

The Town of St. Albans  
**PLANNING COMMISSION MINUTES**  
Meeting held via Zoom Conference Call  
May 25<sup>th</sup>, 2021 at 6:30 p.m.

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Minutes

**Present:** Anne Pomeroy, Hannah Rounds, Al Voegelé

**Staff Present:** Corey Parent, Director of Operations, Emmalee Cherington, Stormwater Coordinator

**Public Present:**

Zoom Meeting ID: 869 6074 5274

**CALL TO ORDER**

Vice Chair, A. Pomeroy called the meeting to order at 6:34 p.m. The Pledge of Allegiance was recited.

**CHANGES TO THE AGENDA**

C. Parent explained the build out analysis was still not complete. He would like to discuss moving the meeting of June 8<sup>th</sup> to June 9<sup>th</sup> and meeting in person again.

**STORMWATER COORDINATOR – MEET EMMALEE CHERINGTON**

C. Parent introduced Emmalee Cherington who has been on staff for almost a month. He stated the PC did a lot of work to create the Stormwater Ordinance, and then develop a credit manual; hiring the Stormwater Coordinator was the next step.

Emmalee explained she came from the South Burlington Stormwater Department which is the oldest Stormwater department in the State of Vermont.

The past month has been spent trying mapping the impervious surface on each parcel and working on how to get the billing done. The rate has been set at \$50 per ERU (Equivalent Residential Unit).

Originally E. Cherington anticipated sending the bill for the fee along with the tax bill, but that is not feasible due to software. The Town will need to do an education campaign and send the bills separately.

The PC discussed details of the job, stormwater and future tasks.

**BUILD OUT ANALYSIS UPDATE**

C. Parent put this item on the agenda in anticipation of it being complete but it is not yet complete.

**DISCUSSION – SIDEWALK FINANCING**

The Sidewalk Master Plan was passed by the Selectboard. The Selectboard has tasked the Planning Commission with researching how other Town's are financing their Bicycle and Pedestrian projects. C. Parent will put together a report for discussion.

**CORRESPONDENCE**

None.

**PUBLIC COMMENT**

None.

**OTHER BUSINESS**

With the Governor's guidance, Town Hall will be reopening to the public. C. Parent anticipates being at Town Hall for the next meeting, if anyone from the Planning Commission would like to join him. The Zoom link will still be accessible to the public.

C. Toof and A. Johnson request to move the June 8<sup>th</sup> meeting to June 9<sup>th</sup>. The PC is amenable.

**CREATE AGENDA FOR NEXT MEETING: JUNE 8<sup>TH</sup>**

The PC will discuss the Build Out Analysis, if complete.

**MINUTES**

The PC approved the minutes from May 11<sup>th</sup>.

**MOTION: A. Voegele made a motion to approve the minutes of May 11th. H. Rounds seconded. All in favor, none opposed, motion carried.**

**ADJOURNMENT**

**MOTION: A. Voegele made a motion to adjourn the meeting at 7:11 p.m. All in favor, none opposed, motion carried.**

Respectfully submitted,  
AJ Johnson, Administrative Assistant

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**Anne Pomeroy, Vice Chair**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Hannah Rounds**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**AI Voegele**

\_\_\_\_\_  
**Date**