

# Minutes from 12/8/2021

## Alburgh Selectboard Meeting

The 12/08/2021 Selectboard meeting was recorded via Zoom and can be viewed at the following link:

[https://us02web.zoom.us/rec/share/DRpNba40IIJgAq-rDDZgP6uEn97xu3loz9RGEccWUV9DNDTjflLyVc5RDw1--fIW6.Ytl4-XZCX\\_QwR2Rz](https://us02web.zoom.us/rec/share/DRpNba40IIJgAq-rDDZgP6uEn97xu3loz9RGEccWUV9DNDTjflLyVc5RDw1--fIW6.Ytl4-XZCX_QwR2Rz)

**PRESENT:** Chair, Josie Henry, Vice Chair, Russell Duchaine, Shawn Creller, Donna Boumil (newly appointed at this meeting), Clerk Donna L. Bohannon

**GUESTS: (IN PERSON)** - Terry Tatro, Carol Behrman, Donna Boumil, Alton Brusio, Jason Reynolds, Mark Martin, Brian Tjelta, George Hakey, John Morrisette, Leanne Morrisette, Danielle James Choiniere

**GUESTS: (VIA ZOOM)** – Ed Murphy, Mallory Ovitt, Koleigh Vachereau

### MEETING AGENDA

#### 1) 7:00PM – Call to Order

- Meeting called to order at 7pm by Chair, Josie Henry

#### 2) 7:05PM – Adjustments to the Agenda

- 3 adjustments were made
  - ADJUSTMENT #1 – Appoint new board member will be moved to the top of the agenda.
  - ADJUSTMENT #2 – A complaint about poultry will be added for discussion.
  - ADJUSTMENT #3 – The Clubhouse topic will be moved from tabled for an update.

#### 3) 7:10PM – Minutes

- 11/10/2021 – One typo (the word “but” should be “by” under Planning Commission appointment) was pointed out and will be corrected.
  - *Nick Palmer made a motion to approve the minutes from the 11/10/2021 Selectboard meeting with the correction – seconded by Russell Duchaine – all in favor – motion carried.*

#### 4) 7:15PM – New Business

- ADJUSTMENT #1 – Appoint new board member will be moved to the top of the agenda.
  - *Nick Palmer made a motion to appoint Donna Boumil to fill the vacancy on the Selectboard – seconded by Shawn Creller – all in favor – motion carried.*
  - Donna was welcomed to the Board.
- *UVM intern: Koleigh Vachereau’s internship ends mid-December. The school has offered to replace her next semester with a new intern.*
  - Josie Henry explained that the UVM intern who was assisting the town remotely is done her internship and will be moving on.
  - She also explained that if Alburgh would like another intern, UVM will assign one to the town.
  - This will be discussed at a future meeting.
  - Tabled until further notice.

- *Missile Base* – a local business is interested in using, leasing, or purchasing the property.
  - Jim Blair is interested in purchasing or leasing some of the land and possibly one of the Quonset huts at the Missile Base, as a place to park his fleet.
  - There was some discussion about the quality of the soil and whether or not it would be suitable and acceptable for use.
  - It was mentioned that currently the highway department uses the Quonset huts for cold storage.
  - This subject will be researched and discussed at a future board meeting.
  - Tabled until further notice.
  
- *Broadband Advisory Board Vacancy* – Ken Millman has resigned from the town board but would like to continue representing the town on the Northwest Fiberworx's (formerly Northwest Communications Union District) board citing potential conflicts of interest serving on both.
  - Ken Millman has resigned from the Broadband subcommittee but would still like to represent Alburgh on the Northwest CUD. He feels his time will be better spent at that level.
  - Russell Duchaine will talk to Elliot Knight and ask if the Broadband committee has another person in mind that they would like to have appointed to fill the vacancy.
  - Tabled until further notice.

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

- *Selectboard Vacancy* – the board interviewed 5 candidates on November 17<sup>th</sup>.
  - This was moved to the top of the agenda as an adjustment.
  
- ADJUSTMENT #2 – A complaint about poultry will be added for discussion.
  - A complaint was filed at the town office about chickens and ducks in the road on Route 2 South in the vicinity of Center Bay Road.
  - The exact location of the animals was not determined but others reported that they have seen chickens and ducks in the road near there.
  - Danielle Choiniere will ask Jerid Creller, Town Constable, to try to find the location and talk to the owners about keeping the animals off the road.
  - If it is determined that this is a rental property, the landlord will also be notified.
  - Danielle also said that she might have some extra fencing to donate to the owners if they need it.
  - Tabled until further notice.
  
- *Center Bay Town Beach* –
  - The town sent a letter to Center Bay North residents notifying them that personal property needs to be removed from the public property now marked via survey stakes.
  - Fence specifics and signage will be considered.
    - Josie explained that the town received a letter from an attorney that was hired by the residents of Center Bay North. The letter was summarized by Josie.
    - Their attorney's opinion is that the beach does not belong to the town of Alburgh.
    - The Board will only communicate through the attorneys.

- *Russell Duchaine made a motion to send a copy of the letter to the towns attorney and hire him to work on the topic until it is resolved in entirety – seconded by Josie Henry – all in favor – motion carried.*
- Tabled until further notice.
- *Transfer Station –*
  - *Notice of Alleged Violations, Dec 2nd – written response required*
    - In September, an inspection was done at the Transfer Station and there were several violations that needed attention.
    - Some of the violations have been taken care of and reported back to the state of Vermont, but there are two violations that still need to be addressed.
    - The employees are working on correcting that last two violations and when they have been taken care of, the state will be notified.
    - Tabled until further notice.
  - *Small roof repair update*
    - Shawn Creller reported that he has not found anyone to do the repairs to the roof but that he has asked Stan Jesberger to fix the compactor.
    - The Board asked the Clerk to advertise for a contractor to perform small, odd jobs at various town properties.
    - Tabled until further notice.
- *Office IT Issues – the town is considering an IT support contract.*
  - Josie reported that she has been reviewing all three quotes received and will schedule a time to meet with the town clerk and assistant to go over what is needed so the best candidate can be chosen.
  - Tabled until further notice.
- *American Rescue Plan Act Funds – the board is working on a public engagement strategy to gauge public priorities for these funds.*
  - Josie suggested that an advisory committee be formed to help guide where the money will be best spent.
  - Russell reported that he would rather see the Selectboard handle this as it is their responsibility.
  - Josie then suggested that the board get some input from the public as to how best the money should be spent.
  - Russell agreed that it would be beneficial to take suggestions for a couple of months.
  - Josie will draft a letter and possibly create a survey for residents to fill out with ideas for how the COVID relief money might be spent at the town level.
  - Tabled until further notice.
- *Vantine Ave Collapsed House – the family is looking for assistance demolishing the home.*
  - Josie reported that the owners of the property at 104 Vantine Avenue, with her assistance, are applying for a loan through Alburgh Housing Finance to have the rest of the house demolished and removed.
  - Once the application is received, a meeting will be called and the AHFC board will make a decision.
  - Josie will research if this could qualify as a brownfield and as such grant money might be available to finish the demolition.

- Tabled until further notice.
- ADJUSTMENT #3 – The Clubhouse topic will be moved from tabled for an update.
  - Alburgh Family Clubhouse sent a letter to the Schoolboard, terminating the partnership they had.
  - Russell expressed that he felt the school property would be the most logical place for the building as it would be education and daycare related.
  - There was some discussion on the topic and no decisions were made but the selectboard will continue to monitor the progress.

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

#### 5) 8:30PM - Budget Topics

- *Highway Department – Tandem snowplow truck requirement.*
  - The highway department would like to replace the 2010 tandem plow truck.
  - Jason Reynolds reported that there are only two International plow trucks available in 2022 and if they do not put in a request for one of them, they will not be able to replace it until 2023.
  - Jason was quoted \$227,000 for a complete set up, including the truck, dump box, and Viking plow.
  - He also stated that no money needs to be paid now, but the order needs to be placed so the truck will be spoken for.
  - There was some discussion about the need to replace it immediately and no decision was made at this meeting.
  - This will be discussed further at the next budget meeting currently scheduled for 12/15/2021.
- *Warrants*
  - All warrants were approved and signed.

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

#### 6) 9:00PM - Adjourn

- *At 9:10pm Russell Duchaine made a motion to adjourn – seconded by Nick Palmer – all in favor – motion carried – meeting adjourned.*

#### **TABLED Items:**

- One tabled item was discussed the others 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 22 December 2021.**