**MINUTES FROM 07/14/2015** **SELECTBOARD MEETING**

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

**GUESTS:** Bethany Remmers (Northwest Regional Planning), Terry Tatro, Irene Clarke, Mike Lamphere, Willie Burbank, Patricia Breyette, Paul Fortin, Leeann Porto, Ed Murphy, Brian Tjelta, Beth Savage

**7PM - OPEN MEETING:** *At 7:04PM the meeting was called to order by Chairman, Steve Aubin*

**ADJUST THE AGENDA (if needed):** Several adjustments made – indicated in the minutes as addressed.

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

* 06/23/2015 SELECTBOARD MEETING
  + *Bernard Savage motioned to approve the minutes from 06/23/2015 as written – seconded by Linda Gotshall – all in favor – motion carried*
* 07/01/2015 SPECIAL MEETING
  + *Linda Gotshall motioned to approve the minutes from 07/01/2015 Special meeting as written – seconded by Steve Aubin – all in favor – motion carried*

***Adjustment #1: Bethany Remmer’s information will be addressed now.***

* Bethany reminded the Board that at the 05/26/2015 meeting she had talked to them about applying for a $25,000 Bike and Pedestrian Path grant that could be put toward the Streetscape sidewalk project if there was a need for extra funds. The grant paperwork was signed by Steve after that meeting. Bethany requested that Steve sign a letter to be submitted to Jon Kaplan (Bicycle and Pedestrian program Manager) that states the Town is committed to creating safe walking and bike paths in the Town and that the Town will provide a ten percent match. Steve Aubin signed the letter to Jon Kaplan. Clerk to copy letter on Town letterhead and email to Bethany.
* Bethany updated the group on the progress of the remaining lot owners that still need to give consent for the Streetscape project to begin. She has left messages for the owner of 1 South Main Street and that 11 South Main Street is in the process of foreclosure. Once the foreclosure on 11 South Main Street has been completed, the bank will sign off on the project. The owners of 1 South Main Street are not replying to her messages.
* Terry Tatro suggested that if they have not been able to contact the owners of 1 South Main Street, they begin the process for eminent domain on the property as it is a lengthy process and they want to be able to start working on the sidewalks in the summer of 2016. Steve agreed with Terry. No motions made and no action taken at this time.

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

* Paul Fortin
  + Paul was present to request that the Board consider allowing the Senior Center to expand the parking area for the Senior Building.
  + The proposal was that they would extend the existing parking area 40 feet back from the edge of the existing parking area.
  + The overall dimensions if the Board allows the expansion will be 60ft x 100 ft. This will allow approximately ten to twelve more cars to park off the road.
  + The concern of the Senior Center members is that when dinners and other events are held, the parking area is not large enough to accommodate all of the vehicles therefor, people are parking on the sides of the road in front of the building. They feel this is not a safe practice and would like to eliminate some of that by expanding the parking area.
  + Paul stated that there is one tree in the park that would need to be removed to accommodate the expansion but he remarked that this tree will need to come down in the near future regardless as it is not healthy or safe.
  + A quote for materials was provided to Paul in the amount of $2,600. This would include the materials to extend the existing parking area as well as fill in a wet, low spot at the South end of the existing parking area.
  + Paul has staked the proposed area for expansion so the Board can view what the proposed area is.
  + *Bernard Savage motioned that each of the Board members visit the site to view the staked area before making a decision – seconded by Steve Aubin – all in favor – motion carried – Board to visit Senior Center individually to view the proposed area.*
* Tax map system for Lister’s office.
  + There was some discussion about the need for a new tax mapping system for the Listers Office – Clerk will provide quotes at the next meeting.
  + Tabled until the next regular meeting currently scheduled for 07/28/2015.
* ***Adjustment #2:***
  + Clerk informed all present that one of the computers in the Lister Office and the front desk computer have both stopped working and she will be shopping for replacements.
* Amy Erno Mashtare – Amy was not able to be present – Clerk and Chairman addressed the agenda items.
  + ½ Price Dump Day – Clerk relayed to the Board that Amy was of the opinion that this was not profitable or necessary as there are not many people that take advantage of this.
    - *Steve Aubin motioned that there will NOT be a “half price dump day” this year – seconded by Linda Gotshall – all in favor – motion carried.*
  + Other topics as needed
    - Clerk and Chairman informed those present that Amy has not heard back from D.C Energy about the electrical work that will be needed at the Transfer Station.
* Bids –
  + Opened bids need approval
    - Both bids for cleaning the Town office had been opened at the meeting form 07/01/2015 but there was not a quorum present at that meeting to vote on the bids. The bids were presented to the Board and there was some discussion about them.
    - The bids were as follows:
      * Gotshall’s Property Care placed a bid of $65 per cleaning.
      * Wright Cut and Clean Property Services placed a bid for $75 per cleaning.
      * *Bernard Savage motioned to accept the bid from Gotshall’s – there was not a second.*
    - More discussion took place.
      * *Steve Aubin motioned to accept the bid from Wright Cut and Clean – seconded by Alton Bruso – Linda Gotshall abstained – the remaining three were in favor – motion carried.*
  + Hauling bid question.
    - There was some discussion about the hauling bid that was awarded to Drummac at the 07/01/2015 meeting. It was agreed that the bid was awarded justly and that it will remain as such.
      * *Linda Gotshall motioned that the bid for hauling trash remain awarded to Drummac Septic System – seconded by Bernard Savage – all in favor – motion carried.*
* ***Adjustment #3:***
  + Bid for work at the Library.
    - Clerk informed all present that there were no bids submitted for the work that needs to be completed at the Library. There was some discussion about waiting before resubmitting it to the Islander. It was agreed by the majority that it should be resubmitted now rather than wait.
      * *Steve Aubin motioned that the ad for the Library work bid be placed in the Islander again for the next two weeks – seconded by Linda Gotshall – Alton Bruso voted no – the remaining three were in favor – motion carried.*
    - Clerk to submit the ad for the Islander newspaper and place the ad on Front Porch Forum.

**3. NEW BUSINESS / MISCELLANEOUS:**

* Bethany Remmers – Streetscape/bike-pedestrian path grant –
  + Addressed at the beginning of the meeting under “adjustment #1”.
* Irene Clarke – several requests.
  + Irene requested permission from the Board to install a chain link fence on the North side of the driveway at the Senior Center.
  + She explained that the proposal was to place a chain link fence between the parking lot at the Senior Center and the yard of the neighbor to the North and allow vines to grow on the fence. This will help to block some of the noise and headlight glare for the neighbor.
    - Steve asked that the members of the Senior Center stake the proposed area so the Board can look at it when they look at the proposed parking expansion.
    - Paul Fortin will stake the area of the proposed fence.
  + Irene also requested that the Senior Center also be allowed to host the bi-weekly auctions through the end of September. She stated that they (the seniors) have applied for another $20,000 grant and they are very close to having enough funds to cover the $10,000 match that is required. She explained that if they be allowed to continue the auctions through the end of September, they would be that much closer to reaching that goal.
  + There was some discussion about the best use of the building and the profitability of the auction.
    - *Alton Bruso motioned to allow the Senior Center to hold the bi-weekly auction in the senior building until the end of September – seconded by Linda Gotshall – all in favor – motion carried*.

**4. OLD BUSINESS:** No old business.

**5. VISITOR INPUT:**

* Clerk informed the Board that Tim Cota (Cota Propane) would like to talk with them about purchasing or leasing one of the lots that the Town owns. –
  + Tabled until the next regular meeting currently scheduled for 07/28/2015.
  + Clerk will add Cota Propane to the agenda of 07/28/2015.
* Clerk informed the Board that the Fire Department would like to know if they would be willing to meet with the State Police representative and the Fire Department representative to discuss what needs to be done to get State Police coverage in the Islands. Terry Tatro informed the Board that the Commander of the State Police is willing to meet with representatives of the Islands to devise a plan.
  + The majority of the Board stated that they would be willing to meet with the State police and the Fire Department representatives in order to collaborate on a plan that will allow the State Police to bring coverage to the area in times when the Sheriff’s Department does not provide coverage.
* Terry Tatro informed the Board that the lease for the Senior Center is expired and requested that a new one be drafted. The previous agreement states that the new lease can be increased to a five year lease. Terry stated that it didn’t matter if they issued a five year or a one year lease but that a new lease was needed.
  + *Linda Gotshall motioned that the Senior Center be given a five year lease – seconded by Alton Bruso – all in favor – motion carried – Clerk to draft a five year lease.*
* Terry informed the Board that the Planning Commission needs two more representatives appointed. It was explained that it is a seven member Board and that there are only five current members willing or able to continue on the Board. Terry is one of the members, and the others are Bobby Creller, John Goodrich, Jeff Medor and Bob Gaudette. Terry reminded the Selectboard that they will need to appoint two more people. Leeann Porto, Brian Tjelta and Beth Savage were present as guests and voiced an interest in the position.
  + *Steve Aubin motioned to reappoint the five members that are currently serving in that capacity – seconded by Linda Gotshall – all in favor – motion carried.*
  + *The Board agreed to wait until the next regular meeting currently scheduled for 07/28/2015 before appointing the remaining two Planning Commission members.*
* Patricia Breyette extended an invitation to everyone that has not been in the Senior Center since the remodeling has taken place to come in and visit the building.
* Progress report from Ed Murphy, Brian Tjelta and Clerk on the finding pertaining to the Center Bay Beach area.
  + Ed and Brian presented to the Board the information that Ed and the Clerk (Donna) have found. Ed had maps and deed references to the properties in question. They proposed a possible solution to the complaints that the office receives pertaining to people being “kicked off” the Town beach.
  + At this time, the Board would like to review the proposal that was presented before implementing any formal method.
  + Ed informed the Board that the residents of the area have all been asked to NOT kick anyone off of the Town Beach area.
  + Ed Murphy and Town Clerk will continue researching this issue.

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

* All invoices were approved and signed – no overweight permits.

**7. ADJOURN:**

* *At 9:30PM Bernard Savage motioned to adjourn – seconded by Linda Gotshall – 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 28th, 2015.