

**Town of St. Albans
Selectboard Meeting Minutes
Monday, June 8th, 2015
6:30 p.m.**

On Monday, June 8th, 2015 at 6:30 p.m., at Town Hall the Town of St. Albans Selectboard held a regular meeting.

Officials and staff present: Chair Brent Palmer, Vice-Chair Stan Dukas, Bruce Cheeseman, David McWilliams and Fire Chief, Bob Cross and Town Manager, Carrie Johnson. Sam Smith arrived late.

General Public: Peter Blouin, Jason Whalon, Rebecca Trombly, Al Voegele, Denise Smith, Julie Moore, Legislative Representative, Lynn Dickinson, Tony Tanneberger and Messenger reporter, Elodie Reed,

The Pledge of Allegiance.

B. Palmer called the meeting to order at 6:30 p.m.

New Planner, Nathaniel Neider

C. Johnson introduced Nathaniel (Nat) Neider to the Selectboard. He is the Town's new Planner. Nat shared with the Board some of his background, they welcomed him.

Review of Fire Department Bylaws

Fire Chief Bob Cross came before the Board to discuss the revised fire department bylaws. He explained the history of the fire department bylaws and stated the last time they were updated was in 1995. They've only been revised 3 times in the history of the department.

S. Dukas stated that he hasn't seen any money allocated to the fire department for water rescue related items, such as the fire department rescue boat. Chief Cross explained there is no plan yet to replace the boat. The motor had been replaced just a few years ago and the Town paid for it. S. Dukas also expressed his concern with the fire department being a towing service for boats that get stranded on the lake. Chief Cross explained if boats break down on the lake, the fire department will tow the disabled boat to shore. S. Dukas stated he doesn't want the fire department to be in the towing business. Chief Cross explained that leaving a boat adrift could cause problems if it runs aground, running the risk of leaking gas and oil into the lake. The fire department is to protect lives, property and the environment, in that order. S. Dukas stated that we should find out if there is some kind of towing service for stranded boats.

B. Cheeseman asked Chief Cross if the fire department members have marina training. Chief Cross explained that anyone on the boat, must take a boater safety course and a majority of the department has taken that course. Jay Sweeny is in charge of everyone on the water rescue team.

S. Dukas explained that he would like the fire department to come to the Board to request funds for items they need. He also suggested starting a replacement fund for the boat and any water rescue related equipment. Currently, the fire department association pays for a lot of that equipment through fund raising.

S. Dukas asked the Chief where the turnout gear comes from for a non-active member. Chief Cross explained the member will wear the gear from the department where he is an active member. The St. Albans Town Fire Department does not supply that gear for the member. We may supply a pager for non-active members.

Per the suggestion of S. Dukas, "Town Rules" as it is stated in the bylaws should be re-worded to say "Policies".

Al Voegele stated if the fire department gets sued, it's suing the Town. The Town is responsible for the fire department. He suggested considering the fire department become familiar with the Town's Personnel Policy. The Board agreed.

D. McWilliams asked Chief Cross if each member of the fire department had a personnel file. Chief Cross explained each member does, they are kept in a locked file cabinet in a locked office.

C. Johnson stated she will make the requested changes to the bylaws and bring a clean copy to the Selectboard for their next meeting.

Stormwater Management Planning Project – Denise Smith & Julie Moore

Denise Smith and Julie Moore came before the board to go over the Stormwater Management Plan for St. Albans Town. This plan has been created for 13 different communities. They had met with former Planner, Maren Hill and Director of Public Works, Steve Beauregard to identify stormwater issues in the Town and create a checklist on how to solve those issues. It was pointed out that we are now able to apply for grants for MS4 Permit related projects.

Julie Moore explained the process they used to create the plan to address water quality issues. A list was compiled of problems areas in the Town. There are 40 sites and they were ranked in order of priority. 19 are high priority. Some areas will be easier than others to correct. Some of the sites are Highgate Commons, Industrial Park and a number of residential areas. Projects are eligible for grant funding through the state and their Eco Restoration Program or the Lake Champlain Basin Program. Better Backroads is another resource for funding.

S. Dukas explained that the plan was easy to read. There is a clear understanding what the problems are and how the Town can address them.

C. Johnson introduced Nat Neider to Ms. Moore and Ms. Smith and suggested that the four of them sit down to go over this report. Nat is going to help management some of the current grants and write more. Ms. Smith suggested that the Town keep mentioning how the lake is a great recreational resource to help keep the importance of water quality in the forefront.

D. McWilliams asked if the Town had a time limit on addressing the 19 high priority stormwater issues. Ms. Moore explained that the report didn't have a regulatory component. This is a voluntary effort by the Town. Ms. Smith stated these areas are outside the MS4 permitted areas.

Ms. Moore explained that there are changes to H35 that are going to require a municipal road stormwater permit which the state has explained to her will take effect 2017 – 2021. Tom Benoit is the stormwater permit writer for all of Franklin County.

Ms. Smith let the Board know that on June 16th, the Governor is planning on signing H35 into law at the Bay. More details to come.

Appointments

Northwest Regional Planning Commission (NRPC)

Sam Smith has indicated he would like to be appointed to the NRPC Board.

MOTION: S. Dukas made a motion to appoint Sam Smith to the Northwest Regional Planning Commission Board for a term of one year expiring in April, 2016. All in favor, none opposed, motion carried.

Police Advisory Board

Current member, Gary Greeno has expressed he would not be available to be reappointed to the Police Advisory Board (PAB). It was agreed upon to not fill Gary's position and have 3 members at large as well as a Selectboard member, Town Manager and the Police Chief on the PAB.

MOTION: B. Palmer made a motion to reappoint Mark Leclair, Jack Rugg, Al Voegele and Stan Dukas to the Police Advisory Board. All in favor, none opposed, motion carried.

Letter of Credit Reduction Request

C. Johnson explained she met with Zoning Administrator, Becky Perron regarding this and she recommended releasing the funds the Town was holding to Mr. Goodrich. Mr. Goodrich has been compliant and B. Palmer stated he had Fire Chief Cross inspect the property and everything was OK.

MOTION: B. Palmer made a motion to release the funds related to the Letter of Credit to Mr. Goodrich in the amount of \$15,000. All in favor, none opposed, motion carried.

Town Manager's Report

Draft Animal Control Ordinance – Pit Bull Ban

C. Johnson asked VLCT legal counsel if anything had changed regarding their recommendation to remove the pit bull ban; there are no changes. The Board agreed to remove the ban from the Animal Control Ordinance.

MOTION: B. Palmer made a motion to adopt the Town Ordinance on Animal Control. All in favor, none opposed, motion carried.

Crosswalks Update

Permit applications have been submitted for both the Bay crosswalk and the Collins Perley crosswalk. The application for the Bay crosswalk has been approved in Utilities and is now being reviewed by Planning. We should see a permit in the next 7-10 days. Collins Perley is a little more complicated but, is moving along.

C. Johnson explained Northwest Counseling and Support Services (NCSS) would like to pursue a crosswalk in the area of their two campuses which are separated by Fisher Pond Road. NCSS would like to have the speed limit reduced and a crosswalk installed. The Board agreed to support NCSS's efforts for the speed limit reduction and crosswalk.

D. McWilliams explained he's been asked by a couple of police officers if they should start ticketing people parking in the "No Parking" zone near the creamy stand. There isn't any other parking in that area. C. Johnson will discuss this issue with Police Chief Gary Taylor.

Regarding the NCSS crosswalk, the Board agreed to give their support to NCSS to pursue having a crosswalk installed in the area of their campus.

Police Services Request for Proposal (RFP)

C. Johnson prepared the draft and would like to publish it Tuesday, June 9th. Proposals are due July 1st. The Board agreed.

MOTION: B. Palmer made a motion to approve the Request for Proposal for police services and authorize Town Manager, Carrie Johnson to post on Tuesday, June 9th, 2015. All in favor, none opposed, motion carried.

Draft Junk Ordinance

C. Johnson explained that Zoning Administrator, Becky Perron said some of the items that are in the draft junk ordinance are covered in the Town's bylaws. C. Johnson took comments from each of the Board members and section by section, if majority ruled in favor then, the change was included.

S. Dukas asked to have some items removed that no longer need to be in the ordinance. There is a section on fees for abounded buildings that needs to be removed as well as the mention of Article 3.3, which is no longer in the ordinance.

S. Dukas stated that there is an inconsistency on the number of unregistered vehicles one can keep on their property. One section says 4 or more, another section says 3 or more and another says 2 or more. In the Town bylaws, it says 2 or more. C. Johnson said she will match what is in the bylaws.

D. McWilliams brought up the subject of food scraps. B. Palmer stated that eventually, food scrapes are going to need to be recycled. C. Johnson suggested eliminating that section.

S. Smith stated that the section regarding visibility by an abutting landowner will cause problems between neighbors. The view should be from the road. Also, he stated that the 30 day rule to register a motor vehicle should be a period of time of 6 months or more.

Revisions will be made and a clean copy will be brought to the Board at their next meeting.

Public Comment

Legislative Representative, Lynn Dickinson came before the Board to give them a legislative update. She covered the water quality bill (H35) and associated fees. This will have an impact on municipalities.

A bill was passed for same day voting registration, which will go into effect after the 2016 election.

B. Palmer took this opportunity to thank Representative Dickinson on the job she is doing.

Payroll Warrants

MOTION: B. Cheeseman made a motion to approve the payroll warrant dated May 18th, through May 24th, 2015 in the amount of \$22,911.48. All in favor, none opposed, motion carried.

MOTION: B. Cheeseman made a motion to approve the payroll warrant dated May 11th through May 17th, 2015 in the amount of \$12,745.66. All in favor, none opposed, motion carried.

MOTION: S. Smith made a motion to approve the payroll warrant dated May 25th through May 31st, 2015 in the amount of \$14,719.07. Motion carried with a 4-0 vote with D. McWilliams abstaining.

General Warrant

MOTION: S. Dukas made a motion to approve the warrant for May 19th, 2015 through June 8th, 2015 in the amount of \$50,239.04. All in favor, none opposed, motion carried.

Minutes

MOTION: S. Dukas made a motion to approve the Selectboard meeting minutes for Monday, May 18th, 2015 and for the 'special' meeting on Monday, June 1st, 2015. All in favor, none opposed, motion carried.

Schedule

Next meetings: June 22nd and July 13th.

Other Business

D. McWilliams would like Board members to visit the wastewater treatment plant.

Executive Session

MOTION: S. Dukas made a motion to enter into executive session at 8:15 p.m. to discuss legal, contractual or personnel issues where premature general public knowledge of these subjects could place the Town or person involved at a substantial disadvantage. All in favor, none opposed, motion carried.

MOTINO: S. Dukas made a motion to enter into executive session to discuss a personnel and contractual matter under the provisions of Title 1, section 313(a)(1) of Vermont Statutes and to invite in Town Manager, Carrie Johnson. All in favor, none opposed, motion carried.

MOTION: D. McWilliams made a motion to come out of executive session at 10:00 p.m. All in favor, none opposed, motion carried.

Adjournment

MOTION: D. McWilliams made a motion to adjourn the Selectboard meeting at 10:00 p.m. All in favor, none opposed, motion carries.

Respectfully submitted,
Jennifer Gray