

# MINUTES FROM 12/22/2021

## Alburgh Selectboard Meeting

The meeting was recorded via Zoom – that recording can be accessed here:

[https://us02web.zoom.us/rec/share/4KRYjnZWx\\_CgEdMaNWjr8PyChsM5RbiPrCZ76ArVOnSGF5ea0jC\\_KCXJc6jaGK8.voa3Va2mE56GM7mI](https://us02web.zoom.us/rec/share/4KRYjnZWx_CgEdMaNWjr8PyChsM5RbiPrCZ76ArVOnSGF5ea0jC_KCXJc6jaGK8.voa3Va2mE56GM7mI)

**PRESENT:** Chair, Josie Henry (Via Zoom), Vice-Chair, Russell Duchaine, Shawn Creller, Nicholas Palmer, Donna Boumil, Clerk, Donna L. Bohannon

**GUESTS:** Terry Tatro, Jerid Creller, Alton Bruso,

### MEETING AGENDA

1) 6:45PM – Executive session for the purpose of 1 V.S.A. 317(c)(4) – Attorney / Client privilege.

- At 6:48pm Russell Duchaine made a motion to enter into executive session for the purpose of 1 V.S.A. 317(c)(4) – Attorney / Client privilege – seconded by Donna Boumil – all in favor – motion carried – Board in executive session.
- At 6:56pm Russell Duchaine made a motion to leave executive session – seconded by Donna Boumil – all in favor – motion carried – Board out of executive session.
- No action taken

2) 7:00PM – Call to Order

- Meeting called to order at 7pm by Vice-chair, Russell Duchaine

3) 7:05PM – Adjustments to the Agenda

- One adjustment was needed –
- ADJUSTMENT #1 - application for the transfer station position was received for review – will be added under transfer station topics.

4) 7:10PM – Minutes

- 12/8/2021
  - Shawn Creller made a motion to accept the minutes from the 12/08/2021 meeting as written – seconded by Donna Boumil – all in favor – motion carried.
  - Nicholas Palmers name will be added to the list of members present.

5) 7:15PM – New Business

- *Recreational Rail Trail* – the board will consider hunter safety zones in the vicinity of the Alburgh Recreational Rail Trail.
  - Josie Henry reminded the board that Mark Martin had talked to them about hunter safety zones on and around the rail trail.
  - There was agreement that the trails need to be safe for everyone that enjoys them.
  - There was some discussion about creating policies for all of the trails in the town.

- Liability was also discussed – the clerk will reach out to VLCT for guidance on policies for recreation trails owned by a town.
- Tabled until further notice.
- *Transfer Station* – the board will discuss alternative operating models for the transfer station.
  - Josie discussed the violations that were received and the progress that has been made on mitigating them.
  - There was some discussion about different options for operating the transfer station, one of which is letting Northwest Solid Waste take over operations.
  - Russell suggested looking at the model that is used in Grand Isle and explore utilizing their model.
  - Josie explained that this was introduced as a conversation starter and that it did not need to be decided on immediately.
  - There was some back and forth about the topic and it was ultimately decided that cost comparisons should be done and that a proposal from NWSWD would be warranted.
  - Tabled until further notice.
  - Josie also informed the board that a complaint had been verbally given and that she spoke with the complainant.
  - This will be discussed at a future meeting.
  - ADJUSTMENT #1 - application for the transfer station position was received for review.
  - One application was received and reviewed by the board.
  - All agreed that they would like to have at least one more to review before deciding.
  - The clerk will place the help wanted ad in the Islander for a couple of weeks as well as posting on Facebook, Front Porch Forum and the town web page.
- *Budget Meeting Schedule* – the board will discuss the budget proposal deadline/schedule.
  - Budget meetings will be held on January 5<sup>th</sup> and the 19<sup>th</sup> and will begin at 5pm.
  - The town reports book must be at the printer by January 28<sup>th</sup>.

Public comments welcome following board discussion on each issue (5 min per issue).

## 6) 8:00PM – Old Business

- *Missile Base* – Blair’s Discount Fuel in Alburgh is interested in the property.
  - Donna Boumil researched the feasibility of selling or leasing some or all of the land at the Missile Base.
  - The department of labor has reported that the site is acceptable for storage but work cannot be performed there for more than three hours due to the contaminants in the soil.
  - The Department of Environmental Conservation must be contacted before any action is taken.
  - Donna Boumil will contact DEC.
- *Vermont Community Development Program (VCDP) Grant* – the board will review the status and future of a \$500,000 grant awarded by the VCDP for an Alburgh daycare center.
  - Josie explained that the grant is frozen until a new plan can be implemented.
  - Some of the funds have been used for the planning portion of the project.
  - The grant needs to be closed out and the amount used needs to be paid out to the vendors.
  - *Donna Boumil made a motion to close at the VCDP grant and pay out what has been used - seconded by Nick Palmer - all in favor – motion carried.*

- *American Rescue Plan Act Funds* – the board is working on a public engagement strategy to gauge public priorities for these funds.
    - Josie reported that a suggestion box will be placed in the town office for people to drop off suggestions of how the funds could be spent.
    - She will also draft something for the town website, Front Porch Forum and Facebook.
    - Discussion will continue at future meetings.
  - *Office IT Issues* – the town is considering an IT support contract.
    - Josie and clerk, Donna Bohannon met with one of the three IT companies that submitted proposals.
    - Josie will schedule the same with the remaining two.
    - Discussion will continue at future meetings.
  - *Repair Contractor* – the town is looking to hire someone to work minor repairs.
- Public comments welcome following board discussion on each issue (5 min per issue).

- One letter of interest was received from Bent Birch Handy Man Services.
- The board agreed that they would like to have at least one more letter of interest before deciding.
- The ad will be placed for a couple more weeks.
- Nick Palmer will inform the attendants at the transfer station that they will need to shovel off the roof of the building until an addition roof is built.

## 7) 8:30PM - Budget Topics

- *Treasurer's Report* –
  - The treasurer reported that the board has the most recent budget status report, and it was agreed that discussions will continue at the budget meetings.
- *Highway Department* –
  - *Equipment replacement plan*
    - This has been temporarily placed on hold, pending next years budget.
  - *Topcoat on Martell Road?*
    - There was some discussion about whether or not the topcoat should be done sooner than later and no decision was made.
    - Russell will talk to Jason Reynolds and ask what, as road foreman, he sees the top five roads in need of blacktopping.
    - This will be discussed at future meetings.
  - *Compensation*
    - *At 7:53pm Donna Boumil made a motion to enter into executive session for the purpose of the appointment, employment, or evaluation of a public officer or employee, provided that a public body must make the final hiring or appointment decision, and explain its reasons for the decision, in open meeting. 1 V.S.A. § 313(a)(3) – seconded by Nick Palmer – all in favor.*
    - Members of the audience and the clerk left the room.
    - The public and clerk were invited back into the room.
    - *At 8:01 Russell Duchaine made a motion to leave executive session – seconded by Donna Boumil – all in favor – motion carried – board out of executive session.*
    - *Nick Palmer made a motion to issue bonus checks in the amount of \$1200 for Jason Reynolds and Rodney James in the form of a second check for each in*

*addition to the regular paycheck for the week of December 29<sup>th</sup> – seconded by Shawn Creller – all in favor – motion carried.*

- The treasurer will issue a check in the amount of \$1200 to both Jason Reynolds and Rodney James next week in addition to their regular paychecks.

- *Warrants*

- All warrants approved and signed.

Public comments welcome following board discussion on each issue (5 min per issue).

8) 9:00PM - Adjourn

- *At 8:09pm Nick Palmer made a motion to adjourn – seconded by Shawn Creller – all in favor – motion carried – meeting adjourned.*

**TABLED Items:**

- *317 South Main Street* – The residential property is currently owned by the town. The board is deferring action on it until the Clubhouse project’s final location is established.
- *Nuisance Property Ordinance Associated Complaints*
  - Garfield trailer
  - Vantine Avenue
- *Library requirement* - American Disabilities Act compliant ramp.
- *Alburgh Springs Community Hall* – the town is looking for opportunities to restore the historic church.
- *New Town Sign* – the fire department has ordered an electronic sign, using grant funds, that will be placed in front of the municipal building.
- *Speed studies* – speed study updates as available.
- *Broadband Access* – Matrix is working on pre-subscribing families.
- *Vermont Outdoor Recreation Communities Grant (VOREC)* – the town applied for a grant to improve the recreation rail trail.
  - These will remain on the agenda.

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 meeting, currently scheduled for 12 January 2022.**