

**Town of St. Albans
Selectboard Meeting Minutes
Monday, March 20th, 2023
5 p.m.**

On Monday, March 20th, 2023 at 5 p.m., the Town of St. Albans Selectboard met at Town Hall.

Officials and Staff: Jonathan Giroux, Bryan DesLauriers, Brendan Deso, Jack Brigham, Jeff Sanders, and Interim Director of Operations Al Voegele. Also in present were consultants Corey Parent and Alex Brigham

The meeting was called to order at 5pm. The reason for the early start to the Selectboard meeting was to conduct a Town Manager candidate interview in executive session.

Executive Session

MOTION: J. Giroux made a motion to go into executive session at 5:01 p.m. to discuss a personnel 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 personnel matter under the provisions of Title 1, section 313(a)(1) of Vermont Statutes and to invite in Interim Director of Operations Al Voegele, consultants Corey Parent and Alex Brigham, and one Town Manager candidate. Seconded by . All in favor, none opposed, motion carried.

MOTION: J. Giroux made a motion to come out of executive session at 6:15 p.m. Seconded by B. Deso. All in favor, none opposed, motion carried.

Regular Meeting – 6:30 p.m.

Officials and Staff: Jonathan Giroux, Bryan DesLauriers, Brendan Deso, Jack Brigham, Jeff Sanders, Town Manager Carrie Johnson, Town Clerk Anna Bourdon, and Interim Director of Operations Al Voegele.

Staff Participation via Zoom: Executive Assistant Jenn Gray.

Public in Attendance: Anne Pomeroy, Paul and Sally Larner, Pat Vincent, Donna Deslaurier, David Bray, and St. Albans Messenger Reporter Josh Ellerbrock.

Public Participation via Zoom: Amanda Giroux.

J. Giroux called the meeting to order at 6:31 p.m.

The Pledge of Allegiance was recited.

Reorganizational Meeting

Former Chair, J. Giroux explained that due to his growing business, he needs to focus more time there and nominated B. DesLauriers as the new Chair.

Appointment of Chair

MOTION: J. Giroux made a motion to nominate Bryan DesLauriers as Chair of the Selectboard. Seconded by J. Sanders. All in favor, none opposed, motion carried.

Appointment of Vice Chair

MOTION: B. Deso made a motion to appoint Jack Brigham as Vice Chair of the Selectboard. Seconded by J. Giroux. All in favor, none opposed, motion carried.

Reorganizational = 3 mins.

Rules of Procedure

No changes from the previous year.

MOTION: J. Brigham made a motion to approve the 2023 Selectboard Rules of Procedure. Seconded by J. Giroux. All in favor, none opposed, motion carried.

Rules = 2 mins.

General Warrant

MOTION: J. Giroux made a motion to approve the general warrant dated March 20th, 2023 in the amount of \$347,253.86. 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 March 20th, 2023 in the amount of \$275.00. Seconded by J. Brigham. All in favor, none opposed, motion carried.

Stormwater Warrant

MOTION: B. Deso made a motion to approve the Stormwater warrant dated March 20th, 2023 in the amount of \$2,190.00. Seconded by J. Brigham. All in favor, none opposed, motion carried.

Industrial Park Warrant

MOTION: B. Deso made a motion to approve the Industrial Park warrant dated March 20th, 2023 in the amount of \$841.49. Seconded by J. Sanders. All in favor, none opposed, motion carried.

Department of Public Works Reserve Fund Warrant

MOTION: B. Deso made a motion to approve the Department of Public Works Reserve fund warrant in the amount \$262,396.00. Seconded by J. Sanders. All in favor, none opposed, motion carried.

Payroll

MOTION: J. Giroux made a motion to approve the payroll warrants dated March 10th, 2023 in the amount of \$23,317.56 and March 17th, 2023 in the amount of \$24,455.95. Seconded by J. Brigham. All in favor, none opposed, motion carried.

Minutes

MOTION: J. Giroux made a motion to approve the Selectboard meeting minutes from Monday, March 6th, 2023 and the special meeting minutes from Thursday, March 9th, 2023 as presented. Seconded by J. Brigham. All in favor, none opposed, motion carried.

Warrants & Minutes = 10 mins.

Public Comment

Town resident Anne Pomeroy explained to the Board that she read that 31 projects have been approved for ARPA (American Rescue Plan Act) funded projects and asked if the Town received any funding. B. Deso stated that the Town had already received ARPA funds in the amount of \$1,944,543.13, but that money has not yet been spent.

Town resident Paul Lerner asked the Board what's the progress on sidewalk projects? B. Deso stated the Board has approved them to move forward with three projects. A grant has been applied for to do the sidewalk project in the Bay. C. Johnson explained that Director of Community Development Megan Sherlund provides weekly updates on these projects and these updates are provided to the Selectboard, the projects are moving forward. We have to get construction plans for them before we can construct them.

Public Comment = 6 mins.

Liquor Control Board

MOTION: B. Deso made a motion to recess the Selectboard meeting and convene as the Liquor Control Board. Seconded by J. Giroux. All in favor, none opposed, motion carried.

A. Bourdon explained there is a new portal for Liquor Control renewal approvals and the forms are a bit different, no signatures are required now. She will attach the meeting minutes to her entry. B. DesLauriers read the list of annual renewals:

Company	Class
Wal-Mart Stores East	Second Class
Hannaford	Second Class
Jolley Associates	Second Class
Jolley Associates	Tobacco License
Ekalview / Bayside	First Class
Ekalview / Bayside	Second Class
Ekalview / Bayside	Outside Consumption
Sky is the Limit / Pie in the Sky	First Class
Kinney Drugs	Second Class
Maple City Diner	First Class
Maple City Diner	Third Class
Price Chopper	Second Class

MOTION: B. Deso made a motion to approve the annual Liquor Licenses for 2023 as presented. Seconded by J. Brigham. All in favor, none opposed, motion carried.

MOTION: B. Deso made a motion to adjourn the Liquor Control Board and reconvene as the Selectboard. Seconded by J. Giroux. All in favor, none opposed, motion carried.

Liquor = 2 mins.

Town Manager's Report

Old Town Hall – Next Chapter?

C. Johnson explained to the Board that she asked Rush Meadows' Derek Siegler, PE. the person who commissioned the new Town Hall building, to look at the old Town Hall for winterization. The Board needs to decide what we want to do with the old Town Hall building in the next 6 months to avoid heating the building again. The Board was in consensus to have a decision made by mid or late summer.

Pat Vincent stated that she was under the impression that the building isn't suitable for a daycare, explaining that there isn't enough parking or a large enough place for the children to play. She also pointed out that it's too close to her home.

J. Brigham suggested a commercial listing for the old Town Hall building as soon as possible.

After further discussion, B. DesLauriers stated that there is consensus to list the old Town Hall building and asked C. Johnson to begin this process.

MOTION: J. Brigham made a motion to create a commercial listing for the old Town Hall building. Seconded by J. Sanders. All in favor, none opposed. Motion carried.

Old TH = 18 mins.

Spring Board Appointments

C. Johnson explained that there are several board and committee openings and we have received a few letters of interest. At the Selectboard meeting of April 3rd, the Board will be asked to make these appointments.

Appts. = 2 mins.

Draft Polices

Artwork Policy for Town Hall

C. Johnson explained that we started to update some of our existing polices, but have drafted a couple of new ones. C. Johnson explained that people have noticed the new Town Hall is lacking artwork. Last week, a local artist donated 4 pieces of his artwork to Town Hall. We would like to continue hanging local artist artwork. The draft policy outlines how we can incorporate artwork in Town Hall. J. Sanders wondered if there was a way to approve art, meaning how we decided what's offensive or not? What's offensive to some may not be to others. Anne Pomeroy suggested asking the local schools to offer their artwork. Paul Lerner suggested photographs that highlight Town of St. Albans. C. Johnson to bring back a revised Artwork Policy at the next Selectboard meeting.

Art = 4 mins.

Building Security Policy & Procedure

C. Johnson explained now that we can control the entry of the public into the private office areas of Town Hall, we have drafted a protocol on how people may access our building. C. Johnson asked for the Board to review the draft policy and provide feedback. Approval will be requested at the next Selectboard meeting.

Bldg. = 1 min.

Future Marketing Plan

C. Johnson explained that the Meet Your Business advertisement used to be a newsprint insert, but now is a publication and wanted to know what level of support the Board want to extend. B. Deso explained that we need to continue supporting the Messenger. He suggested doing an ad that highlights and thanks our volunteers and employees. The Board was in consensus.

Marketing = 7 mins.

Schedule

The next regular Selectboard meetings are Monday, April 3rd and Monday, April 17th at 6:30 p.m.

Schedule = 1 min.

Other Business

Town Meeting Day Elections

B. DesLauriers explained that the most recent Town Meeting day campaigns were very good with very serious people running on serious issues. A lot of things were brought up making things more transparent and accessible.

B. DesLauriers explained a local St. Albans hockey team won their State championship and a chance to go to the national tournament in Denver. It's amazing what the community has done to raise money to enable this team to travel to Denver. We quickly raised more money than was targeted. B. DesLauriers also pointed out that the quickest way to raise money appeared to be a gun raffle.

J. Brigham stated he was very grateful for the weekly reports from the Department of Public Works and Community Development. He stated that it's very helpful for him to know what's goes on at Town Hall on a weekly basis.

David Bray asked who does the advertising for the industrial park. B. Deso stated that it was the Franklin County Industrial Development Corporation (FCIDC).

David Bray asked is there a feasibility study being done on a sewer system or to run lines from the City down to the Bay? C. Johnson explained that we currently have a study being done with grant funds for a smaller sewer system for the Bay. We did a Lake Road Water and Sewer Feasibility Study done 10 years ago to see what the costs would be to run lines to the City from the village area and the cost was in the millions of dollars. B. DesLauriers stated that at this time, we are going to wait for the feasibility study to come back regarding a system in the Bay and go from there.

Other = 10 mins.

Executive Session

MOTION: J. Giroux made a motion to go into executive session at 7:41 p.m. to discuss personnel 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 personnel 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 J Sanders. All in favor, none opposed, motion carried.

MOTION: J. Brigham made a motion to come out of executive session at 8:35 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. Deso made a motion to adjourn the Selectboard meeting at 8:36 p.m. Seconded by J. Giroux. All in favor, none opposed, motion carried.

Respectfully submitted,
Jenn Gray Executive Assistant