

**Town of St. Albans
Selectboard Meeting Minutes
Monday, March 21st, 2016
6:30 p.m.**

On Monday, March 21st, 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, Town Manager, Carrie Johnson and Town Clerk, Anna Bourdon. Sam Smith arrived at 6:47p.m.

General Public: Peter Blouin, Catherine Dimitruk, Amanda Holland and Al Voegele.

Vice Chair, B. Cheeseman explained he would run the meeting due to S. Dukas being sick and unable to speak.

The Pledge of Allegiance. Vice Chair, B. Cheeseman called the meeting to order at 6:30 p.m.

Live – call in meeting.

Continuation of Public Hearing Town and St. Albans Bay Methodist Church Rain Garden

Vice Chair, B. Cheeseman opened the continued public hearing on the application for the rain garden. D. McWilliams recused himself from hearing this application as he would be speaking on behalf of the St. Albans Bay Methodist Church.

D. McWilliams explained he met with his administrative board and they have reviewed the plans for the rain garden. The only question they had was who would be responsible for maintaining the rain garden. C. Johnson explained the Department of Public Works would be responsible for the maintenance. B. Cheeseman suggested a written maintenance agreement. C. Johnson stated that can be done at the same time the easements and permits are obtained.

MOTION: B. Nihan made a motion approve the application of the St. Albans Bay Methodist Church rain under the bylaws, the appropriate easements are agreed to and the Town and Church enter into a maintenance agreement and to accept the proposed findings of fact and conclusions of law as last listed in the staff report dated February 22nd, 2016. Motion carried with a 3-0 vote.

MOTION: B. Cheeseman made a motion to close the public hearing on the rain garden. Motion carried with a 3-0 vote.

Selectboard Rules of Procedure

After a brief discussion on some of the items in the Rules of Procedure, a motion was made to approve the Rules.

MOTION: D. McWilliams made a motion to approve the Selectboard Rules of Procedure for 2016. Motion carried with a 4-0 vote.

S. Smith arrived at the meeting at 6:47 p.m.

General Warrant

MOTION: B. Nihan made a motion to approve the general warrant dated March 8th, 2016 through March 21st, 2016 in the amount of \$81,273.72. All in favor, none opposed, motion carried.

Payroll Warrants

MOTION: D. McWilliams made a motion to approve the payroll warrant dated March 18th, 2016 in the amount of \$12,522.99. All in favor, none opposed, motion carried.

MOTION: D. McWilliams made a motion to approve the payroll warrant dated March 11th, 2016 in the amount of \$16,251.77. 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 \$200. All in favor, none opposed, motion carried.

Minutes

MOTION: D. McWilliams made a motion to approve the Selectboard meeting minutes for Monday, March 7th, 2016. All in favor, none opposed, motion carried.

MOTION: S. Dukas made a motion to approve the Selectboard 'special' meeting minutes for Wednesday, March 2nd, 2016. Motion carried with a 4-0 vote with D. McWilliams abstaining.

Catherine Dimitruk, Northwest Regional Planning Commission (NRPC)

Catherine Dimitruk came before the Board to give them an update on stormwater changes. She also introduced Regional Planner, Amanda Holland.

Act 64 (Clean Water Act) and Lake Champlain TMDL

Ms. Dimitruk explained there are going to be several changes to Act 64.

Roads - Municipal Roads General Permit: The final permit will be in effect by the end of 2017. Towns must inventory roads, prioritize and implement repairs such as ditching and culvert replacement as needed. There will be funding and technical assistance available for municipalities. The State will have to follow the same rules under the TS4 Permit for state owned roads.

MS4: Long-range Phosphorus Control Plans (PCP's) and Municipal Road Permit requirements will be folded into the MS4 Permit. Entire municipality will be designated.

Stormwater Management - Existing Development: Retrofitted to meet new standards for parcels with more than 3 or more acres of impervious surface.

Tactical Basin Planning – Clean Water Implementation: 15 Planning basins/5 planners. All studies and analysis will help locate 'hot spots' and help municipalities get 'more bang for their buck' in implementing required steps in stormwater rules.

Wastewater Treatment Facilities: There are 25 of 59 facilities in the Lake Champlain Basin. Discharge permits issued according to five year tactical basin planning schedule (2016 – 2020). There is now \$83.4 million available through federal funding for improvements to facilities.

Northwest Regional Planning Commission Role

Ms. Dimitruk explained the NRPC will be working with the state to help implement permits and policies for municipalities. They will provide education and outreach, as well as help with the Tactical Basin Plans. They have also formed the Clean Water Advisory Committee. Town resident, Al Voegele is a member of this committee on behalf of the Town.

Department of Public Works

Road Ordinance

C. Johnson didn't receive any comments or suggested changes for this ordinance. The state made strong recommendations for this ordinance that have been added, and are noted in red. By making these changes to our ordinance, our match is reduced from 20% to 10%.

MOTION: B. Nihan made a motion to approve the updated Road Standards Ordinance as presented. All in favor, none opposed, motion carried.

Grants

We will apply for structure and paving grants this year. However, we may not receive any funding as we have received in the past.

Annual Financial Plan – Town Highways

MOTION: B. Nihan made a motion to approve the Annual Financial Plan in the amount of \$1,273,383. All in favor, none opposed, motion carried.

Fire Department Tanker Sale Request For Bids (RFB)

S. Smith suggested "Auction International" for posting the RFB for the tanker.

MOTION: D. McWilliams made a motion that the 2003 7400 International DT530 wet side tanker be put out to bid. All in favor, none opposed, motion carried.

Liquor Control Board

MOTION: S. Smith made a motion to recess the Selectboard meeting and convene as the Liquor Control Board. All in favor, none opposed, motion carried.

Two applications for license renewals: Walmart for both a Second Class Liquor License and a Tobacco license and the St. Albans Diner for a Second Class Liquor License.

MOTION: B. Nihan made a motion to approve the Second Class Liquor License and the Tobacco License for Walmart and the Second Class Liquor License for the St. Albans Diner. All in favor, none opposed, motion carried.

MOTION: B. Nihan made a motion to adjourn the Liquor Control Board and reconvene the Selectboard meeting. All in favor, none opposed, motion carried.

Town Manager's Report

Board Appointments

C. Johnson explained that board appointments will be made at their meeting of Monday, April 4th. People already serving and interested in being reappointed should submit a letter of interest.

Department of Public Works Grant

S. Smith questioned the damage of a culvert in one of the pictures provide in applying for a grant. Should there be a repair or replacement and if it is to be replaced, to use grant funds.

Public Comment

None.

Revote – School Budget

A. Bourdon stated that the revote on the school budget will be April 12th. Anyone who voted absentee ballot will automatically receive another ballot.

Schedule

The next Selectboard meetings are Monday, April 4th and Monday, April 18th.

Other Business

None.

Executive Session

MOTION: S. Smith made a motion to go into executive session at 7:44 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 invite in Town Manager, Carrie Johnson. All in favor, none opposed, motion carried.

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

Continuation

MOTION: S. Dukas made a motion to continue the Selectboard meeting of Monday, March 21st, 2016 to Tuesday, March 29th, 2016 at 6pm. All in favor, none opposed, motion carried.

Respectfully submitted,
Jennifer Gray