

MINUTES FROM 06/09/2021 ALBURGH SELECTBOARD MEETING

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

https://us02web.zoom.us/rec/share/If8wE-JbNH0lJknc7VuNW8hR5M_ifNEymnZ47ycsf3XeNwNy3LDpDVBneYNLH_4Q.biqZE6pZDzRqNKA8

PRESENT (All in person): Vice-Chair, Russell Duchaine, Chuck Pease, Shawn Creller, Nicholas Palmer, Clerk, Donna L. Bohannon

GUESTS (In person): Terry Tatro, Cheryl Dunn, Bronwyn Proffitt-Higgins, Ron Kumetz, Alton Brusio

GUESTS (Via Zoom): Matt Lavigne, Greta Brunswick (Northwest Regional Planning), Michael Wisniewski (Duncan Wisniewski Architecture), Chris Lynch (Matrix), Ken Millman, Josie Henry, David Mahoney (VT Connections)

7:00pm - OPEN REGULAR MEETING:

- Meeting called to order at 7:05pm by Vice-Chair, Russell Duchaine

ADJUST AGENDA (if needed):

- One adjustment/addition was requested –
 - ADJUSTMENT/ADDITION #1: Fireworks permitting discussion -

APPROVE THE FOLLOWING MEETING MINUTES:

- 05/12/2021 REGULAR SELECTBOARD MEETING
 - *Chuck Pease made a motion to approve the minutes from the 05/12/2021 Selectboard meeting as written – seconded by Nick Palmer – all in favor – motion carried.*
- 05/26/2021 REGULAR SELECTBOARD MEETING
 - *Chuck Pease made a motion to approve the minutes from the 05/12/2021 Selectboard meeting as written – seconded by Nick Palmer – all in favor – motion carried.*

VISITOR INPUT:

- No visitor input

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

- Alburgh Springs Border Crossing – Updated survey to install new gate etc.
 - o GSA is drafting an agreement for the Board to review and sign.
 - o They have not sent the agreement and they were not in attendance at the meeting.
 - o Tabled until the next regular meeting currently scheduled for 06/23/2021.
- I.T Service needed for the office – quote available – RFP needed?
 - o Vermont Connections submitted a quote of \$3,999 to perform an assessment of the network and computer infrastructure of the Town.
 - o Visual Edge IT sent a quote of \$0 for a technology assessment.
 - o The quote from Visual edge came in a few hours before the meeting, not giving a lot of time for comparison.
 - o The Board will review and compare the two quotes before deciding which company to use for the IT assessment.
 - o Tabled until the next regular meeting currently scheduled for 06/23/2021.
- Greta Brunswick - discuss contract extension with Duncan Wisniewski Architecture
 - o Greta was present via Zoom to ask the Board to approve a contract extension with Duncan Wisniewski Architecture.
 - o She asked that the Board approve Lee to sign the amendment and updated proposal.
 - o *Russell Duchaine made a motion to approve Lee as Selectboard Chair to sign the contract amendment – seconded by Nick Palmer – all in favor – motion carried –*
 - o The Clerk will provide the contract for Lee to sign.
 - o Greta also asked that the Board begin thinking about talking to the Town attorney about how to structure the management of the project during construction.
 - o She explained that there are multiple entities involved in the project as well as multiple sources of revenue and that it would be beneficial to talk to the attorney for suggestions on how best to manage the financial aspect of the project.
 - o There was not decision made at this meeting.
 - o Greta will attend the next meeting in person.
 - o Tabled until the next regular meeting currently scheduled for 06/23/2021.

- Lister request – extend Grand List lodging – (added 06/07/2021 @7:37am)
 - o Cheryl Dunn, Lister, explained that due to COVID restrictions, the Grand List was not ready to be lodged and asked that the Selectboard approve a request for extension.
 - o If the Grand List cannot be lodged on time, the Listers must ask the State for an extension, but the Selectboard of the Town must first approve the request.
 - o Cheryl explained that the Listers met with their District Advisor who informed them that many towns are asking for extensions.
 - o *Chuck Pease made a motion to approve the Listers request to extend the lodging of the 2021/2022 Grand List – seconded by Shawn Creller – all in favor – motion carried.*
- Declaration for inclusion –
 - o A private citizen asked that the Board sign a Declaration of Inclusion.
 - o The Clerk did not have the information with her about the individual, only the proposed declaration which she read read.
 - o The Board wanted some more information on the individual that was asking for this to be signed before deciding.
 - o Tabled until the next regular meeting currently scheduled for 06/23/2021.
- Center Bay Beach – complaint –
 - o Cheryl Dunn as Lister explained some of the history of the beach and stated that she and Shawn Creller will work together to establish a timeline of that history to present at a future meeting.
 - o Tabled until the next regular meeting currently scheduled for 06/23/2021.
- Constable training and roles –
 - o There was some discussion about what a town constable is allowed to do by statute without having proper training.
 - o They Board was interested to know if Jerid Creller, the Alburgh constable, is interested in the training that is offered at the police academy.
 - o The Clerk will direct him to information and ask him to attend the next Selectboard meeting.
 - o Tabled until the next regular meeting currently scheduled for 06/23/2021.
- Garfield trailer in violation – update –
 - o There has not been any progress on this topic.
 - o Tabled until the next regular meeting currently scheduled for 06/23/2021.

- Skip Waters Steps – hit by sidewalk plow – update if any –
 - o The insurance claims adjuster from VLCT, Pam Blouin, visited the site to assess the damages and decide on the amount of the claim.
 - o The quote from the property owner was for the amount of \$5,563.00
 - o The amount that was determined by Pam and an independent property appraiser placed the damages at \$4,577.68.
 - o VLCT will send the property owner a check for that amount and the Town will have to pay a \$1,000 deductible.
 - o *Chuck Pease made a motion to ask VLCT to pay the amount of \$4,577.68 and bill the town for the \$1,000 deductible – seconded by Shawn Creller – all in favor – motion carried.*
- Matrix & Broad band – update –
 - o Ken Millman reported that the Broadband Committee met and discussed, among other things, where the equipment would be housed.
 - o Ron Kumetz, at the Broadband Committee meeting suggested “Ding’s room”, the storeroom between the town office and the bingo hall, as a possibility.
 - o He stated that he will talk to the executive board of the fire department to verify that this is acceptable.
 - o Tabled until the next regular meeting currently scheduled for 06/23/2021.
- Northwest Communications Union District (NW CUD) – Update-
 - o Ken reported that Isle Lamott has joined the CUD and appointed two representatives, Mary Graziano and Jayson Ashline.
 - o He also reported that the CUD has been awarded a grant for Approximately \$65,000 and will use it to hire a district advisor.
 - o Lastly, he reported that the feasibility study will be available to the public soon.
 - o Tabled until the next regular meeting currently scheduled for 06/23/2021.
- Transfer Station topics as needed –
 - o Russell Duchaine reported that he spoke with Dean Tallman, Transfer Station Foreman about the new company that would be picking up the batteries and that the “handshake” agreement made prior was no longer valid.
 - o He also reported that he spoke with Jason Reynolds, Road Foreman, who created a berm around some of the brush so that it could be burned safely.

- o Ron Kumetz, Fire Chief will look at the berm to assess the safety of the area for burning.
- o Ron suggested that they take the large pile of brush apart and burn what can be burned so the underlying ground can be leveled.
- o No other Transfer Station topics were addressed.
- o Tabled until the next regular meeting currently scheduled for 06/23/2021.
- Bookkeeping/financial matters – Reports to Selectboard
 - o Tabled until the next regular meeting currently scheduled for 06/23/2021.
- Move to online banking – update –
 - o Donna L. Bohannon, Treasurer, reported that the paperwork for the check scanner has been received.
 - o She will review the agreement, sign the paperwork and return it to the bank.
 - o The bank will then contact the Town to schedule training and deliver the machine.
 - o Tabled until the next regular meeting currently scheduled for 06/23/2021.
- 4 Point of Tongue - Possible litigation –
 - o The taxes on a property that sold in January 2021, went delinquent in April.
 - o The new owner was sent the delinquent bill with penalty and interest added.
 - o The new owner and the previous owner came to an agreement and both paid half of the tax amount.
 - o It was stated that penalty and interest would be paid by the attorney that was responsible for making sure taxes were current.
 - o The attorney contacted the towns attorney and threatened to sue the town if they pursued the claim.
 - o The Board members in attendance want to research this further before making a decision.
 - o Tabled until the next regular meeting currently scheduled for 06/23/2021.
- Funding assistance for American Legion – new vet flags needed -
 - o Shawn Creller explained that there are about 50 flag holders missing from veterans' graves and wanted to know if there were any monies available to donate to the Legion to purchase new markers for the veterans.
 - o There was some discussion on the subject, but the Board did not decide at this meeting.
 - o Tabled until the next regular meeting currently scheduled for 06/23/2021.

- Advertise for interested parties to the Selectboard –
 - o Lee Kimball announced at a prior meeting he will be moving out of state and therefore will within a couple of months, be resigning from the Selectboard.
 - o The Board will advertise the upcoming vacancy so Lee can be present during the interviews for his replacement.
 - o The letters of interest should be submitted before the first meeting in July.
 - o *Chuck Pease made a motion to advertise the upcoming vacancy of the Selectboard – seconded by Russell Duchaine – all in favor – motion carried.*
 - o Tabled until the first Selectboard meeting in July, currently scheduled for 07/14/2021.

ADJUSTMENT/ADDITION #1: Fireworks permitting discussion –

- Ron Kumetz, fire chief, is in the process of revising the permit and will email it to the Selectboard before the next meeting.
 - o There was some discussion about how to write the permit so that there would not be any liability to the fire chief.
 - o Russell Duchaine suggested a disclaimer of sorts.
 - o Ron will continue editing the permit and send it to the Board.
 - o Tabled until the next regular meeting currently scheduled for 06/23/2021.
- SIGNATURES NEEDED.
 - o No special signatures currently.
- APPROVE INVOICES –
 - o All invoices approved and signed.

ADJOURN:

- *At 9:15pm Nick Palmer made a motion to adjourn – seconded by Russell Duchaine – 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 06/23/2021.