SELECTMEN MEETING MINUTES

FEBRUARY 25, 2014

CALLED TO ORDER AT 6:00PM BY CHAIRMAN, DOUG MEDOR

PRESENT: *Doug Medor, Steve Aubin; Alton Bruso, Robert Creller, Guy Palardy and Roxanne Creller*

GUESTS: *Bing Pero, Jen Hebert and Joan Krizer*

**EXECUTIVE SESSION – ANIMAL CONTROL PERSONNEL ISSUES**

*Guy Palardy motioned to go into executive session at 6:03pm – seconded by Robert Creller; motion carried.*

*Guy Palardy motioned to come out of executive session at 6:24pm – seconded by Robert Creller; motion carried.*

***No Action Taken***

REGULAR MEETING BEGAN – CALLED TO ORDER AT 7:00PM BY CHAIRMAN, DOUG MEDOR

**ADJUST THE AGENDA**

*Clerk had no adjustments but wanted to bring up three items that need to be addressed:*

1. *Safety Coordinator/Officer needed. Clerk is current Safety Coordinator/Officer for the Town but thinks the new Highway Dept Foreman should be named as Safety Coordinator/Officer. Bing Pero stated he worked with Chris Laberge from VLCT and he would like to implement an entire Safety Program but it will take some time.*

*Guy Palardy motioned for Bing Pero to be Town’s new Safety Coordinator/Officer – seconded by Robert Creller; motion carried.*

1. *DER (drug & alcohol specialist) needed. Clerk is current DER for the Town but doesn’t know if the next Clerk will take position. Board will address at next meeting when other Town positions are appointed.*
2. *Credit card holder(s) needed. Clerk stated the current Town credit card will be no good after this week, as the Clerk’s name is on it and she’s physically destroying it and also closing the account with the Credit Union. Board will address at next meeting.*

**APPROVAL OF THE FOLLOWING MINUTES:**

*02/11 Select Board Meeting Minutes*

*Guy Palardy motioned to accept minutes as written – seconded by Steve Aubin; motion carried.*

**OLD BUSINESS**

-Town Garage

* *pump station: pending - Doug Medor not completely finished*
* *obtain 1” meter: pending - Steve Aubin not completely finished*
* *drinking fountain: pending - Steve Aubin not completely finished*
* *air compressor lines: pending – Highway Dept will install*
* *old boiler at Missile Base: put on Auction’s Int’l with a minimum bid of $2500*

*VLCT Hazards:*

*Description: no ventilation for the welding area.*

 *Aubin Mechanical, LLC working with Blodgett Supply*

*Description: items can be stored or placed in front of fire extinguishers or breaker panels*

 *Work complete – delete from next meeting agenda*

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-Bathroom Sink At Library

*Steve Aubin will have time to look into this matter within the next 2-3 weeks.*

-Ancient Road Discontinuation by 2015

*Alton Bruso worked with Town Attorney and has identified Class 4 roads. Mr. Bruso also worked with Diane Perley at District 8 and obtained an up-to-date “Orange Book”, which is a handbook to assist and guide elected and appointed officials on Highway issues.*

*The next step is to identify any roads the Town wants changed then work with the Town Attorney. Any changes needed have to take place before July 2015 or the road(s) will become discontinued.*

**NEW BUSINESS/MISCELLANEOUS**

-Dog Ordinance

*Recently, there have been a couple of dog bites in Town that took place inside a private home. The Town Attorney stated the Town has no jurisdiction on private property UNLESS it was laid out in the Dog Ordinance (Attorney stated same info a year ago when a dog bite took place on private property. Clerk asked if the Board wanted to change the current Ordinance to include dogs biting on private property. Clerk to delete from next meeting agenda.*

-ERAF (Emergency Relief and Assistance Fund) Criteria to Take Effect 10/23/14

*The State of Vermont is implementing a new standard, which will be effective for any disaster after October of this year. It is structured to encourage municipalities to take four basic steps to prepare communities before the next disaster:*

1. *have proactive flood hazard regulations*
2. *adopt up-to-date local Transportation Codes and Standards*
3. *establish an up-to-date Local Emergency Operations Plan*
4. *develop and adopt a Local Hazard Mitigation Plan*

*Clerk advised VLCT if assistance is needed. Board advised Clerk to write to VLCT in regards to this new standard.*

-Highway Department – Vehicles Being Parked Inside New Garage When Frigid Weather Hits

*Board had promised the Highway Dept they would re-evaluate this item. Clerk reminded Board of the liability issues with having non-Town vehicles in the garage and gave the example if a worker’s vehicle caught the place on fire who would be responsible and if other’s vehicles were also burned what lawsuits would go on between insurance companies figuring out the responsibility portion.*

*Bing Pero also stated he doesn’t think personal vehicles should be in the garage because of liability. Steve Aubin said it could be a perception issue with Town’s people.*

*Steve Aubin motioned to NOT allow any personal vehicles in the Town garage for any reason – seconded by Robert Creller; motion carried; Alton Bruso opposed. Clerk to delete from next meeting agenda.*

-Coin Drop – 8th Grade Class

*Coin drop requested date of 4/19 with a rain date of 4/26. Clerk advised the 8th grade would like the coin drop in front of the school, as people are complaining the Fire Dept has coin drops all the time, which isn’t the case but it appears that way when all coin drops are held in front of the Municipal Building.*

*Steve Aubin stated it’s not a school-supported trip the 8th grade is saving for, there will be less than 10 students going to Hampton Beach and they have over $10K saved already. Clerk made the comment that it’s not school-supported because this way school rules do not have to be followed. Clerk then asked Mr. Bruso what school rules are so strict that they don’t want to follow them; Alton advised that if the kids were to go on a bus tour they would have to follow the bus rules and not school rules.*

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-Coin Drop – 8th Grade Class (con’t)

*Steve Aubin motioned to allow NO coin drop – seconded by Guy Palardy; motion carried; Alton Bruso opposed. Clerk to advise Mary Jane Cota and delete from next meeting agenda.*

-Transfer Station Re-Certification

*Clerk was notified by State of Vermont on February 3rd that the Transfer Station permit ran out on January 1st and re-certification paperwork is due by March 1st or the Transfer Station would close on June 1st and the Town would have to re-apply instead of re-certify. The Northwest Solid Waste District, which the Town is currently a member of, was to make sure permits were in place and had sent the Clerk an email months ago stating they needed to talk about the Transfer Station but never did.*

*Clerk contacted the State instead of the Solid Waste District and has been working for two weeks on re-certification paperwork, which includes a site plan, a facility management plan, siting criteria, a public notice plan and financial assistance documents. Clerk said she would be able to finalize this week, email to the State and also overnight a package to the State by Thursday for delivery by February 28th.*

*Board reviewed prepared binder and all applicable information. Clerk’s last step is to work with Listers to see what properties “touch” the Transfer Station property so residents can be notified of the re-certification. Clerk had also drafted letter to the State from the Select Board Chairman, which needed to be signed before package can be shipped.*

*Robert Creller motioned Chairman, Doug Medor, be authorized to sign letter to State - seconded by Guy Palardy; motion carried.*

**VISITOR INPUT**

*Bing Pero told the Board that the backhoe is not productive for the Highway Dept and he would like the Board to think about selling the backhoe and obtaining a bucket loader. The Board and Bing discussed all equipment and what pieces are used for which tasks. Bing said the backhoe is in decent shape and if the Town wants a good price they should sell now. Bing and Board will review thoroughly this Spring after next year’s budget is passed or defeated. Clerk to delete from next meeting agenda; can be a topic again if equipment lease and/or purchase is seriously considered.*

**TABLED TOPICS AND/OR WAITING RESULTS**

-Physical Inventory

*Town Garage – began 11/06 – Clerk to try and work with Rodney James on 2/28 and try to complete.*

-13 East Alburgh Road

*Warning published and will be complete 3/13/14.*

*-*Cemetery on Reynolds Land in Alburgh Springs / Spring 2014

*Waiting for letter from Reynolds’ Attorney for people to stay off the land.*

-Joan Whitesell / Spring 2014 / *no update at this time*

-Missile Base Sale / Summer 2014

 *All old items and others’ items to be cleaned up by April 15th for a June 1st (tentative) auction.*

-Village Sidewalk Upkeep, Plowing & Mowing / Summer 2014

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**TABLED TOPICS AND/OR WAITING RESULTS** (con’t)

-Town Charter Creation / Summer 2014

**-**Danny R. Bevins vs. William J. Duchaine & Town of Alburgh */ no update at this time*

-Alburgh Springs Community Hall Leases / *no update at this time*

-Request for Opening Town Road #14 / Spring 2014

*Sprint and Level 3 both have obtained funds to put both cables in one piece of conduit and put down into the dirt 30”. Both companies will begin digging as soon as the ground is free of frost.*

**APPROVE INVOICES AND OVERWEIGHT TRUCK PERMITS**

*Clerk to check on one invoice for Clark’s in regards to the 2004 Highway Dept truck; if invoice is valid all invoices can be paid. Rice Lumbers overweight permit did not come with insurance certificate. Clerk to obtain certificate and send out all permits.*

**ADJOURN**

*Doug Medor motioned to adjourn at 8:45pm – seconded by Robert Creller; motion carried.*

Respectfully submitted,

Roxanne N. Creller

Alburgh Town Clerk/Treasurer

Please note the above minutes HAVE NOT been approved. Approval or changes to the minutes will be addressed at the next meeting, currently scheduled for March 11th.