

**Town of St. Albans  
Selectboard Meeting Minutes  
Monday, October 4<sup>th</sup>, 2021  
6:30 p.m.**

On Monday, October 4<sup>th</sup>, 2021 at 6:30 p.m., the Town of St. Albans Selectboard met at Town Hall.

**Officials and Staff:** Chair Brendan Deso, Vice Chair Jessica Frost, Jonathan Giroux, Bryan DesLauriers, Director of Public Works Alan Mashtare, Town Clerk Anna Bourdon, and Town Manager Carrie Johnson. Absent was Erin Creley. Director of Operations Corey Parent arrived later in the meeting.

**Public in attendance:** Captain John Grismore of the Franklin County Sheriff's Office and Dr. Jennifer Williamson.

**Staff participating via Zoom:** Executive Assistant Jenn Gray.

**Public Participation via Zoom:** Debbie White, Dan Crepeau, St. Albans Messenger Reporter Josh Ellerbrock, and Amanda Giroux.

B. Deso called the meeting to order at 6:30 p.m. The Pledge of Allegiance was recited.

**General Warrant**

**MOTION: J. Giroux made a motion to approve the general warrant dated October 4<sup>th</sup>, 2021 in the amount of \$83,683.98. Seconded by J. Frost. All in favor, none opposed, motion carried.**

**Payroll**

**MOTION: J. Frost made a motion to approve the payroll warrants dated September 24<sup>th</sup>, 2021 in the amount of \$38,165.15 and October 1<sup>st</sup>, 2021 in the amount of \$23,670.70. Seconded by J. Giroux. All in favor, none opposed, motion carried.**

**Stone House Warrant**

**MOTION: J. Giroux made a motion to approve the Stone House warrant dated October 4<sup>th</sup>, 2021 in the amount of \$20,723.86. Seconded by J. Frost. All in favor, none opposed, motion carried.**

**Stormwater Utility Warrant**

**MOTION: J. Giroux made a motion to approve the Stormwater Utility warrant in the amount of \$2,190. Seconded by J. Frost. All in favor, none opposed, motion carried.**

**Impact Fee Warrant**

The Department of Public Works (DPW) purchased the Fire Department's 2014 Chevy Silverado utility pick-up truck for Parks Department use.

**MOTION: J. Giroux made a motion to approve the Impact Fee warrant dated October 4<sup>th</sup>, 2021 in the amount of \$31,000. Seconded by J. Frost. All in favor, none opposed, motion carried.**

**Minutes**

**MOTION: J. Giroux made a motion to approve the Selectboard meeting minutes from Monday, September 20<sup>th</sup>, 2021 as presented. Seconded by B. DesLauriers. All in favor, none opposed, motion carried.**

**Thibault Meadows Road Request**

Thibault Meadows includes Loomis Lane and Ethel Court. They requested the Town take over the road as a public road. C. Johnson recommended to the Board to have the Town attorney draw up the appropriate paperwork to complete this process. The Director of Public Works and the Stormwater Coordinator have inspected this road and have given their approval.

**MOTION: J. Frost made a motion to have the Town accept Loomis Lane and Ethel Court as Town roads after the Town Manager accepts the Warranty Deed from the Town Attorney. Seconded by J. Giroux. All in favor, none opposed, motion carried.**

**Public Comment**

Dr. Jennifer Williamson came before the Board to invite the Town to the Pride Parade and Juneteenth celebrations in Taylor park next year. She is a member of the Neighbors for a Safer St.

Albans and the group has begun to prepare for these celebrations. Dr. Williamson pointed out it would be a good time for the Town to come together with the City. The City has created a belongingness, equity, and inclusion committee and Dr. Williamson would like to see the Town form one as well. J. Frost stated that she would like to be a liaison for the Town. J. Frost requested we add this topic to a future Selectboard agenda.

### **Town Manager's Report**

#### **Police Services Update**

Captain John Grismore of the Franklin County Sheriff's Office came before the Board to provide an update. He shared some letters of accommodations the office has received. Captain Grismore stated that they are receiving a lot of positive feedback from the community. He went on to say that they are expanding their training.

C. Johnson pointed out that there have been a large increase in motor vehicle stops. Captain Grismore stated that his office is enforcing vehicle law more and that includes speeding and reckless driving offenses.

Captain Grismore explained that he's optimistic that their Mental Health Response Team should be starting up at the end of this month, and if not, definitely by the end of the year. He stated that they want to make sure they are effective and have the right amount of training before launching this team.

Captain Grismore told the Board that Canine Mack is on the road and will be assisting officers with tracking down lost people.

#### **Department Head Quarterly Reports**

C. Johnson stated that the Board was provided copies of the department head reports prior to the meeting. No other comments.

#### **Financial Update – Anna Bourdon, Treasurer**

A. Bourdon came before the Board to provide a financial update for the first quarter for fiscal year 2022, July 1<sup>st</sup> – September 30<sup>th</sup>. She gave a brief description of each account.

#### **Resolution to Apply for FY'22 Municipal Planning Grant – Former DPW Site**

C. Parent explained that the State of Vermont requires the Town have a resolution signed by the Selectboard and Planning Commission in order to apply for a municipal planning grant. The grant requests \$22,000, C. Parent is applying for \$17,500. This will help fund hiring an engineer to come up with initial plans for the former DPW site. The site is 2.2 acres and the hired engineer will also tell us what we would need to do for environmental needs on the site. The state pays 90% of this grant.

**MOTION: J. Giroux made a motion to approve the resolution for the Municipal Planning Grant. Seconded by J. Frost. All in favor, none opposed, motion carried.**

#### **Parks Ordinance and Policy Draft 1**

C. Johnson didn't receive any feedback on this as of the today. J. Frost stated that she talked to Amy Brewer and Ms. Brewer said that we had decided there would be no smoking in the parks. B. Deso suggested the Board do another review, provide comments to himself or Carrie, and then have it ready for the October 18<sup>th</sup> meeting. The Board requested another copy of the tracked changes version of the parks ordinance.

#### **Act 250 Notice of Initial Application filing or Amendment**

##### **Malone Dorset Street Properties, LLC**

Informational only, no action required.

##### **Malone 861 Sheldon Road Properties, LLC**

Informational only, no action required.

##### **Dankar Properties III, LLC**

Informational only, no action required.

##### **2 Franklin Park West. LLC**

Informational only, no action required.

#### **Northwest Regional Planning Commission – Comments on SMS Solar Array, Inc.**

Informational only, no action required.

## **Schedule**

The next regular Selectboard meetings are Monday, October 18<sup>th</sup> and Monday, November 1<sup>st</sup> at 6:30 p.m. Budget meetings are scheduled for Monday, October 11<sup>th</sup> and Monday, November 8<sup>th</sup> at 5:30 p.m.

## **Chair's Report**

### **National Opioid Settlement**

B. Deso explained that the Town had received a letter from the State of Vermont Attorney General explaining that if the Town wants to participate in this settlement, we must decide to opt-in before January 2<sup>nd</sup>, 2022. Funds received would help out the Franklin County Sheriff's Office.

**MOTION: J. Frost made a motion to include the Town of St. Albans in the National Opioid Settlement. Seconded by B. DesLauriers. All in favor, none opposed, motion carried.**

## **Other Business**

None.

## **Executive Session**

**MOTION: J. Frost made a motion to go into executive session at 7:27 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. Seconded by B. DesLauriers. All in favor, none opposed, motion carried.**

**MOTION: J. Giroux made a motion to come out of executive session at 8:22 p.m. Seconded by J. Frost. All in favor, none opposed, motion carried.**

## **Adjournment**

**MOTION: B. DesLauriers made a motion to adjourn the Selectboard meeting at 8:23 p.m. Seconded by J. Giroux. All in favor, none opposed, motion carried.**

Respectfully submitted,  
Jenn Gray Recording Secretary