

**Town of St. Albans
Selectboard Meeting Minutes
Wednesday, September 9th, 2020
6:30 p.m.
Via Zoom Teleconferencing**

On Wednesday, September 9th, 2020, at 6:30 p.m., the Town of St. Albans Selectboard met.

Officials and staff in attendance: Chair Brendan Deso, Vice Chair Jessica Frost, Stan Dukas, Erin Creley, Jonathan Giroux, Town Manager Carrie Johnson, Director of Public Works Alan Mashtare, Department of Public Works (DPW) new employees Jeffery Roby, Assessor Administrative Assistant Molly Mashtare, and Recording Secretary Jenn Gray.

Public Participation via Zoom Teleconferencing: Roger Langevin and Jackie Brown.

Chair B. Deso called the meeting to order at 6:35 p.m. The Pledge of Allegiance was recited.

Infrastructure Development Warrant

MOTION: J. Giroux made a motion to approve the Infrastructure Development Warrant dated September 9th, 2020 in the amount of \$27,127.76. Seconded by E. Creley. All in favor, none opposed, motion carried.

Payroll

MOTION: J. Frost made a motion to approve the payroll warrant for September 11th, 2020 in the amount of \$20,157.57, September 4th, 2020 in the amount of \$19,699.55, August 21st, 2020 in the amount of \$22,062.94, and August 28th, 2020 in the amount of \$33,498.02. Seconded by J. Giroux. All in favor, none opposed, motion carried.

General Warrant

B. Deso suggested using the Town Manager Engineering/Consulting line to cover the \$3,000 for the two new non-profits that were not included in the fiscal year 2021 budget. The Board was in consensus.

There was clarification for payment to Vermont Adult Learning. A previous check went out for \$500, but should have been \$1,100. Another check for \$600 was included in the warrant.

MOTION: S. Dukas made a motion to approve the general warrant dated September 9th, 2020 in the amount of \$436,906.80. Seconded by E. Creley. All in favor, none opposed, motion carried.

Minutes

MOTION: J. Frost made a motion to approve the Selectboard meeting minutes from Monday, August 17th, 2020 and the special meeting minutes from Monday, August 24th, 2020 as presented. Seconded by J. Giroux. Motion carried with a 3-0 vote with E. Creley abstaining.

Public Comment

None

New Employee Introductions

Molly Mashtare is the new Administrative Assistant in the Assessor's office. She started March 30th during the Town hall shutdown due to the pandemic.

Jeffery Roby is a new Equipment Operator 1 employee in the Department of Public Works (DPW). He previously lived in Vermont, and just moved back after 30 years in Colorado.

Right of Way Easement – Vermont Electric Cooperative, Inc.

The Vermont Electric Cooperative, Inc. requires Selectboard permission to install a power pole in the Town right of way on French Hill Road, providing power to 515 French Hill Road. A. Mashtare explained that this entails installing a pole with a wire running overhead.

MOTION: S. Dukas made a motion to approve the Right of Way for the Vermont Electric Cooperative at 515 French Hill Road, authorize the Selectboard to sign the application, and have Director of Public Works Alan Mashtare do the final inspection approval. Seconded by J. Giroux. All in favor, none opposed, motion carried.

VLCT Annual Meeting Voting Delegate

MOTION: J. Giroux made a motion to appoint Town Manager, Carrie Johnson as the voting delegate at the VLCT Annual meeting for the Town of St. Albans. Seconded by J. Frost. All in favor, none opposed, motion carried.

Town Manager's Report

Town Hall Relocation Update

C. Johnson explained that the deadline was moved up to August 24th for submitting questions for the November ballot. The Selectboard decided to put two questions on the November ballot: one to purchase land and one for predevelopment costs for a new Town Hall. We will be working the next two months on educating the public on these questions. A floor plan has been finalized. Cost estimates are pending. Matt Young is currently working on professional construction estimates.

Salt Shed Update

DPW will be using the old salt shed until the new salt shed is completed, hopefully by December 22nd. C. Johnson pointed out that she approved some change orders today for the salt shed due in part to shortage and cost of materials.

COVID-19

Town Hall remains open by appointment only.

Vermont Public Utility Commission – 45 Day Notice – DG Vermont Solar, LLC

Informational only. No action required.

Schedule

The next regular Selectboard meetings are Monday, September 21st and Monday, October 5th.

Chair's Report

Online Apparel Store

B. Deso explained that the design for the apparel should be finalized by the end of the week and the online store launched in two weeks. We are working with Main Street Graphics. The profits from apparel sales will go back the Town parks.

Town Hall Public Outreach

To help with the public outreach on a new Town Hall, Mason Mashtare is putting together a 5 minute video showing deficiencies in the current Town Hall, interviews with local people, as well as why we need to move, why we are not going to use land we already own, and why we are buying new land. The Town will also be working with Armand Messier, owner of Northern Vermont Aerial for some aerial shots. We should have this video completed in two weeks.

B. Deso explained that he had received some direct quotes for informational mailers on a new Town Hall.

Some suggestions for public forums are Collins Perley, the Bliss Room, or the new DPW garage. Possibly, the end of September and beginning of October. E. Creley felt confident about using a venue such as the Bliss Room. When we held our August 3rd Selectboard meeting there, it seemed like we'd be able to hold public forums there in a safe manner.

Joint Economic Development

B. Deso explained that he approached City Mayor Tim Smith to ask him if he could be on the next City Council agenda. B. Deso would like to pitch collaborating on joint economic development. He would like to market the community as open for business. B. Deso would like to work with other neighboring communities for clean water funding, i.e. Swanton, Georgia, and City of St. Albans.

E. Creley stated that this would be a good time to reach out to other communities. Governor Scott has a task force, working with communities, on how to recover from COVID-19. That coupled with economic development would be very helpful.

J. Frost explained there are grants out there that you have to partner with another community in order to receive the funds. Plans have to be put together in advance.

Police Advisory Committee

J. Frost reached out to Migrant Justice. They are going to reach out to some folks here in St. Albans to see if they'd be interested in severing on this committee. J. Frost also mentioned that she had not heard back from Abenaki Tribe. B. Deso would like to have folks apply for this committee in October.

Other Business

None.

Zoning Administrator

Becky Perron is retiring, September 25th will be her last day. She's been with the Town for 17 years.

Executive Session

MOTION: J. Giroux made a motion to go into executive session at 7:19 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 issued under the provisions of Title 1, section 313(a)(1) of Vermont Statutes and to invite Town Manager Carrie Johnson. Seconded by J. Frost . All in favor, none opposed, motion carried.

MOTION: E. Creley made a motion to come out of executive session at 8:55 p.m. Seconded by S. Dukas. All in favor, none opposed, motion carried.

Adjournment

MOTION: J. Frost made a motion to adjourn the Selectboard meeting at 8:56 p.m. Seconded by J. Giroux. All in favor, none opposed, motion carried.

Respectfully submitted,
Jenn Gray, Recording Secretary