

Alburgh Select Board Minutes  
Regular Meeting  
August 25, 2021  
Hybrid Zoom/ In-Person Meeting

Present: Josie Henry, Russell Duchaine, Chuck Pease, Nicholas Palmer, Danielle James Choiniere, Terry Tatro, Alton Brusio, Jason Reynolds, Lee Kimball, Matthew Lefluer, Linda Naylor, Christy Lepage(?), Carol Behrman, Brian Tjelta, Shane Brown, Ken Millman, Kathy Rochedieu

*The meeting had an executive session scheduled for 6:30 and slipped into session at 6:45 PM. No motions were made. The public was invited back to the conference room at 7:14 PM.*

**AGENDA ADJUSTMENTS**

- Letter from South Alburgh Fire District #2
- Clarification of comp/ vacation time on personnel policy
- Add visitor input
- End of month financial reports
- Center Bay beach issue
- Rat Issue
- Letter to Mr. Garfield

**APPROVAL OF MINUTES – 8/11/2021**

Russell corrected the spelling of his name in one spot. Josie clarified the board didn't table Center Bay issues, just that they were awaiting more information.

- *Nicholas Palmer motioned to approve minutes with corrections. Chuck Pease seconded, all in favor. So approved.*

**VISITOR INPUT**

-Linda Naylor and neighbor Christy Lepage reported rats in their yards. They believe vermin are attracted to trash and accumulated refuse on Vantine Avenue. The board will let Health Officer Jane Dwinell know after they determine who owns the properties.

-Shane Brown asked for help filing a town driveway permit. There was discussion on whether he needed one as he's accessing the fire department's parking lot. Shane to work with the fire department on what he'll require, and the town will be able to work with them both.

-Lee Kimball asked about ARPA funds and how other Alburgh entities have submitted requests for some of that money. Josie said Alburgh will be getting more than expected and the town will work to make sure any interested/applicable entities are given a fair shake.

**NEW BUSINESS**

-Town Office Accessibility- Back open after a Covid scare. Josie is looking into having more people able to access the town website and office with keys. Workspace and town emails would also be nice. Lee offered to help with website html, and he lauded a mailing list feature Wakefield, NH had. Josie had investigated getting an intern to help with the website.

-Batteries @ Transfer Station- Appear to be walking off as our vendor who takes them has not received a load. Chuck mentioned to keep 'transfer station topics' on each agenda. The scale has also been noted to read irregularly. There are many loose ends, and it was recommended the board watch their payroll line item.

**OLD BUSINESS**

-Town Property on South Main-

- *Chuck Pease motioned to accept Gilbert Gagner's bid of \$8,900. Nicholas Palmer seconded, all in favor. So voted.*

-VORAC Recreation Grant- The Planning Commission met on 8/24 and agreed to do an application for a \$200,000 grant with no match. They are looking for public comment on the municipal planning grant 9/13. It would be nice to have select board support via a letter.

- *Russell Duchaine motioned to submit a letter of support. Chuck Pease seconded, all in favor. So voted.*

-Employee Hand Book- tabled until next meeting.

-Clubhouse Update- Needs \$15,000 until the grants they've so far received have sufficiently matched funds.

-Broadband- Matrix is working on public outreach and with VECI. The town is working with the fire department on granting space for housing fiber hardware. 460 potential subscribers are needed for the project to continue. Ken Millman reported Matrix plan to start at the town office with multiple crews installing fiber simultaneously in different directions. They can "light up" houses as they go. Families with school-age children on free lunch programs can get a discount. Josie was concerned, after reading Matrix's MOU with the town, of the sequence of their bullet points. She did not want to apply and receive grant money if the project did not get built.

-Center Bay Issue- Brian Tjelta presented a map he made to provide a bird's eye view of the area. After a duration of time, it came about the boundaries aren't really in dispute but where beach visitors park and their litter. Suggestions about signs, fencing, boulders, etc. were tossed around but were deemed ineffective by Brian. Josie asked what Center Bay residents specifically want. Russell suggested the town could have two parking places with boulders on each side to not include any more—if it didn't interfere with town plow trucks. Russell and Jason Reynolds will make a site visit to see if this course would be feasible and should have an update for the next regular meeting.

-Martell Road- Russell spoke with Bethany Remmers about the process of lowering town road speeds. They can do a speed study at no cost to the town. Chuck also brought up a speed complaint years ago on Alburgh Springs Road that was never addressed. The board was very favorable to seeing these studies done.

-Highway Equipment- The town would like a new loader and dump truck. The capital equipment fund has over 100K. A new loader costs roughly \$160K and new truck \$140K. The board will look into trades and leasing to own. Brian Tjelta asked if the town invests money, and the answer was no.

- *Josie Henry motioned to look into purchasing a loader as high as \$160K. Russell Duchaine seconded, all in favor. So voted.*

-Library Ramp- The current ramp is not ADA compliant. A quote is needed to see what the work scope is.

-End of Month Financial Reports- These reports weren't presented as auditor Carol Behrman said they had not been able to balance the month of July. She was concerned and didn't want the town's progress to slide. Ken Millman said at the very least not having balanced records breaks the Clubhouse's grant requirements. Carol suggested a bookkeeper for the town or switch to QuickBooks versus NEMRC. The comment was made financial positions could be changed by vote when applicable from elected to appointed. Since the treasurer was out sick, her information can be presented for the next board meeting.

Garfield Letter- It was drafted but needed a final version. Tabled for next meeting.

## **ADJOURN**

- *Chuck Pease motioned to adjourn at 10:15 PM. Russell Duchaine seconded, all in favor. So adjourned.*

Respectfully submitted,  
Danielle James Choiniere

*These minutes are not slated for approval until the next regularly scheduled select board meeting.*