

**Town of St. Albans  
Selectboard Meeting Minutes  
Wednesday, January 4<sup>th</sup>, 2022  
6 p.m.**

On Wednesday, January 4<sup>th</sup>, 2023 at 6 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 Interim Director of Operations Al Voegele.

**Public Participation via Zoom:** Dr. Harry Chen.

J. Giroux called the meeting to order at 6 p.m. The purpose for the earlier start time for the meeting was to conduct an executive session to discuss a contractual matter.

**Executive Session**

**MOTION: B. Deso made a motion to go into executive session at 6:03 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, Interim Director of Operations Al Voegele and Dr. Harry Chen. Seconded by J. Brigham. All in favor, none opposed, motion carried.**

**MOTION: J. Brigham made a motion to come out of executive session at 6:20 p.m. Seconded by B. DesLauriers. All in favor, none opposed, motion carried.**

Meeting was recessed until 6:30 p.m.

**Officials and Staff:** Chair Jonathan Giroux, Vice Chair Bryan DesLauriers, Brendan Deso, Jack Brigham, Jeff Sanders, Town Manager Carrie Johnson, Director of Public Works Dave Allerton, Facilities Manager John Montagne, and Interim Director of Operations Al Voegele.

**Staff Participation via Zoom:** Town Clerk Anna Bourdon and Executive Asst. Jenn Gray.

**Public in Attendance:** Tania Storms and Anna Roberts from Allaire Drive.

**Public Participation via Zoom:**

J. Giroux reconvened the Selectboard meeting at 6:34 p.m.

**Amendment to Agenda**

**MOTION: B. Deso made a motion to add the 2023 sponsorship flyer to the Town Manager's Report as item 7D. Seconded by B. DesLauriers. All in favor, none opposed, motion carried.**

The Pledge of Allegiance was recited.

**General Warrant**

**MOTION: J. Brigham made a motion to approve the general warrant dated January 4<sup>th</sup>, 2023 in the amount of \$84,906.31. Seconded by B. DesLauriers. All in favor, none opposed, motion carried.**

**Stormwater Utility Warrant**

**MOTION: B. Deso made a motion to approve the Stormwater Utility warrant dated January 4<sup>th</sup>, 2023 in the amount of \$8,283.20. Seconded by J. Brigham. All in favor, none opposed, motion carried.**

**Infrastructure Development Warrant**

**MOTION: B. Deso made a motion to approve the Infrastructure Development warrant dated January 4<sup>th</sup>, 2023 in the amount of \$3,000.81. Seconded by J. Sanders. All in favor, none opposed, motion carried.**

## Payroll

**MOTION: B. DesLauriers made a motion to approve the payroll warrants dated December 23<sup>rd</sup>, 2022 in the amount of \$21,086.40 and December 30<sup>th</sup>, 2022 in the amount of \$44,958.43. Seconded by J. Brigham. All in favor, none opposed, motion carried.**

## Minutes

**MOTION: J. Sanders made a motion to approve the Selectboard meeting minutes from Monday, December 19<sup>th</sup>, 2022 as presented. Seconded by J. Brigham. All in favor, none opposed, motion carried.**

**Warrants & Minutes = 4 mins.**

## Public Comment

None.

## Town Manager's Report

### Town Hall Update – Security – Surveillance Work Completed

C. Johnson explained that the security and surveillance systems for Town buildings is complete. C. Johnson, D. Allerton, and J. Montagne have remote access to all the cameras. C. Johnson also stated that the hallway at the new Town Hall that leads from the main lobby to employee offices is now locked. Anyone wanting to gain access to any of the departments must use the phone located in the hallway to call a department. Employees are able to unlock the door from their offices.

**Security = 1 min.**

### Town Hall Update – Efficiency Vermont Rebate

C. Johnson explained that we received a check from Efficiency Vermont in the amount of \$6,634.67 for the new Town Hall.

**TH Update = 3 mins.**

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

C. Johnson explained that stormwater was updated, the road was inspected, and the Town Attorney provided the required paperwork. There was discussion regarding sidewalks and who should maintain them. Changes to address the sidewalk maintenance will be included in the Warranty Deed. Changes will be made and this request will be brought to the next Selectboard meeting on January 18<sup>th</sup>, 2023.

**Allaire Dr. = 9 mins.**

### Sponsorship Flyer Approval

C. Johnson explained the Board was provided a flyer of scheduled events taking place in 2023 and what sponsorship levels are available. C. Johnson stated she was looking for consensus from the Board on the flyer.

Discussion on the open house at the Department of Public Works (DPW) garage, the Board supported adding an event similar to “Touch The Truck” in Milton, allowing folks to come and check out the Department of Public Works and Fire Departments trucks and equipment.

J. Montagne confirmed that this year's hockey tournament has been scheduled for February 4<sup>th</sup>. It is reliant on safe ice on the lake.

**Sponsorship = 4 mins.**

### Fire Department and Local Option Tax

B. Deso started a discussion on the replacement, repairing, and a possible annex for the fire department funded from the Local Option Tax (LOT). A. Voegele stated that we'll need some hard, concrete numbers and hire an economic analyst to help us think it through. He suggested reaching out to the Towns of Williston and Colchester for information on their LOT. The Board considered putting something on this year's Town Meeting Day ballot.

**FD & LOT = 29 mins.**

## Grants

D. Allerton updated the Board on two grants he is applying for. One is a TAP (Transportation Alternative Program) grant that would be used for a stormwater scoping study for Maquam Shore Road. The other is a Better Back Roads (BBR) grant for French Hill in the amount of

\$60,000. However, in February or March, D. Allerton will be applying for a structures grant, in which case he may not need the BBR grant as the structures grant is more funding. The project on French Hill is estimated to cost at least \$120,000.

**Grants = 12 mins.**

#### **Schedule**

A budget work session is scheduled for January, 9<sup>th</sup>, 2023 at 5:30 p.m. The next regular Selectboard meetings are Wednesday, January 18<sup>th</sup> and Monday, February 6<sup>th</sup> at 6:30 p.m. Town offices will be closed on Monday, January 16<sup>th</sup> for Martin Luther King Jr. Day. A ribbon cutting ceremony for the new Town Hall will be held at 5:30 p.m., prior to the Select board meeting on Wednesday, January 18<sup>th</sup>.

**Schedule = 1 min.**

#### **Other Business**

A. Voegele suggested to the Board the need for a generator at Town Hall. When the power went out on December 23<sup>rd</sup>, land line and cell phones were not working and it's hard to coordinate during an emergency like that without being able to communicate. C. Johnson stated that the conduit for a generator is in place, but the affluent tank and pad are on top of it right now.

**Other = 4 mins.**

#### **Executive Session**

**MOTION: J. Brigham made a motion to go into executive session at 7:45 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 and Interim Director of Operations Al Voegele. Seconded by B. DesLauriers. All in favor, none opposed, motion carried.**

**MOTION: J. Brigham made a motion to come out of executive session at 8:37 p.m. Seconded by J. Sanders. All in favor, none opposed, motion carried.**

There were no motions made coming out of executive session.

#### **Adjournment**

**MOTION: B. DesLauriers made a motion to adjourn the Selectboard meeting at 8:39 p.m. Seconded by B. Deso. All in favor, none opposed, motion carried.**

Respectfully submitted,  
Jenn Gray Executive Assistant