

**Town of St. Albans
Selectboard Meeting Minutes
Monday, November 7th, 2016
5:15 p.m.**

On Monday, November 7th, 2016 at 5:15 p.m., at Town Hall the Town of St. Albans Selectboard met.

Officials and staff present: Chair, Stan Dukas, David McWilliams, Sam Smith, Town Manager, Carrie Johnson and Al Voegele. Vice Chair, Bruce Cheeseman arrived at 5:50 p.m. Bill Nihan was absent for the executive session.

S. Dukas called the meeting to order at 5:15pm.

The purpose of the earlier start to the Selectboard meeting was to hold an executive session to discuss a contractual issue.

Executive Session

MOTION: S. Dukas made a motion to go into executive session at 5:15 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 to invite in Consultant, Tim Stetson, Al Voegele and Town Manager, Carrie Johnson. All in favor, none opposed, motion carried.

MOTION: S. Dukas made a motion to come out of executive session at 6:20 p.m. All in favor, none opposed, motion carried.

MOTION: S. Dukas made a motion to recess the Selectboard meeting at 6:20 p.m. All in favor, none opposed, motion carried.

MOTION: S. Dukas made a motion to reconvene the Selectboard meeting at 6:30 p.m. All in favor, none opposed, motion carried.

Regular Meeting – 6:30 p.m.

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

Public: Peter Blouin, Al Voegele, Police Chief, Gary Taylor and St. Albans Messenger Reporter, Elaine Ezerins.

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: S. Smith made a motion to approve the payroll warrant dated October 28th 2016 in the amount of \$22,422.61 and the payroll warrant dated November 4th, 2016 in the amount of \$98,289.98. 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 \$150. All in favor, none opposed, motion carried.

Industrial Park Warrant

MOTION: B. Cheeseman made a motion to approve the Industrial Park warrant in the amount of \$175. All in favor, none opposed, motion carried.

General Warrant

MOTION: D. McWilliams made a motion to approve the general warrant dated November 7th, 2016 in the amount of \$17,115.41. All in favor, none opposed, motion carried.

Minutes

MOTION: S. Dukas made a motion to approve the Selectboard meeting minutes for Monday, October 24th, 2016. All in favor, none opposed, motion carried.

Police Chief, Gary Taylor

Police Chief Taylor explained that drug seizures are up; dealing with heroin, crack cocaine and bath salts along with a large amount of pills. He also pointed out that unfortunately there were two fatal motor vehicle accidents within the last three weeks in the Town.

D. McWilliams requested that Police Chief Taylor provided contact information to Carrie Johnson regarding the replacement of guard rails on Maquam Shore Road and Lower Newton Road.

Chief Taylor explained that the proposed drug clinic is looking to locate on North Main Street, in the vicinity of Domino's Pizza. He also explained that they now have on staff a mental health worker from Northwest Counseling and Support Services, working 40 hours a week. He hired a new officer today but, still down one officer. One officer is on Worker's Comp.

Fire Department Apparatus Bay Heater – Bid Opening

We received 4 bids for the replacement of an apparatus bay heater for the fire department.

B. Cheeseman opened the bid from **Vermont Mechanical** for the amount of \$6,495.00.

S. Smith opened the bid from **Avonda Air Systems** for the amount of \$8,475.00.

B. Nihan **New England Air Systems** for the amount of \$7,470. – Higher efficiency condenser unit \$9,690.

D. McWilliams opened the bid from **VHV** for two different options that were not Modine as requested per the RFB's. Option one was in the amount of \$3,952 and option two was in the amount of \$6,167. This bid was disqualified.

MOTION: S. Dukas made a motion to allow the Town Manager, Carrie Johnson to evaluate the bids and make a decision. All in favor, none opposed, motion carried.

Fire Department Interim Lieutenant Interim Town Manager Appointment

One of the current Lieutenants has been activated for duty in Afghanistan. Homer Hungerford will be the replacement Lieutenant.

MOTION: S. Smith made a motion to appoint Interim Lieutenant Homer Hunger for the period of October, 2016 through May 2017. All in favor, none opposed, motion carried.

Appoint Interim Town Manager

MOTION: S. Dukas made a motion to appoint Al Voegele as Interim Town Manager for a period of 3-6 weeks beginning when Carrie Johnson takes medical leave. All in favor, none opposed, motion carried.

Unified Development Bylaws

MOTION: B. Cheeseman made a motion to adopt the Unified Development Bylaws for the Town of St. Albans. All in favor, none opposed, motion carried.

Town Manger's Report

Town Hall Gardens

C. Johnson explained that the gardens at Town Hall were planned and planted this year by master gardener, Judy Zsoldos and thanked her for a great job.

Town Plan Update

The Board had been provided in their packets a draft schedule for the start of work on the Town Plan. Director of Administrator, Ned Connell drafted this schedule along with the Planning Commission. S. Smith took this opportunity to update the Board on Ned's performance with staffing the Planning Commission and stating that he's very prepared for meetings and doing a great job.

Public Comment

None.

Schedule

The next regular Selectboard meetings are Monday, November 21st and Monday, December 5th. Election Day is November 8th.

The Vermont Transportation Board will be holding a meeting on Thursday, November 10th at 6:30 p.m. at the St. Albans Historical Museum.

Other Business

Purchasing Policy

S. Smith would like to discuss the Purchasing Policy at a future meeting. C. Johnson asked for any comments to be emailed to her.

Director of Public Works Hiring Process

We received 17 resumes for this position and copies were provided to the Board. They were asked to make 3 top choices. The committee consists of S. Smith, B. Cheeseman and C. Johnson. A. Voegelé will sit on this committee as well.

Executive Session

MOTION: S. Dukas made a motion to go into executive session at 7:16 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 and Al Voegelé. All in favor, none opposed, motion carried.

MOTION: S. Dukas made a motion to come out of executive session at 8:25 p.m. All in favor, none opposed, motion carried.

J & G Brown Properties Agreement

MOTION: S. Smith made a motion to approve the J & G Brown Properties Agreement. All in favor, none opposed, motion carried.

Interim Town Manager Contract

MOTION: B. Nihan made a motion to approve Interim Town Manager contract and authorize Chair, Stan Dukas to sign on behalf of the Selectboard. All in favor, none opposed, motion carried.

Adjournment

MOTION: D. McWilliams made a motion to adjourn the Selectboard meeting at 8:30 p.m. All in favor, none opposed, motion carries.

Respectfully submitted,
Jennifer Gray