed to banning hunting in the Town forest. He went on to explain that Vermont Fish and Wildlife is currently doing comprehensive work on their hunting rules to deal with the increased deer population. Often times the best control for over population is hunting. J. Frost asked Mr. Sweeney if he knows of other town forests in the State that have this concern. Mr. Sweeney has not contacted other towns.

Subject to Selectboard Approval

Mr. Sweeney suggested closing the forest to other uses (hiking, biking) during hunting season. J. Frost asked what the hunting schedule was and Mr. Sweeney explained the following schedule stating that the deer hunting season is October to mid-December:

Archery – One week in October.

Rifle – Two weeks in November with a Youth Weekend the weekend before that.

Black Powder/Muzzle Loader – One week in December.

A. Mashtare suggested eliminating the archery season and keep the rifle and muzzle loading seasons because they are later in the season when it's more prone to snow, keeping hikers and bikers out of the forest.

B. Cheeseman agreed with Mr. Sweeney closing the forest to other uses during all hunting seasons.

Mr. Sweeney suggested issuing permits to hunters to hunt in the Town Forest. State and Federal agencies do it this way. That would limit the number of hunters allowed in the Town Forest.

A. Voegele suggested someone from Vermont Fish and Wildlife attend a Selectboard meeting to help the Board make a decision. Mr. Sweeney will contact them to see if someone could attend the July 1st or July 15th Selectboard meeting.

Employee Wellness Reimbursement Policy

C. Johnson explained that our current policy encourages employees to use a gym membership that the Town pays for at Collins Perley, however, that isn't working for everyone. We would like to see it more individualized. The \$200 that is suggested in the policy is currently in the budget for reimbursements. We would like to make this policy effective July 1st.

S. Dukas asked whether the policy would be for only Town employees or if families would be included. B. Deso and B. Cheeseman would like to see this for the employees only.

A couple of edits to the policy were to add "All" to Town employees on the first line and to remove "Human Resources" and use "Town Manager's Office" in its place.

B. Deso asked if the volunteer Fire Department would qualify for this reimbursement policy. C. Johnson stated that we purposely stated "benefited" employees in the policy for a reason. J. Frost stated that these policies are used to lower health care costs. That would mean employees eligible or covered by health insurance. The Board agreed to approve the policy for employees only.

MOTION: A. Voegele made a motion to approve the Employee Wellness Reimbursement Policy as amended. Seconded by B. Cheeseman. All in favor, none opposed, motion carried.

Electric Vehicle Supply Equipment Grant Program

C. Johnson explained that this type of equipment needs to be in a public parking area that is opened year round. Suggestions were Town Hall or the Bay Dock. B. Cheeseman suggested that the Town offer the service but, have anyone using the service to pay for it with a credit card. C. Johnson explained that the grant would cover 90% of the costs which ranges from \$15,000 - \$40,000 per site. The Board agreed to apply for the grant, use credit cards and have them installed near the Bay Dock.

Department of Public Works Update

C. Johnson explained that we held the ground breaking at the new Brigham Road site on May 28th. We received permits on Friday of last week which allowed us to begin installing the waterline and other ground work.

Schedule

Still trying to add a date for the joint meeting with the City of St. Albans. June 20th was suggested. The next regular meetings are Monday, June 17th and Monday, July 1st. Bay Day is July 6th.

Subject to Selectboard Approval

Chairman's Report

Local Option Tax - LOT

B. Deso explained we receive another state payment for Local Option Tax (LOT) in the amount of \$189,674.48 on May 22nd. This brings the total to \$3,765,722.40.

Other Business

St. Albans Area Skating Association (SAASA)

A. Voegele suggested adding to the City/Town joint meeting agenda a discussion on how to provide future support to the St. Albans Area Skating Association (SAASA). The Town previously gave them \$5,000.

A. Voegele, on behalf of the Selectboard congratulated Chair B. Deso on his recent wedding that took place on June 1st.

Adjournment

MOTION: A. Voegele made a motion to adjourn the Selectboard meeting at 8:05 p.m., seconded by J. Frost. All in favor, none opposed, motion carried.

Respectfully submitted,
Jenn Gray, Recording Secretary