

**Town of St. Albans  
Selectboard Meeting Minutes  
Wednesday, January 18<sup>th</sup>, 2023  
6:30 p.m.**

On Wednesday, January 18<sup>th</sup>, 2023 at 6:30 p.m., the Town of St. Albans Selectboard met at Town Hall.

**Officials and Staff:** Chair Jonathan Giroux, Vice Chair Bryan DesLauriers, Brendan Deso, Jack Brigham, Jeff Sanders, Town Manager Carrie Johnson, and Town Clerk Anna Bourdon.

**Staff Participation via Zoom:** Director of Community Development Megan Sherlund and Executive Asst. Jenn Gray.

**Public in Attendance:** David Bray, Paul and Sally Lerner, Stan Dukas, Anne Pomeroy, Anna Roberts (HOA President – Allaire Drive), Connie Mahoney, and Derick Read of Allaire Drive, Ed and Sally Groff, Harold Cross, and St. Albans Messenger Report Josh Ellerbrock.

**Public Participation via Zoom:** None.

J. Giroux called the Selectboard meeting to order at 6:36 p.m.

The Pledge of Allegiance was recited.

**General Warrant**

**MOTION: J. Brigham made a motion to approve the general warrant dated January 18<sup>th</sup>, 2023 in the amount of \$75,883.99. Seconded by J. Sanders. All in favor, none opposed, motion carried.**

**Industrial Park Warrant**

**MOTION: B. Deso made a motion to approve the Industrial Park warrant dated January 18<sup>th</sup>, 2023 in the amount of \$552.25. Seconded by J. Brigham. All in favor, none opposed, motion carried.**

**Payroll**

**MOTION: B. DesLauriers made a motion to approve the payroll warrants dated January 6<sup>th</sup>, 2023 in the amount of \$55,003.59 and January 13<sup>th</sup>, 2023 in the amount of \$19,437.43. Seconded by J. Sanders. All in favor, none opposed, motion carried.**

**Minutes**

**MOTION: J. Sanders made a motion to approve the Selectboard meeting minutes from Wednesday, January 4<sup>th</sup>, 2023 and from the Selectboard Budget work session on Monday, January 9<sup>th</sup>, 2023. Seconded by J. Brigham. All in favor, none opposed, motion carried.**

**Warrants & Minutes = 2 mins.**

**Public Comment**

Town resident Harold Cross came before the Board to ask why the gate is locked at the Department of Public Works garage. J. Giroux stated that it was his understanding that H. Cross had already had this discussion with C. Johnson and that he was informed as to why the gate at DPW is locked. J. Giroux continued by saying this would not be discussed further.

H. Cross asked the Town's organizational chart. He stated that we don't have a Director of Public Safety on the chart and as the Public Safety Administrator, he's not on the chart at all. He pointed out that on the chart, there is a Director of Public Works and a Director of Community Development, there isn't a Director of Public Safety.

Regarding the budget, H. Cross wanted to know why the new Town Hall didn't have its own separate line for building maintenance and why it's included in the Department of Public Works (DPW) maintenance line in the budget. H. Cross also wanted to know why \$35,000 was in the budget for the maintenance of both DPW and the new Town Hall. C. Johnson explained that this had been discussed and maintenance expenses will be separated out by department with the fiscal year 2024 budget. She also stated that originally when Gerry Myer's was the Town manager, he put \$25,000 in the Town Hall maintenance budget line to pay for repointing of the old Town Hall building. The new Town Hall and Department of Public Works buildings won't require as much in the maintenance budget going forward.

Town resident Stan Dukas came before the Board to ask about the Stormwater Utility budget and wanted to see that it be more transparent, he wanted to know how the money is being spent. Mr. Dukas also requested that the print font be larger in the Town Report for this budget.

**Public Comment = 9 mins.**

### **Mail-In Ballot Discussion**

B. Deso stated that we have the authority to do mail-in ballots again this year as long as H.42 passes in the Senate. He went on to say that the turnout for Town Meeting Day voting had increased when ballots were mailed to residents. Town's ability to do this must be authorized by the State.

B. Deso made a motion to provide mail-in ballots again this year, as long as H.42 passes. Seconded by J. Sanders. Motion was opened to discussion.

**MOTION: B. Deso made a motion to mail out ballots to registered Town voters as long as H.42 passes. Seconded by J. Sanders. All in favor, none opposed, motion carried.**

**Ballots = 10 mins.**

### **Fiscal Year 2024 Budget and Town Meeting Day Articles**

B. Deso suggested adding \$20,000 to the Town Manager "Health Insurance" line in case the new Town Manager takes health insurance and needs a family plan. Currently both Carrie Johnson and Jenn Gray take the Payment in Lieu of Health Insurance, each in the amount of \$5,000. The Board was in consensus. This line will be increased to \$30,400.

C. Johnson suggested going through the articles. This year, we only have three. Town Agent and Grand Juror are no longer needed and have been removed from Article 1 on the warning.

B. Cross suggested adding an additional of \$50,000 to the existing \$125,000 fire department reserve fund for every year for 5 years to the ballot as a question. B. Deso stated that \$50,000 was already included in the reserve fund in the draft budget. A lengthy discussion ensued.

B. DesLauriers recommended the following language: "Shall the legal voters of the Town of St. Albans direct the Selectboard to raise \$175,000 for the Fire Department Reserve fund". After further discussion, the following motion was made:

**MOTION: B. DesLauriers made the motion to add an article to the ballot that reads, "shall the legal voters of the Town of St. Albans direct the Selectboard to add an addition \$50,000 to the existing \$125,000 for the Fire Department Reserve fund each year for a period of 5 years. Seconded by J. Sanders. All in favor, none opposed, motion carried.**

The Board will recess this evening's meeting to 8:30 am on Monday, January 23<sup>rd</sup>.

**FY'24 Budget = 20 min.**

### **Town Manager's Report Stone House Roof Repairs**

C. Johnson explained that at the previous meeting, there was a lengthy discussion regarding roof repairs for the stone house. The funding would come from the Stone House account and the Local Option Tax (LOT).

**MOTION: B. Deso made a motion authorizing the Town Manager to spend \$100,000 from Stone House account and in addition up to \$75,000 of Local Option Tax funds to fund the repairs to the Stone House roof. Seconded by B. DesLauriers. All in favor none opposed, motion carried.**

**Stone House = 4 mins.**

### **Sidewalk Project Funding**

C. Johnson explained that it was previously discussed to accept the recommendation of the Planning Commission and spend \$125,000 a year for sidewalk projects. The three sidewalk projects that the Planning Commission made a top priority are:

1. St. Albans Bay Area (St. Albans Bay Marina to the new Town Hall)
2. Route 7 South: Phase 1 (Harbor View Dr. to City/Town Line)
3. Route 7 South: Phase 2 (Harbor View Dr. to Prospect Hill Rd.)

**MOTION: B. Deso made a motion to authorize the Town Manager to spend \$125,000 of LOT for sidewalk fund for a period of 5 years for 3 specific sidewalk projects. Seconded by B. DesLauriers. All in favor, none opposed, motion carried.**

**Sidewalks = 5 mins.**

#### **Road Acceptance – Allaire Drive (Pineview Estates HOA)**

C. Johnson explained that language was updated per the discussion at the previous Selectboard meeting.

**MOTION: B. Deso made a motion to accept Allaire Drive as a public Town Road. Seconded by B. DesLauriers. All in favor, none opposed, motion carried.**

**Allaire Dr. = 1 min.**

#### **Schedule**

The next regular Selectboard meetings are Monday, February 6<sup>th</sup> and Monday, February 27<sup>th</sup> at 6:30 p.m. A special joint meeting with the St. Albans City Council will be held on Thursday, January 26<sup>th</sup> at 6:30 p.m. The public informational hearing on the FY 2024 budget and ballot questions will be held on Monday, February 27<sup>th</sup> at 6:30 p.m. Tonight's meeting will be continued to January 23<sup>rd</sup> at 8:30 a.m. for the Selectboard to sign the Town Meeting Day warning.

**Schedule = 2 mins.**

#### **Other Business**

None.

#### **Executive Session**

**MOTION: J. Brigham made a motion to go into executive session at 7:35 p.m. to discuss a contractual matter 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 matter under the provisions of Title 1, section 313(a)(1) of Vermont Statutes and to invite in Town Manager Carrie Johnson. Seconded by B. DesLauriers All in favor, none opposed, motion carried.**

**MOTION: J. Sanders made a motion to come out of executive session at 9:18 p.m. Seconded by . All in favor, none opposed, motion carried.**

There were no motions made coming out of executive session.

#### **Recess**

**MOTION: B. Deso made a motion to continue the Selectboard meeting to 8:30 a.m. on Monday, January 23<sup>rd</sup>, 2023. Seconded by B. DesLauriers. All in favor, none opposed, motion carried.**

Respectfully submitted,  
Jenn Gray Executive Assistant