

# MINUTES FROM 08/27/2019 SELECTBOARD MEETING

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

**GUESTS:** Auditor, Jolene Smith, Auditor, Carol Behrman, Auditor, Mary Fortin, Assistant Treasurer, Danielle Choiniere, Terry Tatro

## **6:00pm – Treasurers, Selectboard & Auditors to discuss NEMRC accounts.**

- The basic funds that exist currently are the General Fund, Highway Fund, Transfer Station Fund, Restoration Fund, Highway Building Fund, Reappraisal Fund, PFR Cemetery Fund, Streetscape Fund, and Planning Commission Fund.
- Several additions were suggested by the Auditors, Treasurer and Selectboard.
- Those additions include Blacktopping, Capital Equipment for the Highway. Capital Equipment for the Fire and Rescue, and Grants.
- Other Fund accounts may be added if there is a need.
- There was some discussion about adding another checking account just for the Highway, but the consensus was that there wasn't a need to do that as the fund accounts keep the revenue and expenses segregated.
- The question was asked why we have a separate account for the Transfer Station.
- The Treasurer replied that the Transfer Station account was set up so the Transfer Station employees can put the deposits in the bank drop box each night without having to travel to Swanton.
- There was some discussion about having all Town accounts at the Credit Union.
- The Treasurer explained that the Credit Union does not handle Municipal checking. The Transfer Station account is a basic checking/savings account.
- All present wanted to know what the difference between a Municipal Account and a regular checking account are.
- The treasurer will get the answer to this question.
- Treasurer will send a list of accounts with “active or inactive” status on each, to the Selectboard and Auditors.

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

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

**GUESTS:** Catherine Dimitruk, Ed Polk, Jen Hebert, Chris Hebert, Ariel Brace, Carol Behrman, Danielle Choiniere, Terry Tatro, Susan Millman, Ellen Vaillancourt, Peggy Sirois, Bronwyn Proffit-Higgins, Paul Hansen, Leeann Porto

- Meeting called to order at 7PM by Chairman, Lee Kimball

### **ADJUST AGENDA (if needed):**

- One addition was made.
- **ADJUSTMENT/ADDITION #1:** Temporary Transfer Station help needed.

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

- Catherine Dimitruk - Northwest Regional Planning Commission – financial plan for grants
  - Catherine was present at the request of Ken Millman to assist with the creation of financial plans that will be acceptable to State and Federal agencies for grant applications.
  - Catherine introduced two VLCT model policies that can be altered to meet the needs of the Town of Alburgh.
  - The first model was Municipal Financial Policies. This will help to clarify the duties of the different officials (Treasurer, Auditors, Selectboard, etc.).
  - This is also a requirement for certain types of grants.
  - The second policy that she suggested the Town adopt is a Fraud Protection Policy.
  - Internal controls are very important.
  - Catherine will draft the two policies for the Selectboard, Auditors and Treasurers to review and possibly adopt.
  - Tabled until the next regular meeting on September 10<sup>th</sup>. Katherine will attend the meeting at 6PM to go over the drafts.
- Animal Control complaint – Dog bite to cat.
  - Jen Hebert explained that Peggy Sirois and Paul Hansen were present to discuss a complaint that Paul's dog, Huckleberry, bit one of Peggy's cats. Jen requested that the Board mediate a possible solution.

- Peggy began by explaining that Until recently, Huckleberry has been able to run “at Large” around their neighborhood and that she (Huckleberry) has bit her cat on a couple different occasions.
- She is asking that Paul, owner of Huckleberry, pay the most recent vet bill in the amount of \$531.69.
- Paul admitted that Huckleberry has been “at large” until recently and that yes, dogs chase cats.
- He has recently installed an inground fence and Huckleberry is learning to respect it. Huckleberry has been staying in her yard since Paul installed the fence.
- The Animal Control Officers confirmed that Huckleberry was known to run “at large” and Paul was directed by the ACO’s to keep her in his yard.
- Paul installed the fence and Huckleberry is staying in her yard.
- Peggy explained that Huckleberry was seen in her yard, under a tree that her cat was in. After Huckleberry left, Peggy’s cat came out of the tree with bites in its leg. Peggy believes that Huckleberry caused the damage.
- There was some discussion about whether or not Huckleberry was responsible for the damage to the cat. There didn’t appear to be definitive proof such as photos or witnesses to the actual bite.
- The Board asked Paul if he would be willing to split the cost of the Vet bill with Peggy and he said he would be willing to split the cost.
- A second, previous vet bill in the amount of roughly, \$1000 was introduced by Peggy when the discussion turned toward splitting the cost of the vet bill.
- Paul stated he was not willing to pay half of both vet bills as there was no proof of that injury.
- *Ken Millman motioned that Paul Hansen and Peggy Sirois split, 50%/50% of the \$531.69 – seconded by Cheryl Moomey – One opposed, four in favor – motion carried.*
- Paul Hansen will write a check to Peggy Sirois in the amount of 266, will leave it at the Town Clerks Office where Peggy will pick it up.
- Tom Dupre – ACO question/complaint.
  - Tom was not present.
  - Issue was resolved by ACO’s.
  - Tabled unless further attention is needed.

- ATV Ordinance – voting date change.
  - ATV vote will take place on 09/24/2019 from 7am to 7pm. An informational meeting will take place on 09/23/2019 starting at 7pm.
- Susan Millman – Economic Development information/request.
  - Susan reported that she talked with Rebecca Towne from Vermont Electric Coop about a grant that they offer.
  - Rebecca suggested to Susan that she reapply for the grant, for use as partial rent on a space for a community coop.
  - Susan also talked to Shari Swainbank about the possibility of renting the building that she owns and is trying to sell. Susan explained that several vendors are interested in starting a community coop. but need a space to operate from.
  - Shari told Susan that she will consider renting the space for that purpose.
  - Tabled until further notice.
- Speed on Poor Farm Rd. – Update.
  - The results of the study are in and available.
  - The results will be shared with Kathy Timmer and Tom Jacobsen as they were present at several meetings for that purpose.
  - Others interested in the results can contact the Town Clerk for copies.
  - Alton Brusio shared that the roads signs are in and will be installed as the highway department has time.
- 1209 Border Road property complaint– Update.
  - No new information.
  - Tabled until the next regular meeting, currently scheduled for 09/10/2019.
- 26 Lake Street – Update.
  - Lee Kimball (Health Officer) and Carol Behrman (Enforcement Officer) will continue to work on the paperwork to move forward legally with this issue.
  - Tabled until the next regular meeting, currently scheduled for 09/10/2019.
- 328 South Main St. – Update.
  - This property has been boarded up and placed on the market for sale.
  - There was some discussion about fining him for the offence and what number offence it would be.
  - It was agreed that this would be considered his first offence.
  - Tabled until the next regular meeting, currently scheduled for 09/10/2019.

- Sheriff's Department Speed Studies – Update.
  - Ken will follow up with Sherriff Allen about the speed unit for the following locations:
- Martell Rd — location(s) TBD
- Main Street (Rt 2) in the Village
- Alburgh Springs Rd — location(s) TBD
- Poor Farm Rd — in the first section of road, where posted limit is 35 MPH
- West Shore Rd — location(s) TBD
  - Tabled until the next regular meeting, currently scheduled for 09/10/2019.
- Noise Ordinance review.
  - There was some discussion about this ordinance being reviewed after the Road and Sign Ordinance.
  - It was agreed that the Road and Sign Ordinance should be addressed before the Noise Ordinance as the Road and Sign Ordinance has been postponed before.
  - Tabled until further notice.

#### **VISITOR INPUT:**

- Two visitors requested that the Noise Ordinance be discussed.
  - Ed Polk requested that the Selectboard look at including the issue of Fireworks in the Noise Ordinance. He produced a paper from the Division of Fire Safety for the Board to read.
  - Ed believed that the language of the paper made it clear that fireworks are illegal in the State of Vermont.
  - Bronwyn Proffitt-Higgins explained that she was not speaking to the paper as it, in her opinion, did not speak to State statute, but to what the Division of Fire Safety believed on the subject of Fireworks.
  - She wanted all to know that the business, Green Mountain Fireworks, has an ATF permit, which allows them to sell Fireworks.
  - She also explained that there is NOT a specific license in Vermont to sell fireworks.
  - Bronwyn also requested a letter from the Selectboard inviting Green Mountain Fireworks to return next year.
  - This will be a topic for future discussion.

- A special meeting of the Selectboard was requested as the Transfer Station needs an assistant.
- There will be a special meeting of the Selectboard on Thursday, August 29<sup>th</sup> at 6:30pm to discuss the need for Transfer Station help.

**APPROVE THE FOLLOWING MEETING MINUTES:**

○ **08/13/2019 – SELECTBOARD MEETING**

- *Chuck Pease motioned to approve the minutes from the 08/13/2019 Selectboard meeting as written -seconded by Lee Kimball – all in favor – motion carried.*

○ **08/22/2019 - SPECIAL MEETING OF THE SELECTBOARD**

- *Lee Kimball motioned to approve the minutes from the 08/13/2019 Selectboard meeting as written with the exclusion of Chuck Pease and Ken Millman from those present, as they were not at the meeting -seconded by Cheryl Moomey - three in favor – Chuck and Ken abstained – motion carried.*

• **APPROVE INVOICES / SIGNATURES NEEDED.**

- All invoices approved and signed.

• **ADJOURN:**

- *At 9:43pm Cheryl Moomey motioned to adjourn – seconded by Ken Millman – 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 regular meeting, currently scheduled for 09/10/2019