

**St. Albans City Council
Minutes of Meeting
Monday, May 13, 2013
City Hall, Council Chambers**

A regular meeting of the St. Albans City Council was held on Monday, May 13, 2013, in council chambers at City Hall at 6:30 pm.

Council Present: Mayor Elizabeth Gamache; Aldermen: Chad Spooner, Ryan Doyle, Tim Hawkins, Aaron O'Grady, Jim Pelkey and Jeff Young.

Mr. Pelkey joined the meeting at 7:01 pm.

Council Absent: None absent.

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

Visitors: See attached sign-in sheet.

1. Executive Session.
To discuss civil matters and real estate purchases where premature disclosure could compromise the City or person involved.
A motion was made by Alderman Spooner; seconded by Alderman Doyle to enter executive session at 5:00 pm. Vote was unanimous, 4-0. Aldermen O'Grady & Pelkey were not present for Executive Session.
Council was joined by members of the St. Albans Co-op Creamery. Co-op Creamery members exited Executive Session at 6:00 pm. Alderman Hawkins also exited Executive Session at 6:00 pm.
Alderman Hawkins returned to Executive Session.
A motion was made by Alderman Spooner; seconded by Alderman Hawkins to exit executive session at 6:30 pm. Vote was unanimous, 4-0.
2. Convene Open Session with Pledge of Allegiance.
Mayor Gamache called the meeting to order and led the pledge of allegiance at 6:30 pm.
3. Public Comment.
Judy Ashley, a resident of Aldis Street, introduced herself and thanked council for keeping residents apprised of the Streetscape project via the City website and Facebook page. She asked why minutes of board meetings aside from council meetings are not posted on the City website. Mayor Gamache responded that administratively, there is no reason why those board minutes could not be incorporated with other minutes found on the website. Ms. Ashley addressed her safety concern over the abundance of vehicles parking along each side of the road on Aldis Street near the Little League field when games are in play and encouraged council to rectify that situation. Mr. Cloud stated that he would look into the situation.
4. Presentation of Taylor Park Fountain "Save the Ladies" Donation (Kate Manahan).

Dick Hebert of J.W. Ryan's introduced himself on behalf of the "Save the Ladies" group, a collaboration of volunteers who've joined together to raise funds for the Taylor Park fountain restoration efforts. Mr. Hebert presented \$4,100 in donations to council and thanked Kate Manahan who was not present for all her hard work and efforts. Mayor Gamache expressed her gratitude to council and all of the community members who have come together in support of raising funds for the fountain.

5. Presentation of Parking Garage Design Report.

Peter Cross, CCE; Norm Goldman and Wes Wilson, Desman Associates; Dominic Cloud, City Manager; Gail Henderson King, White and Burke.

Mr. Cross introduced himself along with Mr. Goldman and Mr. Wilson of Desman Associates and explained that the presentation of the results of the schematic design report is the first phase in the construction of a parking garage in the Downtown Core. Mr. Goldman addressed the layout and location of the proposed 5-story parking garage, citing its importance in accommodating two future developments; the proposed hotel on Lake Street and the State Office building on Federal Street. (See Schematic Design Report).

Mr. Doyle asked Mr. Goldman whether the final height elevation on level 5 was determined at floor level. Mr. Goldman responded that by code, a 3 ½' barrier above floor level must be included in the final elevation. Mr. Goldman added that a stair and elevator tower is not included in the final height of the building. Mr. Doyle asked Mr. Goldman what the height of the elevator tower is. Mr. Goldman responded that it is 12' – 14' higher than the floor elevation.

Mr. Goldman proceeded to discuss the materials, maintenance and cost to construct the parking garage which is estimated at \$7.5 million and includes site work, landscaping and driveways. (See Schematic Design Report).

Mayor Gamache asked Mr. Goldman to comment on the timing of the project from start to finish. Mr. Goldman stated that once the foundation is poured, the structure can be installed in 1 – 1 ½ months followed by an additional 2 months of electrical, plumbing and finishing work. He added that the project must be scheduled so that the foundation is installed during the right time of the year for temperature-sensitive materials.

Mr. Hawkins noted the maintenance costs per parking space per year for the three structure types and asked whether the City would be responsible for all three associated costs. Mr. Goldman responded that the City would only be responsible for the cost associated with the one structure material chosen and added that that cost would not incur for at least 5 years and would be set aside in an escrow account. Mr. Hawkins referred to the sentence in the report which states, "These budget numbers can be affected by the addition of components such as membrane systems, specialty façade elements and similar items that may or may not be added as the design is progressed" and asked if that applies to the City. Mr. Wilson stated that as the project moves from concept design to the development and construction document phase, certain elements such as façade elements will be further defined. Mr. Hawkins asked when those decisions would be made, who would make the decisions and how much it would affect the maintenance cost reflected in the report. Mr. Goldman stated that the project will advance from the concept design phase to an advanced schematic phase to design development to construction documents and at each phase, a budget will be cast and brought to council before decisions are made. Mr. Cross added that one way to control costs and to ensure timeliness is to retain a construction manager vs. a general contractor who can be more involved during the design phase and would produce estimates at each stage of the project.

Mr. Pelkey joined the meeting at 7:01 pm.

Mayor Gamache asked what council can anticipate for a timeline from this point to the final design phase. Mr. Cross responded that the schedule for the parking garage must be matched with the schedule for the new State office building and that they are still working with the developers of that project. Mayor Gamache added that in addition to coming before council for approval, the project will ultimately come before the voters before moving forward with the project.

Mr. Spooner asked whether operating costs were included in the maintenance costs. Mr. Goldman responded negatively and explained that both an operating cost budget and maintenance cost budget over a 20-year period will be developed.

Discussion ensued over the square footage of the garage and square footage per car which is 364 square feet. Mr. Young asked if there is a way to design the parking garage in such a manner as to minimize damage from large snowfalls. Mr. Goldman explained that there are devices called snowmelters, but they are expensive and take up space. A more viable option is to add snow gates to the top of the garage which would allow snow to be pushed over its edge. Mr. Goldman added that the use of precast concrete would stand up best to the weather elements. Mr. Young asked whether that meant the top of the garage would have the capacity for piling snow in addition to pushing it off. Mr. Wilson stated that the garage would be designed to move the snow off and not meant to allow the snow to accumulate. Mr. Goldman explained that they would help develop a program for snow removal that the City can use. Mr. Young asked how much it would cost to add a roof to the garage. Mr. Goldman responded that it would cost the same amount as the floor would cost.

A member of the public asked if the upgraded sewer system would be incorporated into the existing system or whether the City would have to advance the infrastructure to accommodate it and if so, what the projection of that cost would be in relation to the parking garage. Mr. Cloud responded that there are certain areas of the City with combined and separate sewage systems and the garage site is located in the part of the City where both are found. He further explained that Desman's recommendation is to build the garage so that it is functional under a separate sewer system, however, most of those questions and issues would occur during the next design phase. Mr. Cross confirmed that the pipes will tie into the existing Federal Street combined sewer but will have separate pipes so that they could be separated in the future if the City decided.

6. Recess for Liquor Control Commission (see separate agenda).

A motion was made by Alderman Doyle; seconded by Alderman Pelkey to recess out of regular session and commence as Liquor Control Board at 7:16 p.m. Vote was unanimous, 6-0. (See Liquor Control Board minutes).

7. Request for Resolution in Support of Constitution Day (Linda Kirker) (D&V).

Mayor Gamache introduced Linda Kirker, President of the American Conservative Women in Action of Vermont (ACWA). Ms. Kirker explained that this year will mark the third annual Constitution Day event in the City and the interest is increasing each year. This year, Jim Walsh, Jay Fleury and Jeremy Reed have volunteered to serve on the Constitution Day Planning Committee. Ms. Kirker explained that the event will be widely promoted throughout Vermont and will draw people to the City of St. Albans from all over the State. Ms. Kirker stated that the committee is requesting that council proclaim St. Albans the Constitution Day City of Vermont and that they are eager to work with the Downtown Board and City.

Mayor Gamache commented that she has attended the event in the past and was well attended by all age groups. Mr. Doyle asked if an organization would need permission to work with the Downtown Board or any other City board. Mayor Gamache responded that the boards can work collaboratively with other organizations and provided the Maple Festival as an example. Mr. Hawkins and Mr. Pelkey commented that they are worried about the political connotation associated with the event. Mr.

Spooner agreed and stated that he would feel more comfortable if the wording was changed to proclaim September 14th Constitution Day in the City of St. Albans. Mr. Pelkey stated that interpretation of the Constitution can be very political and asked Ms. Kirker if they are advocating for any particular type of reading of the Constitution. Mr. Hawkins asked if he would be welcome at the event if he was part of a gay rights or abortion advocacy group. Ms. Kirker agreed that there are different interpretations of the Constitution and stated that all are welcome to attend and that she cannot speak on behalf of the speakers as to what their viewpoints of the Constitution are. She stated that the group's sole mission as an organization is to preserve and protect the United States Constitution for future generations and does not support any political candidates. Mr. Young commented that he believes the City should support use of the park as a public forum regardless of political beliefs but is hesitant to endorse a particular event.

Mayor Gamache opened the floor for public comment. Mr. Fleury expressed that the only issue that Ms. Kirker is trying to promote is the respect of the document and is in no way politically guided. Ms. Prent commented that given the diversity of the community and the volatility of the topic throughout the country, she believes council is taking a cautious, appropriate view of endorsement for an event that could be open for different interpretations. Marie Chevalier stated that she finds it very disheartening that the Constitution of the United States is being so politicized when the message is simple and to allow Americans the right of freedom. Joan Walker commented that if it weren't for the Constitution and its rights, this discussion would not even be taking place. Marianna Gamache expressed that all the event is trying to do is celebrate the fact that the United States has a Constitution and provide copies of it without any specific interpretation being promoted. Mayor Gamache stated that it is inaccurate to paint the picture that council is asking questions because they are opposed to celebrating the Constitution, but rather asking because it has not been council's practice in the past to proclaim Maple Day, Green Up Day or any other day or event celebrated in the City. Mr. Pelkey added that he fully supports the event but does not want to declare the event as a legislative body. Ms. Kirker stated that even without a proclamation, the event will still promote St. Albans and suggested that council help support the event by flying flags and allow advertising. Mr. Cloud stated that he would be happy to meet with Ms. Kirker to discuss advertisement options in the City.

A motion was made by Alderman Spooner; seconded by Alderman Hawkins to make September 14th Constitution Day in St. Albans City. Vote was 0-6. Motion did not carry.

Mayor Gamache thanked Ms. Kirker for attending and expressed that there will be ways that council can support the event and encouraged her to reach out.

8. Consider Jill White for Vacancy on Library Board of Trustees (D&V).

Mayor Gamache explained that Jill White is the only candidate who has applied for the vacancy on the Library Board of Trustees and came highly recommended by MaryPat Larrabee. She added that vacancies for other boards will be considered at a future meeting. Mayor Gamache asked Ms. White to share why she is interested in serving on the board and her background.

Ms. White explained that she was an English teacher at MVU for 32 years and believes that the library is a vital part of the community and a great resource. Mr. Doyle asked Ms. White if she knows what the responsibilities of the board are. Ms. White responded that she believes the role is to listen to and discuss the needs of the library, discussing policies, presenting new ideas and oversight of the budget to some degree. Mr. Hawkins asked whose place Jill would be filling. Ms. White responded that she would be replacing the seat of John Hanes.

A motion was made by Alderman Hawkins; seconded by Alderman Pelkey to nominate Jill White to the Library Board of Trustees. Mayor Gamache opened the floor for public comment. Gordon Winters

commented that Ms. White is an excellent candidate as she is very involved in her community and as a former student, can speak on behalf of her dedication to education. **Vote was unanimous, 6-0.**

9. Presentation by Caring Communities (Beth Crane & Amy Brewer).

Mayor Gamache introduced Beth Crane of Caring Communities and Amy Brewer of Franklin Grand Isle Tobacco Prevention Coalition. Ms. Brewer explained that the majority of their work is related to tobacco and alcohol prevention and provided updated statistics as well as a Menu of Municipal Policy Options that the City Council could consider to help reduce youth alcohol and tobacco use in the City. Ms. Brewer stated that the research concerning the retail environment and youth is growing and the conclusions are pointing to the fact that advertising, promotions and price promotions do impact youth alcohol and tobacco decisions. Policy options that council may want to consider include municipal zoning restrictions such as restricting the number, type and location of licenses, Point of Sale Restrictions, Conditional Licensing and enforcement of taxes. Ms. Crane stated that a recent survey showed that people favor point of sale restrictions. Mayor Gamache asked if the survey was a Franklin County survey. Ms. Crane responded that it was a Franklin County survey and other groups in the State have participated as well. Ms. Crane noted that in order to receive funding, they are not able to make recommendations but can provide information and resources. Mayor Gamache commented that the presentation is good timing as a committee has just been formed to review liquor control ordinances. Mr. Hawkins asked Ms. Crane and Ms. Brewer if they have the ability to make field assessments and then bring recommendations. Ms. Brewer responded affirmatively and stated that they could meet with the Liquor Control Committee. Mr. Spooner asked if any work has been done with the retailers themselves in an effort to reduce signage. Ms. Brewer responded that the work they have done with the retailers has been through the Department of Health to promote healthy eating and has partnered with a few local retailers.

10. Comments RE: Owl Club (Peter Ford).

Mr. Ford explained that there may possibly be an order for demolition of The Owl Club and asked that council consider the historic value that the 1820's building offers the community. Mr. Ford stated that he is not sure what the Development Review Board has decided but believes council should gather all of the pertinent information and consider intervening in the process as the regulations warrant. Mr. Ford proceeded to note the regulations under Section 7 which pertain to Demolition of Historic Structures and explained that there are six criteria if demolition is to be considered. One of those criterion states that the City has 90 days to find acceptable alternatives to the demolition if it feels it is physically and economically feasible. Mr. Ford encouraged council to take a deeper look into the matter, ask questions and help preserve the few historic buildings left in the City.

Ms. Prent added that Preservation Trust who was very instrumental in saving the St. Albans House has said that there would be a matching grant available for conducting a proper assessment of the building. She added that the current owner of The Owl's Club has offered their own development engineer's opinion in support of demolition and believes it sets a poor precedent for historic preservation to only rely on the opinion of the engineer who will benefit from the demolition. Maureen Keenan expressed her support in St. Albans' progress but commented on the lack of thoughtfulness that exists through the reconfiguration of the City and is surprised by the quickness in which decisions are being made. Mayor Gamache thanked everyone for their comments and explained that no decision has been made at the current time.

11. Finance Report.

a) Presentation of Financials.

Ms. Strait stated that all three of the City's funds are well within the target of 83%. The General Fund expenses are at 81.5% at the end of April. Revenue is at 79%, however when the fourth

property tax coupon comes in on May 30th, Ms. Strait stated that she expects the General Fund to be at least break-even at the end of the fiscal year. Other revenue expected includes the taxes from the railroad and the per parcel assessment for reappraisal as well as the refund for worker's comp premium based on the audit. Ms. Strait included a graph showing the trend of General Fund operations on a monthly basis for the last four fiscal years and added that this year, the General Fund trended just as it had during the prior three years.

Ms. Strait proceeded to explain that the Water and Wastewater Funds are also well within the 83% target. Utility billing, like property taxes, represents the first three quarters of the year with the fourth quarter payment to be received in mid-June. In regards to expenses, Ms. Strait stated that if the Fairfax Dam activity is removed, the total expenses are around \$1.76 million compared to a budget of \$2,134,800 which puts expenses right at the target of 83%. Ms. Strait stated that she expects the Water Fund to be at least break-even at the end of the fiscal year, prior to depreciation. In regards to the Wastewater Fund, expenses are also at 83% and the fourth quarter utility billing will boost revenue.

b) Resolution RE: Employee Loans from 457 Plan (D&V).

Ms. Strait explained that the City funds three retirement vehicles for City employees; two of which are the old Prudential Plan and the VMERs Defined Benefit Plan. In July, 2009, the City adopted the ICMA 457 Deferred Compensation Plan. Ms. Strait added that it is more typical for contribution plans to allow employees to borrow against their balances, however when the plan was adopted, there was a resolution made on June 22, 2009 which did not present a plan that allowed for loans. Ms. Strait stated that she is proposing the addition of loan language to the City's 457 Plan and is suggesting adoption of all-purpose loans vs. a hardship loans. Employees will be allowed one loan per calendar year and may only have one outstanding loan at a time. The minimum loan is \$1000 and the maximum loan is the lesser of two things; \$50,000 less any outstanding loan balances or half the employee's account balance less any outstanding loan balance. Ms. Strait added that both loans carry interest and the all purpose loans must be repaid in five years while loans for primary residences allow a fifteen year payback period.

A motion was made by Alderman Pelkey; seconded by Alderman Doyle to approve the resolution.

Mr. Young asked whether employees can elect different levels of contribution to the plan. Ms. Strait responded affirmatively. Discussion ensued regarding the borrowing practices of the loan. Mr. Young also asked if the City is recouping any cost for processing the loan. Ms. Strait responded affirmatively. Mr. Young asked how the loan is administered. Ms. Strait stated that the money can be taken out of payroll or an ACH debit. **Vote was unanimous, 6-0.**

c) Authorization of \$3 million Bond Anticipation Note (D&V).

Ms. Strait explained that March voters approved \$3 million in bonds to finance TIF projects and will be serviced by tax increment. After a meeting with Paul Giuliani, his recommendation was for the City to take a current expense note for the full \$3 million. Ms. Strait stated that it will be due and payable in one year and will be refinanced with appropriate financing.

d) Declaration of Official Intent of the City to Reimburse Certain Expenditures from Proceeds of Indebtedness (D&V).

e) Resolution Adopting Post-Issuance Compliance Procedures (D&V).

Ms. Strait explained that the Declaration of Official Intent and the resolution adopting Post-Issuance Compliance Procedures are required to demonstrate compliance with the applicable treasury regulations and Internal Revenue Codes.

A motion was made by Alderman Spooner; seconded by Alderman Doyle to approve \$3 million Bond Anticipation Note. Mr. Young asked whether the City currently has \$1.5 borrowed. Ms. Strait responded that the City borrowed \$1.3 million. **Vote was unanimous, 6-0.**

A motion was made by Alderman Spooner; seconded by Alderman Pelkey to approve Declaration of Official Intent of the City to reimburse certain expenditures from proceeds of indebtedness. **Vote was unanimous, 6-0.**

A motion was made by Alderman Spooner; seconded by Alderman Pelkey to adopt Post-Issuance Compliance Procedures. **Vote was unanimous, 6-0.**

12. Discussion of Fountain – Fundraising Committee.

Mayor Gamache explained that she has heard from community members who have expressed interest in partaking in fundraising efforts for the fountain. She will be contacting other community members who have indicated interest and will create a committee at a future meeting. In the meantime, the technical review committee will be meeting on Wednesday with engineers to discuss their recommendations. Mr. Young explained that he made contact with the City's sister fountain in Massachusetts which was torn down and rebuilt last year and was able to learn the process and firms they used as well as the cost for their restoration project. Mr. Spooner asked Mr. Young what their cost was. Mr. Young responded that they were able to recast part of the fountain in aluminum, tear it down, ship it to Alabama where it was stripped, painted and put it back together in its original place for \$137,000. Mr. Pelkey asked if that cost included the base. Mr. Young responded negatively.

13. Ratification of Development Agreements (City Manager).

a) Downtown Cuts (D&V).

Mr. Cloud explained that the first agreement is with Melissa Wagner, owner of Downtown Cuts. It was discovered during the Streetscape Project that the existing crosswalk at the corner of Fairfield and Main went into the existing alleyway next to Downtown Cuts which they had rights to and was an egress for vehicles. It would have also required the City to lose additional parking spaces and placement of the crosswalk would be at an angle. Mr. Cloud explained that staff has received feedback through the Downtown planning processes that one of the biggest parking crunches is located at South Main while there is parking inventory at the Courthouse parking lot but no connection up to Main Street for it to be utilized efficiently. Mr. Cloud stated that this plan calls for the City to acquire the rights that Downtown Cuts has to allow traffic to exit the alleyway. Once the City has retained the rights of the alleyway, it will close it off to traffic and allow for pedestrian traffic only, construct a sidewalk and complete parking lot improvements on the remaining lot. Mr. Cloud explained that the advantage will be to add the connection to the Courthouse lot, allow installation of signage and will make for a more public right of way. Mr. Cloud added that there is an engineer's estimate for public improvements at \$40,000, two bids; one of which is at \$32,000, \$9000 required to pay Ms. Wagner for the easements and an agreement to earmark \$5,000 through the City's Façade Improvement program towards this project. Mr. Sawyer commented on how beneficial this will be for the Streetscape Project and parking downtown.

A motion was made by Alderman Pelkey; seconded by Alderman Spooner to ratify the Development Agreement for Downtown Cuts. Mr. Spooner asked how many parking spaces would be lost in the parking lot in question. Mr. Manahan responded between two and four. Mr. Doyle expressed his concern that there would be a sidewalk in the alleyway only and then pedestrians would have to walk through a parking lot. Mr. Manahan confirmed that it will be lined next to Mimmo's all the way to the Courthouse parking lot and will be paved. Mr. Cloud added that this proposal has the appropriate balance between making the necessary improvements to redefining an

area, creating more parking and allowing the pedestrians better access. **Vote was unanimous, 4-1 with Alderman Doyle opposed and Alderman Hawkins abstained.**

b) Keith Taruski (D&V).

Mr. Cloud explained that as of earlier this evening, a signed copy of an agreement with Mr. Taruski was received, contingent upon council ratification. The core of the deal is a land swap. The City will be swapping the parking spaces in the rear of the courthouse lot behind the State office building in exchange for the spaces that Mr. Taruski owns behind the Napoli building. Mr. Cloud explained that the City will need those spaces during the construction of the parking garage and will lease the courthouse lot back during construction for \$50/year. The City will construct 15 parking spaces around the Napoli building. Mr. Taruski also has residual rights with 45 Lake Street. For \$75,000, Mr. Taruski in exchange has agreed to not contest any of the Downtown Core project. The agreement also stipulates that the value of the property is \$273,000 which will allow the City to begin taxing the property thus creating increment. Mr. Doyle asked Mr. Cloud if there was a site plan included with the signed agreement by Mr. Taruski. Mr. Cloud responded affirmatively.

A motion was made by Alderman Young; seconded by Alderman Spooner to ratify the Development Agreement for Keith Taruski. Vote was unanimous, 5-0 with Alderman Hawkins abstained.

14. First Reading: 3-Way Stop Sign at Bishop and Brown.

A motion was made by Alderman Spooner; seconded by Alderman O'Grady to approve first reading as presented in packet. Mr. Spooner commented that he believes that the placement of this stop sign will be a good traffic calmer as cars travel at high speeds down Bishop Street. Mr. Hawkins commented on the excess number of stop signs in the City. Mayor Gamache stated that she has received numerous complaints about vehicles traveling too fast wanting methods to slow vehicles down. **Vote was unanimous, 6-0.**

15. First Reading: 3-Way Stop Sign at Pearl and Cedar.

Mr. Cloud stated that Jeff Bean of the Planning Commission has been an advocate for slowing down the trucks on Pearl Street where staff has repeatedly received complaints about speed.

A motion was made by Alderman Spooner; seconded by Alderman O'Grady to approve first reading as presented in packet. Mr. Doyle commented that he would like to discuss truck speed and noise in the future at the Public Safety & Quality of Life Committee level. **Vote was unanimous, 6-0.**

16. Approve FY 14 Sidewalk & Paving Plan (D&V).

a) Comments from Director of Public Works and Quality of Life Committee.

Mr. Hawkins noted that under the paving/roadway plan for Messenger Street, the street will only be half completed. Mr. Hawkins asked if there is a plan to pave from Farrar to Lake View Terrace in the future. Mr. Robtoy responded that approximately 80% of the road will be paved and the condition between Farrar to Lake View Terrace is not as dire as some of the other streets in the City. Mr. Robtoy stated that he could pave the portion from Farrar to Lake View Terrace next year but believes it has 2-3 years of life left. Mr. Robtoy also commented that the At-Grade Infrastructure Report by Ruggiano Engineering is very accurate and useful in determining the streets in the poorest condition. Mr. Hawkins stated that he would like to see that report.

Mr. Pelkey asked Mr. Robtoy how he determines which streets will be included in the sidewalk projects. Mr. Robtoy responded that he provides input and discussion takes place through the Public Safety Committee to determine a list. Mr. Pelkey asked Mr. Robtoy if he has any plans for sidewalks on the east side of Federal Street. Mr. Robtoy responded that it will most likely occur in

the next 2-3 years. Mr. Cloud stated that with the support of the voters, the City will be preparing design engineer plans for sidewalks over the next fiscal year.

Mr. Spooner, Chair of the Public Safety & Quality of Life Committee, stated that the two streets chosen for sidewalk projects, Aldis and Brainerd, are large projects which have already been engineered. He stated that the City has spent a lot of money on engineering and is nice that the projects are moving forward. Mr. Doyle voiced his concern over the cold planing and paving for Barlow Street and stated that there are sections of the street that are concrete based that are cracking and also noted drainage and curbing issues. Mr. Doyle stated that he is concerned that the condition of Barlow is so far gone that putting money into maintenance is not effective because the deterioration under the concrete is so poor. Mr. Robtoy stated that short of ripping all of the old concrete out of the roadway, which is very expensive, he believes the next best option is to cold plane and resurface the roadway. Mr. Hawkins asked how much asphalt the cold planing will remove. Mr. Robtoy responded that it typically removes an inch and a half.

A motion was made by Alderman Spooner; seconded by Alderman Pelkey to approve the FY 14 Roadway and Sidewalk Projects. Mr. Young stated that at some point he is hopeful that Barlow Street from Fairfield down to Bob's Meat Market will be looked at from an engineering standpoint as there are so many vectors of water coming onto the street from lack of curbs and driveways. Mr. Robtoy commented on the inability to obtain Class 1 funds from the State. Mr. Young commented on what he thought was a small amount of money that had been set aside for repairing sidewalks and asked whether it would be used to fix sidewalks that were damaged in the last couple of years. Mr. Robtoy responded affirmatively and stated that he has \$1500 left from the current fiscal year. Mr. Young stated that he wants to be sure if the City is pouring new sidewalks that they will be maintained. Mr. Cloud confirmed that there is a small line item in the budget for sidewalk repair and stated that there are two larger issues, the first being the design component to determine what needs to go underneath these sidewalks and driveways. The second issue is determining who is hauling trash and under what conditions and determining the call back provisions for when a trash hauler drives over the sidewalk and causes damage. Mr. Doyle noted the erosion on the west end of Barlow Street across from the park where asphalt has been filled in and asked if that would be the dimension of the road or whether it would be brought in and filled with gravel. Mr. Robtoy responded that he will need to straighten out the grass strip that is there to make it square. Mr. Doyle also asked if maintenance on roads other than asphalt and tarring would be something Public Works might consider doing in the future. Mr. Robtoy responded that he has been in conversations with a contractor that performs crack sealing which is something that might be considered depending on whether there is money left over at the end of FY 14. Mr. Robtoy stated that it would be beneficial to add a \$10,000 line item in the FY 15 budget for crack sealing. **Vote was unanimous, 6-0.**

17. City Manager Report.

a) Update on Finance Director Search.

Mr. Cloud explained that Peg Strait has graciously agreed to remain in her position for up to one year and the search will continue for the best candidate for Finance Director.

b) Pledge of Funds for St. Albans House (D&V).

Mr. Cloud explained that he is asking council to consider authorizing the City Manager to write a letter of commitment to lend up to \$50,000 at prime during the next 9 months to serve as a backstop for the St. Albans House Redevelopment. St. Albans house is ready to borrow \$1.1 million and has signed a lease for the second floor and is currently in discussions to rent out the third and

fourth floors. Mr. Cloud stated that Mr. Cameron has put down \$25,000 in cash and the City will not need to lend anything but the bank is asking that the City write a letter of commitment.

A motion was made by Alderman Spooner; seconded by Alderman Young to write a pledge for up to \$50,000 for the St. Albans House. Mr. Doyle asked what the terms of payback would be in the event the City had to lend funds. Mr. Cloud responded that the terms have not been set yet and added that the City's commitment would expire after 9 months. Mr. Doyle asked if these funds would come from the General Fund. Mr. Cloud responded that they would come from various economic redevelopment reserves. Mr. Hawkins asked how Mountainside Realty would bring 15 new jobs to St. Albans. Mr. Cloud stated that they are a financing company for the modular home industry and currently have 10 employees in Fairfax and expecting an additional 5 employees when they relocate to St. Albans. **Vote was unanimous, 6-0.**

18. Other Business.

Mr. Sawyer stated that staff would like to apply for some Downtown Transportation funds with the State and needs City Council members and the Mayor to sign the coversheet to the grant application. He stated that the new signal for the intersection of Lake, Fairfield and Main should be expected by the end of June. He added that there has been discussion about adding a signal to the intersection of Lake and Federal which will become increasingly busy with the upcoming projects taking place in that area. Mr. Sawyer explained that he has worked with the designers to come up with a design that temporarily signalizes that intersection using its current geography and right of way which would help manage traffic. Mr. Sawyer stated that another round of funding has just opened up through the Downtown Transportation Program and the application is due in a week. If provided, funding would be for up to \$100,000. Mr. Doyle asked if he believed it would cost up to \$100,000 to signalize that intersection. Mr. Sawyer responded that we do not know the final design parameters or cost and council would not be signing onto any finalized plan. Mr. Sawyer added that if the City does not need the full \$100,000 we will not use it but will have to also match the funds. Mayor Gamache asked if it posed any issues to bring this matter up without warning it. Mr. Cloud responded negatively.

19. Warrants – 4/3, 4/17 & 5/8.

A motion was made by Alderman Spooner; seconded by Alderman Pelkey to approve warrant from 4/3, 4/17 & 5/8. Vote was unanimous, 6-0.

20. Minutes – 4/1 Special Mtg. & 4/8 Reg. Mtg.

A motion was made by Alderman Spooner; seconded by Alderman Pelkey to approve minutes from 4/1 Special Meeting. Vote was unanimous, 6-0.

A motion was made by Alderman Spooner; seconded by Alderman Doyle to approve minutes from 4/8 Regular Meeting. Vote was unanimous, 4-0 with Aldermen O'Grady & Pelkey abstained.

21. Adjourn.

A motion was made by Alderman Pelkey; seconded by Alderman O'Grady to adjourn meeting at 9:45 pm. Vote was unanimous, 6-0.

Respectfully Submitted,

Kristen Knoff
Administrative Coordinator