MINUTES FROM 10/28/2014 SELECTBOARD MEETING

**PRESENT –** Robert Creller (Chairman), Alton Bruso, Guy Palardy, Steve Aubin, Bernard Savage, Donna Bohannon

**GUESTS –** Bernard (Bing) Pero

**6:30PM – EXECUTIVE SESSION: For the purpose of conducting employee evaluation**

* At 6:40PM Robert Creller called the meeting to order
* *At 6:40PM Guy Palardy motioned for an executive session for the purpose of conducting an employee evaluation (Title 1, section 313, subsection (2) – seconded by Alton Bruso – all in favor – motion carried*
* *At 6:05PM Guy Palardy motioned to enter into executive session – seconded by Alton Bruso – all in favor - Board in executive session*
* *At 7:05PM Guy Palardy motioned to come out of executive session – seconded by Bernard Savage – all in favor - Board out of executive session*

**7PM - OPEN MEETING:** Open meeting called to order at 7:05PM by Chairman Robert Creller

**GUESTS –** Terry Tatro, Leeann Porto, Amy Erno Mashtare, Bernard (Bing) Pero, Linda Gotshall, Shaun Coleman (Northwest Regional Planning), Brian Costello (Local Motion), Katelin Brewer-Colie (Local Motion)

**Results of executive session –** *Guy Palardy motioned that Bing Pero will receive two weeks paid vacation, two personal days paid and five sick days paid, He will also receive a fifty cent per hour increase in pay and will also be eligible for another increase at the next evaluation of the highway department members – these changes will take effect immediately – seconded by Alton Bruso – all in favor – motion carried*

**ADJUST THE AGENDA (if needed):**

* Three adjustments/additions needed –
	+ VAST riders are requesting permission from the Board to ride in the Town right of way on Truck Route so they can get from the trail to Crossroads Mobile to fill their machines with gas – there was some discussion about the width of the road and the distance that would have to be traveled – *Steve Aubin motioned to allow the VAST registered riders to travel in the Town right of way from the trail by the Cemetery to the Mobile Station at the Four Corners so that they may get fuel. They may only ride on the right of way and not directly in the road – Guy Palardy seconded – all in favor – motion carried*
	+ T.D.I. New England would like the Chairman of the Board to sign a letter in support of the New England Clean Power Link Electrical Transmission project. The Board members all read the letter and discussed the project and the purpose of the letter – *Guy Palardy motioned that Robert Creller should sign the letter – seconded by Steve Aubin – all in favor – motion carried – Robert Creller signed the letter*
	+ Alton Bruso requested that the highway department brush-hog the cattails and other tall weeds at the intersection of Route 2 and West Shore Road as they are blocking visibility making it a dangerous intersection. *All Board members were in agreement that the highway department would brush –hog that area at their earliest convenience.*

**1. APPROVE THE FOLLOWING MEETING MINUTES:**

* 10/14/2014 SELECTBOARD MEETING
	+ *Guy Palardy motioned to approve the minutes from 10/14/2014 as written – seconded by Steve Aubin – all in favor – motion carried – minutes approved*

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

* No overweight permits – all invoices approved and signed
	+ Linda Gotshall requested that Robert Creller sign a paper that will authorize her to get information from the bank pertaining to the loan on the new town truck – *Alton Bruso motioned that Robert Creller sign the paper for Linda Gotshall - seconded by Steve Aubin – all in favor – motion carried – paper signed*

**3. NEW BUSINESS / MISCELLANEOUS:**

* **Shaun Coleman – (Town emergency plan) –**
	+ Northwest Regional Planning is looking for two things from the Town of Alburgh.
		- They are asking that the Selectboard adopt the Municipal Resolution (NIMS) as the basis for all incident management in the Town of Alburgh and that they sign the paperwork stating that they have adopted NIMS.
		- They are also asking that Chairman Robert Creller sign the Local Emergency Operations Plan that spells out the steps that the Town should take in an emergency and also lists who the emergency contact people are. The contact list has been updated and the plan set.
	+ *Steve Aubin motioned that they adopt the NIMS resolution and sign the paperwork - Guy Palardy seconded – all in favor – motion carried - All five members of the Board signed the paperwork thereby adopting the NIMS Municipal Resolution for the Town of Alburgh.*
	+ All five members of the Board read the Local Emergency Operations Plan and agreed that it should be signed – *Robert Creller signed the Plan*.
* **Gary Trombley (Green Acres Lawn Care & Plowing, LLC)** – Gary Trombley was not present *– clerk to remove from agenda*
* **Center Bay Road – A visitor to the beach was told it was a private beach and that they would have to leave –** Clerk informed the Board of a visitor to the beach being told that she was trespassing and that she needed to leave. There was some discussion about the next steps to take to establish the proper boundaries – there will be more discussion in the future – *Clerk to remove from agenda*
* **Need to schedule two interviews for the snow blowing position –**
* All Board members in agreement that interviews would take place on 11/11/2014 starting at 6:00PM an hour before the regular meeting that begins at 7:00PM – *clerk to call both applicants and schedule their interviews – one at 6PM the second at 6:30PM*

**4. OLD BUSINESS:**

* **Town garage**
	+ Pump Station – Plumbing / Drinking Fountain – *Update –* Near completion -***Clerk to remove from agenda***
	+ Air Compressor Lines – *Update -* Near completion ***- Clerk to remove from agenda***
* **Amy Erno Mashtare – Several topics**
	+ **Repairs need to be made to boxes at the Transfer Station –** *Update –*There was some discussion about the condition of the existing C&D box and the urgent need to replace it. It was mentioned that the box available for purchase from Doug Medor is larger and that it would pay for itself by reducing the hauling fee as it would need to be hauled less often than the smaller box. - *Board to visit transfer station on Saturday, November 1st at 8AM to assess what is needed at the Transfer Station*
	+ **Re-pricing items according to sheets previously handed out –** *Update –* Amy Erno Mashtare provided the Board with a tentative new cost sheet based on her research of pricing in other towns. She also mentioned that the pricing on the garbage itself needed to be reconsidered. She suggested that people get charged based on the size of the bag that they bring in not by the estimated weight. She recommended that bags up to 13 gallons get charged a $2- fee, bags between 13 and 33 gallons get charged a $3- fee, bags between 33 and 55 gallons get charged a $4- fee and 55 gallon bags get charged a $6- fee. - *Board to visit transfer station on Saturday, November 1st at 8AM to assess what is needed at the Transfer Station*
	+ **Amy Erno Mashtare would like permission to close the Transfer Station at 1PM on Wednesday, November 26th as it is the day before Thanksgiving and she would also like to close it at 1PM on December 24th as it is Christmas Eve – *The Board was in agreement that the Transfer Station can close at 1PM on both of those dates. Amy Erno Mashtare needs to publicize that information very well so that patrons to the Transfer Station are aware of the changes***
	+ **Additional items brought up by the Board -**
		- **The roof on the office of the Transfer Station needs to be repaired or replaced –** *Update* – *Board to visit transfer station on Saturday, November 1st at 8AM to assess what is needed at the Transfer Station*
		- **A new building is needed for storage –** *Update - Board to visit transfer station on Saturday, November 1st at 8AM to assess what is needed at the Transfer Station –*
			* It was mentioned that recycling is the goal of most of the changes that are going to be coming in to effect and the recyclables cannot be stored in the elements
* **Joan Whitesell – Alburgh Springs roadside –** Letter of gratitude **–** Clerk read the letter of appreciation to the Board **-** *Clerk to remove from agenda*

**5. VISITOR INPUT:**

* **Brian Costello and Katelin Brewer-Colie, representatives from Local-Motion talked to the Board about developing some riding/walking trails in Alburgh.**
	+ **In 2005 Brian Costello approached several land owners in the Town seeking their permission to go through their land with a biking/walking trail and was met with opposition. They would like the Board to try and get feedback from people about the possibility of allowing a path to be put in.**
	+ **They would also like to see the Town plan reworded to include the terminology “Island Line Trail” and/or “Champlain Islands Trail Report”.**
* **Terry Tatro – Relaying information pertaining to a potential lawsuit against the Town. He received a letter that requires an answer by a representative of the Town within a specified amount of time.**
	+ ***Steve Aubin made a motion that the Board should enter into executive session to discuss this matter (Title 1, Section 313, Subsection (a)(1)(E) – seconded by Alton Bruso seconded all in favor – motion carried***
	+ ***At 9:10 PM Steve Aubin motioned to enter into executive session – seconded by Alton Bruso – all in favor – motion carried – Board in executive session – Terry Tatro was invited to join the session***
	+ ***At 9:15PM Bernard Savage motioned to come out of executive session – seconded by Steve Aubin – all in favor – Board out of executive session***
* ***Guy Palardy motioned to send a copy of the letter to David Rugh, the Town attorney and seek his advice on the matter – seconded by Alton Bruso – all in favor – motion carried – clerk to send a copy of the letter to David Rugh and seek his advice on the matter***

**6. TABLED TOPICS AND / OR WAITING RESULTS:**

* **Leonard Martell –**
	+ **Requesting Board signatures for Act 250 Permit – Leonard Martell was not present -** *Clerk to remove from agenda*

**7. Review of next fiscal years’ allocation requests:**

* Tabled until next meeting currently scheduled for November 11th 2014

**8. ADJOURN – *At* 9:15PM *Bernard Savage motioned to adjourn – seconded by Steve Aubin – all in favor – motion carried***

Respectfully submitted, Donna L. Bohannon Alburgh Town Clerk

/dlb

**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 November 11th, 2014.**