

The Town of St. Albans
PLANNING COMMISSION MINUTES
Meeting held via Zoom Conference Call
December 8th, 2020 at 6:30 p.m.

Minutes

Present: Erin Creley, Casey Toof , Al Voegele, Anne Pomeroy, Hannah Rounds

Staff Present: Corey Parent, Director of Operations, AJ Johnson, Administrative Assistant

Public Present: Mike Bauer

Zoom Meeting ID: **868 9982 8391**

CALL TO ORDER

E. Creley called the meeting to order at 6:30 p.m. The Pledge of Allegiance was not recited due to a lack of an American Flag.

CHANGES TO THE AGENDA

A. Johnson was unsure if Megan Sherlund would be able to attend the meeting. The PC agreed to discuss agenda item 6, Stormwater Utility Discussion, prior to agenda item 5, Zoning Administrator recommendation to the Selectboard.

MOTION: C. Toof made a motion to discuss agenda item 6 prior to agenda item 5. A. Pomeroy seconded. All in favor, none opposed, motion carried.

DISCUSSION – STORMWATER UTILITY

- **COMMERCIAL PROPERTY CREDIT PROGRAM**
- **IMPLEMENTATION**

C. Parent provided the Planning Commission with a comparison of Stormwater Utility Manuals for the Town of Williston, City of South Burlington, City of Burlington, Town of Colchester, and City of St. Albans.

The Town of St. Albans will be the 7th municipality to implement a Stormwater Utility Ordinance.

C. Parent discussed how the other municipalities have implemented a credit program. He found that they require a Licensed Engineer in State of Vermont to provide certification that the steps taken by the applicant meet Vermont Stormwater Management Manual guidelines.

The PC agreed it is important to outline definitions.

C. Parent has started to work on a job definition for a new position who will be in charge of the Stormwater utility.

M. Bauer wondered why the Town doesn't consider sharing Stormwater responsibilities with the City. The utility fee could be combined with the water/sewer fee, and personnel costs could be shared.

C. Parent will continue to work on the Stormwater Credit Manual and will return to the PC for edits and comments.

ZONING ADMINISTRATOR RECOMMENDATION TO THE SELECTBOARD – MEGAN SHERLUND

Former Zoning Administrator, B. Perron vacated her position at the end of September. C. Johnson interviewed applicants and offered the ZA job to M. Sherlund. A. Johnson provided M. Sherlund's resume to the PC for recommendation to the Selectboard.

A. Voegele did not feel comfortable recommending someone he has not met, or had the opportunity to talk with.

MOTION: A. Pomeroy made a motion to recommend M. Sherlund to the Selectboard for appointment as the Zoning Administrator. C. Toof seconded. E. Creley, H. Rounds, A. Pomeroy, C. Toof in favor, A. Voegele abstains, motion carries.

CORRESPONDENCE

The PC received correspondence regarding the biodigester project in the Industrial Park.

PUBLIC COMMENT

None.

OTHER BUSINESS

C. Parent stated the Town has a Request for Proposals to have the website redesigned and updated.

E. Creley intends to vacate her position on the Planning Commission due to various other responsibilities. She hopes to return to the PC again.

SCHEDULE

The next meeting is scheduled for Tuesday, December 22nd.

MINUTES

MOTION: A. Voegele made a motion to approve the minutes from November 10th, 2020. A. Pomeroy seconded. All in favor, none opposed, motion carried.

ADJOURNMENT

MOTION: A. Voegele made a motion to adjourn the meeting at 8:05p.m. All in favor, none opposed, motion carried.

Respectfully submitted,
AJ Johnson, Administrative Assistant

Erin Creley, Chair

Date

Casey Toof, Vice Chair

Date

Al Voegele, Clerk

Date

Anne Pomeroy

Date

Hannah Rounds

Date