

**Town of St. Albans
Selectboard Meeting Minutes
Monday, December 28th, 2015
6:30 p.m.**

On Monday, December 28th, 2015 at 6:30 p.m., at Town Hall the Town of St. Albans Selectboard held a regular meeting.

Officials and staff present: Vice-Chair Stan Dukas, Bruce Cheeseman, David McWilliams, Sam Smith, Planner, Nat Neider and Town Manager, Carrie Johnson. Absent was Chair, Brent Palmer.

General Public: Peter Blouin, David Schofield, Jessica Frost, and St. Albans Messenger, Elaine Ezerins.

The Pledge of Allegiance.

Vice-Chair Stan Dukas called the meeting to order at 6:30 p.m.

General Warrant

MOTION: D. McWilliams made a motion to approve the general warrant for December 15th through December 28th, in the amount of \$25,918.89. All in favor, none opposed, motion carried.

Payroll Warrant

MOTION: B. Cheeseman made a motion to approve the payroll warrant dated December 18th, 2015 in the amount of \$17,125.07 and the payroll warrant for dated December 25th, 2015 in the amount of \$13,220.82. All in favor, none opposed, motion carried.

Industrial Park Warrant

MOTION: S. Smith made a motion to approve the Industrial Park warrant in the amount of \$873.54. All in favor, none opposed, motion carried.

Minutes

MOTION: S. Dukas made a motion to approve the Selectboard meeting minutes from Monday, December 14th, 2015. All in favor, none opposed, motion carried.

Franklin County Assistant Judges Bob Johnson & Kelly Gosselin

Franklin County Assistant Judges Bob Johnson and Kelly Gosselin came before the Board to explain the county budget process. Each town's amount due won't be available until they have heard from the state. The count tax the Town pays is a percentage of the county grand list. Town's portion for the current fiscal year is 18.7%.

Judge Johnson explained that the proposed budget shows an increase of \$14,362 or 3% from the previous year. The courthouse's security system is one of the driving forces for the increased. He also explained that the Sheriff's cost increased as well and \$15,000 has been included in the budget for building maintenance.

Judge Johnson went on to explain that there has been some work on the heating system which should show some energy efficiencies. Also, a part time clerk's annual pay was cut from \$1,000 to \$500.

Judge Johnson told the Board that eventually the State will require them to include funds in their budget for additional security.

Zoning Bylaws

Planner, Nat Neider came before the Board to discuss the next steps in the process of adopting the proposed Zoning bylaws. He went over the statute explaining the procedure for the Selectboard to approve the bylaws.

S. Smith, who is also the Planning Commission Chair, explained that the Planning Commission will be meeting on January 5th, 2016 to review any suggestions or changes being proposed to the bylaws.

The Board agreed to wait until after the Planning Commission meeting on January 5th before warning a new hearing for the Zoning bylaws. B. Cheeseman will be there to represent the Selectboard.

Planning Grant

The due date for the grant application on the joint grant with the City of St. Albans is January 15th, 2016. This grant would fund a pedestrian path feasibility study north and south on Route 7. This study would look at the feasibility of sidewalks that would connect to the City sidewalks on north and south sides on Route 7. The grant is about \$60,000 with a Town match of \$7,500 and the City's match of \$2,500. N. Neider explained he will not go forward until he has a resolution from the Selectboard stating the Town supports the match of \$7,500 for this grant. The Board agreed.

Town resident, David Schofield pointed out that connectivity is also important for future growth and needs to be addressed in the bylaws. For new developments, the Town can require developers to maintain sidewalks in the ordinance.

Stormwater Update

N. Neider explained to the Board in order to remain compliant with MS4, the Town is required to adopt ordinances that will impact Department of Public Works and certain developments, along with implementing the Flow Restoration Plans. There is an associated cost with these. There could be a fee of between \$20 and \$60 a year, per parcel to go towards a stormwater utility. This could bring in \$254,000 a year. By October 2016, a final report is due and the Town must adopt an ordinance, both having cost ramifications. A meeting will be scheduled for both the Planning Commission and the Selectboard.

Town Forest Comprehensive Plan

A Town forest comprehensive plan has been completed. Total construction cost for the plan is \$65,000. Town forest land abutter, Judge Bruce suggested a capital campaign to raise the money for this construction.

Franklin County Animal Rescue Annual Contract (Humane Society)

D. McWilliams has gone over the 2016 contract. He stated that it's pretty much the same as the current contract. He explained that there is a higher feral cat population. He looked into euthanizing these cats and found that the average cost is about \$95 per cat. He also explained that property owners do have the right to shoot feral cats.

MOTION: D. McWilliams made a motion to approve the 2016 Franklin County Animal Rescue Contract and authorize Town Manager, Carrie Johnson to sign the contract. All in favor, none opposed, motion carried.

Town Manager's Report

Safety Concerns Update – Intersection of Route 7 & Route 207

C. Johnson explained she had been contacted by a person who was involved in a car accident at the intersections of Route 7 and Route 207. The City of St. Albans Police and VTrans looked into this issue and on December 18th, the blinking yellow light to turn left was eliminated. They are hoping this will reduce the number of accidents at this intersection.

Wage Evaluation Study

C. Johnson asked the Board for their comments on conducting this study. D. McWilliams stated this should have been done a long time ago. S. Dukas stated that job performance evaluations need to be more detailed. C. Johnson stated that this study would include all employees, elected and non-elected. S. Smith would like it to include a regional salary comparison.

MOTION: D. McWilliams made a motion to conduct a wage evaluation study. All in favor, none opposed, motion carried.

Budget FY '17

The next budget work session is scheduled for Monday, January 11th, 2016. Final decisions on non-profits will be done at this time. D. McWilliams asked to have the Town Clerk attend the budget work session.

Act 248 - Suncommon – West Shore Road

The Board had requested at the last meeting for more information on the Suncommon project on West Shore Road. They are not asking for a letter of support and have properly notified all neighbors. The Planning Commission sent a letter stating they requested proper screening. C. Johnson to confirm this has been done with Nat Neider.

MOTION: B. Cheeseman made a motion to send a letter of support for the Suncommon project on West Shore Road. All in favor, none opposed, motion carried.

Public Comment

None.

Schedule

Next Selectboard meeting is January 4th. The next Selectboard meeting falls on a holiday and C. Johnson asked the Board if they would like to move that meeting to Tuesday the 19th or Monday, the 25th. The Board agreed to have their meeting moved to Tuesday, January 19th.

Other Business

C. Johnson mentioned that Town residents are allowed to bring their discarded Christmas trees to the Town own property on Brigham Road until January 11th, 2016.

Shoreline Stabilization Project

The shoreline stabilization project began on December 21st and is expected to continue off and on through February. They are repairing the existing seawall at the Bay Park.

Executive Session

MOTION: S. Dukas made a motion to go into executive session at 8:15 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.

MOTION: B. Cheeseman made a motion to come out of executive session at 8:55 p.m. All in favor, none opposed, motion carried.

Water/Wastewater Allocation Approvals

MOTION: S. Dukas made a motion to approve the water/wastewater allocation letters to Patrick Malone. All in favor, none opposed, motion carried.

Adjournment

MOTION: D. McWilliams made a motion to adjourn the Selectboard meeting at 9:00 p.m. All in favor, none opposed, motion carries.

Respectfully submitted,
Jennifer Gray