

# MINUTES FROM 07/25/2017 SELECTBOARD MEETING

**PRESENT:** Alton Brusco, Lee Kimball, Chuck Pease, Cheryl Moomey, Clerk, Donna L. Bohannon

**GUESTS:** Kaitlyn Pease, Terry Tatro, Jr. Cameron, Robert Miller, Leeann Porto, Jen Hebert, Chris Hebert

**7:00pm - OPEN REGULAR MEETING:** Meeting called to order at 7:02 by Alton Brusco.

**ADJUST AGENDA (if needed): Several adjustments requested:**

- **Adjustment #1 – Coin drop paper needs signing.**
- **Adjustment #2 – Move Jen up on the agenda.**
- **Adjustment #3 – New animal complaint.**
- **Adjustment #4 – Possible task for Fence Viewers.**

**NEW BUSINESS:**

- \* Robert Miller – event proposal – (Mr. Miller arrived late, topic discussed later in meeting – documented here.
  - Mr. Miller proposed an idea for a fund raiser that could become a Town wide event.
  - He proposed an antique show that could include various groups from the Town.
  - He is initially thinking about it being a fund raiser for the 8<sup>th</sup> grade.
  - He thought a good location would be Industrial Park Road.
  - The Board is open to the idea and likes the idea of bringing business to Alburgh.
  - Bob will continue to explore the details of this possibility.
- 8<sup>th</sup> Grade class request – plastic bottles from Transfer Station –
  - Dorothy Hilliker asked that the 8<sup>th</sup> grade class of 2018 be allowed to collect the empty water bottles from the Transfer Station and return them for next year's class trip.
  - *Lee Kimball motioned that the water bottles (only water) that are brought to the Transfer Station be donated to the class of 2018 for their class trip, with the stipulation that they are picked up weekly from the Transfer Station – seconded by Cheryl Moomey – all in favor – motion carried.*
  - Clerk will inform Dorothy that the request has been granted with the understanding that it is the water bottles only and that they need to be picked up weekly.
- Streetscape – Construction Inspection company choice –
  - The Board members were able to review the proposals from Ruggiano and Opus.

- Chuck and Cheryl both noted that the Ruggiano contract includes removal and disposal of any contaminated soil – Opus’ proposal did not.
- Ruggiano has experience with sidewalks and has done work in Alburgh.
- Opus has not had as much sidewalk experience, but has done larger jobs.
- *Lee Kimball motioned that the Town retain Ruggiano Engineering Inc. for the construction inspection company for the Streetscape project – seconded by Chuck Pease – all in favor – motion carried.*
- Richard Blair – trapping beaver – service for a fee –
  - There was a question about the need for this service.
  - Alton explained that there is need on Greenwoods Road at the culverts near the Rod and Gun Club.
  - Richard Blair and Lenny James will eliminate the beavers for \$50 per animal.
  - Clerk informed the Board that they have already trapped two – if approved will these two be paid for?
  - *Lee Kimball motioned that Richard Blair and Lenny James be given permission to trap the beavers on Greenwoods Road for the fee of \$50 per animal, including the two that have already been trapped – seconded by Cheryl Moomey – all in favor – motion carried.*
- Cleaning bids to be opened –
  - The bid terms are for 2 years, beginning August 1<sup>st</sup>, 2017 through June 30<sup>th</sup>, 2019.
  - One bid was received from Wright Cut and Clean.
  - The bid was accompanied by a certificate of insurance.
  - The job was bid at a flat fee of \$75 per cleaning.
  - *Lee Kimball motioned to accept the bid from Wright Cut and Clean as presented for the term of two years, contracting ending Jun 30<sup>th</sup> 2019 – seconded by Chuck Pease – all in favor – motion carried.*
- Back up D.E.R – (Drug Enforcement Rep) – appoint one?
  - There was some discussion about the need for a backup Drug Enforcement Rep.
  - It was decided that a backup DER is needed in case DER is unavailable.
  - *Lee Kimball motioned that Chuck Pease be the backup Drug Enforcement Representative for the Town of Alburgh -seconded by Cheryl Moomey – all in favor – motion carried. Chuck Pease is the backup DER for the Town of Alburgh.*
- Employee reviews – schedule –

- Employee reviews will be discussed on August 1<sup>st</sup> at the special meeting scheduled to discuss the Highway Foreman's position. This meeting will begin at 7PM.
- **Adjustment #2 – Move Jen up on the agenda.**
  - Delinquent Dog notices – Jen Hebert – update
    - Clerk reported that it appears most of the dogs that were registered last year are now registered. The count is just a few under 300; the most Alburgh has had registered in at least 3 years.
    - Jen will continue to look for animals that are new to the Town or have never been registered and inform the owners of the law.
  - Winters Lane – Dog issue – next step
    - The dog has not been registered, status of vaccination against rabies is unknown and three fines totaling \$250 are due.
    - Jen will coordinate with the Sheriff's Department a time that they can go to the home and seize the dog.
    - Jen will inform the owner of the steps that will have to be taken within 14 (fourteen) days of the seizure in order for the dog to be returned to their possession.
    - If the steps are not taken in the 14 days, the animal will be evaluated and rehomed if possible.
- **Adjustment #3 – New animal complaint.**
  - Rogue cow and dog barking complaint added
    - Clerk received a written complaint from Lisa Richardson about a cow that did damage to her garden and lawn.
    - She stated that the owner of the cow brought her some dirt to fill in the holes in her lawn.
    - She is asking that they keep the cow contained.
    - Jen will visit the owners of the cow, issue a verbal warning to them and inform them that they need to contain the cow.
    - The complaint included barking dogs at the adjoining property.
    - Jen will investigate the complaint and issue a warning if needed.
- Town wide reappraisal –
  - Tabled until further notice.
- Transfer Station – lean to needed
  - Building a roof over the platform and the compactor has been discussed in the past and is needed.

- Lee will ask Dan and Matt if they can draw a plan to build a protective structure that will extend off the roof of the office at the Transfer Station and continue out over the scales and the compactor.
- Tabled until further notice.
- **Informational only**
- **Reminder – B.C.A and B.O.A meeting – Aug. 3<sup>rd</sup>.**
  - Clerk reminded Selectboard about the meeting scheduled for 3 August 2017 to begin at 6pm.
  - This meeting will be for one grievance to the Board of Civil Authority and for the Board of Abatement to hear abatement requests.
- **Adjustment #1 – Coin drop paper needs signing.**
  - The Fire Department has been approved for a coin drop to be held on 3 September 2017, with a rain date of 4 September 2017.
  - They need a letter signed by the Selectboard stating that it is not in violation of any Town regulations.
  - *Lee Kimball motioned that the Selectboard sign the letter stating that the coin drop is not in violation of any Town regulations – seconded by Cheryl Moomey – Chuck Pease recused himself – 3 agreed – motion carried with majority in favor.*
- **Susan Mazer from VLCT – here on Aug. 2<sup>nd</sup> – talk about EAP for all interested.**
  - EAP is the Employee Assistance Program through Vermont League of Cities and Towns.
  - Susan Mazer is the EAP representative and will be at the Town Office on 2 August 2017 to inform Town employees and elected officials about the program and the benefits it provides to employees and their families.
  - Selectboard members and other Town employees are invited to attend.

#### **OLD BUSINESS / UPDATES / TABLED TOPICS AND / OR WAITING RESULTS:**

- **Shane Brown – Update on progress**
  - Shane has been in contact with Lee to let know that he is still waiting for his attorney to finalize the paperwork so that he can have a clean title to the property.
  - Shane has a water and a sewer allocation through the Village but is waiting for clean title so he can secure the funds needed.
  - Lee is okay with the progress that is being made.
  - Tabled until the next regular meeting, currently scheduled for 8 August 2017.
- **Adjustment #4 – Possible task for Fence Viewers.**

- A citizen requested that the Town look at a fence that has been erected in between two private properties on a private road.
- The Board agreed that this would be a civil matter for the two parties to resolve themselves.
- Florio's at 4 Greenwoods Rd.- update
  - Lee Kimball has talked to Mr. Florio who is aware of the "leaky septic".
  - Lee has talked with Ted Cantwell from the State about this and he said it isn't sewage leaking from the pipe, it is the perimeter drain for the failed septic.
  - Mr. Cantwell said that they will need a special septic system that the Florio's have been working toward getting.
  - Mr. Cantwell is agreeable to the progress that is being made and stated that they Florio's should have a new system in place within a few months.
  - Tabled until further notice.
- Purchase of a new truck – updates
  - Tabled until the regular meeting scheduled for 22 August 2017.
- Garbage complaint from 04/11/2017 meeting – Vantine Ave. – update
  - No progress has been made.
  - Lee will issue a health order to Rob Nolan.
- Larry and Wendy Benjamin – next step – update
  - A letter was served to the Benjamin's on 11 July 2017.
  - Lee will investigate to determine if the "junk" has been removed.
  - A fine will be issued if the "junk" has not been removed.
  - Tabled until the next regular agenda, currently scheduled for 8 August 2017.
- Nuisance Building Ordinance – update
  - The Selectboard needs to sign the Notice of Adoption of Nuisance Properties Ordinance.
  - This Ordinance was approved by the Board at the 11 July 2017 meeting.
  - Four present Board members signed the Notice of Adoption.
- Highway Foreman job – advertise?
  - Tabled until the special meeting scheduled for 1 August 2017.

**VISITOR INPUT:**

- Leeann Porto asked if the Board will consider adopting simple zoning by laws without going to a vote.
- They responded that they would prefer the issue of zoning go to a vote of the Town.

**APPROVE THE FOLLOWING MEETING MINUTES:**

• **07/11/2017 SELECTBOARD MEETING**

- *Cheryl Moomey motioned to approve the minutes from the 07/11/2017 Selectboard meeting as written – seconded by Lee Kimball – all in favor – motion carried.*

• **07/18/2017 SPECIAL SELECTBOARD MEETING INTERVIEWS FOR SEASONAL TRANSFER STATION ASSISTANT**

- *Cheryl Moomey motioned to approve the minutes from the 07/18/2017 Special Selectboard meeting as written – seconded by Lee Kimball – all in favor – motion carried.*

**APPROVE INVOICES AND / OR OVERWEIGHT PERMITS:**

- No Overweight permits
- All invoices approved and signed.

**ADJOURN:**

- *At 9:28 Cheryl Moomey motioned to adjourn – seconded by Lee Kimball – all in favor – motion carried – meeting adjourned.*

Respectfully submitted,  
Donna L. Bohannon  
Alburgh Town Clerk

Please note the above minutes HAVE NOT been approved. Approval or changes to the minutes will be addressed at the next regular meeting, currently scheduled for 07/25/2017

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