

**Town of St. Albans  
Selectboard Meeting Minutes  
Wednesday, September 7<sup>th</sup>, 2022  
6:30 p.m.**

On Wednesday, September 7<sup>th</sup>, 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, Town Clerk Anna Bourdon, and Interim Director of Operations Al Voegelé.

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

**Public in Attendance:** Mitch and Diane Montagne.

**Staff participating via Zoom:** Recording Secretary Jenn Gray.

**Public Participation via Zoom:** Amanda Giroux, Ben Willis, Pam McCarthy, Andy Crossman, and St. Albans Messenger Reporter Josh Ellerbrock.

**General Warrant**

**MOTION: J. Brigham made a motion to approve the general warrant dated September 7<sup>th</sup>, 2022 in the amount of \$215,362.40. Seconded by J. Sanders. All in favor, none opposed, motion carried.**

**Payroll**

**MOTION: B. DesLauriers made a motion to approve the payroll warrants dated August 19<sup>th</sup>, 2022 in the amount of \$27,668.86 and August 26<sup>th</sup>, 2022 in the amount of \$41,953.39. 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 September 7<sup>th</sup>, 2022 in the amount of \$2,000.00. Seconded by J. Brigham. All in favor, none opposed, motion carried.**

**Stone House Warrant**

**MOTION: B. Deso made a motion to approve the Stone House warrant dated September 7<sup>th</sup>, 2022 in the amount of \$2,099.69. Seconded by B. DesLauriers. All in favor, none opposed, motion carried.**

**Impact Fee Warrant**

**MOTION: B. Deso made a motion to approve the Impact Fee warrant dated September 7<sup>th</sup>, 2022 in the amount of \$45,000.00. 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 September 7<sup>th</sup>, 2022 in the amount of \$10,787.72. Seconded by J. Brigham. All in favor, none opposed, motion carried.**

**Minutes**

**MOTION: J. Brigham made a motion to approve the Selectboard meeting minutes of Monday, August 15<sup>th</sup>, 2022 as presented. Seconded by B. DesLauriers. All in favor, none opposed, motion carried.**

**Warrants & Minutes = 5 mins.**

**Public Comment**

None.

**Unified Development Bylaws Adoption**

The bylaws will be in effect 21 days from adoption date.

**MOTION: B. Deso made a motion to adopt the Unified Development Bylaws as presented. Seconded by B. DesLauriers. All in favor, none opposed, motion carried.**

**Bylaws = 2 mins.**

## **VLCT Annual Business Meeting Voting Delegate**

**MOTION: B. Deso made a motion to authorize Carrie Johnson to be the Town of St. Albans voting delegate at the VLCT annual business meeting. Seconded by J. Sanders. All in favor, none opposed, motion carried.**

**VLCT = 1 min.**

## **Conflicts of Interest and Ethical Conduct Policy**

J. Giroux explained that VLCT recommended this policy be separated from our personnel policy. B. DesLauriers shared some grammatical errors to be corrected.

**MOTION: B. Deso made a motion to adopt the Conflicts of Interest and Ethical Conduct Policy as amended. Seconded by J. Brigham. All in favor, none opposed, motion carried.**

**Conflict Policy = 6 mins.**

## **Town Manager's Report**

### **Town Trail Steward – Andy Crossman**

C. Johnson explained that Andy Crossman has been appointed as the Town's Trail Steward. He will be responsible for recruiting volunteers to help maintain the trails in the Town Forest. J. Giroux suggested we post on the Town's website when Mr. Crossman needs help on the trails. Mr. Crossman had not arrived at the meeting by this time.

**Trail Steward = 3 mins.**

## **Virtual Round Table – Local Cannabis Control Commission**

C. Johnson briefly went over the flyer on cannabis control that had been provided to the Selectboard. The flyer explains how the Selectboard would handle cannabis approvals at the local level as a Cannabis Control Commission (CCC). A. Voegele was planning to attend the Northwest Regional Planning Commission's meeting on this September 9<sup>th</sup>, 2022.

**Cannabis = 3 mins.**

## **New Town Hall Update - Water**

C. Johnson explained it was decided to use the well that was drilled on new Town Hall site. We will use a reverse osmosis (RO) system to treat the water. This was the most direct and least expensive option of what was discussed at length during the September 1<sup>st</sup>, 2022 special Selectboard meeting.

**Town Hall = 5 mins.**

## **Act 250 Notice**

### **2 Water's Edge Drive – John & Wendy Bordeau**

Informational only, no action required.

### **5 Water's Edge Drive – Donald & Melissa Lambert**

Informational only, no action required.

### **Benoit Drive – Town Industrial Park – FCIDC & Phil Lux**

Informational only, no action required.

## **Notice of Filing Petition for Certificate of Public Good**

### **Encore Renewable Energy – Dunsmore Solar Project**

Informational only, no action required.

**Act 250 & CPG = 1 min.**

## **Town Trail Steward – Andy Crossman**

Andy Crossman arrived at the meeting at this time via Zoom. He explained that 70% – 80% of the 2015 master plan had been accomplished. He would like to do a more formal annual assessment of both the physical aspect and management of the Town Forest to include signage, parking, trailheads, and neighbor interaction. He went on to say that the Mountain Bike Club had done 90% of the light maintenance, such as clearing trails when trees have fallen. He would like to do more community outreach. He explained that he had spoken to County Forester Nancy Patch and she offered to do workshops and naturalist type programs.

Mr. Crossman explained that there have been a few group rides and snowshoeing outings and he'd like to expose children to the forest and how to maintain trails and the forest.

Mr. Crossman explained that the future vision is to connect the Town Forest via the Ridge Line Trail down to the Missisquoi Valley Rail Trail at Sheldon crossing. This is in the very early stages. There needs to be a discuss with landowners. We could also link Hard'ack via the Rail Trail to the Town Forest. This would be a great recreational draw.

J. Brigham asked if the school had been invited to use the Town Forest for field trips. Mr. Crossman explained that it's more the middles schools that use it. He will talk to C. Johnson more about this after the meeting. B. DesLauriers also suggested contacting the recreation department at the City of St. Albans.

Mr. Crossman explained that other items could be done over the next few years by utilizing volunteers and organizing work parties do a lot of the work. He went on to say that he'll take on the responsibility for getting proper signage for the trails.

Mr. Crossman explained that he would like to construct another trail in the upper northwest corner of the Town Forest; a 1.7 mile loop to connect to the Ridge Trail. This is the highest elevation in the Town Forest. He has already asked for two estimates to do this work and is expecting those at end of September. He also explained that he can probably obtain \$9,000 in grant funds to assist in the construction of the new trail. The overall costs would probably be \$25,000 because the work involves a machine which was used previously on a few of the trails in the forest. Mr. Crossman asked the Board to consider adding funds to the budget for this construction. There are several businesses, a local bike shop, rotary, and the new Subaru dealership that may be interested in contributing as well. We could put \$20,000 in the budget and then complimented those funds with sources mentioned.

J. Brigham stated that there are 3 sugar makers in that area and he wanted to know if they had been contacted. Mr. Crossman explained that they work with the biking community and they raise the lines during the sugaring off season.

There is a formal assessment Mr. Crossman would work with to assess usage and any issues in the Town Forest. He would like to report back to the Board with this information. C. Johnson asked how often Mr. Cross would like to come before the Selectboard and Mr. Crossman suggested that spring would be a good time, so we can set the plan for the year.

B. DesLauriers asked Mr. Crossman for a map showing the Ridge Line Trail connecting. Mr. Crossman will provide that soon.

**Trail Steward = 17 mins.**

#### **Schedule**

The next regular Selectboard meetings are Monday, September 19<sup>th</sup> and Monday, October 3<sup>rd</sup> at 6:30 p.m.

**Schedule = 1 min.**

#### **Other Business**

None.

#### **Executive Session**

**MOTION: J. Brigham made a motion to go into executive session at 7:15 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 and Interim Director of Operations Al Voegele. Seconded by B. Deso. All in favor, none opposed, motion carried.**

**MOTION: B. DesLauriers made a motion to come out of executive session at 9:10 p.m. Seconded by B. Deso. All in favor, none opposed, motion carried.**

#### **Adjournment**

**MOTION: J. Brigham made a motion to adjourn the Selectboard meeting at 9:11 p.m. Seconded by J. Sanders. All in favor, none opposed, motion carried.**

Respectfully submitted,  
Jenn Gray, Recording Secretary