

**Town of St. Albans
Selectboard Meeting Minutes
Wednesday, January 19th, 2022
6:30 p.m.**

On Wednesday, January 19th, 2022 at 6:30 p.m., the Town of St. Albans Selectboard met at Town Hall.

Officials and Staff: Chair Brendan Deso, Erin Creley, Jonathan Giroux, Bryan DesLauriers, and Town Manager Carrie Johnson. Absent was Vice Chair Jessica Frost.

Staff participating via Zoom: Stormwater Coordinator Emmalee Cherington, Director of Operations Corey Parent, Town Clerk Anna Bourdon and Executive Assistant Jenn Gray.

Public Participation via Zoom: Amanda Giroux, Hunter Gomez with Peterson Consulting, and Louise and David Barrow.

B. Deso called the meeting to order at 6:36 p.m. The Pledge of Allegiance was recited.

General Warrant

MOTION: J. Giroux made a motion to approve the general warrant dated January 19th, 2022 in the amount of \$79,081.97. Seconded by B. DesLauriers. All in favor, none opposed, motion carried.

Payroll

MOTION: E. Creley made a motion to approve the payroll warrants dated January 7th, 2022 in the amount of \$57,425.92 and January 14th, 2022 in the amount of \$23,092.48. Seconded by J. Giroux. All in favor, none opposed, motion carried.

Fire Department Reserve Warrant

MOTION: J. Giroux made a motion to approve the Fire Department Reserve warrant in the amount of \$500.00. Seconded by E. Creley. All in favor, none opposed, motion carried.

Industrial Park Warrant

MOTION: J. Giroux made a motion to approve the Infrastructure Development warrant dated January 19th, 2022 in the amount of \$4,074.42. Seconded by B. DesLauriers. All in favor, none opposed, motion carried.

Infrastructure Development Warrant

MOTION: J. Giroux made a motion to approve the Infrastructure Development warrant dated January 19th, 2022 in the amount of \$250,520.26. Seconded by E. Creley. All in favor, none opposed, motion carried.

Stone House Warrant

MOTION: J. Giroux made a motion to approve the Stone House warrant dated January 19th, 2022 in the amount of \$17,972.18. Seconded by E. Creley. All in favor, none opposed, motion carried.

Stormwater Utility Warrant

MOTION: J. Giroux made a motion to approve the Stormwater Utility warrant dated January 19th, 2022 in the amount of \$9,580.03. Seconded by E. Creley. All in favor, none opposed, motion carried.

Minutes

MOTION: E. Creley made a motion to approve the Selectboard special meeting minutes for Monday, January 10th, 2022 and the Selectboard meeting minutes from Monday, January 3rd, 2022 as presented. Seconded by J. Giroux. All in favor, none opposed, motion carried.

Warrants & Minutes = 6 mins.

Public Comment

None

Town Meeting Day – Mail-In Ballots Discussion

B. Deso asked A. Bourdon if the school's ballot can be included. A. Bourdon said yes. After further discussion, the Board was in consensus to provide mail-in ballots for Town Meeting Day 2022.

MOTION: E. Creley made a motion to mail all registered voters in the Town of St. Albans the 2022 Town Meeting Day ballot. Seconded by J. Giroux. All in favor, none opposed, motion carried.

Ballots = 7 mins.

Town Manager's Report

Town Hall Update – Hunter Gomez

Mr. Gomez provided an update for the new Town Hall. All windows are installed and exterior insulation is being installed. The flat roof is nearly complete. Starting on the metal roof next week. The final detail work for framing is finishing up and should be completed by the end of week. The plumbers are close to complete with their rough-in. HVAC is ongoing. The electrical rough-in is also ongoing. Fire Division will be doing their general inspection Thursday, January 20th at noon. The structural engineer will be doing the final inspection next week. Sheetrock to begin in February.

Budget

Mr. Gomez explained not too much has changed since the last update. We are still under budget. We have \$163,298 left in contingency. We received 3 furniture bids and Exterus was awarded the contract. Their bid was under budget slightly. We will be ordering kitchen appliances soon if Alan Mashtare hasn't already done so. IT equipment getting priced out in the coming days. Projected completion date is April 12th.

TH update = 12 mins.

Finalize Fiscal year 2023 Budget and Town Meeting Day Ballot Articles

Stormwater Utility Budget

E. Cherington explained that the revenues were increased and the salary line item was increase 6% for COLA.

MOTION: E. Creley made a motion to approve the Stormwater Utility budget as presented. Seconded by J. Giroux. All in favor, none opposed, motion carried.

Revenues and Expenses

E. Creley asked about the additional \$15,000 in the recreational reimbursement line item for the pool and whether we were going to keep it in the budget. B. Deso stated this should be discussed in executive session.

Article Questions

B. Deso went through the article questions with the Board. Regarding article 6, it was suggested to remove "Historical Society" from the article. The Board to discuss the park recreation budget more in executive session and motions to be made after exiting executive session at the end of the meeting.

FY'23 Budget = 17 mins.

Schedule

The next regular Selectboard meetings are Monday, February 7th and Wednesday, February 23rd, 6:30 p.m. Town offices will be closed on Monday, February 21st for President's Day.

Informational meeting and Equity and Inclusion meeting will be held on Monday, February 28th at 6:30 p.m.

Schedule = 1 min.

Chair's Report

B. Deso explained that last spring, we asked for quarterly updates from the Town department heads. We have received reports from all department heads and they are very informative. B. Deso suggested putting these reports on the Town's website for citizens to read.

Chair's report = 2 mins.

Other Business

J. Giroux thanked the Department of Public Works for plowing Cohen park recently.

Other = 1 mins.

Executive Session

MOTION: J. Giroux made a motion to go into executive session at 7:29 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, contractual or personnel issues under the provisions of Title 1, section 313(a)(1) of Vermont Statutes and to invite in Town Manager Carrie Johnson, Director of Operations Corey Parent, and Executive Assistant Jenn Gray. Seconded by B. DesLauriers. All in favor, none opposed, motion carried.

MOTION: E. Creley made a motion to come out of executive session at 8:40 p.m. Seconded by J. Giroux. All in favor, none opposed, motion carried.

Budget

MOTION: J. Giroux made a motion to approve draft 7 of the Fiscal Year 2023 budget as amended. Seconded by E. Creley. All in favor, none opposed, motion carried.

Town Meeting Day Warning

C. Johnson read through all six articles on the Town Meeting Day ballot.

MOTION: J. Giroux made a motion to approve the warning for Town Meeting Day for March, 2022 as presented. Seconded by B. DesLauriers. All in favor, none opposed, motion carried.

Adjournment

MOTION: E. Creley made a motion to adjourn the Selectboard meeting at 8:42 p.m. Seconded by J. Giroux. All in favor, none opposed, motion carried.

Respectfully submitted,
Jenn Gray Executive Assistant