

**Town of St. Albans
Selectboard Meeting Minutes
Wednesday, September 8th, 2021
6:30 p.m.**

On Wednesday, September 8th, 2021 at 6:30 p.m., the Town of St. Albans Selectboard met at Town Hall.

Officials and Staff: Chair Brendan Deso, Vice Chair Jessica Frost, Jonathan Giroux, Bryan DesLauriers, Director of Public Works Alan Mashtare, and Director of Operations Corey Parent. Absent was Town Manager Carrie Johnson.

Staff participating via Zoom: Erin Creley and Jenn Gray Recording Secretary.

Public Participation via Zoom: Amanda Giroux.

B. Deso called the meeting to order at 6:30 p.m. The Pledge of Allegiance was recited.

General Warrant

MOTION: J. Giroux made a motion to approve the general warrant dated September 8th, 2021 in the amount of \$428,435.61. Seconded by E. Creley. All in favor, none opposed, motion carried.

Payroll

MOTION: E. Creley made a motion to approve the payroll warrants dated August 20th, 2021 in the amount of \$24,236.33, August 27th, 2021 in the amount of \$40,642.23, and September 3^d, 2021 in the amount of \$25,033.19. Seconded by J. Giroux. All in favor, none opposed, motion carried.

Impact Fee Warrant

MOTION: J. Giroux made a motion to approve the Impact Fee warrant dated September 8th, 2021 in the amount of \$26,756.00. Seconded by J. Frost. All in favor, none opposed, motion carried.

Industrial Park Warrant

MOTION: J. Giroux made a motion to approve the Industrial Park warrant dated September 8th, 2021 in the amount of \$16,900.00. Seconded by J. Frost. All in favor, none opposed, motion carried.

Infrastructure Development Warrant

MOTION: J. Frost made a motion to approve the Infrastructure Development warrant dated September 9th, 2021 in the amount of \$32,418.99. Seconded by J. Giroux. All in favor, none opposed, motion carried.

Stone House Warrant – Electrical Work

MOTION: J. Giroux made a motion to approve the Stone House warrant dated September 8th, 2021 in the amount of \$6,534.91. Seconded by B. DesLauriers. All in favor, none opposed, motion carried.

Stone House Warrant – Brew Fest Brewers

MOTION: J. Giroux made a motion to approve the Stone House warrant dated September 8th, 2021 in the amount of \$4,250.00. Seconded by B. DesLauriers. All in favor, none opposed, motion carried.

Stone House Warrant – Farmers Market Music

MOTION: J. Giroux made a motion to approve the Stone House warrant dated September 8th, 2021 in the amount of \$1,450.00. Seconded by B. DesLauriers. All in favor, none opposed, motion carried.

B. Deso explained that future expenditures for the Stone House should come out of the general fund and funds will be transferred from the Stone House account back to the general fund periodically.

Minutes

J. Giroux suggested removing the comment about a tree being scheduled for removal from the public comment section because the tree has not yet been scheduled for removal.

MOTION: J. Giroux made a motion to approve the Selectboard meeting minutes from Monday, August 16th, 2021 as amended. Seconded by E. Creley. All in favor, none opposed, motion carried.

Public Comment

None.

Fire Department 9/11 20th Anniversary Memorial Event - Saturday, September 11th.

C. Parent explained that the City of St. Albans and Town of St. Albans fire departments are marking the 20th anniversary of the September 11th attacks. Events begin at 6am with the raising of the American flag.

Town Manager's Report

Cigarette Butt Litter Clean Up

Amy Brewer, the Coordinator for Franklin Grand Isle Tobacco Prevention Coalition with Northwestern Medical Center had provided the Board with feedback from the two Butt Litter Clean Up's that took place back in August in the Bay Park and the Industrial Park.

B. Deso suggested an amendment to the parks ordinance to ban smoking in all Town parks. J. Giroux stated that there is a law for litter, but people do it anyway. You ban smoking, people are going to continue to smoke and throw their butts on the ground. A. Mashtare stated that a year or so ago, the Board agreed to make the parks tobacco free and certain areas were designated for smoking. There is some signage up already. However, he agreed with J. Giroux.

C. Parent asked if the Board wanted to see the Parks Ordinance again. The Board agreed.

E. Creley stated that there were 11 (Bay Park) and 18 (Industrial Park) volunteers this year for the butt clean up.

Public Appearance Guidance at Selectboard Meetings

A draft of the guidance to appear before the Selectboard was provided to the Board. The Board agreed it was straight forward. E. Creley stated she thought it would make people more successful when coming before the Board and the Board will be equally prepared.

MOTION: E. Creley made a motion to approve the Public Appearance Guidance For Those Appearing Before the Town of St. Albans Selectboard as presented. Seconded by J. Frost. All in favor, none opposed, motion carried.

Northwest Regional Planning Commission (NRPC) Representative Appointment

C. Parent stated that there is a vacancy open on the NRPC Board. He pointed out that Town resident, Jack Brigham has expressed interest filling the vacancy until the expiration of the term in March, 2022. E. Creley asked if Mr. Brigham had reached out to us or did we approach him. C. Parent stated Mr. Brigham approached Town Manager Carrie Johnson and expressed his interest.

MOTION: J. Giroux made a motion to appoint Jack Brigham to the NRPC Board for a term expiring March 31st, 2022. Seconded by E. Creley. All in favor, none opposed, motion carried.

Advance Notice 248a Application Filing

VELCO Statewide Radio Project (Valley Watch Road)

Informational only, no action required.

Northwest Regional Planning Commission

Project Review of 2 Franklin Park West LLC Act 250 Application

Informational only, no action required. C. Parent pointed out that we are still at odds with the NRPC over placement of sidewalks.

Land Use Permit Administrative Amendment - Harbor View St. A, LLC

Information only, no action required.

Petition for Certificate of Public Good - SMS Solar Array, LLC

Information only, no action required.

Petition for Certificate of Public Good - T-Mobile Northeast, LLC

Information only, no action required.

Schedule

The next regular Selectboard meetings are Monday, September 20th and Monday, October 4th at 6:30 p.m. The memorial of the 20th anniversary of 9/11 is Saturday, September 11th. The Honor Wall Committee meeting is scheduled for Monday, September 13th.

The Board discussed their own schedules with regards to budget work sessions. B. Deso asked Board members to email Carrie Johnson with their availability for budget meetings.

The Harvest Fest is taking place Saturday, September 25th in the Bay Park.

Chair's Report

B. Deso explained that a lot of people have shared their positive feedback on both the parks and the service of the Franklin County Sheriff's Office (FCSO). The FCSO has become more visible to residents. C. Parent explained that there is a 17 question survey that the Police Advisory Committee approved that will be emailed and posted on the Town's website and social media. The survey will be rolled out next week and evaluates our law enforcement services.

Other Business

Green House

J. Giroux explained that he had an issue with the site plan amendment for the Department of Public Works to build a greenhouse on the site. The application is being heard by the Development Review Board (DRB) on Thursday, September 9th. J. Giroux wanted to know why the Board didn't know about this in advance. He stated that he couldn't believe a permit representing the Town would be signed by Alan (Mashtare) and didn't get brought before the Selectboard.

C. Parent said that his understanding is A. Mashtare can go forward to get the site plan adjustment, but there will be no greenhouse built until there is a budget for the operation of it and approval of the Selectboard. J. Giroux stated he understood that, but his point was the Selectboard didn't know anything about it. Shouldn't the Board know about these things in advance, and not after the fact. C. Parent explained that conversations were held internally between C. Johnson and others about permits from the Town going forward needing to have the Town Manager or designee's signature. C. Johnson had provided C. Parent a quick briefing on it.

J. Giroux explained that he felt the Town didn't need to be doing a greenhouse work. We charge them (businesses) taxes, we just hit them with a stormwater fee, and now we're going to take business away from them. He didn't think it was right. We stated that we are a town government, we don't grow flowers.

A. Mashtare explained that this had been discussed with the Selectboard and had been discussed for the last year. The Park and Recreation Committee teams up with NCSS (Northwest Counseling and Support Services) to plant our flowers, they are willing to plant and grow the flowers. It teaches young kids how to do this and learn about the plants. A. Mashtare went on to say that he usually gets the flowers from Home Depot or Lowe's because they are less expensive and are not local.

B. Deso recapped the discussion by stating that J. Giroux's concern was why this application got to the DRB without the Selectboard seeing it and it was explained that it was addressed internally. That anything that needs to go to the DRB goes to the Town Manager first. B. Deso continued by saying the other part of this discussion is that J. Giroux doesn't agree with the greenhouse, but C. Johnson has allowed the permit to go forward to be heard by the DRB with the understanding that it is not a "rubber stamp" to go forward with the project. A budget and agreement, and if need be insurance policies will need to be procured and presented to the Selectboard before approval before any greenhouses are constructed and any partnerships with NCSS are established.

New Town Hall Site

J. Giroux stated that we are using DPW (Department of Public Works) equipment to move dirt at the new Town Hall site. On the ballot article it stated we'd be using LOT and impact fees for the construction of the new Town Hall. He then asked at what point do we start getting reimbursed from the LOT for moving dirt? Is anyone keeping track of that? B. Deso stated no. J. Giroux asked if we should be. B. Deso stated that's a discussion to have with the Town Manager and she may default to the Selectboard. J. Giroux explained that it (new Town Hall) would not come out of taxpayers' pockets. If we have DPW trucks moving dirt, they are paid for by the taxpayer; gas, wear and tear on the vehicles as well. We need to get reimbursed from the LOT.

After further discussion, E. Creley explained that we have been doing a lot to be transparent to the voters. Having some kind of record, whether there is a reimbursement at the end of it or we are able to just account and keep track of our budget to say where money is going and what the value is, it's a good opportunity to continue to be transparent. Being able to document and explain it later, that alone would be helpful.

Executive Session

MOTION: J. Frost made a motion to go into executive session at 7:48 p.m. to discuss legal, contractual or personnel issues 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 legal, contractual or personnel issues under the provisions of Title 1, section 313(a)(1) of Vermont Statutes. Seconded by J. Giroux. All in favor, none opposed, motion carried.

MOTION: J. Giroux made a motion to come out of executive session at 8:40 p.m. Seconded by J. Frost. All in favor, none opposed, motion carried.

Adjournment

MOTION: J. Giroux made a motion to adjourn the Selectboard meeting at 8:40 p.m. Seconded by J. Frost. All in favor, none opposed, motion carried.

Respectfully submitted,
Jenn Gray Recording Secretary