

**Town of St. Albans
Selectboard Meeting Minutes
Monday, July 27th, 2015
6:30 p.m.**

On Monday, July 27th, 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, Sam Smith, Town Clerk, Anna Bourdon, Fire Chief, Bob Cross, Director of Public Works, Steve Beauregard and Town Manager, Carrie Johnson.

General Public: Charlie Christolini, Peter Blouin, Paul Larnar, David Allerton, Al Voegele, Police Chief, Gary Taylor, DPW Project Manager, Tom Barden and Messenger reporter, Elodie Reed,

The Pledge of Allegiance.

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

Police Services Contract

St. Albans Police Chief, Gary Taylor came before the Board to answer any questions or concerns the Board had with the proposal he submitted for police services.

D. McWilliams explained that the request for proposal process was followed correctly. He also explained that he had a resident make the comment that the Town should be able to afford our own police department. The study that was completed by the Police Advisor Committee clearly states that the Town having their own police department isn't feasible at this time.

S. Smith asked Chief Taylor about the 5% annual adjustment. Chief Taylor explained that when the Town first signed the contract with the City of St. Albans Police Department, within that year, there was a 62% increase in gasoline prices. Chief Taylor also was taking into account health insurance costs when preparing his proposal, and a 3% Cost of Living Adjustment (COLA) for dispatching for each year.

S. Smith asked Chief Taylor about the cruiser purchase. Chief Taylor explained this will occur the first and fourth years of the contract.

D. McWilliams asked about dispatching for ambulance and fire and how it's broken down. Chief Taylor explained there is a 60/40 split and it's based on population, allowing him to come up with a per capita number.

B. Cheeseman explained he's satisfied with the budget Chief Taylor presented and that he feels he's doing a good job.

MOTION: S. Dukas made a motion to accept the St. Albans Police Department contract for the years 2017, 2018, 2019 with the option for two additional years; 2020 and 2021 for the cost provided in the contract before the Board. All in favor, none opposed, motion carried.

S. Dukas asked the Chief about the 911 call center and the hopes of that being resolved by July 1st. Chief Taylor explained the legislature left it open ended and said that the State Police had until September 15th to have a study done regarding dispatching in Rutland and Derby. People are being paid until September 15th to do the dispatching but, after August 1st, there will be no 911 equipment for them to use. The plan is for St. Albans and Lamoille County to each have one overflow person in their dispatch centers to pick up the slack until the issue can be resolved.

**Fire Department
Bylaws**

C. Johnson explained there will be some revisions to language in the draft bylaws and it will be brought back to the Board at their next meeting. S. Smith explained he'd like to see more detail in the section explaining the termination of the Fire Chief.

Quarterly Report

Chief Cross addressed questions from the Board regarding his quarterly report. D. McWilliams stated the Chief has been very busy with his new duties as Public Safety Administrator and also pointed out that Chief Cross is doing a great job.

S. Dukas stated he appreciates the condensed version of Chief Cross's quarterly reports.

B. Cheeseman asked if the Town is charging for false alarm calls. Chief Cross explained the Town is not charging for these types of calls at this time.

Elizabeth Street Road Acceptance

All appropriate paperwork has been received by the attorney.

MOTION: B. Cheeseman made a motion to accept Elizabeth Street as a public road in the Town of St. Albans. All in favor, none opposed, motion carried.

Proposed Regional Plan – Al Voegele

Al Voegele came before the Board to respond to questions regarding the regional plan that is coming up for adoption. The plan has been worked on for the last two years and will cover 2015 – 2023. He explained that the proposed regional plan does not negatively impact the Town. One thing the Town should be thinking about in the future is that this plan proposal makes the north and south ends' growth centers, as designated by the regional plan, which basically is meaningless because you can't do anything unless it is approved by the state. Act 138 governs the state authorizing or granting growth centers.

Going forward, Mr. Voegele suggested setting up a committee to work with representatives and the state to figure how to get authorization for the Town to designate the City of St. Albans as the Town's urban center.

B. Cheeseman asked if there are advantages to the Town designating the City of St. Albans as the Town's town center. B. Cheeseman asked what the Town would be giving up if we didn't designate a town center within the Town itself. Mr. Voegele said that we should take a look at both municipalities, the Town and the City of St. Albans when working towards the future.

Paul Lerner asked Mr. Voegele if there would be an advantage if the Town leaves their designations the way they are. Doesn't that benefit both the City and Town? Mr. Voegele explained municipalities must have a downtown center in order to get a designated growth center. This concept is smart growth.

Regional Planning Commissioners will be voting on this proposed regional plan on July 29th, 2015. Selectman, Sam Smith is the Town's commissioner and will be unable to attend the meeting to vote. It was suggested to appoint Bruce Cheeseman as Sam's alternate and allow him to vote on the plan.

MOTION: B. Palmer made a motion to appoint Bruce Cheeseman as an alternate for Sam Smith to the Regional Planning Commission. All in favor, none opposed, motion carried.

S. Dukas took this opportunity to thank Mr. Voegele for his hard work on the Police Advisory Board and putting together the police services study.

Department of Public Works Relocation Project Update – Tom Barden, Project Manager

C. Johnson explained a steering committee was formed to evaluate the Department of Public Works (DPW) complex relocation. This committee consists of Steve Beauregard, David Allerton, Bruce Cheeseman and Project Manager, Tom Barden. The costs for this project came in high. In January, the Town then hired Tom Barden as the Project Manager and asked that he provided a revised estimate.

Tom Barden came before the Board to go over the revised estimate for the construction of the DPW complex. He went over the sketch of the proposed DPW complex and changes to some of the building features in order to lower the costs. He suggested, should the voters approve this project, preparing the bid documents for construction between January and March, 2016.

Paul Lerner asked Mr. Barden what the specifications were for wood. Mr. Barden explained the design people would be writing the specification for this and it would be governed by the spans and the loads the building would carry.

D. McWilliams asked about the air exchange unit in the building and how that would work. Currently, Swanton's garage air exchange has a vacuum situation occurring when a door is opened and the proposed DPW building is modeled after Swanton's building. Mr. Barden hadn't heard of that issue and everyone he has spoken to is happy with the building.

B. Palmer pointed out that the Board has not discussed exactly where all the funding will come from to pay for the construction of the DPW complex so, we don't know what the tax implications would be to the Town tax payer. C. Johnson said that funds could be used from the infrastructure fund, Local Option Tax (LOT) and possible other funding sources.

MOTION: B. Cheeseman made a motion to accept the recommendations of the Steering Committee to proceed with a fall special election. All in favor, none opposed, motion carried.

B. Cheeseman took this opportunity to tell Mr. Barden he's done an excellent job so far on this project.

Proposed Change of Selectboard Meeting Schedule FY '16

D. McWilliams explained that Public Access TV would like to be able to do live meetings for the Town on the 1st and 3rd Mondays of the month. It would also put the Town on a different schedule than the City. The Board agreed the Selectboard will begin meeting on the first and third Monday of every month beginning January 1st, 2016.

Bay Day Schedule

C. Johnson explained some people have suggested moving Bay Day from Sunday to Saturday. S. Smith stated he thought it would be a better idea to have both Bay Day and the Great Race on the same day, Saturday. S. Beaugard said he would speak to the organizers of the Great Race to see if it would be possible to move the race to Saturday as well. The Board agreed and will make a decision after that.

Audit Services Letter – FY '15

MOTION: D. McWilliams made a motion to approve the authorization letter to hire A.M. Peisch to conduct the Town's FY '15 audit and to have Chair, Brent Palmer sign the letter. All in favor, none opposed, motion carried.

Town Manager's Report

Draft Junk Ordinance

The Board went over Article 3 of the draft Junk Ordinance. D. McWilliams had a question regarding the fee schedule. C. Johnson suggested the initial contact be with the Enforcement Officer then tickets would go through the Judicial Bureau.

D. McWilliams suggested the Town work with those in violation who may not be able to afford to comply with the ordinance. A. Voegelé suggested it be included in the job description of the Enforcement Officer. The Board agreed to put the initial compliance work into the ordinance.

D. McWilliams asked if established businesses would be grand-fathered. B. Cheeseman stated certain standards need to be met before someone is grand-fathered. One example is that the property can't be a public health hazard.

Article 3 will be revised. The Board then briefly went over Articles 4, 5 and 6 and agreed to accept them as presented.

MOTION: B. Palmer made a motion to approve Articles 4, 5 and 6 of the draft Junk Ordinance. All in favor, none opposed, motion carried.

Fairfax Street Realty, LLC (Rick Bove) Act 250 Amendment

Rick Bove is asking for two more units to be added to this project. This is informational.

Planning Update

C. Johnson explained the new Planner, Nathaniel Neider, has closed grants, written a grant and is working on stormwater. C. Johnson and N. Neider would like to meet with the Selectboard to discuss their recommendation as to whether or not the Town will except expired permits under the Town's permit or not. This meeting will take place on August 10th prior to the Selectboard meeting, at 5:30 p.m.

Editorial

C. Johnson is working on a guest editorial for the Messenger and asked if the Board had any suggestions to get them to her as soon as possible.

Bay Park Beach

The State of Vermont informed us that the beach at the Bay Park is closed for blue/green algae. Training has been provided to a few of the Town employees to conduct our own testing. This would be done more frequently than the state currently provides. It will allow the Town to make quicker decisions to close or reopen the beach.

Public Comment

Paul Lerner notified the Board that he experienced an issue on the Dunsmore Road where several sheep were running into the road stopping traffic.

Campers in the Bay Park

The Vermont Youth Conservation Corps is doing trail work in the Town Forest and is being allowed to camp in the Bay Park during this time.

Crosswalks

S. Dukas asked to get a crosswalk updates every two weeks.

General Warrant

MOTION: S. Dukas made a motion to approve the general warrant for July 14th, 2015 through July 27th, 2015 in the amount of \$69,247.88. All in favor, none opposed, motion carried.

Payroll Warrant

MOTION: B. Cheeseman made a motion to approve the payroll warrant dated July 17th, 2015 in the amount of \$17,674.83. All in favor, none opposed, motion carried.

Industrial Park Warrant

MOTION: D. McWilliams made a motion to approve the Industrial Park warrant in the amount of \$804.22. All in favor, none opposed, motion carried.

Payroll Warrant

MOTION: B. Cheeseman made a motion to approve the payroll warrant dated July 24th, 2015 in the amount of \$15,165.19. All in favor, none opposed, motion carried.

MOTION: S. Dukas made a motion to amend the motion for the payroll warrant in the amount of \$17,674.83 with a credit correction in the amount of \$894.76. All in favor, none opposed, motion carried.

Minutes

MOTION: S. Dukas made a motion to approve the Selectboard meeting minutes for Monday, July 13th, 2015. All in favor, none opposed, motion carried.

Schedule

Next Selectboard meetings are August 10th and August 24th. C. Johnson suggested an early start to one of these meetings at 4pm to meet with Town Attorney. The Board agreed.

Other Business

None.

Executive Session

None.

Adjournment

MOTION: S. Smith made a motion to adjourn the Selectboard meeting at 8:58 p.m. All in favor, none opposed, motion carries.

Respectfully submitted,
Jennifer Gray