

MINUTES FROM 12/17/2019 SELECTBOARD MEETING

PRESENT – Chairman, Lee Kimball at 6:25pm, Vice-Chair, Cheryl Moomey, Alton Brusco, Chuck Pease at 7pm, Ken Millman, Clerk, Donna L. Bohannon

GUESTS – Danielle Choiniere, Terry Tatro, Lynn Blair, Jen Hebert, Ariel Brace, Pat Hayes, Susan Millman

6:00pm – BUDGET MEETING:

- Meeting called to order at 6pm by Vice-Chair, Cheryl Moomey.
- Budget discussions continued.
- ACO budget and allocation requests topics were discussed.
- No final decisions were made.
- Budget discussions will continue at the next budget meeting currently scheduled for 12/23/2019.

7:00pm - OPEN REGULAR MEETING:

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

ADJUST AGENDA (if needed):

- **ADJUSTMENTS #1:** Move visitor input to top of agenda.
- **ADJUSTMENTS #2:** 1209 Border Rd. update.

Ken Millman asked that he be allowed to make a public apology to Jen Parro for a comment that he made at the previous meeting. He said that he apologized personally to Jen but wanted to make a public apology as well. Apology is noted.

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

- **ADJUSTMENTS #1:** Move visitor input to top of agenda.

- **VISITOR INPUT:**

- Pat Hayes was in attendance to thank the Board for the installation of the speed limit sign at the top of Firehouse Road (at the corner of the municipal office building).
- He also wanted to point out that the location of the sign makes it difficult to see when coming onto Firehouse Road and asked that the sign be moved, or an additional sign be added just beyond the fire station. He would also like a sign to be added at the other end, close to Kirk and Fitts Rd. so that it is visible traveling in the other direction.
- There was some discussion about this, and the Board agreed it is a reasonable request and will be addressed as soon as possible.
- Alburgh Family Clubhouse – agreements need signatures.
 - Ken Millman gave a brief overview of the progress that is being made and explained the document needing a signature.
 - The document is the contract for administrative services. This contract will give Northwest Regional Planning the authority to act as the administrator for grant #07110-IG-2018-Alburgh-09.
 - This grant (known as VCDP grant) has been awarded to the Town on behalf of the Alburgh Family Clubhouse through the Vermont Agency of Commerce and Community Development and is to be used for funding the planning and pre-development work in preparation for the construction of a child care facility.
 - This contract explains the responsibilities of the administrator.
 - *Lee Kimball motioned to approve the Contract for Administrative Services with the Northwest Regional Planning Commission for administration of the VDCP Grant for the planning related to the construction of a child care center and to authorize himself as Selectboard Chair to sign the Contract for Administrative Service – seconded by Ken Millman – all in favor – motion carried.*
 - Lee Kimball, Selectboard Chair signed the Contract for Administrative Services.
- Lease agreement with Islands in the Sun Senior Center – needs updating.
 - The lease between the Town and the Islands in the Sun Senior Center expired on December 1st, 2019.
 - The Board agreed that it would be renewed for a term of five years.

- The Clerk will make the necessary changes to the agreement and present it to both parties for signature.
- 107 Lake Street – Update.
 - No new information.
 - Tabled until the next regular meeting currently scheduled for 01/14/2020.
- 26 Lake Street – Update.
 - Lee completed the letter and will send it to the Clerk to send to the Franklin County Sheriff's Department to be served on Mr. Richard in Bakersfield.
 - Tabled until the next regular meeting currently scheduled for 01/14/2020.
- 328 South Main St. – Update.
 - Quotes have not been received.
 - Tabled until the next regular meeting currently scheduled for 01/14/2020.
- Health Officer issues: 49 North Main
 - No new information.
 - Tabled until the next regular meeting currently scheduled for 01/14/2020.
- Animal Control topics:
 - How to dispose of dead animals unclaimed.
 - The Animal Control Officers verified with Island Memorial the fee for the cremation of an animal found dead on a town road.
 - The fee charged to the town will be \$1.00 per pound of animal.
 - They will pick up the body on location as soon as possible and a fee will not be charged if only needed occasionally.
 - Island Memorial will also hold an animal's body in cold storage for up to 14 days for the town. This allows time for the owner of an animal to claim the body.
 - If an owner claims the body, Island Memorial will charge them for the storage of the animal and the regular rate for cremation if the family chooses to have the animal cremated with them.
 - This topic will be removed from the agenda.
 - Donation request.
 - This topic was discussed during the budget meeting.
 - A final budget amount will be decided at a future budget meeting.
 - This topic will be removed from the regular agenda.

- Town Administrator – discussion – pros and cons.
 - The Board agreed this topic will require more time.
 - Tabled until the next regular meeting currently scheduled for 01/14/2020.
- Transfer Station - Price changes, possible new fees and other topics as needed.
 - Danielle Choiniere, Brendan Letourneau and Dean Tallman attended a training at the Northwest Solid Waste District earlier that day.
 - Danielle shared some of the topics that were discussed.
 - Topics included proper paint collection, florescent light bulb handling, composting and waste oil.
 - The lessons from these topics will be implemented at the Transfer Station.
 - Danielle also explained that posters for proper recycling were handed out to help demonstrate to the public what items can be accepted and proper disposal.
 - Lee Kimball asked Brendan and Dean to place the returnable bottles into large bags instead of the barrels and they have done this. Handling the returnable bottles and cans will be less cumbersome and make the process of bringing them to the recycling center a faster more efficient process.
 - Lee reported that the baler building is getting cleaned up and organized.
 - He noted that there doesn't appear to be a fire extinguisher in the baler building but that there should be one in there. This will be addressed.
 - The Clerk presented a poster to introduce the public to the resident stickers that will be required beginning on January 15th, 2020.
 - The Board asked that copies be supplied to the employees at the Transfer Station for distribution to the patrons of the T.S.
 - These posters will also appear on Front Porch Forum, Facebook, the Town webpage and in multiple locations in the town.
 - These window clings will be handed out from the Town Clerks Office to Alburgh residents only. They will get two per household.
 - If a resident is unable to go to the office during normal business hours, they can call the Clerk and two stickers will be mailed to them.
 - The resident sticker will be an indicator to the employees at the Transfer Station to charge the resident rate of .20¢ per bag or the non-resident rate of 30¢ per bag.
- **ADJUSTMENTS #2:** 1209 Border Rd. update.

- Ken reported that he, Terry Tatro and Donna Bohannon attended the court proceedings pertaining to the tickets that were issued to Seth Wagner for two violations of the Town of Alburgh Noise Ordinance.
- He explained that Mr. Wagner did not attend the hearing, thereby causing the Town to prevail in the proceedings.
- The Judicial Bureau will pursue collecting the fines and will send the money to the town once collected.
- Tabled until further notice.

- **APPROVE INVOICES / SIGNATURES NEEDED.**
 - All invoices approved and signed.
 - **12/10/2019 – SELECTBOARD MEETING**
 - *Chuck Pease motioned to approve the minutes from the 11/26/2016 Selectboard meeting as written – seconded by Ken Millman – all in favor – motion carried.*

- **EXECUTIVE SESSION** for the purpose of negotiating or securing of real estate purchase or lease options (LS004); 1 V.S.A. § 313 - Update
 - This was not needed at this meeting.
 - Tabled until further notice.

- **ADJOURN:**
 - *At 8:20pm Lee Kimball motioned to adjourn – seconded by Cheryl Moomey – 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 01/14/2020.