**SELECTMEN MEETING MINUTES**

**MARCH 11, 2014**

**CALLED TO ORDER AT 7:00 PM BY STEVE AUBIN**

Present: *Steve Aubin, Guy Palardy, Alton Bruso, Robert Creller, Bernard Savage and Donna Bohannon*

Guests: *Danielle James Choiniere, Linda Gotshall, Bing Pero, Amy Erno Mashtare, Patty Savage, Alan Bowser, Billy Duchaine, Beth Savage, Bonnie Poquette, Mary Jane Cota, Bob Miller*

**ADJUST THE AGENDA**

*No adjustments*

**REPORT OF OFFICERS / APPOINTMENTS / REORGANIZATION**

Chairman of the board: *Guy Palardy nominated* ***Robert Creller****-seconded by Bernard Savage; motion carried.*

Board Clerk: *Alton Bruso nominated* ***Donna Bohannon****-seconded by Steve Aubin; motion*

*carried.*

Road Commissioner: *Bernard Savage nominated* ***Alton Bruso****- seconded by Steve Aubin*

*board agreed to* ***Guy Palardy*** *to be assistant to* ***Alton Bruso***; *motion carried*.

Health Officer *Robert Creller nominated* ***Steve Aubin****- seconded by Guy Palardy; motion carried.*

Assistant Health Officer *Alton Bruso nominated* ***Robert Creller****- seconded by Steve Aubin; motion carried.*

Animal Control Officer *Guy Palardy nominated both* ***Joan Krizer*** *and* ***Jen Hebert****- seconded by Alton*

*Bruso; motion carried.*

Town Service Officer *No official nomination needed - select board agreed they will all fill this seat.*

Emergency Mgmt Director *Guy Palardy nominated* ***Terry Tatro****- seconded by Alton Bruso; motion carried.*

Asst. Emergency Mgmt Dir *Alton Bruso nominated* ***Robert Creller****- seconded by Steve Aubin; motion carried.*

Solid Waste Representative *Alton Bruso nominated* ***Steve Aubin****- seconded by Guy Palardy; motion carried.*

Asst. Solid Waste Rep. *Guy Palardy nominated* ***Bernard Savage****- seconded by Steve Aubin; motion*

*carried.*

Reg. Planning Comm. Rep. *Bernard Savage nominated* ***Terry Tatro*** *and* ***Alton Bruso****- seconded by Guy*

*Palardy; motion carried. (2 Representatives needed for Regional Planning*

*Commission.)*

Fence Viewers *Alton Bruso nominated* ***Danielle James Choiniere****,* ***Janet Rothschild*** *and* ***Terry***

***Tatro****- seconded by Steve Aubin; motion carried. (3 Fence Viewers needed.)*

Inspector of Lumber,

Shingles and Wood *Guy Palardy nominated* ***Kevin Creller****- seconded by Steve Aubin; motion carried.*

Weigher of Coal *Steve Aubin nominated* ***Doug Medor****- seconded by Alton Bruso; motion carried.*

Tree Warden *Guy Palardy nominated* ***Terry Tatro****- seconded by Steve Aubin; motion carried.*

Town Historian *Alton Bruso nominated* ***Lorraine Mumley****- seconded by Guy Palardy; motion carried*.

**APPROVAL OF THE FOLLOWING MINUTES:**

*2/25 SELECT BOARD MEETING MINUTES*

*Guy Palardy motioned to accept minutes as written – seconded by Alton Bruso.*

**Old Business**

***-***Town Garage

* *Pump Station* – *Doug Medor was working on this, who will be taking over? Pending*
* *1” Water Meter – Not complete*
* *Plumbing / Drinking Fountain – Not installed*
* *Air Compressor Lines – Not installed. Steve Aubin and Bing Pero are working together on this and will meet on Friday, March 14th to devise a plan for the work to be done.*
* *Old Boiler at Missile Base – It is on Auctions Int’l but the bids are not high. If the final bid is not a significant figure they do not have to accept the bid.*

-VLCT Hazardous Notes – *Still pending, Steve Aubin to update.*

-Bathroom sink at library – *No update*

-Ancient Road Discontinuation by 2015 – *Work with attorney will continue*

-ERAF (Emergency Relief and Assistance Fund) Criteria to take effect 10/23/14 – no action taken.

-13 East Alburgh Rd. – Clerk to follow up.

**NEW BUSINESS / MISCELLANEOUS**

-Vote / approval needed – IMMEDIATELY

*Bernard Savage motioned for two credit cards to be issued; one to the Town Clerk, Donna Bohannon, one to the highway foreman, Bing Pero. Alton Bruso seconded the motion. Cards will be issued from North Country Federal Credit Union. (Any purchases over $2,500 need to be pre-approved by the select board.) Linda Gotshall and Danielle James Choiniere will each be authorized on a separate account at North Country Federal Credit Union (both checking and savings accounts) as well as at People United Bank (both checking and savings accounts). Clerk will draft letters for the bank and credit union stating who is authorized on the accounts. This is to be signed by Chairman of the Board Robert Creller.*

-New Warning – Get out of Solid Waste District

– *Vote for spending has been approved. Clerk to correspond with attorney to get a new warning written that will warn the voters about a new vote to get out of the district. Previous vote was to spend the funds to do this. A new vote needs to take place to allow town to get out of district. Alton to find out when the school budget vote will be so both can be done at the same time.*

-Training: -Health Officers Workshop / Montpelier March 13th

-Select Board Training / Montpelier March 22nd

-Municipal Treasurers Workshop / Middlebury March 27th

-Town Officers Education Conference / Burlington April 9th

Clerk also made mention of the following two training sessions at meeting

-Municipal Day 2014 / Montpelier March 31st

-Advance Lister Training / Bethel April 7th

*All select board members agree that training is vital. Selectmen, Clerk, Treasurer, and Listers can sign up for these as they are made available.*

-S.D Ireland Updated Account Information – Chairman to sign

*Alton motioned that Robert Creller would sign - Bernard Savage seconded; motion carried.*

*Danielle James Choiniere to get a copy of contract to Bobby to sign.*

-Roger Lanoue Requests Board Look Into Cemetery Behind His Business:

*Alton Bruso will talk to him and see what he is asking of the town…Monetary assistance? The*

*town to take over the upkeep?*

-DER Needed (Drug and Alcohol Enforcement)

*Alton is our DER. Do we need a second one?*

-Credit Card Holders (Perhaps 1 card for Treasurer / 1 Card Highway Dept. Foreman)

*Steve Aubin motioned that both Town Clerk, Donna Bohannon and Highway Dept. Foreman,*

*Bing Pero have a credit card for purchases. Purchases over $2,500 need signatures of Select*

*Board. Bernard Savage seconded; motion carried.*

-Define Auditors Roles –

*Alton Bruso motioned for Linda to talk to Ernie about roles - Guy seconded; motion carried.*

-8th Grade Coin Drop

*Alton Bruso motioned to allow a coin drop at the school on April 19th with a rain date of April*

*26th – Bernard Savage seconded; motion carried. (See side note in visitor input.)*

-Discuss Highway Crew Hours –

*Guy Palardy motioned that they keep with the handbook and work 4-ten hour days in the summer*

*months and keep the 5-eight hour days during the winter months. (May 1st thru Sept. 30th and Oct. 1st through April 30th???) Bing is now on call 24 hours a day – 7 days a week. Alton Seconded; motion carried.*

**VISITOR INPUT**

-Beth Savage wanted to congratulate all members and wish them the best in the year to follow.

-Robert Miller representing “*Alburghs Precious Places”* and “*partnership for education*”requested permission to put signs up in various places on the rail trail and in Town buildings. These signs will serve as a learning tool for children and adults that are walking on the trail. The signs will show a variety of things such as stretching that people can do before they start their walks on the trail, pictures of various animal tracks to help in identifying animals on the trail and other educational pictures and information. The children will be helping to maintain the signs as well as helping to keep the trail clean. It was mentioned that it is important that the signs be placed in a way that they won’t hinder the upkeep and maintenance of the trail. Mr. Miller is not looking for any monetary gain he just wants to get the people moving and get children active.

*Guy Palardy motioned to allow the signs to be put up-Bernard Savage seconded; motion carried.*

*Clerk to email minutes to Mr. Miller*

**TABLED TOPICS AND/OR WAITING RESULTS**

-Physical Inventory- Town Garage – *Work is completed. Delete from next minutes*

-Cemetery on Reynolds Land in Alburgh Springs – *Still waiting for letter from Reynolds Attorney.*

-Joan Whitesell – Alburgh Springs Roadside – Spring 2014 – *Work cannot be done until spring.*

Missile Base Sale – Merchandise to be moved by April 15th – tentatively around June 1st. –

*No updates at this time.*

Village Sidewalk Upkeep, Plowing & Mowing – Select board to work on – Summer 2014*.*

*Amy Erno Mashtare continues snow blowing until further notice. Clerk to contact Advantage Service (Jim Honsinger) to submit a quote for shoveling the walkway at the Town Clerks Office and the Library.)*

Town Charter Creation – Select Board to work on – Summer 2014 *– No updates at this time.*

Alburgh Springs Community Hall Lease – *No updates at this time.*

Request for Opening Town Road #14 – *No updates at this time.*

**APPROVE INVOICES AND / OR OVERWEIGHT PERMITS**

*All invoices and weight permits approved.*

**EXECUTIVE SESSION**

*9:05PM Alton Bruso motioned to go into Executive Session, seconded by Steve Aubin*

*9:20PM Steve Aubin motioned to go out of Executive Session, Bernard Savage seconded; motion carried*

*No action taken at this time.*

**ADJOURN**

*9:20 Steve Aubin motioned to adjourn, Bernard Savage seconded; motion carried.*

**SIDE NOTE TO VISITOR INPUT**

-Although Meeting Minutes from February 25,th 2014 had already been accepted by Select Board, Mary Jane Cota requested that we amend some of the facts in those Meeting Minutes. Although we cannot amend any previous minutes as they have already been approved by the board, we would like to extend an apology to the eighth grade class and parents of the eighth graders for any distress the minutes caused. Also let it be known that the coin drop has been approved by the select board with all in favor but one; and the fire department will be working with the eighth graders and their parents to ensure a safe day. Mary Jane also informed the board that Grand Isle Supervisory Union is okay with the coin drop and they will be responsible the liability insurance for the event.

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 meeting, currently scheduled for March, 25th, 2014.