

Subject to Selectboard Approval

Town of St. Albans Selectboard Meeting Minutes Monday, August 15th, 2022 6:30 p.m.

On Monday, August 15th, 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, Jack Brigham, Town Manager Carrie Johnson, P&Z Administrative Assistant AJ Johnson, Interim Director of Operations Al Voegelé, and Casey Toof from the Planning Commission. Absent were Brendan Deso and Jeff Sanders.

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

Public in Attendance: Boon Burleson, Amy Burleson, and Consultant Corey Parent.

Staff participating via Zoom: Recording Secretary Jenn Gray.

Public Participation via Zoom: Amanda Giroux, Jeremiah LaCross, Nathaniel Jamison-Root with Peterson Consulting, and St. Albans Messenger Reporter Josh Ellerbrock.

Public Hearing – Bylaws

MOTION: B. DesLauriers made a motion to open the public hearing for the Unified Development Bylaws. Seconded by J. Brigham. All in favor, none opposed, motion carried.

J. Giroux asked if there were any comments from the Board. Hearing none, he asked Planning Commission member Case Toof if he had any comments. C. Toof stated that the Planning Commission worked long and hard on the draft bylaws and thanked the Board for taking the time to review them. A. Johnson explained the Bylaws approval required 2 Selectboard meetings and would be final 21 days after the scored approval.

MOTION: J. Brigham made a motion to approve the Town of St. Albans Unified Development Bylaws at the September 7th, 2022 Selectboard meeting. Seconded by B. DesLauriers. All in favor, none opposed, motion carried.

Bylaws = 2 mins.

General Warrant

MOTION: J. Brigham made a motion to consider approving the general warrant dated August 15th, 2022 in the amount of \$189,803.54 Seconded by B. DesLauriers. All in favor, none opposed, motion carried.

Payroll

MOTION: B. DesLauriers made a motion to approve the payroll warrants dated August 5th, 2022 in the amount of \$27,119.43 and August 12th, 2022 in the amount of \$38,506.96. Seconded by J. Brigham. All in favor, none opposed, motion carried.

Stormwater Utility Warrant

MOTION: B. DesLauriers made a motion to approve the Stormwater Utility warrant dated August 15th, 2022 in the amount of \$2,839.42. Seconded by J. Brigham. All in favor, none opposed, motion carried.

Stone House Warrant

MOTION: B. DesLauriers made a motion to approve the Stone House warrant dated August 15th, 2022 in the amount of \$5,300. Seconded by J. Brigham. All in favor, none opposed, motion carried.

Industrial Park Warrant

MOTION: B. DesLauriers made a motion to approve the Industrial Park warrant dated August 15th, 2022 in the amount of \$658.63. Seconded by J. Brigham. All in favor, none opposed, motion carried.

Subject to Selectboard Approval

Infrastructure Development Warrant

MOTION: B. DesLauriers made a motion to approve the Infrastructure Development warrant dated August 15th, 2022 in the amount of \$162,067.30. Seconded by J. Brigham. All in favor, none opposed, motion carried.

Warrants = 4 mins.

Minutes

MOTION: J. Brigham made a motion to approve the Selectboard meeting minutes of Monday, August 1st, 2022 as presented. Seconded by B. DesLauriers. All in favor, none opposed, motion carried.

Minutes = 1

Public Comment

None.

Impact Waiver Request – Jeremiah LaCross

At the previous Selectboard meeting Jeremiah LaCross, Boone Burleson, and Amy Burleson, owners of Ace Management appeared to request a waiver of the Impact Fees. The Board had requested an impact letter from Green Mountain Transit. This had been provided to the Board in their packets prior to tonight's meeting. All impact fees except for Recreation and Library will be waived for the proposed 23 units.

MOTION: J. Brigham made a motion to approve the Impact Fee waiver request for Ace Properties excluding impact fees for recreation and the library. Seconded by B. DesLauriers.

C. Johnson will send out a letter to Ace Properties notifying them of the Board's decision.

Impact Fees = 3

Town Manager's Report

Town Hall Update – Nathaniel Jamison-Root with Peterson Consulting

C. Johnson explained that the amended wastewater permit had been submitted last week. Today, the Town Hall Building Committee met with Dave Chevalier to review what sections of the job he will complete and when the filtration in the building will be installed for water to the Town Hall. A pressure test will be completed prior to putting in the line from the old Ashline well to the Town Hall. There will be another status update meeting on August 24th.

Nathaniel Jamison-Root explained the radius work has been completed as well as the stone work at the front entrance of the new Town Hall. The punch list work has been completed except for the 3 sleeves of the glass door to the large meeting room. Those are due to ship September 1st.

N. Jamison-Root explained that with the 12th payment to DEW, we are at 99% completion. The balance to finish is \$83,784 and of that \$34,200 is for retainage for various lines that are not complete. The Owner Contingency is \$60,710.

N. Jamison-Root explained that the next steps after the waterline work is complete, is to establish moving dates for the vault equipment and to schedule the actual mover, Action Movers. We will complete one last punch list for the waterline and then we can get our Certificate of Occupancy.

N. Jamison-Root explained that some of the last minute items were lawyers' fees (easement for well), engineering fees, additional furniture, and monthly storage for vault equipment. We should finish within budget.

TH Update = 9 mins.

Interim Director of Operations

C. Johnson explained to the Board that Al Voegele has been hired as an interim Director of Operations in a part-time capacity to assist the Town with projects and to serve as a fill-in when C. Johnson is on vacation or out of the office.

IDO = 3 mins.

Subject to Selectboard Approval

Schedule

The next regular Selectboard meetings are Wednesday, September 7th and Monday, September 19th at 6:30 p.m. C. Johnson explained that Pike hopes to start paving this Friday or more than likely next Tuesday.

Schedule = 3 mins.

Other Business

None.

Executive Session

MOTION: B. made a motion to go into executive session at 7:01 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 a personnel issue 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 Consultant Corey Parent. Seconded by J. Brigham. All in favor, none opposed, motion carried.

C. Johnson left executive session at 9:00 p.m.

MOTION: B. DesLauriers made a motion to come out of executive session at 9:17 p.m. Seconded by J. Brigham. All in favor, none opposed, motion carried.

Adjournment

MOTION: B. DesLauriers made a motion to adjourn the Selectboard meeting at 9:18 p.m. Seconded by J. Brigham. All in favor, none opposed, motion carried.

Respectfully submitted,
Jenn Gray, Recording Secretary