**NOTICE and AGENDA**

**for**

**Alburgh Selectboard Meeting**

**4/25/2022**

The Selectboard will meet in the municipal office conference room on Monday, Apr 25th at 6:00PM. **To join remotely:***enter this link…*[*https://us02web.zoom.us/j/5043834193*](https://deref-mail.com/mail/client/phEXQ0zY57U/dereferrer/?redirectUrl=https%3A%2F%2Fus02web.zoom.us%2Fj%2F5043834193) *or dial in via phone:  1-646-558-8656.*  When prompted, enter the following ID: 504-383-4193-#

**MEETING AGENDA**

1. 6:00PM – Call to Order
2. 6:00PM – Adjustments to the Agenda
3. 6:05PM – Minutes from Prior Meeting
	1. 4/11/2022
4. 6:15PM – Department/Committee Updates
	1. *Highway Department*
		* New hire interview timeline
		* Culvert work bid update
	2. *Transfer Station*
		* Second compactor repair status
		* District representative appointment renewal
		* Delegation of authority for operating decisions between meetings
	3. *Town Office*
		* Executive Assistant to the Selectboard – position advertisement/office
		* IT install update/longer term IT support contract
		* Recorder for meetings
		* Storage room/school records storage?
	4. *Planning Commission*
		* Signs for recreation areas
		* Benches and planters
5. 6:45PM – New Business
	1. *Food Truck - Municipal Office Building –*Mr.Steven Peters requests approval for establishing a food truck operation in front of the municipal office.
	2. *Rod and Gun Club –*brush hog request
	3. *Alburgh Volunteer Fire Dept –*Coin drops and funding opportunity letter of support request
	4. *Islands in the Sun –*capital improvement proposal
	5. *Pike Industries –*requested time to address the board
6. 7:45PM – Old Business
	1. *Alburgh Family Clubhouse Update* – project update to the board.
		* Funding opportunity letter of support request
	2. *Municipal Office Lease* – the board is working to clarify the terms of the municipal office lease.
	3. *Missile Base*– the board is looking into options for the property.
	4. *Electric Vehicle Charging Station –*Norwich Industries is exploring commercial partnerships within the village and will circle back with the town if they are unable to find a viable option.

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

1. 8:30PM – Budget and Administrative Items
	1. *4th of July Committee* – resolution documenting the committee formation.
	2. *Holiday Lighting Committee*– background and status.
	3. *Animal Control Officer –*compensation review.
	4. *Payroll Policy*– clarification on the health officer position within the policy approved on 4/11/2022.
	5. *Payroll*– procedures and delegation of authority to review and approve between meetings.
	6. *Treasurers Report/Auditor Update*
		* Line-Item Adjustments as Required
	7. *Warrants –*
		* Process discussion
		* Unifirst and Eyecare Plan warrant questions from previous meeting
		* New warrants
2. 9:00PM - Adjourn