

Town of Alburgh
Budget & Regular Selectboard Meeting Minutes
Municipal Conference Room
1/9/2023

Present: Josie Henry, Elliot Knight, Russell Duchaine, Donna Boumil, Donna Bohannon, Danielle James Choiniere, Alton Bruso, Rodney James, John Beaulac, Matthew Lefluer. Later, Joe Russo, Deborah Palmer, El Towle, Raleigh Palmer, Nick Palmer, Damien Henry, Jerid Creller

1) Budget Meeting - Highway Dept

Chair Henry opened the meeting at 5:05 PM.

Budget actuals and history were examined. Some payroll items were not reflected accurately when the town switched to ADP. Russell Duchaine mentioned a cost-of-living increase for all employees. Tools and garage supplies should be split into two line items. Some paid invoices can have codes adjusted i.e. beaver trapping to contracted services rather than road maintenance, chloride tank from supplies to chloride, etc. Most of the highway section was worked on before it was time to begin the regular meeting.

- **Josie Henry moved for a 5-minute recess at 6:21 PM. Russell Duchaine seconded, all in favor. So recessed.**

2) Open Regular Meeting

Chair Henry called the regular meeting to order at 6:26 PM.

3) Adjustments to the Agenda

- **Donna Boumil motioned to add a complaint and dog bite report both received today. Elliot Knight seconded, all in favor. So added.**

4) Approve 12/20, 12/21 & 12/30 Minutes

- **Donna Boumil motioned to approved these three sets of minutes. Elliot Knight seconded, all in favor. So approved.**

5) South Alburgh Road Naming and E911 Renumbering

On 9/26 the selectboard voted to change the name from Coon Point Road to Palmers Sand Beach Road effective 1/1/23. Clarification then came from the state the road was among those still needing to be given correct E911 numbers for emergency purposes. The road also had two side roads needing their own names. Residents were informed via mail of the changes, and some were in attendance or had emailed their opinions. El Towle suggested the road name reflect the Dunes State Park i.e. Dunes Beach Road or derivative. After some history on the area, Raleigh Palmer thought, and others agreed, the name was a fitting tribute to the Palmers.

- **Elliot Knight motioned to name the unnamed passage at the former Brigham cottages Isle View Drive. Donna Boumil seconded, all in favor. So approved.**
- **Elliot Knight motioned to name the passage forking to the state park Dunes Drive. Donna seconded, all in favor. So voted.**

6) Town Office

a. HVAC Update- Technician Chuck Benjamin briefly viewed the municipal office setup and recommended four new automatic thermostats to help get the climate more comfortable. Currently no AC in conference room. Per current lease with fire dept. they aren't responsible for changes, though they're helping to locate building schematics.

- **Donna Boumil motioned to purchase the four thermostats. Elliot Knight seconded, all in favor. So approved.**
- **Donna Boumil motioned for Chuck Benjamin to troubleshoot HVAC problems in the conference room. Elliot Knight seconded, all in favor. So approved.**

b. Surveillance Camera 2nd Quote- Tabled.

c. Executive Assistant to Selectboard- Start date is 1/17. Exact duties TBD.

7) Transfer Station

Getting more quotes on cameras.

8) Highway Department

Financing for new truck TBD, budget items largely addressed earlier. Lettering completed on 1-ton. New iPhone in operation.

9) New Issues

- a. NWSWD Ballot Item- the solid waste district seeks to distribute at Town Meeting voting their own ballot for upgrades to the Georgia facility. John Beaulac asked if the costs would be charged to towns per capita and Josie Henry said yes, but wouldn't have specifics until a future update.
- b. Town Dogs- Danielle James Choiniere will work to have a contract with Whiskers N Tails presented to the board for next meeting. Nothing concrete received from the humane society to date, Danielle will follow up.
- c. Library Annual Report
 - **Donna Boumil motioned to accept. Russell Duchaine seconded, all in favor. So approved.**
- d. Senior Center Rep- The senior center board is having a 1/12 meeting and invited a selectboard member to attend and view the building's structural issues et al. Donna Boumil offered to go.

10) Old Issues

- a. Town Card- The town can use an existing account no longer used (like Streetscape) to have a \$5,000 cap. Highway foreman and the treasurer will each have a debit card.
 - **Josie Henry motioned to authorize using the (defunct) Streetscape account with a \$5K maximum balance to be replenished when used. Elliot Knight seconded, all in favor. So approved.**
- b. Request to Discontinue Town Road 19- State statute spells out appropriate action to discontinue town roads and supersedes any prior board action. The town will reach out to the requestor to let them know of the process.
- c. Letter to State of Vermont Regarding Town Highway 31- Josie Henry read the letter being sent to Commissioner Herrick regarding the town's desire to maintain this section of road it owns. A map reference from 1857 was shown with the road leading to a bridge from Center Bay to McGregor Point. Though there was a survey done of town property, some pins were illegally removed.
- d. ARPA Advisory Board- Josie Henry to post in media a future meeting date to discuss options for these town funds. The town has already received some ideas and requests and the 2016 Town Plan can be referenced to keep in line with community goals.
- e. Noise Complaint- Received 1/9. Rooster(s) crowing at 3:30 AM at 458 South Main and the owners haven't been cooperative, so the town's been notified. There's an ordinance to follow, will keep on next meeting's agenda.
- f. Dog Bite- notification an owner's dog bit their child was received 1/9.

11) Financials

- a. Treasurer's Quarterly Report- detail provided.
- b. Warrants- presented and signed. Treasurer Bohannon asked if the fire department and library could receive their monthly allocation for February in January.
 - **Donna Boumil motioned to approve giving the library and fire department their February allocation in the month of January. Elliot Knight seconded, all in favor. So approved.**

12) Adjourn

- **Russell Duchaine motioned to adjourn at 8:20 PM. Elliot Knight seconded, all in favor. So adjourned.**

Tabled Issues

- a. Office Trunk Line Phone System- Engineer visit 1/11.
- b. Employee Handbook- Finalizing.
- c. NWSWD Transfer of Operations- Negotiations and planning ongoing.

Respectfully Submitted,

Danielle James Choiniere

Zoom recording: https://us02web.zoom.us/rec/share/rtLtH1gTDhCPMKMDfAd25zTGUr9-4FuQI6-6Lp4_5LauIDU-xYK9PmQ-KzSYmnqr.wLbyLYhv6i_fEMrJ?startTime=1673302351000

~*~ These are draft minutes not slated for approval until the next regular board meeting ~*~