**MINUTES FROM 10/27/2015** **SELECTBOARD MEETING**

**PRESENT:** Steve Aubin (Chairman), Robert Creller, Alton Bruso, Linda Gotshall, Donna Bohannon (Clerk)

**GUESTS:** Renee Creller, Lauri Shedrick, Mary Shedrick, Leeann Porto, Terry Tatro, Ben Wright

**7PM - OPEN MEETING:** At 7:03PM, Chairman Steve Aubin called the meeting to order

**ADJUST THE AGENDA (if needed):** Two (2) adjustments needed.

* #1 Chairman Aubin would like to add an Executive Session at the end of the meeting for the purpose of discussing conditions of employment.
* #2 Clerk would like to add a quote from D.C. Energy for work at the Town Garage and also one for work at the Transfer Station.

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

* 10/13/2015 SELECTBOARD MEETING
* *Alton Bruso motioned to approve the minutes from 10/13/2015 as written – seconded by Linda Gotshall – all in favor – motion carried.*

1. **NEW BUSINESS / MISCELLANEOUS:**
   * **Renee Creller –** Request to have Highway department move swing set from Parent-Child Center to Library.

* Renee was present to ask the Board if the Highway Department personnel would be able to assist with moving a swing set, currently located at the old “Parent-Child Center, up to the Library. She is involved with “RISE VT, which is a program that promotes healthy lifestyles. She believes that she can secure grant money for the purchase of the swing set but wanted to be sure that they had a method to move it. She spoke with Gina Lewis, the Librarian who thought it was a wonderful idea. The next step will be to approach the Library Trustees about the project.
* The Selectboard members were all in agreement that Alton and Bing will go to both sites and assess if this is something that the Highway Department can do.

1. **OLD BUSINESS:**
   * **E911 Signs –** Sign ordinance – Update

* Clerk informed the Board that she had made the following changes to the existing Sign Ordinance –
  + Increments that would be used for determining the distance for placement of the signs was changed from 50 to 5.28 feet as per the State requirements
  + Changed dates to be current
  + Made an addition to the requirements of the property owners to display the signs. Addition to this section was that the Town has provided the signs for all properties.
* There was some discussion about the possibility of imposing a penalty for signs not being placed.
* Board will receive copies of the proposed changes for review.
* Tabled until the next Board meeting, currently scheduled for November 10th, 2015.
  + **Missile Base Solar Project –** Update
    - There was nothing new to update from this project. VWSD is still in the process of negotiating with the Town attorney.

1. **TABLED TOPICS AND / OR WAITING RESULTS:**
   * **Ben Wright –** Request to cut trees
     + Ben was requesting to cut trees down along the rail-trail in and around East Alburgh. He would like to clean up some of the overhanging branches and possibly some of the dead trees.
     + There was some discussion about who owned the rail-trail in that area. It was agreed by the Board that the rail-trail in that area is not part of Town property therefore the Board would not have any say in cutting trees in that area. They suggested that he talk to the surrounding land-owners to assess if they own the property that he would like to cut trees on.
     + Ben will talk to the respective property owners.
   * **Jennifer Hebert –** Kennel License request
     + Jennifer requested that this topic be tabled until the spring.
2. **VISITOR INPUT:** 
   * Laurie and Mary Shedrick were inquiring about the junk ordinance of the Town. They were concerned about the number of unregistered vehicles that they are allowed to have before they were in violation of the ordinance.
     + There was some discussion about this and they were informed that the limit was two or three and that it wouldn’t be a problem unless there was a written complaint made to the Town.
   * Renee Creller asked about the sidewalk agreement between the Town and the Village. She wanted to know if there had been an agreement made and who was responsible for the upkeep such as brush and trees growing over and in the sidewalk.
     + She was informed that the Town and Village had come to an agreement about the sidewalks and that there is also some responsibility on the homeowners.
     + It was suggested that she ask the Village Trustees about requesting homeowners do some cleaning up of the sidewalks in front of their homes.
3. **APPROVE INVOICES AND / OR OVERWEIGHT PERMITS:** 
   * All invoices approved – no overweight permits
4. **ADJUSTMENT TO THE AGENDA TO DISCUSS CAMERA QUOTES:**
   * The quote for the Transfer Station was that there could be a camera added in the office building to view the register or an existing camera could be moved to the office building to view the cash register.
     + Option #1 was quoted at $266.00. This would include and additional camera and installation.
     + Option #2 was quoted at $150.00. This would include moving an existing camera to the new location.
     + *Linda Gotshall motioned that they should install a camera behind the register in the office – seconded by Steve Aubin – all in favor – motion carried – There was not a vote at the time for which option they would choose – option to be determined.*
   * The quote for a replacement camera at the Highway Department was a 4 option quote.
     + Option # 1 was a quote at $826.00. This would cover replacing the DVR that was stolen and installation.
     + Option #2 was a quote at $1,045.00. This would cover replacing the DVR and installing it in a secure location.
     + Option #3 was a quote at $749.00. This would include adding a 4 channel DVR and utilizing existing cameras in other location.
     + Option #4 was a quote at $1,007.00. This would include everything in option #3 and adding two cameras specifically for that DVR.
   * *Linda Gotshall motioned to approve option #2 – seconded by Alton Bruso – all in favor – motion carried – Clerk to contact D.C Energy about both quotes.*
5. **EXECUTIVE SESSION:**
   * *At 8:17PM Alton Bruso motioned to enter into Executive Session for the purpose of discussing conditions of employment for an employee at the Transfer Station – seconded by Steve Aubin – all in favor – motion carried – Board in Executive Session.*
   * *At 9:25PM Linda Gotshall motioned to leave Executive Session – seconded by Steve Aubin – all in favor – motion carried – Board out of Executive Session.*
   * *Alton Bruso**motioned that Amy Erno Mashtare would be required to supply the Board with a doctor’s note before she would be allowed to return to work – seconded by Steve Aubin – all in favor – motion carried*
6. **ADJOURN:**
   * *At 9:26 Linda Gotshall motioned to adjourn – seconded by Alton Bruso – 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 November 10th , 2015.