

**Town of St. Albans  
Selectboard Meeting Minutes  
Monday, December 7<sup>th</sup>, 2020  
6:30 p.m.  
Via Zoom Teleconferencing**

On Monday, December 7<sup>th</sup>, 2020, at 6:30 p.m., the Town of St. Albans Selectboard met.

**Officials and staff in attendance:** Stan Dukas and Town Manager Carrie Johnson.

**Officials and staff participating via Zoom Teleconferencing:** Chair Brendan Deso, Vice Chair Jessica Frost, Erin Creley, Jonathan Giroux, Assessor Bill Hinman, Director of Operations Corey Parent, Town Clerk Anna Bourdon, and Recording Secretary Jenn Gray.

**Public Participation via Zoom Teleconferencing:** Franklin County Sheriff Roger Langevin, Dan Crepeau, and Jackie Brown.

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

**General Warrant**

**MOTION: S. Dukas made a motion to approve the general warrant dated December 7<sup>th</sup>, 2020 in the amount of \$253,440.71. Seconded by E. Creley. All in favor, none opposed, motion carried.**

**Payroll**

**MOTION: S. Dukas made a motion to approve the payroll warrant for November 20<sup>th</sup>, 2020 in the amount of \$20,755.13, November 27<sup>th</sup>, 2020 in the amount of \$28,448.20, and December 4<sup>th</sup>, 2020 in the amount of \$44,739.81. Seconded by J. Giroux. All in favor, none opposed, motion carried.**

**Stone House Warrant**

Electrical work for a new chandelier at the Bay Park stone house.

**MOTION: S. Dukas made a motion to approve the Stone House warrant in the amount of \$5,849.01. Seconded by J. Frost. All in favor, none opposed, motion carried.**

**Infrastructure Development Warrant**

**MOTION: S. Dukas made a motion to approve the Infrastructure Development Warrant dated December 7<sup>th</sup>, 2020 in the amount of \$133,926.52. Seconded by J. Giroux. All in favor, none opposed, motion carried.**

**Minutes**

**MOTION: E. Creley made a motion to approve the Selectboard meeting minutes from Monday, November 16<sup>th</sup>, 2020 as presented. Seconded by J. Giroux. All in favor, none opposed, motion carried.**

**Public Comment**

None.

**Assessor Bill Hinman – Errors & Omissions**

Bill Hinman presented the errors and omissions to the Board.

**MOTION: J. Frost made a motion to approve the errors and omissions as presented by Bill Hinman on December 7<sup>th</sup>, 2020. Seconded by E. Creley. All in favor, none opposed, motion carried.**

B. Hinman explained he's been working with the Town of Williston regarding the implications of COVID-19 with respect to the education and municipal taxes. He presented some information to the Williston Selectboard as well as the Williston legislative body. He will also be attending the legislative breakfast Tuesday. He has prepared a report for the Selectboard and has begun reviewing the report with C. Johnson. After that is done, he plans to attend another Selectboard meeting to explain where the Town is at this point and where the legislative bodies in Williston are going with this and if we can get other people from the legislative body in Franklin County to get on board as well. B. Hinman did state that he'll need at least a half hour to explain the information to the Selectboard. The Board agreed to add this to the meeting agenda for December 21<sup>st</sup>.

## **Town Manager's Report**

### **St. Albans Health Path Update**

C. Johnson explained that the Town was notified that we did not get the VTrans grant for construction of the St. Albans Health path. VTrans had some concerns with the project, most of which we will be able to address. There is broad support for this. Our next step is for Erik Alling with Stantec and C. Johnson to meet with VTrans to address these issues, then close out the grant.

### **Vermont Land Trust**

The Board had been provide a summary, map, and list of lands from Allen Karnatz with the Vermont Land Trust regarding conserved land in the Town of St. Albans. C. Johnson was looking for some feedback from the Board; if they are in favor, neutral, or against additional lands going into the Land Trust.

B. Deso stated he didn't think they were against people deciding to sell development right easements into the Land Trust. We need to do some strategic planning. The statewide average is about 12%. The Town is at 21%. That statewide averages probably takes into account municipalities like Burlington and other urban centers and B. Deso questioned that accuracy. He suggested trying to stay within a certain percentage of the statewide average. The recent proposal put land into the Land Trust on both sides of a public road that the Town has been maintaining, paving, and plowing. B. Deso asked the question if the Town was going to automatically object to anything that is going to restrict development on a public road? Or, do we want to make it known that if folks want to put land into the Land Trust, we would transfer roads into a Class 4 status and the Town would no longer maintain them?

J. Frost asked if B. Deso was saying this would be more of a zoning issue? We want to retain, in certain parts of the town for agriculture and have that continuous land use all the same, not only for agriculture, but for wildlife and to have farm land access. Certain parts of the Town are zoned for development and maybe we would make those areas where you can't put the land into the Land Trust.

B Deso explained that in the perfect scenario, the Town would say that if you're going to put land into the Land Trust on one side or both sides of a Town owned road, we would be totally supportive of any proposal that left enough room to get at least one building lot on each side of the road by the minimum road frontage requirements and that's it. Let the Town get some kind of development potential off the investment on the road and anything after that, put it in a trust. B. Deso went on to say that the Town could say if landowners want to sell development rights into the Land Trust, just know that if you sell right up to the portion of the public road, the Town may reevaluate the class of the road. B. Deso suggested asking the landowner leaving a 600 foot swath with the road in the dead center so that we may see development on both sides of the road.

E. Creley stated she liked the idea of a swath of land that the Town may want to consider for any of these proposals. She would like to know more about why the average is 12% across the state and what land maybe isn't available or how state or national forests impact some towns from even having any. If it's already in state or national public lands, then we can't make that into Land Trust. That might deflate the average to a certain extent. Maybe see what other communities along the Champlain Valley, towns similar to ours, what their averages are because we might be right in line with those averages. Addison County may be a good comparison or we could look across Franklin County.

J. Frost explained that she worked for several years for a Land Trust and we would only preserve farm land if it was a certain soil quality. This area of Vermont has really excellent agricultural soils. That may be one of the reasons for our average. We don't have the mountains so we'll be higher, naturally. B. Deso suggested taking the percentages out of it and just talk about preserving land directly adjacent to a publicly maintained road.

E. Creley stated she'd like to give it some more thought and was curious to hear from this family in particular or any family. As the Town, would we be able to negotiate with the families around Land Trust? If it's more based on the proposal; if we are neutral, pro, or against. Or would we say we would approve this if you leave the swath of land for development. E. Creley went on to say that she'd be interested in knowing what the impact would be on the families trying to put land in the Land Trust.

B. Deso recommended putting this topic on the next Selectboard meeting agenda. Maybe draft a policy or ordinance, or add it to the Road Ordinance. E. Creley added she wondered if it's worth inviting the family who is wanting to add this land to the Land Trust and a representative from the Land Trust to the next Selectboard meeting. B. Deso asked that either C. Johnson or C. Parent reach out to the Bourdeau family to see if someone could attend the next Selectboard meeting. C. Parent

was willing to do this on the direction of C. Johnson. C. Johnson stated that Allen Karnatz with the Vermont Land Trust had told her he was willing to come to the Selectboard and answer questions.

S. Dukas explained that his understanding was for the Town to take over a road, there has to be a minimum of 3 houses on it. That is something we should look at. It's going to be a dead end, private road if we can't develop on it either side of that road.

J. Giroux stated that the subject property, even if it did go into Land Trust, doesn't tie up the whole Montagne Road, according to the map Vermont Land Trust sent us. There is still property that's not in Land Trust at the end of that road, so to say that you're going to tell the Bourdeau's that potentially the Town isn't going to take care of the road anymore isn't a true statement. J. Giroux went on to say that he didn't think that the Land Trust is looking for, unless it goes against our Zoning or Planning, there is anything we can really do about it. The family isn't even looking for an approval letter unless we have major concerns. They could be moving forward without us even knowing about it. A. Bourdon said that it's up to the family as to whether they sell their land rights to the Trust or not.

B. Deso stated that the Board should think about this for a couple of weeks and then have a discussion with a representative from the farm and the representative from the Vermont Land Trust. Probably after the first of the year or having a longer meeting on December 21<sup>st</sup>, depending on schedules.

### **Town Hall Update**

C. Johnson explained there has been good progress on the Town Hall Relocation project. We signed a Purchase and Sales agreement with Jackie Brown. Request for Proposals (RFP's) were issued at the end of November for Civil Engineering, Municipal Project Manager, Cost Estimating, and Geotechnical services. The relocation committee met today and have a recommendation as to who they would like to hire for all these services. To be discussed in executive session. B. Deso explained that after 5pm today, Freeman French Freeman (FFF) reviewed the proposals sent to them and had a few questions. C. Johnson stated we will have all services chosen this evening.

### **COVID-19 Update**

C. Johnson explained Town Hall continues to be open by appointment only. We have had a few people self-quarantine. She asked that the public be patient with service as it may be a little lagging due to pandemic staffing. We will update our website and Facebook pages as things change.

### **New Employee – Corey Parent**

C. Johnson formerly introduced Corey Parent to the Board as the Director of Operations. He started on November 23<sup>rd</sup>. C. Parent thanked everyone for the opportunity stated that he is looking forward to working with everyone to more priorities forward.

### **Stormwater**

C. Johnson explained that A. Mashtare has been completing projects and working with Amanda Holland at Northwest Regional Planning on submitting the annual report.

### **Utility Schedule**

C. Johnson explained that C. Parent has begun working on the Stormwater Utility implementation program as well as the credit program. He will discuss this with the Planning Commission on Tuesday. C. Parent stated he will be looking for some clarification and a timeline with the Planning Commission tomorrow.

### **Act 250 Notice minor Application and Land Use Permit Amendment**

#### **Peter Morse & Malone Dorset Street Properties, LLC**

No action required.

### **Planning Commission Resignation**

Erin Creley will be resigning from the Planning Commission effective at the end of the month.

### **Schedule**

The next regular Selectboard meetings are Monday, December 21<sup>st</sup> and Monday, January 4<sup>th</sup>, 2021 at 6:30 p.m. The meeting on the 21<sup>st</sup> will begin at 5:30 p.m. to finish work on the budget.

### **Chair's Report**

B. Deso explained that he posted pictures to Facebook of the Bay Park and the decorations. He thanked the Department of Public Works (DPW) and Parks. He also tweeted his post and Governor Scott re-Tweeted the post. The parks have never looked better.

## **Police Advisory Committee Reorganization Revision #4**

C. Parent explained revisions 3 and 4 were provided to the Selectboard to review as well as decision points. He expressed that he'd be willing to staff this committee. He went over the decisions points with the Board. C. Parent explained that Decision Point 1 was the recommendation to change the name of the committee to the Public Safety Advisory Committee. His question was will this committee now oversee the fire department, AmCare contract, the Town emergency response planning, DPW, and road safety. Public safety is a very broad area. He asked the Board if they wanted this committee to have that much leeway or to just focus solely on the police and the policing of the community. He suggested leaving the committee's name to the Police Advisory Committee.

Before continuing with the discussion, B. Deso asked Sheriff Langevin to explain the recent promotion to Mr. Grismore and what his new title will be. Sheriff Langevin explained that Mr. Grismore will be a Operations Director/Finance Director. Also, two sergeants were promoted to Lieutenant positions; one will be a Staff Operations person (Lieutenant Paul Moritz). He will be working the day shift when the Franklin County Sheriff's Office takes over policing for the Town. Lieutenant Chad Miles will be handling the night shift patrol.

**Decision Point 1:** The Board agreed to keep the name the Police Advisory Committee

**Decision Point 2:** Community Involvement. The Board agreed the Committee will work to engage area residents, local non-profits, business owners and other property owners within the Town (landlords, second-home owners) and develop a methodology to proactively seek input from community members on policing practices within the Town no less than twice annually.

As a continuation of **Decision Point 2**, when the committee should meet, B. Deso suggested the 2<sup>nd</sup> Wednesday of each month. C. Johnson suggested having the committee meet first and then let them decide on a future meeting schedule. The Board agreed.

**Decision Point 3:** The Board agreed to remove the Selectboard member from the committee.

**MOTION: J. Frost made a motion to approve the Police Advisory Committee Reorganization document as amended. Seconded by E. Creley. All in favor, none opposed, motion carried.**

## **Other Business**

### **Stump Dump**

J. Giroux asked if the Town was considering starting up another stump dump at the new DPW complex? C. Johnson explained that we are not currently working on it. The State is clamping down on these types of things and are requiring permits. Also, there were some landscaping business taking advantage and dumping huge loads. Some people were dumping things other than yard debris.

### **Gricebrook Policing**

Town resident Dan Crepeau asked who is responsible for police calls at Gricebrook? B. Deso stated it's the St. Albans Police until July 1<sup>st</sup>, then the Franklin County Sheriff's Office. Mr. Crepeau explained that some cars at Gricebrook had been broken into and a resident found someone sleeping on their porch.

### **Executive Session**

**MOTION: E. Creley made a motion to go into executive session at 7:40 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 is 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 and to invite Town Manager Carrie Johnson. Seconded by S. Dukas. All in favor, none opposed, motion carried.**

**MOTION: J. Giroux made a motion to come out of executive session at 7:59 p.m. Seconded by E. Creley. All in favor, none opposed, motion carried.**

### **Adjournment**

**MOTION: J. Giroux made a motion to adjourn the Selectboard meeting at 8:01 p.m. Seconded by J. Frost. All in favor, none opposed, motion carried.**

Respectfully submitted,  
Jenn Gray, Recording Secretary