

**Town of St. Albans
Selectboard Meeting Minutes
Monday, November 7th, 2022
6:30 p.m.**

On Monday, November 7th, 2022 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, Interim Director of Operations Al Voegelé, Director of Public Works Dave Allerton, and Facilities Manager John Montagne.

Public in Attendance: Paul and Sarah Lerner, Frank Calano & Paul O. from Ridgeview Ave., and Corey Parent & Alex Brigham with Forty Four Seven Strategies.

Public Participation via Zoom: Amanda Giroux.

Staff Participation via Zoom: Executive Assistant Jenn Gray.

Chair J. Giroux called the meeting to order at 6:30pm. The Pledge of Allegiance was recited.

General Warrant

MOTION: J. Brigham made a motion to approve the general warrant dated November 7th, 2022 in the amount of \$197,408.92. Seconded by J. Sanders. All in favor, none opposed, motion carried.

Stormwater Utility Warrant

MOTION: B. Deso made a motion to approve the Stormwater Utility Warrant dated November 7th, 2022 in the amount of \$5,028.67. Seconded by B. DesLauriers. All in favor, none opposed, motion carried.

Infrastructure Development Warrant

MOTION: B. Deso made a motion to approve the Infrastructure Development warrant dated November 7th, 2022 in the amount of \$91,863.96. Seconded by J. Brigham. All in favor, none opposed, motion carried.

Payroll

MOTION: B. DesLauriers made a motion to approve the payroll warrants dated October 21st, 2022 in the amount of \$17,409.60, October 28th, 2022 in the amount of \$29,483.79, and November 4th, 2022 in the amount of \$20,522.77. Seconded by J. Sanders. All in favor, none opposed, motion carried.

Minutes

MOTION: J. Brigham made a motion to approve the regular Selectboard meeting minutes of Monday, October 17th, 2022 and the special Selectboard meeting budget work session of Wednesday, October 26th, 2022 as presented. Seconded by B. DesLauriers. All in favor, none opposed, motion carried.

Warrants & Minutes = 6 mins.

Public Comment

None.

Ridgeview Avenue Request Public Road Acceptance

There were no questions or concerns.

MOTION: B. Deso made a motion to approve the request to accept Ridgeview Avenue as a public road. Seconded by J. Brigham. All in favor, none opposed, motion carried.

Ridgeview = 2 mins.

Town Manager's Report

Director of Public Works Introduction – David Allerton

C. Johnson introduced the new Director of Public Works, David Allerton. Foreman Corey Gratton and Facilities Manager John Montagne have been assisting D. Allerton with his transition into the department. D. Allerton provided a brief update to the Board. He covered the St. Albans Health Path, a stormwater project at Clyde Allen Drive, the Bay Park water supply, the North End sewer pump station, and the contamination monitoring wells at the former

Department of Public Works (DPW) property. He stated that the monitoring wells at the old garage property are being shut down.

D. Allerton mentioned he met with EIV; the stormwater consultants hired to do some of the stormwater work.

C. Johnson explained that D. Allerton will be working on a written winter maintenance plan as well.

D. Allerton provides weekly reports to C. Johnson and the Selectboard. The Board prefers this instead of quarterly reports.

DPW = 12 mins.

Town Hall Update Budget & Move-in Schedule

C. Johnson explained an updated construction budget will be provided at the next Selectboard meeting. A majority of the room signs have been installed. We anticipate moving the week after Thanksgiving. The movers will be here on Monday, November 28th. The Division of Fire Safety inspection is scheduled for next week. Both Town Halls will be closed the week of November 28th through December 2nd. Monday, December 5th should be the first official day the new Town Hall will be open to the public.

Heating of Old Town Hall

C. Johnson explained we spend \$6,000 – \$7,000 per year heating the current Town Hall. The Board was asked what they wanted to do for heating the Town Hall this winter. J. Giroux suggested setting the thermostats to 60 degrees through the winter. C. Johnson suggested speaking to someone at Historical Preservation to make sure the temperature would not damage the building. She will get an estimate on winterizing the building as well as asking a commercial HVAC person about it.

TH Update = 14 mins.

Inclusion, Diversity, Equity, Action, Leadership (IDEAL) Vermont Initiative

C. Johnson explained that Al Voegele has suggested the Town join the IDEAL initiative and would like to be appointed to the committee representing the Town. A. Voegele explained that IDEAL is a state initiative inviting municipalities to work with both the state and other municipalities making Vermont a more open and inclusive state. Being a part of this initiative would be beneficial to the Town making more federal and state grants available. He went on to say the initiative will help the Town address issues in our community, such as reviewing the bylaws to ensure they do not discriminate against a certain group of people. After further discussion, the Board agreed to join.

MOTION: B. Deso made a motion to have the Town join the IDEAL Vermont Initiative and appoint Al Voegele to represent the Town. Seconded by J. Brigham. All in favor, none opposed, motion carried.

IDEAL = 21 mins.

Personnel Policy Update

C. Johnson explained the personnel policy was reviewed by a human resources expert at VLCT. The expert suggested the policy be reviewed by the legal department at VLCT. This is a work in progress. The Board would like to see the ordinance and policy lists again to keep moving forward with reviewing and updating them.

Policy = 4 mins.

Notice of Initial Filing Act 250 Beta Technologies

Informational only. No action required.

2 Franklin Park West, LLC

Informational only. No action required.

Act 250 Amendments

D&M Lambert – 5 Waters Edge

Informational only. No action required.

J&W Bordeau – Waters Edge

Informational only. No action required.

M&H McDonald – 3 Waters Edge

Informational only. No action required.

P. Morse – 3 Morse Drive

Informational only. No action required.

Peerless Clothing – 200 Industrial Park Road

Informational only. No action required.

Act 250 = 1 min.

Schedule

The next Selectboard meetings will be Monday, November 21st and Monday, December 5th at 6:30 p.m. The next Budget Work Session will take place at 5pm on Monday, December 5th, prior to the regular Selectboard meeting.

Schedule = 1 min.

Other Business

None.

Executive Session

MOTION: B. Deso made a motion to go into executive session at 7:35 p.m. to discuss contractual and personnel matters 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 contractual and personnel matters 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 Voegelé, and executive candidate search consultants Forty Four Seven Strategies. Seconded by B. DesLauriers. All in favor, none opposed, motion carried.

MOTION: B. Deso made a motion to come out of executive session at 9:12 p.m. Seconded by B. DesLauriers. All in favor, none opposed, motion carried.

Adjournment

MOTION: J. Brigham made a motion to adjourn the Selectboard meeting at 9:13 p.m. Seconded by B. DesLauriers. All in favor, none opposed, motion carried.

Respectfully submitted,
Jenn Gray