

**Town of St. Albans  
Selectboard Meeting Minutes  
Monday, October 3<sup>rd</sup>, 2016  
6:30 p.m.**

On Monday, October 3<sup>rd</sup>, 2016 at 6:30 p.m., at Town Hall the Town of St. Albans Selectboard met.

**Officials and staff present:** Chair, Stan Dukas, Vice Chair, Bruce Cheeseman, David McWilliams, Bill Nihan, Sam Smith, Town Manager, Carrie Johnson and Town Clerk, Anna Bourdon.

**Public:** Peter Blouin and Al Voegele.

S. Dukas called the meeting to order at 6:30pm.

Pledge of Allegiance.

**Approval of Agenda**

**MOTION: S. Dukas made a motion to approve the agenda as presented. All in favor, none opposed, motion carried.**

**Payroll Warrants**

**MOTION: B. Nihan made a motion to approve the payroll warrant dated September 23<sup>rd</sup>, 2016 in the amount of \$14,842.33 and the payroll warrant dated September 30<sup>th</sup>, 2016 in the amount of \$24,323.35. All in favor, none opposed, motion carried.**

**Impact Fee Warrant**

**MOTION: B. Cheeseman made a motion to approve the Impact Fee warrant in the amount of \$100,477.85. 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 \$3,571.38. All in favor, none opposed, motion carried.**

**General Warrant**

**MOTION: S. Dukas made a motion to approve the general warrant dated October 3<sup>rd</sup>, 2016 in the amount of \$55,458.34. All in favor, none opposed, motion carried.**

**Minutes**

**MOTION: S. Dukas made a motion to approve the Selectboard meeting minutes for Monday, September 19<sup>th</sup>, 2016. All in favor, none opposed, motion carried.**

**MOTION: S. Dukas made a motion to approve the meeting minutes for the Selectboard joint meeting with the Planning Commission for Tuesday, September 27<sup>th</sup>, 2016. All in favor, none opposed, motion carried.**

**Public Safety Advisory Committee Update**

S. Dukas explained that this committee was previously called the Police Advisory Committee. There has been little input from the public on the police services the Town is receiving. The committee decided to look to improve other areas of public safety and to re-name the committee the Public Safety Advisory Committee.

C. Johnson explained she spoke with City Manager, Dominic Cloud regarding sharing fire services. Mr. Dominic agreed to begin the conversation about sharing these services between the City and the Town.

**Town Manger's Report  
Personnel Policy Draft 4**

Changes to the personnel policy regarding people covered by the policy and changes to the military leave were discussed.

**MOTION: B. Cheeseman made a motion to accept the new Personnel Policy for the Town of St. Albans. All in favor, none opposed, motion carried.**

C. Johnson explained she will bring a clean copy to the next meeting with the changes to the military duty sections of the policy for the Board's signature.

### **Memorial Policy Update**

VLCT posed a question, on behalf of the Town of St. Albans, asking municipalities what their policies were on memorial contributions. The Board agreed to establish a memorial policy and limit it to the Bay Park.

### **October 2016 MS4 Stormwater Report**

C. Johnson stated the Town has filed the October 1<sup>st</sup>, 2016 MS4 permit report. The flow restoration plans (FRP) prioritizes how the Town plans to deal with stormwater and is a part of this report.

### **Public Comment**

The Board discussed options for keeping the public out of the Bay Park when it's closed for the season. B. Cheeseman suggested gates at both entrances. C. Johnson explained one of the gates is broken and needs repair. B. Cheeseman stated that two large boulders were moved and cars have been driving through the boulders instead of going through the gate. B. Cheeseman suggested that Public Works move them back to deter drivers from causing additional damage.

### **Schedule**

It was suggested to move the next Selectboard to Monday, October 24<sup>th</sup> to accommodate the bylaw hearing. The Board agreed to move the meeting to the 24<sup>th</sup>. B. Cheeseman will be unable to attend. The next meeting after that is Monday, November 7<sup>th</sup>.

### **Other Business**

None.

### **Executive Session**

**MOTION: B. Cheeseman made a motion to go into executive session at 7:14 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 to invite Town Manager, Carrie Johnson. All in favor, none opposed, motion carried.**

**MOTION: B. Nihan made a motion to come out of executive session at 9:15 p.m. All in favor, none opposed, motion carried.**

### **Adjournment**

**MOTION: D. McWilliams made a motion to adjourn the Selectboard meeting at 9:15 p.m. All in favor, none opposed, motion carries.**

Respectfully submitted,  
Jennifer Gray