**MINUTES FROM**

**03/24/2015** **SELECTBOARD MEETING**

**PRESENT:** Chairman, Steve Aubin, Alton Bruso, Bernard Savage, Robert Creller arrived at 7:05pm, Donna Bohannon

**GUESTS:** Tim Cota, Kelly Cota (Cota’s Propane and Tank Services), Leonard Martell, Amy Erno Mashtare, David Mahoney (President at Vermont Connections Computer Services), Terry Tatro, Patty Savage, Carol Behrman (ABC Group), Willie Burbank (ABC Group), Barbara Baker (Fire Auxiliary), Dave Couture

**7PM - OPEN MEETING:** Called to order at 7:05 by Chairman, Steve Aubin

**ADJUST THE AGENDA (if needed):** 4 adjustments to the agenda

1. Update on Leonard Martell and Act 250 permit for a rendering plant –

* Mr. Martell produced a certificate and a letter from Richard Hudak (Hudak Farm Stand). The letter stated that the certificate he provided permits the Farm Stand to accept slaughterhouse waste for composting. The permit however isn’t clear on slaughterhouse material. There was some discussion about the implications of the Board signing the Act 250 letter before the Board was certain the Hudak Farm Stand is able to accept slaughterhouse waste such as what Mr. Martell would be producing.
* The Board asked Mr. Martell to get another letter from Hudak Farm Stand that explicitly states they will and are able to take the brains and spinal cords of the animals that he will be rendering.
* *Bernard Savage motioned that as soon as Mr. Martell produces the letter from Hudak Farm Stand, Steve Aubin, Chairman, sign the Act 250 permit – seconded by Robert Creller – all in favor – motion carried*

1. ABC request for a coin drop –

* Willie Burbank and Carol Behrman, acting as representatives for the ABC group, requested that the ABC Group be allowed to hold a coin drop on June 13th. The purpose of the coin drop is to raise money for a liner for the skating rink that they would like to erect this coming winter.
* There was some discussion about the timing of this coin drop as the Fire Auxiliary was also present at the meeting to request a coin drop for May 24th.
* *Alton Bruso motioned that the ABC group could hold their coin drop on June 13th, 2015 – seconded by Bernard Savage – all in favor – motion carried.*
* Willie Burbank also provided a list of upcoming events that the ABC group will be hosting and requested permission to close Industrial Park Road on June 27th, 2015 so that they could hold their annual 4th of July Street Fest. Ms. Burbank explained that the event would be held on this day rather than directly on July 4th as they felt there were enough events on the 4th.
* *Alton Bruso motioned that the ABC group be allowed use of Industrial Park Road on June 27th – seconded by Robert Creller – all in favor – motion carried.*
* The Board requested that the ABC group provide a copy of their insurance policy to the Town Clerk to keep on file.
* *ABC group to provide proof of insurance and written paper to be signed by Chairman Aubin for approval of the coin drop.*

1. Fire Auxiliary request for a coin drop –

* Barbara Baker, acting as a representative for the Alburgh Fire Auxiliary, requested that the Auxiliary be allowed to hold a coin drop on May 24th with a rain date of May 25th.
* *Bernard Savage motioned to allow Alburgh Fire Auxiliary to hold a coin drop on May 24th with a rain date of May 25th, 2015 – seconded by Alton Bruso – all in favor – motion carried.*
* *Barbara Baker provided the Board with a paper to sign stating that the coin drop was approved – Bernard Savage motioned that Steve Aubin, Chairman, sign the paper – seconded by Robert Creller – all in favor – motion carried – Chairman Aubin signed the paper.*

1. Dave Mahoney from Vermont Connections –

* Mr. Mahoney wanted to introduce himself and make the Board and the public aware of the services that he is able to provide. Vermont Connections Computer Services is a computer and IT support service. They will set up and maintain a network for the Town. They are based out of St. Albans and Derby, have been in the business for 16 years and employ 9 people.
* The Board asked Mr. Mahoney how the fees are charged and he replied that they can set a fixed cost for the services or the fees can be charged hourly.
* The Board will do some research about the company and if they decide that they would like to sign up the Clerk will get in touch with Mr. Mahoney. Alton Bruso stated that if they do decide to sign up they will probably start out with an hourly rate and see how it works out.

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

* 03/10/2015 SELECTBOARD MEETING
* *Bernard Savage motioned to accept the minutes from 03/10/2015 as written – seconded by Robert Creller – all in favor – motion carried*
* 03/18/2015 SPECIAL MEETING
* *Bernard Savage motioned to accept the minutes from 03/18/2015 special meeting as written – seconded by Robert Creller – all in favor – motion carried*

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

* *All invoices and overweight permits approved and signed*

1. **NEW BUSINESS / MISCELLANEOUS:**

* **Dave Couture –** Requesting a driveway permit to allow him access onto Martell Rd.
  + Mr. Couture would like to put in self-storage units on the 17.34 acres that he just purchased at the corner of Martell Rd. and Route 78. He would like to put the driveway to the units on Martell Rd. as it is safer than an entry on Route 78.
  + Mr. Couture stated that he will be installing a 15 inch plastic culvert for the driveway and is requesting permission to complete the work that will be required to put in the driveway.
  + Mr. Couture stated that he will be putting in self-storage units and eventually a garage that his son Darcy will be operating as a business.
  + Mr. Couture also presented a permit that he requested be signed by Chairman Aubin.
  + *Alton Bruso motioned that Dave Couture be allowed to put in the culvert and a driveway on Martell Rd. – seconded by Robert Creller – all in favor – motion carried*
  + *Alton Bruso motioned that Chairman Aubin sign the permit – seconded by Bernard Savage – all in favor – motion carried – Chairman Aubin signed the permit*

1. **OLD BUSINESS:**

* **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. –* Update – The Website Company charged the payment to Amy Erno Mashtare’s credit card – the Town will need to reimburse her.
  + Amy Erno Mashtare informed the Board that she has since removed her credit card information from the company so this will not happen again.
  + *Bernard Savage motioned that the Treasurer reimburse Amy Erno Mashtare the amount of $302.69 for the payment that was charged to her credit card by PowerWeb for the updating, renewal and other services provided by that company for the website for the Transfer Station – seconded by Robert Creller – all in favor – motion carried – Treasurer to issue a check to Amy Erno Mashtare in the amount of $302.69 as reimbursement*
  + *Update on the SWAT audit that was performed at the Transfer Station on 03/18/2015 –* 
    - This was not the SWAT audit, it was All Metal Recycling that was at the Transfer Station talking to Amy about their services. Bernard Savage was also able to be present. This is a service that will be going out for bid in the near future – Tabled until bidding goes out for hauling contracts.
    - There is a tentative date of April 10th for the SWAT audit. John Leddy from the Northwest Solid Waste District will be in attendance at the audit.
  + Amy Erno Mashtare requested that the Transfer Station be closed on Easter Sunday in observance of the holiday –
    - *Bernard Savage motioned that the Transfer Station be closed on Sunday, April 4th in observance of Easter Sunday – seconded by Alton Bruso – all in favor – motion carried*
  + ***Reminder to the Board and the public that 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.***
    - *Clerk to advertise in the Islander and warn the meeting at the Town Clerk’s Office, Post Office and Crossroads Mobile*
* **Village of Alburgh –** Requesting a response to the letter from 03/10/2015
  + There was some discussion about the original agreement between the Town and the Village. Alton Bruso did some research about the agreement that originated in 1921. The Selectboard would like more clarification on what the Village Board of Trustees is asking of them. It was requested that the Town Clerk talk with the Village Clerk to schedule a meeting of the two Board so that this may be resolved.

1. **VISITOR INPUT:**

* Tim and Kelly Cota (Cota’s Propane and Tank Services) would like to purchase a piece of land on Industrial Park Rd. that is currently owned by the Town. They would like to install a large propane refill tank in Alburgh and have looked at this property as well as two other properties in the Town. It was mentioned by Terry Tatro that if the Selectboard choses to sell the land at the end of Industrial Park Road there would have to be a vote of the people. There was some discussion about the other properties that Mr. and Mrs. Cota looked at as well as what would be required if they purchased one or the other. *Clerk to add Cota’s Propane and Tank Service to the agenda for April 14th, 2015.*
* Steve Aubin will continue as Health Officer for the time being.
* Terry Tatro reminded the Board that they will need to appoint a Selectman in the near future. *Clerk to advertise in the Islander and post in three places the Selectboard vacancy.*

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

* No tabled topics or waiting results

1. **ADJOURN –**

* *At 8:05pm Alton Bruso motioned to adjourn – seconded by Robert Creller – 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 April 14th, 2015.