

**Town of St. Albans
Selectboard Meeting Minutes
Monday, May 2nd, 2022
6:30 p.m.**

On Monday, May 2nd, 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, Director of Operations Corey Parent, Director of Public Works Alan Mashtare, and Town Manager Carrie Johnson.

Public in Attendance: St. Albans Messenger reporter Josh Ellerbrock.

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

Public Participation via Zoom: Amanda Giroux and VT Digger Reporter Shaun Robinson.

Chair J. Giroux called the meeting to order at 6:32 p.m. The Pledge of Allegiance was recited.

General Warrant

MOTION: J. Brigham made a motion to approve the general warrant dated May 2nd, in the amount of \$16,234.18. Seconded by B. Deso. All in favor, none opposed, motion carried.

Payroll

MOTION: B. Deso made a motion to approve the payroll warrants dated April 29th, 2022 in the amount of \$44,414.02 and April 22nd, 2022 in the amount of \$22,630.30. 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 May 2nd, 2022 in the amount of \$2,811.35. Seconded by J. Brigham. All in favor, none opposed, motion carried.

Stormwater Utility Warrant

MOTION: B. Deso made a motion to approve the Stormwater Utility warrant dated May 2nd, 2022 in the amount of \$3,511.30. Seconded by J. Sanders. All in favor, none opposed, motion carried.

Minutes

MOTION: J. Brigham made a motion to approve the Selectboard meeting of Monday, April 18th, 2022 as presented. Seconded by B. Deso. All in favor, none opposed, motion carried.

Warrants & Minutes = 4 mins.

Public Comment

None.

Debt Management Policy Adoption

There was no further discussion on this policy.

MOTION: B. Deso made a motion to adopt the Debt Management Policy as presented. Seconded by J Sanders. All in favor, none opposed, motion carried.

Debt = 2 mins.

Town Manager's Report

ARPA Funds Certification

C. Johnson explained the federal government has granted us the funds and each year we have to report by April 30th whether we've spent the funds or not. We may still use the funds on a sewer project. C. Parent explained that we received a Clean Water fund grant to hire an engineering firm to do a scoping study for a sewer project. Once the report is complete, which will include a draft budget, the Board will review it and decide whether or not to do the project. We won't have to pay the grant back until we build it. We have to decide on a project by 2024 and spend the ARPA funds by 2026 or return the funds.

ARPA = 5 mins.

**Stormwater Update
Tanglewood Drive Stormwater Treatment System Grant**

C. Johnson explained E. Cherington is requesting permission to apply for a grant to build the stormwater treatment system for Tanglewood Drive.

MOTION: J. Brigham made a motion authorizing moving forward with the grant application. Seconded by J. Sanders. All in favor, none opposed, motion carried.

Grant = 2 mins.

Stormwater Ordinance

C. Johnson explained to the Board that revisions had been made to the Stormwater Ordinance. E. Cherington explained that she suggested changing the name from Stormwater Utility to Stormwater Department. She also cleaned up some definitions. The Board requested that the name of Stormwater Utility be kept the same and not call it a department. E. Cherington will make the change.

MOTION: B. Deso made a motion to approve the Stormwater Ordinance as amended. Seconded by J. Brigham. All in favor, none opposed, motion carried.

Ordinance = 9 mins.

**Equitable & Inclusive Communities Grant
Scope of Proposed Work**

C. Johnson explained to the Board that we are currently waiting on budget numbers in order to move forward with the grant application. Every year we do a Respect in the Workplace class, and we know there is a more in depth class available. We hope to have a draft budget for the Selectboard to review on May 16th.

EIC Grant = 5 mins.

VTrans – Route 36 Relinquishment (Near Bay)

C. Johnson explained the section of Route 36 the Town is requesting to take over begins near Adams Street on Lake Road and continues on Lake Road to Black Bridge. The Town already owns Black Bridge. The transportation committee asked C. Johnson to testify, asking her one question: whether the area we want to take over has any bridges or box culverts. There are none. C. Parent explained that the Town and VTrans have 10 years to come to an agreement regarding the plowing and maintenance on the road. C. Johnson explained that this has been discussed with previous boards as the Town wanted more control with the intersection and entire Bay area near the Bay Store. If the Town owns that section, we don't need to get VTrans approval for improvements.

Rte.36 = 6 mins.

**VTrans Permit Extension
Champlain Veterinary Clinic**

Informational only, no action required.

VTrans = 1 min.

Schedule

The next regular Selectboard meetings are Mon., May 16th and Mon., June 6th at 6:30 p.m. Town Offices closed for Memorial Day on May 30th. Green Up Day is Saturday, May 7th.

Schedule = 1 mins.

Other Business

B. Deso stated the building permit revenue is at 120%. For Occupancy permits, we budgeted \$500 and we have received \$1,075 or 215%. The Local Option Tax (LOT) is at \$823,723.27, with one quarter to go. We've budgeted \$1,000 for Zoning fees and we have only collected \$300 which means a lot of people are in compliance.

Other = 2 mins.

Executive Session

MOTION: B. Deso made a motion to go into executive session at 7:09 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 personnel issues under the provisions of Title 1, section 313(a)(1) of Vermont Statutes and to invite in Town Manager Carrie Johnson and the Director of Operations Corey Parent. Seconded by J. Brigham. All in favor, none opposed, motion carried.

MOTION: B. Deso made a motion to come out of executive session at 7:48 p.m. Seconded by J. Sanders. All in favor, none opposed, motion carried.

Adjournment

MOTION: B. Deso made a motion to adjourn the Selectboard meeting at 7:49 p.m. Seconded by J. Brigham. All in favor, none opposed, motion carried.

Respectfully submitted,
Jenn Gray Executive Assistant