

**St. Albans City Council
Minutes of Meeting
Monday, August 11, 2014
City Hall**

A regular meeting of the St. Albans City Council was held on Monday, August 11, 2014 in Council Chambers.

Council Present: Mayor Elizabeth Gamache, Aldermen; Scott Corrigan, Ryan Doyle, Chad Spooner, Tammi DiFranco, Tim Hawkins and Jim Pelkey.

Council Absent: None absent.

Staff Present: Dominic Cloud, City Manager; Sue Krupp, City Clerk and Treasurer; Chip Sawyer, Director of Planning & Development; Sarah Duffy, City Accountant; Martin Manahan, Director of Business and Development and Peg Strait, Director of Finance & Administration.

Visitors: See attached sign in sheet.

1. Executive Session.

- a. Topic 1: to discuss property acquisitions related to Federal Street Connector.
 - i. Motion: to discuss negotiation or securing of real estate purchase options (D&V).
- b. Topic 2: to discuss contracts with 14th Star, Local Fare and Village Frame Shop.
 - i. Motion 1: To consider if open session discussion of proposed contracts with 14th Star, Local Fare and Village Frame Shop prior to signage would compromise the City or party involved (D&V).
 - ii. Motion 2: To discuss contract negotiations where premature general public knowledge would compromise the City or person involved (D&V).

A motion was made by Alderman Spooner; seconded by Alderman Hawkins to enter executive session at 5:30 pm to discuss property acquisitions related to Federal Street Connector and to discuss contracts with 14th Star Brewery, Local Fare and Village Frame Shop. Vote was unanimous, 7-0.

A motion was made by Alderman Hawkins; seconded by Alderman Spooner to exit executive session at 6:28 pm. Vote was unanimous, 7-0.

2. Open Session with Pledge of Allegiance.

Mayor Gamache opened the meeting and led the pledge of allegiance at 6:30 pm.

3. Public Comment. No public comment was made.

4. Presentation to Sarah Duffy, City Accountant: Certificate of Achievement for Excellence in Financial Reporting.

Peg Strait introduced Bill Hall, VT State Representative to the Government Finance Officers Association who presented Sarah Duffy with the Certificate of Achievement for Excellence in

Financial Reporting. Mr. Hall noted that this is only the 3rd award of its kind given in the State of VT.

5. Mayor's Report.

a. Special Meeting for Boards and Commission Appointment.

Mayor Gamache discussed vacancies on the following boards; Housing Authority, Parks Commission, Planning Commission, Development Review Board and the Northwest Regional Planning Commission. She stated that she would like to schedule a Special Meeting to hold interviews for the vacancies.

6. Business Development Report, Marty Manahan.

a. Loan Agreement with 14th Star Brewing, (D&V).

Martin Manahan described the details of the proposed loan to 14th Star Brewing. After being questioned regarding which funds the loan would be given to 14th Star Brewing from, Martin Manahan responded that the source would be the Revolving Loan Fund.

A motion was made by Alderman Spooner; seconded by Alderman Doyle to allow the City Manager to sign the loan agreement in the amount of \$57,690.00 to 14th Star Brewing. Vote was unanimous, 7-0.

b. Façade Grant for Local Fare (D&V).

Tom Murphy (owner of Twiggs & Local Fare) provided a business description of Local Fare, explaining how it would serve the community and promote local bakers, chefs and others that make Vermont food products. Alderman Doyle questioned whether the air conditioner would be removed. Tom Murphy responded affirmatively.

A motion was made by Alderman Spooner; seconded by Alderman Pelkey to approve the \$5,000.00 Façade Grant with a 12 month end date from the date of signing the grant. Vote was unanimous, 7-0.

c. Façade Grant for Village Frame Shop (D&V).

Martin Manahan presented Council with a description and printout presentation and explained this is an amendment to the original grant request of \$1,000.00, increasing it to \$5,000.00.

A motion was made by Alderman Pelkey; seconded by Alderman Doyle to approve and amend the original façade grant from \$1,000 to up to \$5,000 with a 12 month end date from the date of signing of the grant. Vote was unanimous, 7-0.

7. Recess for Liquor Control (see separate agenda).

A motion was made by Alderman Pelkey; seconded by Alderman Spooner to recess open session and enter Liquor Control Board at 6:54 pm. Vote was unanimous, 7-0.

8. Planning Report, Chip Sawyer.

a. First reading and public hearing of proposed revisions to the City Land Development

Regulations.

Chip Sawyer gave the first reading of the proposed changes to section 517 Public Interest Markers.

i. Article 3 – setbacks along rail lines in Service-Industrial District and setbacks for public interest markers.

Chip Sawyer provided an overview of the current setback requirements, and gave the first reading of the proposed changes to the Service-Industrial District setbacks in Section 306. Council members questioned how building maintenance could be done without having to enter the railroads property if there were a 0% setback. Heavy discussion ensued.

ii. Article 5 – provisions for public interest markers.

Chip Sawyer provided an overview on provisions for public interest markers.

iii. Article 10 – extension of B1 Central Business Sub district and DR2 Design Review District on Lake Street.

Chip Sawyer presented the Board with a printout of the proposed changes to the extension of B1 Central Business Sub district and DR2 Design Review District on Lake Street and gave the first reading of the proposed changes.

b. Public hearing on 2014 U.S. DOJ JAG grant.

Mr. Sawyer explained that the City Police Department received a Justice Assistance Grant of approximately \$14,000.00 from the US Department of Justice. Items purchased will include tear gas & pepper spray delivery systems, shotgun replacement, computer firewall upgrade, bullet proof vest plate kits, and upgrading Tasers.

c. Consider resolution for Municipal Planning Grant (D&V).

Mr. Sawyer explained that the City applies for the Municipal Planning Grant annually and will apply this year to help with the MS-4 permitting obligations.

A motion was made by Alderman Pelkey; seconded by Alderman Doyle to approve the filing of a joint application for a Municipal Planning Grant with the Town of St. Albans. Vote was unanimous, 7-0.

9. City Hall Renovation Project: Presentation of Draft Plans.

a. Jim Cameron, Project Manager; Laz Scangas, Architect; and Advisory Committee Members.

Laz Scangas gave an overhead presentation of Draft Plans of the renovation project. Heavy discussion ensued regarding the plan with many questions and several suggestions for changes to be made.

10. First Reading: Proposed Fees for Parking Garage and Surface Lots.

a. Dominic Cloud, City Manager.

Mr. Cloud gave the first reading of the proposed fees for the Parking Garage and Surface Lots which are as follows: Parking garage annual fee of \$450.00 per space translating to \$1.73/day or

\$.21/hr, 6-month pass at \$230.00 and a monthly pass at \$40.00. A maximum daily rate in the garage consists of \$5.00. In terms of the courthouse lot with 39 metered spaces, the daily parking fee with a parking card would be \$1.00 and with no card the cost would be \$.50/30 minutes. The City lot parking fees with a card would be \$1.00/day and an annual parking pass would be \$200/year. With no card or pass there would be a \$5/day maximum parking fee.

In addition, Mr. Cloud explained that the City would be reducing the time limits for Main Street parking that now has a 2.5 hour limit and would allow 2 free passes should you receive a ticket.

11. Open Meeting Law Requirements.

- a. Overview, City Manager.
- b. Designation of locations for notices and agendas (D&V).
 - i. City Hall, Library, Taylor Park, City Website, Front Porch Forum.

A motion was made by Alderman Spooner; seconded by Alderman Pelkey to approve the 5 locations satisfying the Open Meeting Law Requirements. Vote was unanimous, 7-0.

12. Minutes: Regular Meeting 6/9, Special Meetings 6/19 and 6/20 (D&V).

A motion was made by Alderman Spooner; seconded by Alderman Corrigan to accept the minutes of 6/9/14. Motion carried 6-0 with Alderman Pelkey abstaining.

A motion was made by Alderman Spooner; seconded by Alderman Doyle to accept the amended minutes of special meeting of 6/19/14 as amended. Motion carried with Alderman Pelkey and Alderwoman DiFranco abstaining.

A motion was made by Alderman Spooner; seconded by Alderman Doyle to accept the minutes of special meeting of 6/20/14. Motion carried 6-0 with one abstention.

13. Warrants: 6/24, 7/11, 7/14, 7/25; 8/8 (D&V).

A motion was made by Alderman Spooner; seconded by Alderman Pelkey to approve 6/24, 7/11, 7/14 & 7/25 warrants. Vote was unanimous, 7-0.

The warrant of 8/8 will be presented to council at an upcoming meeting.

14. Other Business. No other business was discussed.

15. Executive Session.

- a. Topics: Water and Sewer Litigation, Hotel Development Proposals, Land Use Violations.
- b. Motion 1: To consider if discussions of water and sewer litigation and land use violations present substantial disadvantage to the City if prematurely disclosed (D&V).
- c. Motion 2: To enter Executive Session for purposes of: (1): negotiating or securing real estate purchase options; and (2) discussing water and sewer litigation and land use violations where

premature disclosure could place the City at substantial disadvantage (D&V).

A motion was made by Alderman Spooner; seconded by Alderman Pelkey to move into executive session at 9:50 pm to discuss Water and Sewer litigation, Hotel Development Proposals and Land Use Violations. Vote was unanimous, 7-0

16. Adjourn.

A motion was made by Alderman Spooner; seconded by Alderman Pelkey to exit executive session and adjourn meeting. Vote was unanimous, 7-0.

Respectfully Submitted,

Robin Morrill
Minute Taker

Approved by Council