

The Town of St. Albans
PLANNING COMMISSION MINUTES
Meeting held via Zoom Conference Call
June 2nd, 2020 at 6:30 p.m.

Minutes

Present: Erin Creley, Casey Toof, Al Voegele, Anne Pomeroy, Hannah Rounds
Staff Present: Ned Connell, AJ Johnson, Administrative Assistant
Public Present: Amanda Ludlow, Stantec

Zoom Meeting ID: 882-8295-7794

CALL TO ORDER

E. Creley called the meeting to order at 6:30 p.m.

PRESENTATION OF DRAFT STORMWATER UTILITY BY STANTEC

Amanda Ludlow consultant for Stantec presented a slideshow outlining a potential Stormwater Utility. The project goals were specified as determining an appropriate rate structure per Equivalent Residential Unit (ERU), providing long term estimation of staffing levels, and providing cost benefit analysis that compares general tax funds to the use of the Stormwater Utility Fee to fund implementation of stormwater mitigation projects and obligations under our MS\$ permit.

A. Ludlow showed a Stormwater Utility budget which included all foreseen stormwater-related expenditures through Fiscal Year 2025.

The PC reviewed the mean and median Residential impervious surface sizes which was based off 50 sample lots in the Town of St. Albans. The PC needed to discuss and agree on if the mean or median impervious surface sizes would be used to determine the ERU rate structure. The PC also agreed that the anticipated grant funds should be cut in half in the budget table; the PC does not want to rely on grants that are not guaranteed to be received.

A. Ludlow provided ERU breakdowns of other municipalities. She asked if the PC wanted to include Stormwater credits (for example, a credit if the impervious surface of a parcel is reduced). Ultimately, the PC decided against credits towards the Utility fee and decided against doing a tear structure. The PC also agreed to use the mean impervious surface size. Utilizing the mean impervious surface size would cost each residential unit from \$60 - \$70 per ERU depending on State and Federal funding.

A. Ludlow will revise the draft ordinance based upon the discussions and decisions of the PC and return it to them with recommendations by June 23rd.

REVIEW DRAFT BICYCLE AND PEDESTRIAN IMPACT FEE ORDINANCE

E. Creley suggested holding this conversation at the next PC meeting due to time constraints. The PC agreed.

CORRESPONDENCE

None.

PUBLIC COMMENT

None.

OTHER BUSINESS

None.

MINUTES

MOTION: A. Voegele made a motion to approve the minutes of May 12th. C. Toof seconded. All in favor, none opposed, motion carried.

SCHEDULE

Next Meeting: June 9th

ADJOURNMENT

MOTION: A. Voegele made a motion to adjourn the meeting at 8:15 p.m. A. Pomeroy seconded. All in favor, none opposed, motion carried.

Respectfully submitted,
AJ Johnson, Administrative Assistant

Erin Creley, Chair

Date

Casey Toof, Vice Chair

Date

Al Voegele, Clerk

Date

Anne Pomeroy

Date

Hannah Rounds

Date