MINUTES FROM 06/23/2015 SELECTBOARD MEETING

**PRESENT:** Chairman, Steve Aubin, Alton Bruso, Bernard Savage, Linda Gotshall, Donna Bohannon

**6 PM - EXECUTIVE SESSION:** For the purpose of ongoing agreement discussions pertaining to a contract between the Town of Alburgh and the Village of Alburgh - 1 V.S.A. § 313(a)

* At 6:12pm Chairman Steve Aubin called the meeting to order
* *At 6:14pm Bernard Savage motioned to enter into Executive Session for the purpose of contractual matters – seconded by Steve Aubin – all in favor – motion carried – Board in Executive Session*
* *At 7:03pm Alton Bruso motioned to leave Executive Session – seconded by Linda Gotshall – all in favor – Board out of Executive Session*
* *At 7:05pm Alton motioned that the Selectboard meet again on July 1st, 2015 for a special meeting to finalize a plan to present to the Village Trustee regarding the sidewalks in the Village – seconded by Steve Aubin – all in favor – motion carried*
* *Clerk to warn July 1st special meeting*

**6:30 PM – EXECUTIVE SESSION -** For the purpose of the evaluation of a public officer or employee. 1 V.S.A. § 313(a) (3)

* Due to time, this item will be addressed at the end of the meeting

**GUESTS:** Irene Clark, Terry Tatro, Ted Boyd, Mike Lamphere, Sandra Sturgeon, Ed Murphy, Leeann Porto, Brian Tjelta, Lenny Martell, Tyler Gotshall, John Beaulac

**7 PM - OPEN MEETING:**

* At 7:04pm Chairman Steve Aubin called the meeting to order

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

* Visitor input needs to be added at the end of the meeting,
* Alton Bruso added that the ditches on Martell Road are too high and would like the Board to visit the site with the Road Foreman to assess them and devise a plan of action
* Several documents needing signatures

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

* 06/09/2015 SELECTBOARD MEETING
	+ Linda had several questions that were answered
	+ *Bernard Savage motioned to approve the minutes from 06/09/2015 as written – seconded by Alton Bruso – all in favor – motion carried*

**2. NEW BUSINESS / MISCELLANEOUS:**

* No new business to hear

**3. OLD BUSINESS:**

* **Irene Clark –** Sandbox for the Park –
	+ Irene would like permission for the members of the Islands in the Sun Senior Center to put a sandbox in the Town Park. The proposed box will be approximately 6 ft X 8 ft and will be placed somewhere near the existing swings.
		- *Alton Bruso motioned that the Islands in the Sun Senior Center be allowed to put a sandbox in the Town Park – seconded by Linda Gotshall – all in favor – motion carried*
	+ Irene informed the Board that she has spoken to the owner of the Auction business and informed him about the decision of the Board in regard to leaving a trailer in the parking lot before the auction date. She would like to request that they be allowed to park the trailer on the left of the building, backed into the corner under the tree, not up close to the building as this is a better location. It is less visible to the public in that location and it is firmer ground there. There was some discussion about this and the Board agreed that the trailer was not noticeable when it was parked there for the previous auction. There was agreement among the Board that it would be acceptable for the trailer to be parked in that location but they want it understood that they were not to cut any trees or branches in that area or any other area of the park.
		- Clerk to send a letter to Lance and Cathy Tatro explaining the Boards decision.
* **Tyler Gotshall –** E911 update –
	+ Tyler received a quote for the number signs for the new E911 numbering. He also received a quote for the posts to place the signs on for the houses that do not have mailboxes.
	+ Tyler was asked about the timeframe for completion and he replied that two roads have been completed to date and the E911 Board is prepared to come up and start as soon as the Town is ready for them,
	+ Tyler also informed all present that if a homeowner requests the post and/or sign to be installed, the fire department will perform that service for the homeowner free of charge
	+ There was some discussion about the cost of the signs and the posts and it was mentioned that there is enough money in the budget to date to cover the cost of the signs and the posts.
	+ The Board will go over the budget on 07-01 at the special meeting to determine if there is enough money to cover the cost
	+ *Tabled until 07/01/2015 meeting at which time the Board will look at the budget to determine if it is possible to purchase the signs and posts at this time*
* **Amy Erno Mashtare –**
	+ Amy would like to know if there is going to be a half price day at the Transfer Station this year. She informed the Board that it did not have a big impact last year because the only things that are half are some of the larger items that don’t come in often.
	+ *This item was tabled until the next regular Selectboard meeting currently scheduled for 14 July 2015*
	+ Amy informed the Board that the Alburgh Transfer Station is 100% in compliance to State standards for e-waste. She informed them that there needs to be a sign stating “employees only” at the door of the e-waste building and she will purchase that from Chazy Hardware.
	+ The Transfer Station will be closed on July 4th in observance of Independence Day. There will not be an alternate day to replace this day
	+ Clerk informed the Board that VLCT does not perform fork lift certification classes or issue fork lift certification – there are companies that provide a DVD and other training material to groups and the fork lift certification can be done on site. Clerk presented the Board with a quote of $499.99 from one such company. This can be used indefinitely.
	+ *Clerk to check with OSHA to find out if they offer any programs for fork lift certification*

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

* **Paul Fortin –**
	+ Paul was not present but Alton Bruso informed the Board that Paul wanted to discuss additional parking at the Senior Center
	+ *Bernard Savage motioned to table this until Paul Fortin could be present – seconded by Alton Bruso – all in favor – motion carried - Item tabled until the next regular Selectboard meeting currently scheduled for 14 July 2015*
* **Outside Audit –**
	+ There was some discussion pertaining to which year was going to be audited and about the funds that are available to cover the expense. There was not a definitive decision made –
	+ *Clerk and Corinne Russin (auditor) to get quotes for the audit and present them to the Board*
	+ *Tabled until quotes are received*

**5. VISITOR INPUT:**

* Terry Tatro would like the highway men to bring some sand to the ballfield where the fireworks are going to be fired. Alton will talk to Bing to schedule a time next week that Terry and Bing can complete this
* Terry Tatro informed the Board that there is only one year left for the Town plan. If they want to make revisions to, update and/or renew it, they will need to have a meeting with the Planning Board. There is one vacant seat on the Planning Board and that will need to be filled. This is a seven member Board that does not meet often.
* Terry is one of the members of the Board and he will contact the remaining five to ask if they are still interested in being a part of this Board. If any of them do not want to serve on this Board there seat will need to be appointed as well.
* *Steve Aubin motioned that Terry Tatro contact the remaining five members – seconded by Bernard Savage – all in favor – motion carried – Terry Tatro to contact the other five Board members to see what their level of interest is in being a member of the Planning Board*
* Ed Murphy and Clerk informed the Board that they have been researching deeds and maps pertaining to Center Bay Beach area. They will continue the research and present all findings to the Board at the next regular Selectboard meeting currently scheduled for 14 July 2015
* *Alton Bruso motioned that the minutes from 05/26/2015 be amended to read that discussion on Center Bay parking took place, further investigation will be conducted – seconded by Bernard Savage – all in favor – motion carried – Clerk to amend minutes from 05/26/2015*
* John Beaulac was questioning if patrons were still going to be able to bring stumps to the Transfer Station after the 1st of July. He was informed that yes, stumps could still be brought to the Transfer Station but after July 1, 2015 the Transfer Station would not be allowed to burn anything therefor, the Town could begin to charge for accepting stumps and brush.

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

* All invoices approved – no overweight permits

**7. VARIOUS INFORMATION ONLY / SIGNATURES REQUIRED:**

* **Airgas –** Cylinder Lease Renewal
	+ This was accepted and signed
* **Municipal Park and Ride Grant Application –** Is the Town going to apply
	+ Chairman will look at this and bring it back to the Board at the next regular Selectboard meeting currently scheduled for 14 July 2015
* Before the visitors were released the Board wanted a motion clarified as the visitors were not in attendance at the time the motion was made
* *Linda Gotshall motioned that the Board will meet for a special meeting on July 1st 2015 to enter into Executive Session to discuss contracts, also to look at the budget to determine when the E-911 signs can be purchased and other topics as needed – this meeting will begin at 6pm on July 1st, 2015 – seconded by Bernard Savage – all in favor – motion carried*

**8. EXECUTIVE SESSION -** For the purpose of the evaluation of a public officer or employee. 1 V.S.A. § 313(a) (3)

* *At 8:47pm Bernard Savage motioned to enter into Executive Session for the purpose of evaluating an employee – seconded by Alton Bruso – all in favor – motion carried – Board in Executive Session*
* *At 9:03pm Bernard Savage motioned to leave Executive Session – seconded by Linda Gotshall – all in favor – motion carried – Board out of Executive Session*
* *At Steve Aubin motioned to allow Danielle James Choiniere to maintain a 32 hour work week provided she sign a waiver of insurance benefits and with the understanding that under normal weekly circumstances her hours are capped at 32 – seconded by Linda Gotshall – all in favor – motion carried – Clerk to inform Danielle of the decision and get a signature on the insurance waiver*

**9. 6 PM - EXECUTIVE SESSION:** For the purpose of contract discussions - 1 V.S.A. § 313(a)

* *At 9:07pm Steve Aubin motioned to enter into Executive Session to discuss a contract between the Town of Alburgh and the Islands in the Sun Senior Center – seconded by Bernard Savage – all in favor – motion carried – Board in Executive Session*
* *At 9:35pm Linda Gotshall motioned to leave Executive Session – seconded by Steve Aubin – all in favor – motion carried – Board out of Executive Session*
* *At 9:32pm Steve Aubin motioned that the auction that is currently being held at the Islands in the Sun Senior Center be allowed to continue through September 1st 2015 and not after that date – seconded by Linda Gotshall – all in favor – motion carried – Clerk to send a letter to Islands in the Sun Senior Center and also to Lance and Cathy Tatro, explaining the Boards decision*

**10 ADJOURN:**

* *At 9:37pm Steve Aubin 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 July 14th, 2015.