

# MINUTES FROM 07/26/2016 SELECTBOARD MEETING

**PRESENT:** Chairman Tyler Gotshall, Robert Creller, Alton Brusio, Lee Kimball (via phone), Chuck Pease

**GUESTS:** Terry Tatro, Amy Erno Mashtare, Leeann Porto, Junior Cameron, Bing Pero

## 7PM - OPEN MEETING:

At 7:01pm Chairman Gotshall called the meeting to order.

### 1. ADJUST THE AGENDA (if needed):

- Clerk had several adjustments – Adjustments will be noted as such.
- Alton Brusio had two adjustments. Each adjustment will be noted as such.

### ADJUSTMENT #1 – HIGHWAY DEPARTMENT TRUCK BREAKDOWN

- Alton wanted to inform the Board that one of the highway trucks, the one ton that is used to plow the Village among other things, had broken down the previous week. The issue that caused the breakdown was something to do with the wiring. The cost to repair the wiring is an estimated \$3,000. This truck needs a new box as well, as it is rusty and falling apart. Alton recommended that they expend the money to get the wiring done, if that resolves the issue and the truck will run, then the subject of replacing the box can be discussed. This sounded reasonable to all of the Board. No motion was made. Unanimous agreement to expend \$3,000 to fix the wiring.

### ADJUSTMENT #2 – HIGHWAY DEPARTMENT – EQUIPMENT VANDALIZED

- Alton made the Board aware that the windows in the Samsung excavator had been smashed while the equipment was on Littlewoods Road. The insurance company has been made aware of this and the matter is being taken care of. Alton recommends that the equipment be garaged at night and not be left out. The Board agreed.

### 2. VISITOR INPUT:

- Lee Kimball, on behalf of Laura Limoge would like to ask that the yellow “paint” at the intersection of Martell Road and Greenwoods Road be “repainted” as it is wearing off and getting more difficult to see. Alton informed the Board that he believes that intersection will be addressed by the Rural Roads organization when they redo the signs through the Greenwoods. Alton also noted that a sign to identify a hidden driveway for West bound traffic would also be beneficial.

✓ *Alton Brusco motioned that the Town Highway Department restripe two areas on Greenwoods Road and that the Town Highway Department order and install a sign on Greenwoods Road indicating a hidden driveway – seconded by Bobby Creller – all in favor – motion carried.* Both sides of the hill that crests at Martell Road will be restriped – a hidden driveway sign will be installed on Greenwoods Road East of Martell Road intersection.

### 3. NEW BUSINESS:

- **BETHANY REMMERS:**

-  **Bethany was not present –**

-  Present budget for new year

-  Update on projects

-  **Tabled until further notice**

### 4. TABLED TOPICS AND / OR WAITING RESULTS

- **A.C.O. Resignation** – Written resignation given and accepted – Advertise position?

-  The Clerk asked if this position needed to be advertised.

✚ There was some discussion about the job requirements, pay rate and if there was going to be a primary and secondary ACO. These are all details that will be finalized when a new ACO is appointed.

✚ Clerk will advertise the position in the Islander and on Front Porch Forum.

✚ Lee Kimball presented to the Board a proposed Animal Control Officer job description so interested parties would have an idea of what the job entailed. All Board members read the proposed job description.

✚ *Alton Brusco motioned that the Animal Control Officer job description proposed by Lee Kimball be adopted by the Town of Alburgh – seconded by Tyler Gotshall – all in favor motion carried.*

➤ **Alburgh Public Library** – Items needing attention – update

✚ Rick Baker is working on the ramp and should complete it in the near future.

✚ Lee repaired the leaky spigot.

✚ No decision has been made on the windows.

➤ **PURCHASE OF TRAILER FOR HAULING:** Update – Board decision

✚ Lee summarized the condition of the trailer and box. He consulted with Jim Blair and Amy Mashtare about the condition of it as he was looking at it. Both the trailer and the box have some surface rust but nothing that creates a hole. Mechanical parts on the trailer seem to be in working order and the trailer doors will need a slight adjustment to make them shut tight.

✚ The container is loaded at this time with C&D. Templeton Salvage has assured Lee that it will be emptied prior to pick up if the Town makes the purchase.

- ✚ It was recommended that the bottom of the container be inspected when it is empty to be sure that it is sound.
- ✚ The Selectboard is in agreement that the purchase of this trailer and container would be a good investment.
- ✚ Lee, acting for the Selectboard originally offered Templeton Salvage \$10,000, that the Board agreed was reasonable. Templeton Salvage declined and countered with \$10,750, the lowest amount of they would be willing to accept.
- ✚ *Lee Kimball motioned that, contingent upon the condition of the bottom of the container and the container being emptied, that the Town expend \$10,750 for the purchase of the trailer and container from Templeton Salvage – seconded by Chuck Pease – all in favor – motion carried –*
- ✚ Lee Kimball will continue to be the point of contact with Templeton Salvage and James Blair.
- ✚ Jim is willing to pick up the trailer and container for the Town and haul it back.
- ✚ Lee Kimball will coordinate between Jim Blair, Templeton Salvage and the Selectboard to orchestrate the details of the pick-up.

➤ **SAFD#2 requests –**

- ✚ The Selectboard will make decisions on the topics brought before them by SAFD#2 at the July 20<sup>th</sup> special meeting Topic #5 was addressed first - One letter of interest was received for the Prudential Committee member appointment.
- ✚ Tyler read the letter of interest from Alton Brusio.

✓ *Bobby Creller motioned to appoint Alton Brusio to the SAFD#2 Prudential Committee for the remainder of the term that will end in June 2017 –*

*seconded by Chuck Pease – four in favor – Alton Brusio recused himself from the vote -motion carried*

✚ Topic #1 - Payroll for Danielle –

✓ *Tyler Gotshall motioned that SAFD#2 develop a plan to process their payroll themselves – seconded by Lee Kimball - four in favor – Alton Brusio recused himself from the vote -motion carried*

✚ Topic #2 – Phone number –

✓ *Bobby Creller motioned that SAFD#2 not be allowed to use the Town phone number as their contact number – seconded by Tyler Gotshall - four in favor – Alton Brusio recused himself from the vote -motion carried*

✚ Topic #3 - Mailbox –

✓ *Lee Kimball motioned that SAFD#2 not be allowed to install a mailbox next to the Town, Village and Fire Department mailboxes at 1 North Main Street – seconded by Tyler Gotshall - four in favor – Alton Brusio recused himself from the vote -motion carried*

✚ Topic #4 – Taxation and billing –

✓ *Tyler Gotshall motioned that SAFD#2 develop a plan to process and distribute their tax bills themselves – seconded by Lee Kimball - - four in favor – Alton Brusio recused himself from the vote -motion carried*

➤ **Ordinance review –**

✚ **Ordinance reviews will begin with the Dog Ordinance, followed by the**

**Traffic Ordinance – these will begin to be addressed at a special meeting that is**

**scheduled for Tuesday, August 16<sup>th</sup> to go from 6:30pm to 8:30pm. – Clerk will warn the special meeting.**

- ✚ Dog ordinance
- ✚ Junk ordinance
- ✚ Trash ordinance
- ✚ Noise ordinance
- ✚ Sign ordinance
- ✚ Traffic ordinance

#### **5. OLD BUSINESS / UPDATES:**

➤ **V.E.C. for solar project** – Transfer Station gate access – update

- ✚ Clerk informed all present that the project manager for the solar project near Dump Road has been given a key to the Transfer Station gate.

➤ **Auditor request** – Remote access to NEMRC – update?

- ✚ Lee Kimball spoke with someone from NEMRC to ask their opinion on remote access. He was told that their idea of remote access is to connect to an in office computer through the internet which would require someone be at the office to grant access.

- ✚ *Chuck Pease motioned that remote access NOT be given – seconded by Tyler Gotshall – all in favor – motion carried*

**ADJUSTMENT #3 – COMPLAINT:**

- Clerk presented a complaint from Robert Barnum. He was concerned about a motorhome that is parked in his neighbor's yard with weeds growing around it and trash cans behind it. Clerk showed pictures that had been submitted.
- There was some discussion and the pictures were reviewed. The Board members did not feel that there was a violation of any of the Town ordinances.
- *Alton Brusco motioned that Robert Barnum be sent a letter explaining that the neighbor is not violating any of the Town ordinances therefor no action will be taken – seconded by Bobby Creller – all in favor – motion carried - Clerk to send a letter to Robert Barnum.*

#### ADJUSTMENT #4 – **STREETLIGHT CHANGE OVER TO LED** –

- The Clerk presented information from Efficiency Vermont and Vermont Electric Coop to the Board explaining what the cost as well as the future cost savings to the Town would be by switching the Town streetlights to LED.
- The initial cost for changing the four Town streetlight to LED would be \$700. Efficiency Vermont would provide \$400 of that, leaving a cost to the Town of \$300. The estimated payoff is about 15 months and it would be approximately a \$20 per month savings after that.
  - *Alton Brusco motioned to approve the LED streetlight upgrade and the expenditure of \$300 for that upgrade – seconded by Bobby Creller – all in favor – motion carried.*

#### ADJUSTMENT #5 – **BRUSH REMOVAL FOR BICENTENNIAL PARK** –

- Wright's Cut and Clean submitted a quote to trim the trees and brush in Bicentennial Park – the cost is estimated to be between \$1,000 - \$1,200.
- The Board would like to have a site visit with Wright's Cut and Clean so both parties can be certain of what work will be completed for the money. Alton and either Bobby or Chuck will conduct the on-site inspection and assessment.

- The skating rink will be moved in mid or late August.

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

- 07/12/2016 SELECTBOARD MEETING


- *Bobby Creller motioned to approve the minutes from the 07/12/2016 Selectboard meeting as written – seconded by Chuck Pease – all in favor – motion carried – minutes approved.*

- 07/20/2016 SPECIAL SELECTBOARD MEETING

- *Chuck Pease motioned to approve the minutes from the 07/20/2016 Special Selectboard meeting as written – seconded by Bobby Creller – all in favor – motion carried – minutes approved.*

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

- No overweight permits to sign
- All invoices but one approved and signed

-  Chairman Gotshall asked that the Mutual Aide check be held as there are negotiations taking place over the price of the service.

**8. ADJUSTMENT #6 - EXECUTIVE SESSION** – For the purpose of attorney client correspondence pertaining to pending or probable litigation of which premature general public knowledge would clearly place the Town at substantial disadvantage - 1 V.S.A. § 313(a)(1)

- *Chuck Pease motioned to enter into EXECUTIVE SESSION for the purpose of attorney client correspondence pertaining to pending or probable litigation of which premature general public knowledge would clearly place the Town at substantial disadvantage - 1 V.S.A. § 313(a)(1) – seconded by Bobby Creller – all in favor – motion carried – Board in Executive Session.*



- *At 9pm Bobby Creller motioned to leave Executive Session – seconded by Chuck Pease – all in favor – motion carried – Board out of Executive Session.*
- No action taken.

#### **ADJUSTMENT # 7 – ADDITIONS FOR NEXT AGENDA**

- OSHA fork lift training –
- Ron Kumetz – Radios

#### **9. ADJOURN:**

- *At 9:01pm Chuck Pease motioned to adjourn – seconded b Tyler 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 9 August, 2016.