**REVISED MINUTES FROM 12/08/2015**

**SELECTBOARD MEETING**

**PRESENT:** Chairman, Steve Aubin, Robert Creller, Alton Bruso, Linda Gotshall, Lee Kimball, Clerk, Donna L. Bohannon

**GUESTS:** Bethany Remmers (Transportation and GIS Planner at Northwest Regional Planning Commission), Leeann Porto, Darwin Cameron

**7PM - OPEN MEETING:** Meeting called to order at 7PM by Chairman Aubin

**ADJUST THE AGENDA (if needed):** One adjustment to be made –

* Kyle Tatro injured his knee (not at the Transfer Station). He provided the Town with the discharge paperwork from the hospital.
1. **APPROVE THE FOLLOWING MEETING MINUTES:**
* 11/24/2015 SELECTBOARD MEETING
	+ Linda Gotshall motioned to approve the minutes from 11/24/2015 as written – seconded by Bobby Creller – all in favor – motion carried – minutes approved
1. **NEW BUSINESS:**
	* **Senior Center Lease –** Signatures needed
		+ The Lease was changed to a five year term from a one year term.
		+ Linda Gotshall asked if all of the Town owned buildings are allowed to bring trash to the Transfer Station free of charge. The Town Office, the Town Garage, the Public Library and the Island in the Sun Senior Center can all bring trash to the Transfer Station at no cost to them.
		+ Chairman Aubin reminded the Board that this is not a condition of the Lease. Free trash disposal was motioned and agreed on at the 08/12/2014 regular meeting of the Selectboard.
		+ *Lee Kimball motioned to sign the new Lease for the Islands in the Sun Senior Citizens Center – seconded by Bobby Creller – all in favor - motion carried – Steve Aubin to sign Lease agreement as representative for the Selectboard.*
2. **OLD BUSINESS:**
	* **Bethany Remmers –** Streetscape – update –
		+ Bethany reported to the Board that there has been some progress on securing the easements from landowners.
		+ In November, packets were sent to eleven properties that easements are needed from and of that, two have been returned.
		+ Bethany detailed the property owners that easements are still needed from and the status of conversations with them to date.
		+ One of the requirements pertaining to the easements is that they be notarized filed at the Town Clerks Office.
		+ Leeann Porto suggested that a meeting be held for the property owners and other interested parties and a notary be available to sign the easements while they are at the meeting.
		+ Bethany asked if the Selectboard members and the Town Clerk would be willing to attend a meeting for that purpose. The consensus was that yes, they would be willing to do that.
		+ *Clerk to warn a meeting for Thursday, December 17th, 2015 to begin at 6PM. This will be an informational meeting with a notary available to sign easements.*
		+ *Bethany to send letters to the property owners inviting them to the meeting on Thursday, December, 17th, 2015 beginning at 6PM.*
	* **E911 Signs –** Road naming / sign ordinance – Update
		+ Town Attorney David Rugh made a couple of minor changes to the ordinance pertaining to changes in requirements. Aside from those changes, he approved the ordinance as written.
		+ All Board members signed the ordinance – the ordinance has been adopted as of this date, Tuesday, December 8th, 2015.
		+ *Clerk to post ordinance at the designated locations which are, Municipal Building, the Alburgh Post Office, The Alburgh Beverage Mart, North Country Federal Credit Union, and On the Run (Crossroads Mobile).*
		+ *In addition to being posted at these locations, a concise summary of the ordinance will be published in the December 15th edition of the Islander.*
3. **TABLED TOPICS AND / OR WAITING RESULTS:**
	* **VEMERS Retirement insurance –** Past amount due – update
		+ Alton Bruso and Lee Kimball visited the VEMERS office on Monday, December 7th, 2015. They were not able to speak with Jennifer Burdick as she was out of the office.
		+ The person that they met with explained to them that the employees in question had to be given the opportunity to benefit from the VEMERS program from the date of hire. If the employee chooses the benefits from the date of hire, that employee will be required to pay to VEMERS, the employee portion of arrears in one payment. If the employee chooses this option, the Town would also be required to pay to VEMERS the employer portion of the arrears in one payment.
		+ Regardless of what the employees opt to do, they will all need to be signed up for VEMERS as of July 1st, 2015.
		+ *Clerk to calculate the final figures send this information to VEMERS.*
	* **Power at the Transfer Station –** Update –
		+ At 10AM on Tuesday, December 8th, 2015, Chairman Aubin, Alton Bruso, Lee Kimball, Donna Bohannon and Amy Erno Mashtare met with Bill Johnson from Vermont Electric Coop. There was one guest in attendance as well, Steve Aubin Sr. Bill was there to assess the need for more power at the Transfer Station.
		+ Minutes from this meeting are posted separately.
		+ The members of the Board that were present at the meeting with Bill informed the rest of the Board and the guests what was discussed and what possible solutions there are.
		+ Steve Aubin will contact Joe at D.C. Energy about load calculations that he may have done previously at the Transfer Station and schedule a time when he (Joe) can visit the Transfer Station to update the load calculations.
		+ Clerk informed the Board that D.C. Energy sent a quote of $155 for the replacement of one of the cameras at the Transfer Station. This quote includes a new camera as well as installation. This camera has a broken weather ring allowing moisture to get into the camera.
		+ *Steve Aubin motioned that the new camera be installed – seconded by Lee Kimball – all in favor – motion carried – Clerk to contact D.C. Energy to schedule the work.*
		+ Linda Gotshall suggested that protective “roofs” be built over each camera to protect them from the weather.
		+ Linda also suggested that the $3.00 per bag sign be taken down as this is misleading. The charges have changed and the $3 per bag sign is inaccurate.
4. **VISITOR INPUT:**
	* Linda Gotshall inquired about the status of the animal control officer that wanted a kennel license. This was tabled until spring at the 10/27/2015 Selectboard meeting per the request of the A.C.O asking for the kennel license.
	* Chairman Aubin updated all that Amy Erno Mashtare may need to have another surgery. Kyle Tatro and Dianne Martin will both continue on at the Transfer Station until further notice.
	* The Board is requesting that the Clerk draft a letter for Kyle Tatro to sign stating that the injury to his knee did not happen while at work at the Transfer Station. – *Clerk to draft letter – Chairman Aubin to talk with Kyle to let him know that he will need to sign a letter.*
	* Budget meetings will begin the week of December 28th – date to be determined.
5. **APPROVE INVOICES AND / OR OVERWEIGHT PERMITS:**
	* All invoices approved and signed – one liquor license approved and signed.
6. **ADJOURN:**
	* *At 8:37PM Bobby Creller motioned to adjourn – seconded by Alton Bruso – all in favor – motion carried – meeting adjourned*

Respectfully submitted, Donna L. Bohannon Alburgh Town Clerk

/dlb

**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 December 22nd, 2015.**