

The Town of St. Albans  
PLANNING COMMISSION MINUTES  
Meeting at Town Hall  
October 24<sup>th</sup>, 2023 at 6:30 p.m.

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Minutes

**Present:** Sarah Hadd, Al Voegele, Hannah Rounds, Amanda Headley, J. Nakuma Palczewski

**Staff Present:** Town Manager, Sean T. Adkins, Director of Community Development, Megan Sherlund, Zoning Administrator, AJ Johnson, Administrative Assistant, Kimberly Kissinger

**Public Present:** Michael Willard from VHB, Nick Riker from VHB, Pat Vincent, Andy Crossman, Michael & Claudia Foerster, Charles Lowe, Galin Willis, Jonathan & Amanda Giroux, Michael & Jocelyn Tedford, Steve Begnoche, Donna Deslauriers

**CALL TO ORDER**

Chair, Sarah Hadd called the meeting to order at 6:38p.m.

**CHANGES TO THE AGENDA**

No changes.

**DISCUSSION ON FORMER PUBLIC WORKS SITE MASTER PLAN:**

M. Willard began with an overview of the old Department of Public Works (DPW) site; including a brief project history and results from a 2019 community engagement survey. Some suggestions from that survey included a boat launch, fishing area, restaurant, and event venue. He continued with a map depicting the DPW site parcel and provided an update on the condition of the existing buildings on site. M. Willard looked to the residents for their thoughts and ideas for the new space; referring to the table top pictures in the room for inspiration of what other towns have done in using their spaces. He questioned assets and stormwater considerations for the parcel. Next steps after the Commission meeting are to explore and begin conceptional visualization. The plan is to return in December 2023 with a preliminary list of suggestions from the information gathered from the meeting, with a final master plan presentation in May 2024.

Suggested ideas from those in attendance included a pickleball court, water access point for kayaks and canoes, boat launch, ice skating rink, and skate park. It was also mentioned that adding a path between any new parking on the parcel with the parking at the new Town Hall would be beneficial.

Some major concerns expressed by residents were additional traffic, safe accessibility to the parcel (ex: walkability), keeping the parcel public and not profit driven, using existing buildings if possible, parking for cars, trucks and trailers, and using the space and not having it vacant. It was questioned if the existing ramp at the Bay could be repaired and how the donated 18+ acres at the Bay Park could be better utilized.

There were no more questions.

**DISCUSSION ON THE NEW PROPOSED DISTRICT AND UPDATED BYLAWS:**

S. Hadd questioned what residents wanted to see the Bay area become in the future.

There were no questions.

**BEGIN RECESS**

**MOTION: H. Rounds made a motion to go into recess at 7:33 p.m. A. Headley seconded. All in favor, none opposed, motion carried.**

**END RECESS**

**MOTION: H. Rounds made a motion to end recess at 7:54 p.m. A. Headley seconded. All in favor, none opposed, motion carried.**

**CORRESPONDENCE**

None.

**PUBLIC COMMENT**

None.

**OTHER BUSINESS**

A. Voegelé asked if there was any interest in adding a cell tower in the Bay; looking to the public for support.

**CREATE AGENDA FOR NEXT MEETING: November 14<sup>th</sup> at 6:30 p.m.**

Nothing at this time.

**ACCEPTANCE OF MINUTES**

**MOTION: H. Rounds made a motion to accept the October 10<sup>th</sup> meeting minutes. A. Headley seconded. All in favor, none opposed, motion carried.**

**ADJOURNMENT**

**MOTION: H. Rounds made a motion to adjourn the meeting at 7:57 p.m. AH seconded. All in favor, none opposed, motion carried.**

Respectfully submitted,  
Kimberly Kissinger, Administrative Assistant