

**Town of St. Albans  
Selectboard Meeting Minutes  
Monday, September 14<sup>th</sup>, 2015  
5:30 p.m.**

On Monday, September 14<sup>th</sup>, 2015 at 5:30 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 and Town Manager, Carrie Johnson.

Also present was Town resident, Bob Fairbanks and Tom Barden of Barden Inspection & Consulting Services, Inc.

Chair, B. Palmer called the meeting to order at 5:30 p.m.

The reason for the early start to the Selectboard meeting was to hold an executive session to discuss a contractual issue with Tom Barden.

**Executive Session**

**MOTION: S. Dukas made a motion to go into executive session at 5:32 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 a contractual under the provisions of Title 1, section 313(a) (1) of Vermont Statutes and invite in Tom Barden, Director of Public Works, Steve Beauregard and Town Manager, Carrie Johnson. All in favor, none opposed, motion carried.**

**MOTION: B. Palmer made a motion to come out of executive session at 6:30 p.m. All in favor, none opposed, motion carried.**

**General Public:** Bob Fairbanks, Beaver Farnsworth, Peter Blouin, Bill Fitzgerald, and Messenger reporter, Elodie Reed,

**Regular Meeting – 6:30 p.m.** The Pledge of Allegiance.

**Harbor View Road**

At the last Selectboard, there was a question regarding Town trucks and school buses turning around on private property. The Selectboard requested a Temporary Easement to alleviate this issue. C. Johnson worked with Town Attorney, Dan O'Rourke on this. Developer, Bill Fitzgerald has gone over the Temporary Easement with Mr. O'Rourke and approved it.

S. Smith noticed that there needs to be a modification to the Temporary Easement language. Mr. Fitzgerald agreed he would speak to Mr. O'Rourke tomorrow to have him make the modification.

**MOTION: B. Palmer made a motion, pending the changes that the attorney makes to rectify the numbers showing where the cul de sac is, authorize Carrie Johnson to accept and sign the Temporary Easement. All in favor, none opposed, motion carried.**

**Historic Fountain Gift**

C. Johnson explained that the Rotary Club is leading the restoration project for the fountain in Taylor Park. There are pieces from the original fountain that will not be included in the new fountain. The Town and City have been offered to accept a historic piece from the fountain. The pieces must be stored and protected from the elements. The Board agreed to accept a cherub, one of the smaller pieces.

**Local Control Letter of Support**

The Town of Swanton requested that the Towns of St. Albans and Fairfield send a Letter of Support to the State explaining that municipalities should have more local input to the Public Service Board for wind and solar projects being proposed within their border. The Board agreed to sign the letter of support and send it to the State.

### **VLCT Delegate Designation**

C. Johnson has been designated in the past and she is willing to be the voting delegate again this year.

**MOTION: B. Cheeseman made a motion to designate Town Manager, Carrie Johnson as the Town's 2015 VLCT Voting Delegate. All in favor, none opposed, motion carried.**

### **Town Manager's Report**

#### **Fire Department Bylaws**

Revisions have been made to page 6 of the bylaws referencing personnel that had been requested at the previous Selectboard meeting.

**MOTION: D. McWilliams made a motion to accept the Fire Department Bylaws as presented. All in favor, none opposed, motion carried.**

### **Crosswalk Updates**

All requested changes had been sent to the State by Ruggiano Engineering and were accepted by the State at the 'special' meeting of Monday, August 31<sup>st</sup>. C. Johnson has requested cost estimates for both crosswalks from Sam Ruggiano. C. Johnson will also provide an update to our local representatives. Once we know the costs for the crosswalk at Collins Perley, C. Johnson will approach Jolley and La Quinta regarding financial support.

### **Little County Road Culvert**

Culvert replacement is scheduled to begin within the next 2-3 weeks.

### **MS4 Update**

A draft letter was provided to the Board that will be sent to the state explaining what the Town will be doing for MS4 compliance for the next 12 months. The letter was drafted by Planner, Nat Neider. S. Dukas stated that we should take over all expired permits. The Board was in agreement to send this letter to the State.

### **VFW Chapter 753 Anniversary Dinner**

The VFW will be holding an anniversary dinner on Friday, September 18<sup>th</sup>. D. McWilliams and S. Smith agreed to attend to represent the Town.

### **Parks**

All the parks have been closed. C. Johnson took this opportunity to thank all our park staff and the Vermont Youth Conservation Corps (VYCC) for all the work they did this summer. The VYCC did work in the Town Forest and connected all the trails. Signage has been added to French Hill Road. The forest is dog friendly.

### **Paving**

Paving is scheduled for the end of September.

### **Seawall**

This was voted on at Town Meeting Day and is a winter project to be completed in January or February, 2016.

### **Public Comment**

D. McWilliams explained that Town Hall needs First Aid and Eye Cleaning kits. He also would like to see monthly reports from Town Department Heads and have them provided to the Selectboard.

S. Smith explained there should be some response regarding why our Road Foreman treats the roads in the Town the way he does for winter maintenance. C. Johnson explained that she's currently working on this, gathering data. Once this is obtained, the resident who inquired about the roads will be notified and provided this information.

### **General Warrant**

**MOTION: S. Dukas made a motion to approve the general warrant for August 25<sup>th</sup>, 2015 through September 14<sup>th</sup>, 2015 in the amount of \$233,530.88. All in favor, none opposed, motion carried.**

Payment to St. Albans Police was 62% of the warrant.

#### Industrial Park Warrant

**MOTION: B. Palmer made a motion to approve the Industrial Park warrant in the amount of \$320. All in favor, none opposed, motion carried.**

#### Payroll Warrant

**MOTION: S. Dukas made a motion to approve the payroll warrant dated August 28<sup>th</sup>, 2015 in the amount of \$24,179.51. All in favor, none opposed, motion carried.**

#### Payroll Warrant

**MOTION: S. Dukas made a motion to approve the payroll warrant dated September 4<sup>th</sup>, 2015 in the amount of \$14,010.88. All in favor, none opposed, motion carried.**

#### Payroll Warrant

**MOTION: S. Dukas made a motion to approve the payroll warrant dated September 11<sup>th</sup>, 2015 in the amount of \$14,187.21. All in favor, none opposed, motion carried.**

#### Minutes

**MOTION: S. Dukas made a motion to approve the Selectboard 'special' meeting minutes for Monday, August 31<sup>st</sup>, 2015. All in favor, none opposed, motion carried.**

**MOTION: S. Dukas made a motion to approve the Selectboard meeting minutes for Monday, August 24<sup>th</sup>, 2015. Motion carried with a 4-0 vote with B. Palmer abstaining.**

#### Schedule

Next Selectboard meetings are September 28<sup>th</sup> and October 12<sup>th</sup>. Mark Fenton, Transportation Specialist will be visiting Friday, October 9<sup>th</sup>. S. Smith agreed to attend.

#### Grand Tour Desjardins 2015

Organizers provided a placard thanking the Town for their hospitality.

#### Other Business

B. Cheeseman requested the status of the Town's bylaws. C. Johnson spoke to Zoning Administrator, Becky Perron regarding the status. B. Perron has made her notes and forwarded them to Planner, Nat Neider. He will provide them to the Planning Commission.

#### Executive Session

**MOTION: B. Palmer made a motion to go into executive session at 7:33 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 and personnel 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.**

Town Manager, Carrie Johnson left executive session at 8:50 p.m.

**MOTION: S. Dukas made a motion to come out of executive session at 9:45 p.m. All in favor, none opposed, motion carried.**

#### Adjournment

**MOTION: B. Cheeseman made a motion to adjourn the Selectboard meeting at 9:45 p.m. All in favor, none opposed, motion carries.**

Respectfully submitted,  
Jennifer Gray