**MINUTES FROM 04/14/2015** **MEETING**

**OF THE SELECTBOARD**

**7PM - OPEN MEETING:** Meeting opened at 7:03 by Chairman, Steve Aubin

**ADJUST THE AGENDA (if needed):** Several additions to the agenda that will be addressed at the end of the meeting to include the Selectboard vacancy, a letter about garbage on Lake Street, Health Officer position, Bourne Energy and the E911 System.

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

* 03/24/2015 SELECTBOARD MEETING – Tabled until 04/28/2015 meeting
* 04/07/2015 SPECIAL MEETING – Bernard Savage motioned to approve the minutes from 04/07/2015 Special Meeting – seconded by Robert Creller

1. **NEW BUSINESS / MISCELLANEOUS:**

* Joanie Krizer –
  + Joanie informed the Board that she was going to resign from the position of Animal Control Officer. She informed the Board that she was upset that she had to pay for her dog licenses this year for the first time in many years. She has also been having some problems with her health which makes answering some of the calls more of a challenge. She has offered to help Jennifer Hebert (second ACO) with calls that may be more challenging. *Robert Creller motioned that she be refunded the $28.00 licensing fee for this year and that for the next ten years her licensing fees be waived by the Town (the State portion of this will need to be paid by the Town) – seconded by Bernard Savage – all in favor – motion carried – Treasurer to issue a refund of $28.00 to Joanie Krizer.* There was some more discussion about the work that Joanie had done in the past for the Town and how many hours she has dedicated to the job of ACO. The Board was in agreement that they were going to treat her resignation as a resignation given “in the heat of the moment” and they were not going to accept her resignation. This issue will be tabled until further notice.
* Wright Cut and Clean –
  + Lynn Wright wanted to know if they are required to retain Bond Insurance as the cleaners and lawn care (should they win the bid again this year).
    - The Board was of the understanding that as part of the stipulation of being awarded a bid to do work for the Town was that the entity hold their own insurance and that Bond insurance was included in that. – *Clerk to check with VLCT to find out if Bond insurance is necessary for entities that do work for the Town.*
* Request for a “Children at Play” sign for Alburgh Springs Rd. –
  + There was little discussion about this topic. The Board and public felt that this request was warranted and a valid topic of concern. – *Clerk to ask Road Foreman to order “Children at Play” signs for the intersection of Alburgh Springs Road and Greenwoods Road.*

1. **OLD BUSINESS:**

* T.D.I. New England –
* Josh Bagnato sent the Clerk an update and a “Host Town Agreement” that he would like the Board to sign. Josh had also spoken with Steve Aubin about this agreement and what it meant. Steve explained this to the other Board members. Robert Creller was concerned about how the transmission line was going to come across Line Road and Bay Road if it needed to cross Bay Road. He would like to be assured that the company doing the work was going to “cross directionally bore” under the road and that they were not going to “trench” across the road. The Board was in agreement that they would like to have the Town Attorney look at the “Host Town Agreement” before they sign it. *Clerk to send the “Host Town Agreement” to Attorney David Rugh.* Tabled until the next Selectboard meeting currently scheduled for 04/28/2015.
* Burial Grounds in Alburgh Springs (Reynolds property) –
  + There was some discussion about this cemetery and whether or not the Town needs to assume responsibility for the upkeep of it. This issue has been discussed in the past but the owner of the land that the cemetery is located on, James Reynolds, does not want anyone passing through his land. Mr. Reynolds had been sent a letter in February of 2014 requesting a letter from his attorney stating that he did not want anyone trespassing on his land in order to get to the cemetery to repair and maintain the stones and the grounds. To date there has been no letter from Mr. Reynolds attorney and no more correspondence from Mr. Reynolds. – *Clerk to check the files to make sure that this is accurate information – Tabled until next meeting currently scheduled for 04/28/2015.*
* CAI Technologies – Tax mapping –
  + The Board of Listers for the Town would like the Board to consider investing in a better tax mapping system. Franco Rossi from CAI Technologies spoke to the Board in January about the benefits to a tax mapping system and what types of information that can be layered into it. The Board agreed that it would be beneficial to the Town and would like to have an estimate of the cost to set this up and maintain it for the Town. – *Clerk to get in touch with Franco Rossi and get an estimate of the work.*
* Amy Erno Mashtare –
  + Amy informed the Board of the results from the waste audit that was conducted at the Transfer Station. It was determined that the set up at the Alburgh Transfer Station is good and there will be an analysis performed to point out areas that improvement can be made.
  + The Town Highwaymen will be assessing the dumpsters that are at the Transfer Station currently to determine if one 60 yard dumpster can be made out of the two 40 yard dumpsters that are there (one of which is in poor condition on one end).
  + Amy again presented the information to the Board about the scale that there has been talk of purchasing. The total purchase price of the scale, the thermal printer and the computer with software is $1,435.oo. *Robert Creller motioned that the scale be purchased – seconded by Bernard Savage – all in favor – motion carried – Clerk to order the scale and the attachments described.* It was agreed that the Board will have to make a determination of the cost per pound that will be charged and that the coming changes will need to be advertised to make people aware of them.
  + Amy wanted to know if the Board was going to hire a third person for the summer months again this year. It was agreed by all that they would again hire a part time assistant to work Saturdays from 8am to 5pm, Sundays 8am to 4pm and with the addition of the scales, Wednesday from 8am to 5pm. This person will be hired to work from the first weekend in June through the last weekend in October. This will be advertised in the near future.

1. **VISITOR INPUT:**
   * Tyler Gotshall –
     + Tyler informed the Board that the current E911 addressing system for emergencies is very inaccurate. He stated that there are many E911 guidelines that are backwards in Alburgh. As the new E911 coordinator, Tyler has been in contact with the E911 Board who recommends that Alburgh re-address the entire Town. The E911 Board informed him that there are two ways that this can be accomplished. Tyler can start with one street at a time and change the numbers by street and re-number one or two streets at a time or a crew from the E911 office can come up and help Tyler get the numbering done all at one time.
     + Robert Creller asked Tyler which method he would suggest that the Town do. Tyler said that he thought it would be better if they renumbered the whole Town at once and got it done, accurate and up to date.
     + The E911 Board recommends that a reflective sign be placed at the roadside of each 911 address. Tyler recommended that the signs be paid for by the Town. The Board agreed that as part of the renumbering, the signs be purchased and distributed to the property owners.
     + Tyler also suggested that the Board consider adopting an ordinance that the signs be required to be at the roadside of the dwelling.
     + The Board requested that there be a Town wide mailing so that the public is aware of the changes that will be taking place. Tyler informed the Board that a mailing would be one of the first steps they would take.
     + Terry Tatro stated that if the numbering scheme was changed, the Board would have to update the road sign ordinance to reflect that change.
     + *Robert Creller motioned that Tyler Gotshall begin the process for a new E911 numbering system – seconded by Bernard Savage – all in favor – motion carried.*
   * Anonymous letter to the Board –
     + The Clerk received a letter stating that the house located at 24 Lake Street had several bags of garbage piling up in the yard. The letter stated a concern of animals and health issues associated with garbage building up especially with the warmer weather near. Tabled until the next Board meeting currently scheduled for 04/28/2015.
   * Terry Tatro –
     + Terry requested that he be given approval to order the fireworks for the annual Fourth of July fireworks display. There was minimal discussion about this but it was also mentioned that he would need to purchase flares as well. *Robert Creller motioned that Terry Tatro be allowed to order Fireworks and flares for the July Fourth celebration – Bernard Savage seconded – all in favor – motion carried.*

* Clerk informed the Board that Bourne’s Energy was interested in placing a large propane storage tank in Alburgh and they would like the Town to consider allowing them to place it by the Town Garage in exchange for a reduction in the cost of the propane. No decision was made and very little discussion took place. The Board will have questions for the company before they will consider this request. Tabled until the next Selectboard meeting currently scheduled for 04/28/2015.
  + Clerk presented the Board with the applicants for the vacant Selectboard seat. The Board stated that they would like to interview the interested parties as this is how it has been handled in the past. Alton Bruso will be back from vacation before the next Board meeting on 04/28/2015 and they feel he should have a say in the selection. The interviews will take place on 04/28/2015 beginning at 6:00pm – *Clerk to contact the parties that supplied letters of interest and arrange the interview times.*
* Clerk reminded the Board that the Health Officer position was due to expire on 04/30/2015 and the State would like to know who will be filling that position. Steve Aubin is the current Health Officer but does not want to continue in that role. Alton Bruso has expressed an interest in the position but being absent from this meeting he was not chosen. Tabled until the next Selectboard meeting currently scheduled for 04/28/2015.

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

* Leonard Martell – Update **–** Mr. Martell gave a letter to the clerk from Richard Hudak that states Hudak Farm is able to and willing to accept any and all parts of the animals that Mr. Martell cannot render, including the brains and the spinal cords of the animals. Tabled until the next Selectboard meeting currently scheduled for 04/28/2015.

1. **APPROVE INVOICES AND / OR OVERWEIGHT PERMITS:** 
   * All invoices approved and signed – no overweight permits to approve or sign.
2. **ADJOURN –** *At 8:48pm Robert Creller motioned to adjourn – seconded by Bernard Savage – 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 28th, 2015.