

# **MINUTES FROM 01/08/2019 SELECTBOARD MEETING AND INFORMATIONAL MEETING OF THE ALBURGH FAMILY CLUBHOUSE**

## **ATTENDEES OF THE INFORMATIONAL MEETING:**

Carolyn Burt, Ronny Burt, Alisha Adams, Simone Tefts, Beth Hemingway, Cheryl Wells, Tracy Giroux, Megan Ballentine, Staci Ladd, Mary Ann Galica, Mallory Ovitt, Catherine Dimitruk, Ann Goodrich, Michael Savage, Terry Tatro, Willie Burbank, Gina Lewis, Henry Rabinowitz, Cheryl Dunn, Trevor Creller, Cheryl Moomey, Ken Millman, Susan Millman, Alton Bruso, Lee Kimball, Chuck Pease, Donna L. Bohannon, Jen Parro, Tina Bly, Patricia Robear, Tim Ashe, Paul Chapman.

## **5:30PM: ALBURGH FAMILY CLUBHOUSE – INFORMATIONAL MEETING.**

- Cheryl Moomey called the informational meeting to order at 6:35pm and turned the meeting over to the Alburgh Family Clubhouse.
- Gina Lewis began by talking about how the Alburgh Family Clubhouse came about and what goals the group has for the residents of Alburgh.
- She explained that the Public Hearing, this hearing, is a mandatory requirement for the grants that the group is hoping to secure to fund this project.
- The project came about because there appeared to be a need in the community for early childhood education and pre-kindergarten readiness.
- The group was formed and did further research in the form of surveys and “community café’s” where they met with residents of the Town to assess if there were any needs in Alburgh and specifically what those needs are.
- They discovered that there is a need for daycare in Alburgh as there are only two registered day care providers in the Town.
- Kindergarten preparedness appears to be a problem and teachers report that many young children are not ready for kindergarten by the appropriate age.
- This facility would be a place that parents could get needed support and access to programs that would help their children grow and succeed. Family support is vital.

- Gina explained that they started looking at existing buildings as a possible location for a daycare/early childhood support group but because of strict regulations on childcare facilities, none of the buildings were feasible.
- They began exploring options to build a new facility, how much it would cost and how to fund it.
- Beth Hemingway, the principal at Alburgh Community Education Center introduced herself and reiterated what Gina had said about kindergarten readiness.
- She explained that many of the children coming into the school as kindergarten and pre-k students are lacking some of the basic skills they should have at those ages.
- She stated that she feels they would benefit from a program that supports their development beginning in the early years of their lives.
- She also expressed that the Schoolboard is in full support of the project.
- Paul Chapman spoke next and began by introducing himself as being a representative from United Way that has been working with the Alburgh Family Clubhouse.
- His role in United Way is to support community groups who are dedicated to improving their communities and he has been working with the group to bring this project to fruition.
- He explained that a new building would be built on the grounds that are already owned by the school and that they school would benefit from the added space.
- He also explained that the goal is for this building to be funded strictly by grants and that it would be owned by the school.
- Tim Ashe introduced himself as the grant writer for this project.
- He explained that the initial grant the Alburgh Family Clubhouse would like to apply for is the Community Development Block Grant, CDBG that is designed to assist communities in bettering their economic growth.
- This grant would in the amount of \$500,000 and can only be applied for by a municipality. The Town of Alburgh as the municipality can then allocate the grant to the Alburgh Family Clubhouse to help fund the building.
- The second grant that they would apply for is the Northern Borders grant which would be in the amount of \$250,000 and would also be used to build the structure.
- Tim explained these grants are awarded based on three basic criteria.

- #1 - The need for the proposed project.
    - Alburgh Family Clubhouse has gathered information to support the need for a childcare/early childhood education center in Town.
  - #2 - The amount of impact that the project would have on the community, for example how many households would benefit from this project.
    - Alburgh Family Clubhouse has ascertained that currently at least 42 households would benefit from this project
    - They also stated that this number can change as families come and go into the Town.
  - #3 – The feasibility of the project. Is it likely to be successful?
    - They are still gathering information to support the feasibility of the project but what they have gathered so far indicates that it is feasible.
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- The next step is for the Selectboard to apply for the Community Development Block Grant in the amount of \$500,000.
  - After that, the Alburgh Family Clubhouse could apply for the Northern Borders grant for an additional \$250,000.
  - Ken Millman pointed out that the original proposal was for a million-dollar building and that there was originally a third grant that could be applied for. Ken asked where the remaining funds would come from if the building was still going to cost a million dollars.
  - Paul Chapman explained that the architect has looked at the plans with them and they have determined that there are areas of the original proposal that costs could be cut. The architect is confident they can still build a suitable building with a few less features for \$750,000 in order to stay within the grant budget.
  - Katherine Dimitruk stated that Northwest Regional Planning is prepared to be the grant administrator if the grants are approved.
  - The floor was opened for questions and answers.
  - Question number one was; if the grants are approved, is it possible that the granting entity award only a part of the grant?
  - The answer was that no, it is an “all or none” grant. Either the entire amount is awarded, or nothing is awarded to the applicant.
  - Question number two pertained to the statement that 42 households would benefit from this program as this seems like a low number.
  - The breakdown of the groups that would benefit is as follows: there would be 8 spots for infants, 16 spots for pre-k/toddlers and 18 spots for afterschool children.
  - This is what the proposal looks like at this time.
  - Question number three was; how this is going to be funded after the facility is built. There was concern expressed about property taxes increasing.
  - Paul Chapman replied that all pre-k students, due to act 166 will have access to ten hours of education services without charge. (more details can be found on Vermont.gov) and that property taxes will not be impacted by the facility.
  - Question number four was; why is the Selectboard hesitant to apply for the first grant, as the building would have many uses for the school and would benefit the students.

- The Board is concerned about ownership and responsibility of the building after it is built.
- Ken Millman asked if the school would be the entity to own the building and Beth Hemingway replied that yes, the school would own the building and that there is a need for more space for the school.
- It was also explained that other grants can be applied for in the future if they are needed and that although other services would be able to operate out of the building, early childhood education and childcare would be the main focus of the building use.

**7:00pm - OPEN REGULAR MEETING:**

**PRESENT:** Chairman, Lee Kimball, Vice-Chair, Cheryl Moomey, Alton Brusco, Chuck Pease, Ken Millman, Clerk, Donna L. Bohannon

**GUESTS:** Corey Parent, Terry Tatro, Jen Parro, Susan Millman

**ADJUST AGENDA** (if needed):

- One adjustment was needed.
- **ADJUSTMENT #1:** Corey Parent (Representative to the Senate for Franklin County and Alburgh) was present to check in with the Board.
- This will be added later in the agenda.

**NEW / OLD BUSINESS UPDATES / TABLED TOPICS AND / OR WAITING RESULTS:**

- Streetlight by Mason's building – repair and add to Town's invoice list.
  - There is a streetlight near the Mason's Building, which is a Town owned building.
  - This streetlight has not been working for several months or more.
  - This is a park and ride area and lighting would be convenient and provide a safer area for parking.
  - Lee Kimball will contact Vermont Electric Coop. to ask who owns the Streetlight and a plan to get it fixed will be addressed at a later meeting.
  - Tabled until the next regular meeting, currently scheduled for 01/22/2019.
- Switch over to D.C Energy for alarm system? –
  - Clerk is waiting for information from D.C. Energy.
  - Tabled until the next regular meeting, currently scheduled for 01/22/2019.

- Transfer Station topics for discussion –
  - Foreman’s resignation - Open position – Next step?
    - The Selectboard members agree that the need to replace the foreman is not crucial right now.
    - There are two employees currently working at the Transfer Station and they both are willing to continue doing what is required each week.
    - The Selectboard members agree that there may be a need, in the spring to hire a seasonal employee and that will be addressed as needed.
    - At the next regular meeting, the Selectboard will discuss the possibility of giving both existing employees a raise in pay due to the additional work load they have taken on.
    - Tabled until the next regular meeting, currently scheduled for 01/22/2019.
  - Transfer Station scales need to be covered – Update.
    - Lee spoke with Gene Bohannon about adding a roof over the scales.
    - Gene came up with a plan that would cover the scales and one of the dumpsters and explained it to Lee.
    - He estimated that the work could be completed for about \$2,200.
    - *Ken Millman motioned that they approve the structure be built by Gene Bohannon for an estimated \$2,200 – seconded by Chuck Pease – all in favor – motion carried.*
  - Fork Lift repairs – Update.
    - Tabled until the next regular meeting, currently scheduled for 01/22/2019.
- **ADJUSTMENT #1:** Corey Parent (Representative to the Senate for Franklin County and Alburgh) was present to check in with the Board.
  - Corey was in attendance to touch base with the Selectboard and ask if there were any issues, they would like for him to address as a newly elected representative.
  - He talked about the committees that he is on and informed the Board that he will visit Alburgh at least a couple of times per year but if there are ever any concerns that the Town would like
- Northwest Regional Planning Commission.
  - The Selectboard had some questions about expenses that are in the report.

- They were informed that some of the costs on the report were for work that had been done for the Planning Commission pertaining to the Village Master Plan and that other costs were for work that was done for the Land Use Regulations.
  - The Clerk will present a detail transaction report to the Board at the next budget meeting
  - This will be discussed at the next budget meeting scheduled for 01/09/2019.
- **VISITOR INPUT:**
    - Terry Tatro requested that the Selectboard include in the budget, a \$1,000 allocation to the Planning Commission.
    - This will be discussed at the next budget meeting currently scheduled for 01/15/2019 at 6pm.
    - Carol Behrman asked if the Town has three auditors currently.
    - She was informed that they do, but that two positions will be available at the March elections.
    - She was given two petitions, one for her and one for another interested party.
- **EXECUTIVE SESSION: For the purpose of negotiating or securing of real estate purchase or lease options; 1 V.S.A. § 313. (RS149)**
    - The Board discussed the need for an Executive Session and determined that it was not necessary to enter into Executive Session for the discussion that they would have.
    - The Board members all agreed that they needed to create a plan for how to proceed with this issue.
    - Terry Tatro, as the Delinquent Tax Collector and administrator of the tax sale, informed them that his attorney has not finished the deed yet and that until the deed has been recorded, they don't officially own the property.
    - The Board will wait for the deed to be recorded and will decide after that what course of action to take.
    - Tabled until the next regular meeting, currently scheduled for 01/22/2019.

**APPROVE THE FOLLOWING MEETING MINUTES:**

- **12/11/2018 - SELECTBOARD MEETING**

- *Alton Brusco motioned to approve the minutes from the 12/11/2018 Selectboard meeting as written -seconded by Ken Millman – all in favor – motion carried.*

- **12/18/2018 – BUDGET MEETING**

- *Lee Kimball motioned to approve the minutes from the 12/18/2018 Selectboard budget meeting as written -seconded by Cheryl Moomey – all in favor – motion carried.*

- **01/03/2019 – BUDGET MEETING**

- *Lee Kimball motioned to approve the minutes from the 01/03/2019 Selectboard budget meeting as written -seconded by Chuck Pease– all in favor – motion carried.*

**APPROVE INVOICES / SIGNATURES NEEDED:**

- All invoices approved and signed.

**ADJOURN:**

- *At 8:25pm Cheryl Moomey motioned to adjourn – seconded by Chuck Pease – 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 22 January 2019.**