

MINUTES FROM 05/05/2021 ALBURGH SELECTBOARD MEETING

THE OPEN MEETING PORTION WAS HELD VIA ZOOM. THE RECORDING CAN BE FOUND BY CLICKING THE LINK HERE:

https://us02web.zoom.us/rec/share/aoCqmWhk1w5K0w9wJWf_YbY7qaknDLPMt2CqhAJ1w5zxCSakt6AOvxueiHQVi4RS.b0qgk8RYsBrfo_VG

PRESENT: (**All in person**): Chairman, Lee Kimball, Chuck Pease, Russell Duchaine, Shawn Creller, Nicholas Palmer, Clerk, Donna L. Bohannon

6:30pm: **EXECUTIVE SESSION:** For the purpose of 1 V.S.A. § 313(a)(3) The appointment or employment or evaluation of a public officer or employee.

- Lee Kimball opened the meeting at 6:30pm
- *Chuck Pease made a motion to enter into executive session for the purpose of 1 V.S.A. § 313(a)(3) The appointment or employment or evaluation of a public officer or employee – seconded by Russell Duchaine – all in favor – motion carried – Board in executive session.*
- *At 6:55 Chuck Pease made a motion to leave executive session – seconded by Lee Kimball – all in favor – motion carried – Board out of executive session.*
- The motion to hire or let go temp at the Transfer Station will be made later in the meeting.

7:00pm - OPEN REGULAR MEETING:

- PRESENT: (All in person): Chairman, Lee Kimball, Chuck Pease, Russell Duchaine, Shawn Creller, Nicholas Palmer, Clerk, Donna L. Bohannon
- GUESTS: (**In person**): Chris Lynch (Matrix group), Terry Tatro, Josie Henry, Mallory Ovitt, Carol Behrman, Matthew LeFluer, Jerid Creller, John LaPan, Alton Brusio, Elliot Knight, Matthew Lavigne, Bronwyn Proffitt Higgins.
- GUESTS: (**VIA Zoom**): Jim Porter (Vermont Department of Public Service), Michael Dehart (Vermont Connectivity Coordinator), Rob Fish (Vermont Technical Assistance Specialist), Sean Kio (Director Economic Development), Clay Purvis (Vermont Department of Public Service), Chip Bull (Petersham Massachusetts, Chair of Broadband MLP Board), Lisa's phone, Jane Dwinell, Ellen Vaillancourt, Loretta Knight, JR Cox,
- Lee Kimball opened the regular meeting at 7:05pm

ADJUST AGENDA (if needed):

- Three adjustments/additions were made to the agenda.
 - **ADJUSTMENT #1:** West Shore “junk” complaint
 - **ADJUSTMENT #2:** Cemetery letter request
 - **ADJUSTMENT #3:** Dog bite report

APPROVE THE FOLLOWING MEETING MINUTES:

- 04/13/2021 REGULAR SELECTBOARD MEETING
 - *Lee Kimball made a motion to accept the minutes from the 04/13/2021 Selectboard meeting as written – seconded by Shawn Creller – all in favor – motion carried.*

VISITOR INPUT: NO VISITOR INPUT.

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

- Matrix & Broad band – update –
 - Chris Lynch was present to talk about the progress being made with the Matrix proposal and answer questions. He also reminded all that he will be at the informational meeting on 05/10/2021.
 - Chip Bull, from Petersham, Massachusetts was present via zoom to talk about the Town of Peterhsam’s experience with what was a similar proposal to them from Matrix.
 - He explained that within a year, start to finish, about 85% of Petersham was connected and pleased with the results.
 - Clay Purvis from the Vermont Department of Public Service was also available to answer questions.
 - Ken Millman asked him if the feasibility study has been completed to which he replied that they have asked for additional information from Matrix pertaining to a third-party review.
 - Matrix chose a CPA to do the third-party review and it will be forth coming.
 - Elliot Knight expressed his concerns about additional tax burden to the taxpayers.
 - He was informed that the subscribers would be the only ones paying additional money, that it would not affect the tax rate of the whole town.
 - Tabled until the informational meeting, scheduled for 05/10/2021 to begin at 7pm.
- Northwest Communications Union District (NW CUD) – Update-
 - A letter appointing CUD representatives was signed at the end of the meeting.
- Planning Commission Chair – New Chair – introductions and requests –
 - Josie Henry was present to introduce herself as the new chair of the Planning Commission.

- o She wanted to make the Board aware that the Planning Commission was awarded a \$20,000 grant to do a feasibility study on town own lands that may potentially be used for a recreational area.
- o Regional Planning has put out an RFP (Request for Proposal) and three contractors were interviewed.
- o As more information is available, it will be brought to the Selectboard for review.
- o Tabled until further notice
- o Josie was also present to talk to the Selectboard about the sign and flowerbed in the front of the municipal building.
- o This topic was discussed in 2020 and was not finalized.
- o The Board would like more information about the proposed plan for the sign.
- o Tabled until the next regular Selectboard meeting currently scheduled for 05/12/2021 at 7pm.
- o Jason Beulac and Ron Kumetz will be invited to that meeting.
- Change regular meeting night to Wednesdays – discussion –
 - o There was a request to have the meeting nights changed from the 2nd and 4th Tuesdays of each month to the 2nd and 4th Wednesdays of each month.
 - o The Clerk pointed out that there have been several instances where the meeting nights were changed to Wednesdays due to voting and this would eliminate the need to make those changes when presented with that issue.
 - o *Lee Kimball made a motion that the regular Selectboard meeting nights be changed from the 2nd and 4th Tuesdays of each month to the 2nd and 4th Wednesdays of each month for a trial period of 6 month – seconded by Nicholas Palmer – all in favor – motion carried.*
- July 4th – start time change from 11am to 1pm –
 - o Martha Goodsell asked that the Board be made aware of a start time change for the July 4th parade.
 - o July 4th is on a Sunday therefor the start time is being moved from 11am to 1pm to accommodate church schedules.
 - o No Board action necessary.
- Center Bay Beach – complaint –
 - o The complaint from some of the residents in the area of the Center Bay Beach, a town owned beach, is that trash is being left behind and the entry to the roads is being blocked by vehicles of people using the beach access for fishing and other activities.
 - o The boundary lines have been in dispute for many years and the town owned property is not clearly marked.
 - o This is an ongoing issue that is being researched.
 - o Updates will be made as they are available.

- Stormwater permit – amendment needed –
 - o The Town of Alburgh holds a stormwater permit for the Town garage.
 - o The Road Foreman was made aware that it needed to be updated due to some, what was believed to be, additional impervious surface.
 - o The Road foreman investigated and contacted the State to inform them and provide proof to them, that it has not changed since the most recent permit was issued.
 - o This has been resolved.
- Food vendor asking to set up on weekends near office. – update –
 - o The Board asked at the previous meeting that proof of insurance be provided before a decision was reached.
 - o The Clerk informed the Board that the vendor, a lemonade truck, has a 1million dollar insurance policy.
 - o She also informed them that the vendor is willing to pay for power if necessary, but the only power usage would be for a blender and possibly small lights.
 - o The Board agreed that supporting a business in Alburgh would be a positive step.
 - o *Shawn Creller made a motion to authorize the lemonade truck to set up on the Town property (the north driveway) and the use of the outside power outlet, without a fee – seconded by Chuck Pease – all in favor – motion carried.*
- Bookkeeping/financial matters –
 - o Tabled until the next regular Selectboard meeting currently scheduled for 05/12/2021 at 7pm.
- Move to online banking – update –
 - o The Treasurer was advised that this should be postponed until the team of Treasurer/Assistant Treasurer and Auditors is more comfortable as a team working toward monthly reconciliations.
 - o Tabled until the next regular Selectboard meeting currently scheduled for 05/12/2021 at 7pm.
- Transfer Station topics as needed –
 - o Lee Kimball provided a spreadsheet that showed the past 5 years profits or losses for the Transfer Station and talked about what caused some of the “big ticket” purchases.
 - o Tabled until the next regular Selectboard meeting currently scheduled for 05/12/2021 at 7pm.
 - o The Board entered into an executive session prior to the regular meeting, to evaluate Dillon Goodsell and decide if he would be hired on permanently.
 - o *Lee Kimball made a motion to keep Dillon Goodsell on as an employee of the Transfer Station – seconded by Russell Duchaine – all in favor – motion carried.*

- o Dillon Goodsell has completed his probationary period and will be offered the job on a permanent basis.
- Billing to Village for Village portion of Streetscape project now finished – update -
 - o Lee Kimball is working on figures that he has been provided and will pass the information on to the other Selectboard members before the next meeting.
 - o Tabled until the next regular Selectboard meeting currently scheduled for 05/12/2021 at 7pm.
- Outside audit – review report - update –
 - o Tabled until the next regular Selectboard meeting currently scheduled for 05/12/2021 at 7pm.
- 35 Main Street and 248A Route 78 – both owned by Town from tax sale – update –
 - o The Board has not decided what to do with the property at 35 South Main St.
 - o Tabled until the next regular Selectboard meeting currently scheduled for 05/12/2021 at 7pm.
 - o Terry Tatro informed the Board that the previous owner of 248A Route 78, a singlewide mobile home without land, came in and paid the amount that went delinquent plus other fees that the Town incurred after it took possession.
 - o The current years’ taxes were also delinquent, but this property should have been transferred to the Town which would have made it a non-taxable parcel.
 - o The tax amount for the 2020/2021 tax year will be added to the abatement list.
 - o The Clerk will create a bill of sale, selling this property back to the previous owner.
- o **ADJUSTMENT #1:** West Shore “junk” complaint
 - The complaint is about the number of vehicles at the intersection of West Shore and Truck Route.
 - The Board is concerned with whether or not the owner is operating a “junk yard” from this property.
 - Lee Kimball will contact the State representative that has guided the Town with a similar complaint.
 - o Tabled until the next regular Selectboard meeting currently scheduled for 05/12/2021 at 7pm.
- **ADJUSTMENT #2:** Cemetery letter request
 - o The Clerk drafted a letter stating that the Town the estate of someone buried in the cemetery in Alburgh Springs will not bill the estate for perpetual care of the cemetery.
 - o The request for this letter was made by the person trying to settle the estate.
 - o The Board members were satisfied with the letter and agreed to have it sent.

- The Clerk will sign the letter and send it the executrix of the estate.
- **ADJUSTMENT #3: Dog bite report**
 - Jim Benson provided Chuck Pease with a report indicating that a dog in the Town bit Sargent Able of the Grand Isle Sheriff's Department.
 - Neither party was requesting action at this time,
 - The Clerk informed the Board the animal in question was not registered with the Town and that Jim should pursue asking that the dog be vaccinated and registered.

SIGNATURES NEEDED.

- Liquor licenses –
 - Signed by all Board members.
- NWCUD representative appointments –
 - Signed by the Chairman of the Board.
- July 4th road closure approval letter –
 - Signed by the Chairman of the Board.
- Audit report response letter –
 - This will be attached to the Town letterhead and signed at a future meeting.

APPROVE INVOICES

- Invoices approved and signed.

ADJOURN:

- *At 9:30pm Lee Kimball made a motion to adjourn – seconded by Shawn Creller – 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 05/26.2021.

