

**Town of St. Albans
Selectboard Meeting Minutes
Monday, March 16th, 2020
6:30 p.m.**

Town Manager Carrie Johnson called the meeting to order. On Monday, March 16th, 2020 at 6:30 p.m., at Town Hall the Town of St. Albans Selectboard met.

Officials and staff present: New Selectboard member Erin Creley, Brendan Deso, Stan Dukas, Jessica Frost, new Selectboard member Jonathan Giroux, Town Manager Carrie Johnson, Director of Public Works Alan Mashtare, Director of Administration Ned Connell, and Recording Secretary Jenn Gray.

Public: St. Albans Messenger Reporter Michael Frett, Real Cyr, Amy Brewer, Robert Bessette, Mike Hoeflich, Laz Scangas, Bob Fairbanks, and Jackie Brown.

The Pledge of Allegiance was recited.

Moment of Silence

B. Deso asked the audience for a moment of silence on the passing of Judge Costes.

Organizational Meeting

C. Johnson asked for Selectboard Chair nominations.

Chair

MOTION: J. Giroux made a motion to nominate B. Deso as Selectboard Chair. Seconded by J. Frost. All in favor, none opposed, motion carried.

Chair B. Deso asked for Selectboard Vice Chair nominations.

Vice Chair

MOTION: S. Dukas made a motion to nominate J. Frost as Selectboard Vice Chair. Seconded by J. Giroux. All in favor, none opposed, motion carried.

Rules of Procedure

MOTION: J. Frost made a motion to approve the Rules of Procedure for the year. Seconded by E. Creley. All in favor, none opposed, motion carried

General Warrant

MOTION: S. Dukas made a motion to approve the general warrant dated March 16th, 2020 in the amount of \$264,809.14. Seconded by J. Giroux. All in favor, none opposed, motion carried.

Payroll

MOTION: J. Frost made a motion to approve the payroll warrants dated March 6th, in the amount of \$18,568.59 and March 13th, 2020 in the amount of \$19,481.75. Seconded by E. Creley. All in favor, none opposed, motion carried.

Infrastructure Development Warrant

MOTION: J. Giroux made a motion to approve the Infrastructure Development warrant in the amount of \$1,369.12. Seconded by E. Creley. All in favor, none opposed, motion carried.

Industrial Park Warrant

MOTION: E. Creley made a motion to approve the Industrial Park warrant in the amount of \$896.42. Seconded by J. Giroux. All in favor, none opposed, motion carried.

Minutes

MOTION: S. Dukas made a motion to approve the Selectboard meeting minutes from Monday, March 2nd, 2020 as written. Seconded by J. Frost. All in favor, none opposed, motion carried.

Public Comment

Bob Fairbanks came before the Board to discuss money the Town is spending. He explained he heard through the 'grapevine' that Town is going to put the pool question on the ballot for

November. B. Deso stated this wasn't the case, no decision regarding a revote the pool had been made yet.

Liquor Control Board

MOTION: S. Dukas made a motion to recess the Selectboard meeting and convene as the Liquor Control Board. Seconded by J. Frost. All in favor, none opposed, motion carried.

Liquor License Renewals

The Hen House submitted a renewal application for a First Class license and the Elks Lodge submitted an application for First Class, Third class, and outside consumption license renewals.

MOTION: J. Frost made a motion to approve the Liquor License renewal applications as presented. Seconded by E. Creley. All in favor, none opposed, motion carried.

MOITON: S. Dukas made a motion to adjourn the Liquor Control Board and reconvene the Selectboard meeting. Seconded by J. Frost. All in favor, none opposed, motion carried.

Appointments

Health Officer

MOTION: J. Frost made a motion to reappoint Harold R. Cross Jr. as the Town's Health Officer for a term of 3 years expiring in April 30th, 2023. Seconded by J. Giroux. All in favor, none opposed, motion carried.

Historic Preservation Committee

Both Sally Lindberg and Laz Scangas expressed interest in serving on this committee. Mr. Scangas was in the audience and explained that his architecture firm focuses a lot on historical preservation.

MOTION: J. Frost made a motion to appoint Sally Lindberg and Laz Scangas to the Historic Preservation Committee and appoint Alex Lehning as an Ex-Officio member. Seconded by E. Creley. All in favor, none opposed, motion carried.

Town Manager's Report

St. Albans Walk and Bike – Amy Brewer, Health Educator Northwestern Medical Center

Amy Brewer and Robert Bessette came before the Board to discuss the St. Albans Walk and Bike Municipal Recommendations. Ms. Brewer explained that in 2017, the Town and City of St. Albans were awarded the "Better Connections" grant to study improving walkability and bikeability along the Route 7 corridor connecting the City's sidewalk network to the Town's commercial district north of the City.

Ms. Brewer went over the recommendations:

- Continue to include walk/bike infrastructure in Capital Plans;
- Use demonstration projects to try out ideas and engage the community;
- Explore the Town takeover of State roads (Class 1, SASH, etc.)
- Policies requiring developers to pay into sidewalk fund should require sufficient funding to build sidewalks and policy language should be flexible enough to build the appropriate walk/bike infrastructure warranted (sidewalks vs. multi-use paths vs. gravel connector, etc.);
- Adopt Complete Streets policy;
- Review existing walk/bike infrastructure and continue to plan to create walk/bike linkages including connecting desired walk/bike destinations, such as parks, commercial areas, schools, neighboring communities' walk/bike infrastructure, etc.

Salt Shed Update – MPM Preconstruction Services Agreement

C. Johnson explained that we were waiting for the State of Vermont to approve our Request for Proposal process. Matt Young received notification that the State has approved our process. C. Johnson did sign a contract with Mr. Young for Preconstruction Services for the salt shed. We should see bids in the next month or two.

Town Hall Relocation Update

The voters approved \$65,000 to do pre-development work for the Town Hall relocation project so we may have a question on the ballot in November. A Request for Proposal (RFP) went out last week for Project Management Services for this process. E. Creley asked if this was site dependent or can the schematic design be moved potentially to different sites? C. Johnson said that it was not specific to a site. We still need to do space needs analysis. The approved funds include funding for geotechnical, a Project Manager, and a profession cost estimate.

S. Dukas explained that we are hinging on a non-binding vote to remain in the Bay area. We've got to pick a site at the Bay; the Board is in agreement. S. Dukas went on to suggest a Purchase and Sales agreement on a possible property. We don't want to lose out on it. B. Deso stated that the property we are looking at adjacent to the previous Department of Public Works (DPW) site. It has been permitted by the State for two mound sites for wastewater systems and at least one drilled well.

B. Deso suggested scheduling a special meeting for the Board to discuss this in executive session and then meet with the landowner in that same executive session. E. Creley pointed out that if we are considering putting a town hall on the lake, we need to consider flooding regulations.

Volunteer Opportunities

The Town needs volunteers for our boards. An ad ran in the Messenger. There is a pamphlet on our website and Facebook that explains some of the open positions. Both the Development Review Board (DRB) and Planning Commission need board members. Appointments will be made by the Selectboard on April 6th. Those interested were asked to send the Town Manager a letter of interest.

Bay Park and Cohen Park

C. Johnson explained that we closed the gates at both parks to vehicular traffic due to significant property damage to the gras. (people making 'donuts' with their cars).

Coronavirus Update (COVID-19) – Local Efforts

As the Emergency Management Director for the Town, C. Johnson provided an update to the Board and audience on the daily meetings she is participating in with local and state agencies regarding the Coronavirus. She provided a presentation on what is being done to deal with COVID-19. This presentation will be provided on both the Town's website and Facebook pages. She stated that this situation is constantly changing and as of today, schools in Vermont will be closing after Tuesday indefinitely. Our website and Facebook pages are updated daily with the most current information as it's provided to us. 2-1-1 is a resource to call to see what recourses are available during this time.

Town Clerk's Office

B. Deso explained that Town Clerk Anna Bourdon has decided to close her office to the public indefinitely and will take appointments for researchers.

Schedule

C. Johnson suggested cancelling the volunteer dinner. B. Deso suggested postponing it until later summer. The Board agreed.

It was suggested to schedule a joint work session for April 27th with the Planning Commission. The Board agreed to schedule it.

The Board agreed to schedule a special meeting to hold an executive session to discuss the potential property for a new Town Hall on Thursday, March 26th with a 5pm start. The landowner will be invited into the executive session at 6pm.

The next Selectboard meetings are Monday, April 6th and Monday, April 20th.

Chair's Report

Proclamation

B. Deso suggested doing a joint resolution with the City for the Bellows Free Academy's 19th Division I Boy's Hockey State Championship Title. The Board agreed.

Other Business

To continue some discussion on the walk/bike recommendations discussed earlier in the meeting, J. Frost explained that when Mark Fenton came to Town, he created a few reports; one for Route 7 and another one for Maquam Shore Road. She went on to say that the Route 7 corridor really needs to be done. She also stated that Mr. Fenton had suggested that Maquam Shore Road be designated as a "Local Farm and Bicycle" route. This would give drivers a heads up that they are going to encounter bikers, tractors, etc. There is the Lake Champlain Bikeway. It is a 20 mile loop that comes down to the Bay, up Dunsmore, into Swanton and then back down to the Bay. Rise VT reached out to Local Motion to see if they could come up with some kind of signage for the bikeway. Rise VT will pay for the consultant to bring a sign proposal to the Selectboards of both the Town of St. Albans and Swanton. There will be no cost to the Town. The Board agreed to move forward.

Executive Session

MOTION: J. Frost made a motion to go into executive session at 7:38 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, contractual or personnel issues under the provisions of Title 1, section 313(a)(1) of Vermont Statutes and to invite the Town Manager Carrie Johnson and Director of Public Works Alan Mashtare. Seconded by E. Creley. All in favor, none opposed, motion carried.

MOTION: E. Creley made a motion to come out of executive session at 8:09 p.m. Seconded by J. Giroux. All in favor, none opposed, motion carried.

No motions came out of executive session.

Adjournment

MOTION: J. Frost made a motion to adjourn the Selectboard meeting at 8:10 p.m. Seconded by E. Creley. All in favor, none opposed, motion carried.

Respectfully submitted,
Jenn Gray, Recording Secretary