

**Town of St. Albans  
Selectboard Meeting Minutes  
Monday, March 7<sup>th</sup>, 2016  
6:30 p.m.**

On Monday, March 7<sup>th</sup>, 2016 at 6:30 p.m., at Town Hall the Town of St. Albans Selectboard met.

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

**General Public:** Gary Taylor, Pete Blouin, Al Voegele, and St. Albans Messenger, Elaine Ezerins.

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

**Live – call in meeting.**

**Selectboard Organization**

**Chair**

**MOTION: D. McWilliams made a motion to nominate Stan Dukas as Selectboard Chair. All in favor, none opposed, motion carried.**

**Vice Chair**

**MOTION: D. McWilliams made a motion to nominate Bruce Cheeseman as Selectboard Vice Chair. All in favor, none opposed, motion carried.**

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

Chair, S. Dukas opened the public hearing and read the application for the rain garden. D. McWilliams recused himself from this application as he will be speaking on behalf of the St. Albans Bay Methodist Church.

S. Smith stated that this application was not reviewable by the Development Review Board and asked why it is being reviewed now. C. Johnson explained it is what the Interim Bylaw required and legal counsel said the Selectboard would be the board to review this application. The application requests permission to install a stormwater facility, rain garden. It is considered multi-use as it takes stormwater from both the church and the Town.

S. Smith questioned whether the Town would have a conflict of interest because they are the applicant and have a financial interest. C. Johnson explained the Town has received a grant and some in-kind services will be provided by the Town. Any financial interest would be very minimal, only the in-kind services. S. Smith would like to get an opinion from legal counsel as to whether the Town can actually hear the application. After more discussion, the Board decided to continue the public hearing to the next Selectboard meeting.

**MOTION: S. Dukas made a motion to continue the public hearing to the March 21<sup>st</sup>, 2016 Selectboard meeting and asked Town Manager, Carrie Johnson to contact the Town Attorney to ensure there is no conflict. Motion passed with a 4-0 vote with D. McWilliams abstaining.**

**Payroll Warrants**

**MOTION: B. Cheeseman made a motion to approve the payroll warrant dated March 4<sup>th</sup>, 2016 in the amount of \$13,613.12. All in favor, none opposed, motion carried.**

**MOTION: B. Cheeseman made a motion to approve the payroll warrant dated February 26<sup>th</sup>, 2016 in the amount of \$21,548.06. All in favor, none opposed, motion carried.**

**Industrial Park Warrant**

**MOTION: B. Nihan made a motion to approve the industrial park warrant in the amount of \$1,063.79. All in favor, none opposed, motion carried.**

## **General Warrant**

**MOTION: D. McWilliams made a motion to approve the general warrant dated February 23<sup>rd</sup>, 2016 through March 7<sup>th</sup>, 2016 in the amount of \$211,053.24. All in favor, none opposed, motion carried.**

## **Minutes**

**MOTION: S. Dukas made a motion to approve the Selectboard meeting minutes for Monday, February 22<sup>nd</sup>, 2016. Motion carried with a 4-0 vote with B. Nihan abstaining.**

## **St. Albans Police Chief, Gary Taylor**

Chief Taylor came before the Board to provide them with an update. He explained that we are trending similar to the past year. In the past calendar year, the St. Albans Police have responded to 12,512 calls and of those calls, 3,827 were in the Town. Motor vehicle stops are a more significant issue in the Town due to vehicles off the road and speeding. Last year, the police department conducted 3,752 motor vehicle stops, a 7% increase over the previous year.

Chief Taylor pointed out that at a previous meeting, D. McWilliams pointed out the increase of motor vehicle accidents at the intersection of Route 7 and Route 207 at the left turning yellow flashing traffic light. He went on to explain that he reached out to VTrans and did some research and found that there was an issue at that intersection and the yellow flashing light for the left turn has now been disabled.

S. Dukas explained that as sitting on the Police Advisory Committee, the committee hasn't heard much from the public in the last few months and asked the Chief whether or not the committee should be dissolved or change the charge to emergency services overall. Chief Taylor explained that the purpose of this committee was to ensure communication between the public, the committee, the police and the Town Manager. After the first year, the communication was occurring and as a result of that, the committee's mission change. He explained that the Town would be better served with a Public Safety Advisory Committee and that committee could look at fire, rescue and police, public safety issues. S. Dukas, B. Cheeseman and committee member, Al Voegele agreed to look into the change.

## **Town Manager's Report**

### **Stormwater Consultant Request for Proposal (RFP)**

C. Johnson explained with some deadlines within the next 9-12 months, as well as some this fall, the Town needs to hire a consultant to help with the short term planning and future planning for some of the stormwater MS4 deadlines coming up.

Mr. Voegele explained that Northwest Regional Planning Commission (NRPC) will sponsor town informational meetings regarding stormwater that the Town wouldn't have to pay a consultant to do. He suggested C. Johnson contact NRPC for more information.

B. Nihan suggested a couple of changes to the RFP which C. Johnson will make and then submit the RFP this week.

### **St. Albans Town Recreational Program Revised**

C. Johnson explained that the changes to the recreational program will be effective July 1<sup>st</sup>, 2016. Town residents will no longer be required to seek reimbursement for the difference in City vs. non-residential recreational program fees. They may register for any recreational program at the City resident's rate and the Town will pay the difference between the resident and non-resident rates for a term of one year. This information will be posted on the Town's Facebook page, website and Local Access TV.

### **Town Seeking Nominations for Board Appointments**

C. Johnson stated that we are currently looking for nominations for boards. Appointments will be made at the meeting of Monday, April 4<sup>th</sup>. People already serving, if they are interested in being reappointed must submit a letter of interest.

## **Rules of Procedure**

C. Johnson asked the Board to review the 2015 Rules of Procedure and provide her with any comments prior to their next meeting.

**Public Comment**

None.

**Schedule**

The next Selectboard meetings are Monday, March 21<sup>st</sup> and Monday, April 4<sup>th</sup>.

**Other Business**

**Appointment**

**MOTION: S. Smith made a motion to appoint Amanda Johnson as the Assistant Administrative Officer for one year to act in the absence of the Zoning Administrator (ZA) on applications for Certificates of Occupancy/Compliance and updates when the ZA is absent for one or more weeks at a time in the interest of not to delay real estate closings. All in favor, none opposed, motion carried.**

**Executive Session**

**MOTION: S. Dukas made a motion to go into executive session at 7:30 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: D. McWilliams made a motion to come out of executive session at 8:45 p.m. All in favor, none opposed, motion carried.**

**Adjournment**

**MOTION: B. Cheeseman made a motion to adjourn the Selectboard meeting at 8:45 p.m. All in favor, none opposed, motion carries.**

Respectfully submitted,  
Carrie Johnson