

**Town of St. Albans
Selectboard Meeting Minutes
Monday, July 1st, 2019
5:30 p.m.**

On Monday, July 1st, 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 personnel items.

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: A. Voegele made a motion to recess the Selectboard meeting at 6:28 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, Town Clerk Anna Bourdon, and Recording Secretary Jenn Gray.

Public: VT. State Police Lt. Lamothe, St. Albans Messenger reporter Michael Frett, and Bob Fairbanks.

The Pledge of Allegiance was recited.

General Warrant – Fiscal Year Ending 6/30/2019 Fiscal Year 2020

MOTION: S. Dukas made a motion to approve the general warrant dated July 1st, 2019 for fiscal year ending 6/30/2019 in the amount of \$27,189.70 and the general warrant dated July 1st, 2019 for fiscal year 2020 in the amount of \$146,311.83. Seconded by J. Frost. All in favor, none opposed, motion carried.

Payroll Warrants

MOTION: B. Cheeseman made a motion to approve the payroll warrants dated June 21st, 2019 in the amount of \$22,545.34 and June 28th, 2019 in the amount of \$31,130.43. Seconded by A. Voegele. All in favor, none opposed, motion carried.

Infrastructure Account Warrant

MOTION: A. Voegele made a motion to approve the Infrastructure account warrant in the amount of \$209,181.80. Seconded by J. Frost. 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 \$2,629.15. Seconded by A. Voegele. All in favor, none opposed, motion carried.

Minutes

A. Voegele went over some edits to the minutes for Monday, June 17th.

MOTION: A. Voegele made a motion to approve the Selectboard meeting minutes for Monday, June 17th, as amended. Seconded by S. Dukas. All in favor, none opposed, motion carried.

B. Cheeseman asked that any corrections to minutes be made prior to meetings. J. Gray will send the draft minutes to the Board via email once completed before each meeting, usually 5 days after the Selectboard meeting.

Town Manager Contract

A. Voegele made a motion to approve the Town Manager's contract as presented. Seconded by J. Frost. Discussion.

B. Deso pointed out that there was a section in contract that has been in place since C. Johnson was hired. That section mentions that all members must be in agreement to request resignation from the Town Manager. The question now is could it be a quorum of the Board or the full Board. S. Dukas suggested a quorum vote; 3 or 4 Selectboard members. B. Cheeseman agreed.

MOTION: B. Cheeseman made a motion to amend A. Voegele's original motion to include requiring 4 Selectboard members to agree. S. Dukas seconded. Motion carried with 3-1 with A. Voegele opposing.

MOTION: A. Voegele made a motion to approve the Town Manager's contract as amended. Seconded by J. Frost. All in favor, none opposed, motion carried.

A.M. Peisch Engagement Letter

MOTION: A. Voegele made a motion to accept the Audit Engagement letter and authorize Selectboard Chair B. Deso to sign. All in favor, none opposed, motion carried.

Collins Perley Board Appointment

Recently an "At Large" position became available as well as the Town representative position. Kris Sabourin was appointed to the "At Large" position last week. Mary Pickener and Alan Teague were at the last Selectboard meeting expressing their interest in the Town representative position.

MOTION: B. Cheeseman made a motion to appoint Mr. Alan Teague to the Collins Perley Board as the Town's representative with a term expiring June 30th, 2022. Seconded by A. Voegele. All in favor, none opposed, motion carried.

Public Comment

Vermont State Police Officer, Maurice Lamothe came before the Board to see what is going on in the Town for summer events. He spoke to C. Johnson prior to the meeting. Lt. Lamothe explained that he speaks to Lieutenant Jason Wetherby and Chief Gary Taylor of the St. Albans Police Department on regular basis. B. Cheeseman stated he wanted to see more law enforcement on speeders. The Board discussed several issues such as Neo-Nazis groups and the drug epidemic.

Town Manager's Report

Act 250 Amendment – Klein Family LLC & Zurn Sisters

Informational, no action required.

Water/Wastewater Allocation Request – 54 Huntington Street – Stephanie Stevens

MOTION: S. Dukas made a motion to approve the wastewater allocation request for the Stephanie Stevens for her residents located 54 Huntington Street as presented. Seconded by J. Frost. All in favor, none opposed, motion carried.

St. Albans Health Path – Scoping Study Grant Submitted

C. Johnson explained that the Town applied for the scoping study grant last week. VTrans encouraged us to apply for the grant. Consultant Eric Ailing did a lot of work on the grant application. We did meet with VTrans today and started the talks about taking over the section of road on the St. Albans State Highway access (SASH). Jim Cota said the process would start by the Town sending him a letter explaining what section the Town would take over the road.

Certified Local Government Commission Ordinance Update

This ordinance becomes effective on Friday, July 5th. One individual has expressed interest in being on this commission. We do need more people to serve on this board. A. Voegele suggested approaching the St. Albans Historical Museum. B. Deso told the audience if they are interested to send a letter to C. Johnson.

Schedule

The next regular meetings are Monday, July 15th, and Monday, August 5th. Bay Day is July 6th.

Bay Day Update – Saturday, July 6th

Director of Public Works Alan Mashtare came before the Board to give a rundown of what is taking place during Bay Day. There are a few new events taking place such as the pedal boat races and a duct tape regatta. Music starts at 2pm and plays until the fireworks. There will be several food vendors. He went on to say that the National Guard will be there with different family activities.

Department of Public Works (DPW) Relocation Project Update

A. Mashtare explained that the concrete forms are in and most of the footings have been poured; the whole office area and back of the building. The forms are up in the office area. Getting the backfilling done to allow for underground utilities installation.

Farmers Market

A. Mashtare explained that last week there was a big crowd and vendors sold out of a lot of items. There are musical acts every week. Takes place every Wednesday from 5pm to 8pm.

Schedule

C. Johnson reminding everyone that the Town offices will be closed on July 4th and the first annual Sunflower Festival will be taking place August 2nd – 4th.

Industrial Park Pump Station

A. Mashtare explained that this work is scheduled for July 12th. Pumps are coming from out west and may push the start time out a few weeks. One pump is here. We are waiting on the other two agitating pumps. We should break ground by the end of the month. B. Cheeseman asked if DPW was installing the pumps. A. Mashtare explained that all the work for the pump station is being contracted out and he is working with the engineer to oversee the project.

B. Cheeseman asked if this is being contracted on, is it something we should go out to bid on? C. Johnson explained that this is a very specialized service. A. Mashtare stated that there is really only one engineer in the state that works on this type of pump systems. He also pointed out that the industrial park (tenants) are paying for this. B. Cheeseman said alright, different story. C. Johnson stated that we can still sole source something; this is so specific. The engineer suggested who could handle this sort of work. B. Cheeseman asked who hired the engineer? C. Johnson stated we are managing the process.

Town Clerk Anna Bourdon explained that we are paying for the project and then the Industrial Park tenants will be billed. B. Cheeseman asked that if the Town is flipping a bill initially, why aren't we bidding this out if this is \$100,000. A. Voegelé stated that there is only one contractor. A. Mashtare pointed out that it's a little late in the process now. B. Deso pointed out that our Purchasing Policy allows a Sole Source. B. Cheeseman stated not for that amount, \$100,000. B. Deso explained that this is something that would have needed to be done, given that it's such a specialized, localized issue. A. Bourdon pointed out that it was really up to the industrial park tenants. B. Deso explained that there was a meeting that was run by our Town Clerk, Director of Public Works, and FCIDC (Franklin County Industrial Development Corporation) Director Tim Smith to inform representatives from almost every industrial park tenant on how it would be paid for, exactly what it was, and the cost involved. The all seemed in agreement. It works a lot like the current North End water and sewer expansion. The Town paid for it and the users are paying it back.

B. Cheeseman stated that it doesn't make a difference what it is. It's Town money spent, it's taxpayer money spent. It's our job to make sure we're spending that money wisely. We don't spend money wisely when we don't bid the work out.

Schedule

The joint meeting with the City of St. Albans is being scheduled for Monday, July 22nd.

Chairman's Report

B. Deso explained that he, C. Johnson, Fire Chief Cross, and Mayor Tim Smith played in scramble golf tournament hosted by NCSS (Northwestern Counseling Support Services) and NMC (Northwestern Medical Center) on Friday, June 21st at Champlain Country Club.

Parks

B. Deso stated that Robbie Morrill and his Parks crew are doing a great job. The parks look great.

Other Business

Meeting with Mark Fenton, Walkability Expert

J. Frost explained that Mark Fenton spent 2 days here in Town. He's creating a report for the Town. She explained that what we put into our community is a big driver for people looking to move to this area. On Route 7 North, there are some low costs ways to try things out with the community before deciding on what to build. J. Frost continued by saying that the group looked at the SASH and all long Maquam Shore Road. She explained that it might be a good idea to have a separate committee to look at just bike/pedestrian possibilities, create a vision, and see if it matches with the Town of St. Albans' vision. The Board would like to meet and discuss moving forward with biking/pedestrians projects.

Hunting in the Town Forest

B. Deso suggested the possibility of having a low cost permit system in place for hunters in the Town Forest. He wanted the Board to consider it prior to their meeting on July 15th.

Mr. Robert Ashton

B. Deso stated that Mr. Robert Ashton, a longtime Town resident recently passed away. He was a substitute/Assistant to the Assistant golf coach when B. Deso was in high school. He was a teacher and Athletic Director for BFA. B. Deso took this opportunity to share some of Mr. Ashton's history and impact on the community.

Adjournment

MOTION: A. Voegele made a motion to adjourn the Selectboard meeting at 8:01 p.m. Seconded by B. Cheeseman. All in favor, none opposed, motion carried.

Respectfully submitted,
Jenn Gray, Recording Secretary