

MINUTES FROM 05/12/2021 ALBURGH SELECTBOARD MEETING

The Selectboard meeting was held in the conference room as well as on Zoom. The Zoom recording link can be found here:

<https://us02web.zoom.us/rec/share/PFNfKjJeyMhZTkSlq4JV3hnZyrOtOcDbYV7ODvRSoPI936ppuo0ONUhhVBHd3iD2.8fE17E0RV8fmlzrP>

PRESENT: Chairman, Lee Kimball, Chuck Pease, Russel Duchaine, Shawn Creller, Nicholas Palmer, Clerk, Donna L. Bohannon

GUESTS (Via Zoom): Michael Frett (The Islander), Ken Millman, Matthew Lavigne

GUESTS (In person): Terry Tatro, Mallory Ovitt, Elliot Knight, Jason Beaulac, Matthew LeFluer, Ron Kumetz, Josie Henry, Alton Brusio, George Boutah, Carol Behrman

7:00pm - OPEN REGULAR MEETING:

- The meeting was called to order by Chairman, Lee Kimball at 7PM

ADJUST AGENDA (if needed):

- Several adjustments were made to the agenda,
- ADJUSTMENT #1: Open truck bids
- ADJUSTMENT #2: Digital/Alburgh sign dilemma
- ADJUSTMENT #3: Resignation letter (Ariel Brace – ACO)
- ADJUSTMENT #4: Quote for Skip Waters Steps – hit by sidewalk plow
- ADJUSTMENT #5: Hire a contractor for work on Municipal Planning Grant for rec area

APPROVE THE FOLLOWING MEETING MINUTES:

- 05/05/2021 REGULAR SELECTBOARD MEETING
 - *Lee Kimball made a motion to accept the minutes from the 05/05/2021 meeting as written – seconded by Chuck Pease – all in favor – motion carried.*

VISITOR INPUT:

- No visitor input.

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

- Green Mountain Fireworks – letter of welcome –
 - Lee Kimball recapped some of the history of creating and rescinding an ordinance to regulate fireworks in Alburgh.
 - He explained that the chief of the fire department is, by state statute, the person responsible for the issuance of permits for fireworks displays.

- o Lee explained that also by state statute, the requirements for a fireworks business to be allowed to operate in a town, they must have a permit from ATF and one from the town that they are operating in.
- o Alburgh does not have a permitting process, as there is no zoning, so a letter from the Selectboard stating they do not have any objection to the business being in the town, has the same effect as a permit.
- o For the past 3 years, the Alburgh Selectboard has given Green Mountain Fireworks a letter stating that “the Town of Alburgh has no objection to the retail sale of fireworks by Green Mountain Fireworks, LLC, within the Town.”
- o A similar letter with the addition of an end date of November 30th, 2021, has been written and ready to be approved by the Board.
- o *Russell Duchaine made a motion that the Chairman sign the letter – seconded by Shawn Creller – all in favor – motion carried.*
- o Lee Kimball signed the letter to Green Mountain Fireworks. [Letter to GMF](#)
- Matrix & Broad band – update –
 - o The town vote from 05/11/2021 was passed, allowing the Selectboard to enter a Memorandum of Understanding (MOU) with the Matrix Design Group.
 - o Ken Millman suggested that a committee be formed to lessen the burden on the Selectboard members. This committee would assist the Selectboard with matters related to Broadband in general and Matrix specific.
 - o He stated that he has a list of people who have shown interest in the past and will reach out to them to confirm they are still interested. He will then supply a list of names to the Selectboard.
 - o It was suggested that this Board be made of either 3 or 5 people. This will be determined at a future meeting.
 - o Tabled until the next regular meeting, currently scheduled for 05/26/2021.
- Northwest Communications Union District (NW CUD) – Update-
 - o Ken Millman informed all that the NW CUD is considering working with other CUDs to increase the chances of securing grants as CUDs have the possibility of acquiring grants from the state.
 - o He also pointed out that it is possible that the CUD could buy out the network if the town chose not to.
 - o Tabled until the next regular meeting, currently scheduled for 05/26/2021.

- Center Bay Beach – complaint –
 - o The Clerk unearthed a file that was created in the past and has been added to over the course of 10+ years.
 - o The file contains maps, affidavits from one of the original landowners as well as documents from attorneys relating to the ownership of the land in dispute.
 - o The Listers will work on creating a general map with boundaries clearly marked, that can be presented to all parties involved.
 - o The goal is to make the beach available to those who have rights to it and to clearly define what that area is.
 - o Tabled until the next regular meeting, currently scheduled for 05/26/2021.
- Transfer Station topics as needed –
 - o #1: Shawn Creller informed all that the 3rd compactor has stopped working.
 - o He and Dean Tallman will change out the motor and pump from the other unit that is at the Transfer Station.
 - o #2: Russell Duchaine reported that an agreement was reached with a vendor to purchase vehicle batteries from the Town of Alburgh and that the “handshake agreement” that was made prior is null and void.
 - o The previous agreement did not bring revenue to the town, but the new agreement will as the vendor will pick up and pay for the batteries.
 - o Dean Tallman has been given the number to the vendor so he will be able to call directly when there is a significant amount of auto batteries to dispose of.
 - o Terry Tatro pointed out that residents of Alburgh should not be charged to dispose of their auto batteries if the Town is collecting money from their sale.
 - o #3: Ron Kumetz asked that Shelburne dispatch be called when the brush pile at the Transfer Station is going to be lit on fire, as this will eliminate some of the calls that come in about a fire in that vicinity.
 - o Terry Tatro pointed out that as the Fire Warden, he should issue a burn permit before the brush is set ablaze.
 - o There is also concern about the pile of wood chips that are close to the brush pile.
 - o It was suggested that the chips be burned also.
 - o Ron Kumetz will coordinate with the Transfer Station staff, the Fire Department volunteers and the Highway Department employees to work together and get the brush pile and possibly the chips burned safely.

- o Lee Kimball volunteered to advertise on the website and social media platforms, the wood chips as free to anyone that wants them.
 - o Transfer Station topics tabled until the next regular meeting, currently scheduled for 05/26/2021.
- Billing to Village for Village portion of Streetscape project now finished – update -
 - o Lee Kimball will continue to research this and present his findings to the Board at the next Selectboard meeting.
 - o Tabled until the next regular meeting, currently scheduled for 05/26/2021.
- Street name for new private road -
 - o A new private road has been established off Route 2 south and needs to be assigned a name.
 - o Six cabins have been built on the site creating the need for a road name.
 - o The owner of the property would like the name “Dillenbeck Bay View”.
 - o The Board is required to approve the name before numbers are assigned to the cabins.
 - o *Lee Kimball made a motion to name the new private road “Dillenbeck Bay View” – seconded by Chuck Pease – all in favor – motion carried.*
- West Shore “junk” complaint
 - o The property owners will be invited to the next Selectboard meeting to discuss this complaint.
 - o Tabled until the next regular meeting, currently scheduled for 05/26/2021.
- Outside audit – review report - update –
 - o The Selectboard has reviewed the audit results and the response to the report.
 - o They will continue to take steps to address the deficiencies listed in the audit.
 - o Lee Kimball explained that the response to the deficiencies in the controls need to be committed to and resolved by the end of the year.
 - o The audit report needs to be signed by the Selectboard members, put on letterhead and returned to Sullivan and Powers.
 - o *Lee Kimball made a motion to approve the document as written and that the Board will sign the document – seconded by Shawn Creller – all in favor – motion carried.*
 - o The Selectboard will sign the document, the Clerk will put it on letterhead and send it to Sullivan and Powers.

- Bookkeeping/financial matters –
 - The Treasurer and Auditors will present information at the next regular meeting.
 - Tabled until the next regular meeting, currently scheduled for 05/26/2021.
- Move to online banking – update –
 - The Clerk/Treasurer will contact Peoples United Bank to get more information on a scanner to scan checks in for deposit.
 - Tabled until the next regular meeting, currently scheduled for 05/26/2021

SIGNATURES NEEDED.

- Audit report response letter –
 - Signed by all five Board members.
- ADJUSTMENT #1: Open truck bids
 - Truck bids were opened.
 - The bids were as follows:
 - Bridgeview Farm - \$8,200
 - David Couture - \$10,252
 - Ron Machia - \$8,780
 - Leslie Coons - \$7,760
 - *Lee Kimball made a motion to accept the bid of \$10,282 from Dave Couture – seconded by Russell Duchaine – all in favor – motion carried.*
 - The highest and winning bid was from David Couture (\$10,282)
- ADJUSTMENT #2: Digital/Alburgh sign dilemma
 - Josie Henry was present to talk to the Board about the Alburgh sign in front of the building and the stone flower bed that surrounds it.
 - This has been a topic of discussion with Ron Kumetz, Fire Chief because the fire department has applied for and awarded a grant for the purchase of a new digital sign to take the place of the existing sign.
 - There has been some discussion about the removal of the old sign and the flower bed, and no decision has been made to date.
 - There was agreement among the Board at this meeting to allow the old sign and the flower bed to be removed and the sign to be reestablished in front of the building.
 - The fate of the stone flower beds will be decided at a future meeting.

- The new digital sign will be placed where the planter is currently located and beautification of it will also be decided at a future meeting.
- Tabled until the next regular meeting, currently scheduled for 05/26/2021.
- ADJUSTMENT #3: Resignation letter (Ariel Brace – ACO)
 - Ariel Brace submitted a letter of resignation.
 - *Lee Kimball made a motion to accept the resignation of Ariel Brace as Animal Control Officer – seconded by Russell Duchaine – all in favor – motion carried.*
- ADJUSTMENT #4: Quote for Skip Waters Steps – hit by sidewalk plow
 - The steps at the 40 North Main St, property owned by Skip and Stephanie Waters, was hit by the sidewalk plow during the winter.
 - Mr. Waters submitted a quote for \$5,563 for the repairing/replacing, the stairs, decking and railings.
 - The Clerk will submit an insurance claim to VLCT.
 - Tabled until the next regular meeting, currently scheduled for 05/26/2021.
- ADJUSTMENT #5: Hire a contractor for work on Municipal Planning Grant for rec area
 - This will be discussed at the next regular Selectboard meeting.
 - Tabled until the next regular meeting, currently scheduled for 05/26/2021.

APPROVE INVOICES

- All invoices approved and signed

ADJOURN:

- *At 9:30pm Lee Kimball made a motion to adjourn – seconded by Shawn Creller – motion carried – meeting adjourned*