**MEETING MINUTES FROM 03/10/2015**

**SELECTBOARD MEETING**

**PRESENT:** Robert Creller (arrived at 7:10pm), Alton Bruso, Guy Palardy, Steve Aubin, Bernard Savage, Donna Bohannon

**GUESTS:** Jeanne Elias (Vermont Department of Public Service), Bob Harrison (Transmission Developers, Inc.), Josh Bagnato (T.D.I. New England transmission project), Beth Savage, Bernard (Bing) Pero, Terry Tatro, Amy Erno Mashtare, Leeann Porto, Gene Porto

**7PM - OPEN MEETING:** Called to order at 7:10 by Chairman, Robert Creller

**ADJUST THE AGENDA (if needed):** Two adjustments to the agenda – 1) Leonard Martell isn’t present – 2) Reorganization will take place before the meeting continues

1. **NEW BUSINESS / MISCELLANEOUS:**
* REPORT OF OFFICERS / APPOINTMENTS / REORGANIZATION
* -Chairman of the Board – *Alton Bruso motioned Steve Aubin be Chairman of the Board – seconded by Guy Palardy – all in favor – motion carried –* ***Steve Aubin - Chairman of the Board***
* -Board Clerk – *Bernard Savage motioned Donna Bohannon be Board Clerk – seconded by Guy Palardy – all in favor – motion carried –* ***Donna Bohannon - Board Clerk***
* -Road Commissioner – *Guy Palardy motioned Alton Bruso be Road Commissioner – Seconded by Robert Creller – all in favor – motion carried –* ***Alton Bruso - Road Commissioner***
* -Health Officer – *Tabled until the next meeting currently scheduled for 03/24/2015 as Steve Aubin was newly nominated to this position in 2014, it is a three year commitment and he wishes to resign from this position. Steve will hand in his resignation at the 03/24/2015 at which time a new Health Officer will be appointed*
* -Assistant Health Officer – ***Robert Creller will retain this position this for 2015 and 2016***
* -Animal Control Officer – *Guy Palardy motioned Joan Krizer and Jennifer Hebert be Animal Control Officers – seconded by Robert Creller – all in favor – motion carried –* ***Joan Krizer and Jennifer Hebert - Animal Control Officers***
* -Town Service Officers – *Robert Creller motioned that all five Board members continue to act as Town Service Officers – seconded by Guy Palardy – all in favor -motion carried –* ***All five Selectboard members - Town Service Officers***
* -Emergency Management Director – *Guy Palardy motioned Terry Tatro be Emergency Management Director – seconded by Bernard Savage – all in favor – motion carried –* ***Terry Tatro - Emergency Management Director***
* -Assistant Emergency Management Director – *Alton Bruso motioned Robert Creller be Assistant Emergency Management Director – seconded by Bernard Savage – all in favor – motion carried –* ***Robert Creller - Assistant Emergency Management Director***
* -Solid Waste Representative – *Robert Creller motioned Amy Erno Mashtare be Solid Waste Representative – seconded by Alton Bruso – all in favor – motion carried –* ***Amy Erno Mashtare - Solid Waste Representative***
* -Assistant Solid Waste Representative – *Alton Bruso motioned Bernard Savage be Assistant Solid Waste Representative – seconded by Robert Creller – all in favor – motion carried –* ***Bernard Savage - Assistant Solid Waste Representative***
* -Regional Planning Commission Representative (2) – *Alton Bruso* *motioned Terry Tatro and Guy Palardy be Regional Planning Commission Representatives – seconded by Bernard Savage – all in favor – motion carried –* ***Terry Tatro and Guy Palardy - Regional Planning Commission Representatives***
* -Fence Viewers (3) – *Robert Creller motioned Terry Tatro, Janet Rothschild and Bernard Savage be Fence Viewers – seconded by Alton Bruso – all in favor – motion carried –* ***Terry Tatro, Janet Rothschild and Bernard Savage - Fence Viewers***

* -Inspector of Lumber, Shingles and Wood – *Guy Palardy motioned Kevin Creller be Inspector of Lumber. Shingles and Wood – seconded by Robert Creller – all in favor – motion carried –* ***Kevin Creller - Inspector of Lumber, Shingles and Wood***
* -Weigher of Coal – *Alton Bruso motioned Guy Palardy be Weigher of Coal – seconded by Robert Creller – all in favor – motion carried –* ***Guy Palardy - Weigher of Coal***
* -Tree Warden – *Guy Palardy motioned Terry Tatro be Tree Warden – seconded by Robert Creller – all in favor – motion carried –* ***Terry Tatro - Tree Warden***
1. **APPROVE THE FOLLOWING MEETING MINUTES:**
* 02/24/2015 SELECTBOARD MEETING – *Guy Palardy motioned to accept the minutes from 02/24/2015 as written – seconded by Alton Bruso – all in favor – motion carried*
* 03/02/2015 TOWN MEETING MINUTES – *These are not Selectboard minutes and do not need Board approval – Terry Tatro, as Moderator of Town Meeting approved and signed minutes from Town Meeting held 03/02/2015*
1. **APPROVE INVOICES AND / OR OVERWEIGHT PERMITS:** *All invoices approved and signed – All overweight permits approved and signed*
* T.D.I. New England – Update on the project –
	+ Jeanne Elias spoke as a representative of the Vermont Department of Public Service and a party in the proceedings, to inform the Board and the public of the laws and guidelines that the transmission project has to follow. She spoke about the intervention process, stated that there had been several requests for intervention from Towns, Planning Commissions, individuals and power companies. She stated that Alburgh had not filed a request for intervention. There was some discussion about the method that was used for notifying parties involved in any power project. Ms. Elias stated that she does have a problem with how the public is provided notification as the wording isn’t always easy to understand. She did state that the projects slated in Alburgh were properly warned and notified.
	+ Alton Bruso asked if the Selectboard would be informed of everything that takes place during the discovery process to which Ms. Elias replied that no they would not be informed of unless it directly affected the Town.
	+ Josh Bagnato (Project Manager for T.D.I. New England Clean Power Link) spoke about a change to the original plan. At the Korean Veterans Memorial Bridge between Rouses Point and Alburgh, the HDD line will come up out of the water on the north side of the bridge, into a junction box on the causeway and back into the lake on the South side. T.D.I. New England has a verbal agreement with Vermont Department of Fish and Wildlife to install a boat launch in exchange for the junction box being installed there.
	+ Terry Tatro asked Mr. Bagnato if he was aware that there is a dry hydrant being installed on the access and Mr. Bagnato replied that he was aware of that and that the project will not interfere with the dry hydrant.
	+ Guy Palardy asked Mr. Bagnato what the schedule was for a start date and a finish date to begin labor on the project. Mr. Bagnato replied that there are several permitting processes to go through that would hopefully be finished in late 2015 or early 2016. The hope is that in 2016 “light building” will begin, 2017/2018 the bulk of the project will be underway and that the project will be completed and the power turned on in 2019.
	+ Guy Palardy asked if there were any similar projects or if this was “ground breaking”. Mr. Bagnato replied that there have been several other projects similar to this one but at the moment this is the only project of its kind that T.D.I. New England is working on.
	+ Guy Palardy stated that with other projects decrease in property value for land abutters is an issue and he was wondering if this project would have the same effect as it is underground, not visible. Mr. Bagnato replied that he didn’t believe it would.
	+ Bernard Savage asked what the lifespan of the underground cable is to which Mr. Bagnato replied that the expectancy is 40 years.
	+ Josh Bagnato stated that there is a volume of books that pertain to the project located in the Town Clerks Office in Alburgh and if anyone has questions about the project they can refer to the books, call him or call Ms. Elias.
	+ The Board thanked Jeanne Elias, Josh Bagnato and Bob Harrison for the update.
* Leonard Martell – Update on the Act 250 permit – Mr. Martell was not present – *Tabled until Mr. Martell requests an inclusion in the agenda*
* Closure of the West Shore Road for the Holiday Lighting Committee – 5K Run – *Guy Palardy motioned to approve the closure of the West Shore Road on September 12th, 2015 from 9am to Noon for the 5K run that is taking place to benefit the Alburgh Holiday Lighting Committee – seconded by Bernard Savage – all in favor – motion carried –* ***Alton Bruso will find out who is responsible for posting the closure and detour signs***
* Bob Parro would like to have repairs made to Bush Cemetery and would like input, suggestions and assistance from the Selectboard – *Robert Creller motioned that the Board should not offer monetary assistance as it would set a precedence for other cemeteries to need assistance as well – seconded by Bernard Savage – all in favor – motion carried. The Board did however suggest that Mr. Parro get in contact with Leonard James as they believed him to be the contact person for Bush Cemetery.*
* S.A.F.D #2 requesting their tax bills be included with the Town tax bills – *Robert Creller motioned that SAFD#2 NOT be allowed to include their tax bills in with the Town – seconded by Bernard Savage – all in favor – motion carried -*
* 3 Properties requesting abatement – *Tabled until the next Board meeting currently scheduled for 03/24/2015*
* Donna Bohannon – Discuss hours and pay / benefits for elected positions – *Donna Bohannon just wanted to make the Board aware that she was going to retain all three positions that she was voted into and that she will be signing up for the benefit package that is offered through the Town.*
1. **TABLED TOPICS AND / OR WAITING RESULTS:** *No tabled topics or waiting results*
2. **OLD BUSINESS:** *No old business*
3. **VISITOR INPUT:**
* Clerk presented a letter to the Board from the Village of Alburgh pertaining to Town and Village agreement that needs clarification. *Clerk to provide copies of the letter to the Board members so that they may look it over.. –* ***Tabled until the next meeting currently scheduled for 03/24/2015.***
* **Amy Erno Mashtare** –
	+ *Amy received the bill for the Transfer Station website and presented it to the Board. She gave the Board the option of paying the bill directly or reimbursing her if she paid the bill.* ***Alton Bruso motioned to pay the bill directly out of the Town account – seconded by Robert Creller – all in favor – motion carried***
	+ *Amy inquired about the timeframe for placing contracts out for bid as she wants to be sure that we are getting the best rate on the hauling. The advertisement for bidding will go out in mid-April, with bids to be opened at the first Selectboard meeting in May.*
	+ *Amy attended a free NRRA webinar and discovered that the Town can have a Solid Waste Advisory Team (SWAT) come out the Transfer Station and perform a free audit of the Station. They will make suggestions, write up recommendations and look at the overall condition of the Transfer Station. –* ***Bernard Savage motioned that Amy contact SWAT and arrange for a waste audit – seconded by Robert Creller – all in favor – motion carried.*** *Amy will inform the Board of the time and date that the audit will take place so that some or all of the Board members may attend.*
	+ *Amy would like to schedule a special meeting JUST for people to come and discuss the Transfer Station, get any questions that they have about the new laws that are coming into effect and talk about any problems or concerns that they have. This will be an open meeting and the public will be encourage to attend. There was discussion about shutting the Transfer Station down and the pros and cons of that were discussed –* ***it was agreed by the Board that they will hold a special meeting on April 7th, 2015, to begin at 6:00pm solely for the purpose of discussing the Transfer Station, the new laws that will be taking effect and any other Transfer Station questions or comments.***
* **Bernard (Bing) Pero –**
	+ Bing would like to finish the discussion from last meeting pertaining to employee evaluations. *At 8:45pm Robert Creller motioned to go into executive session for the purpose of discussing employee evaluations – seconded by Alton Bruso – all in favor – motion carried – Board in executive session – Bing was asked to step out as well*
	+ *At 8:57pm Robert Creller motioned to leave executive session – seconded by Guy Palardy – all in favor – motion carried – Board out of executive session – Bing was invited back in (Bing was the only one left to invite back in)*
	+ The Board talked about allowing for a fifty cent raise for all three Highway personnel; Rodney James, William Duchaine and Bernard Pero. Bing stated that he had been promised certain things, such as a ninety day evaluation when he was first hired and when that was mentioned by him at the ninety day marked there wasn’t any action taken. Bing stated that he does a lot of work and that the transition has not been an easy one but things are starting to improve. His goal is to keep a reasonable margin between his pay and the employees that he oversees. He would also like to see his pay more in line with other Road Forman in the County.
	+ *Robert Creller motioned that Bernard (Bing) Pero be given what he was promised upon hire and that he receive a $1.00 per hour raise and that Rodney James and William Duchaine receive a .50 cent per hour raise – seconded by Guy Palardy – all in favor – motion carried.*
* Bing would like the Board to consider the purchase of a pair of traffic control lights that could be used in place of flaggers on local roads. He has found a pair of used lights for sale that are $18,500. He is attempting to get other Towns interested in sharing the cost and sharing usage of these lights and is also working on the possibility of some grant money that may be obtainable for the purchase of the lights. There was some discussion around the table about the cost and the general consensus was that they are too much money to purchase unless there are some grant monies or other Towns that will be willing to share the cost with Alburgh.
* Alton Bruso pointed out that Bing has also talked about the need for an excavator and feels that the Board should consider that first. Bing stated that they should be considering a grade all instead of an excavator as it would be more beneficial to the Town. Bing has seen a couple prospective grade all’s and would like to go see what condition they are in. He would also like a member of the Selectboard to go with him to inspect them. There will be more discussion of this at future meetings.
* Bing has been in contact with Pike Industries about the blacktopping that is going to be needed this summer. It was mentioned that this is something that by policy this would need to be placed out for bid. There was some discussion about the benefits and downfalls to this type of job going out for bid. Clerk and Road Foreman will look at the policies and determine if this job should go to bid.
* Bing reports that overall things have been operating pretty smoothly at the Town Garage. The grader is now and will continue to be kept inside the building. They are getting ready for “pot-hole season” and will be putting the Zetor and the scraper box to good use.
* There is an old engine head that William Duchaine (Billy) would like to purchase from the Town and has offered $100.00 for it. There was some discussion about selling it on Ebay. Guy Palardy seemed to feel that the Town could get more for it if it was sold that way. Bing pointed out that it is just the head and that it doesn’t have much value. – *Guy Palardy motioned to approve the sale of the used engine head to Billy Duchaine for $100.00 – seconded by Alton Bruso – all in favor – motion carried*
1. **ADJOURN:**
	* *At 9:43pm Bernard Savage motioned to adjourn – seconded by Guy Palardy – 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 meeting, currently scheduled for March 24th, 2015.