

Town of Alburgh
Budget & Regular Selectboard Meeting Minutes
Municipal Conference Room
2/13/2023

Present: Josie Henry, Elliot Knight, Russell Duchaine, Donna Boumil via Zoom, Shawn Creller, Danielle James Choiniere

Open Regular Meeting

Chair Henry called the regular meeting to order at 6:05 PM.

Adjustments to the Agenda

None.

Approve 1/23 & 1/30 Minutes

- **Donna Boumil motioned to approve these minutes with corrections for clarity. Shawn Creller seconded, all in favor. So approved.**

Town Office

a. Employee Handbook- Irregularity in holidays various departments get off. Discussion on how the handbook ties into elected officials like town clerk who set their own hours. Shawn Creller asked if there was a law regarding mandatory paid holidays as they looked at a list of comparisons from Donna Boumil on what the handbook, town office, state, and federal governments have for paid holidays. Elliot Knight thought forcing consistency may cause tension. A conversation with the town clerk and highway foreman would be worthwhile regarding holidays. Revisiting next meeting.

Transfer Station

Employees working on paint and lamp shipments. The bond vote for the Northwest Solid Waste District will occur the same time as Town Meeting. Their informational sheet can be put on the town website.

Highway Department

The new plow truck has been built and is getting specced to be ready Apr/May.

The issue around the crosswalk by the school was discussed. The town cannot do much on a state road and Josie would like to better understand the problem the school's having.

New Business

- a. ACO Applicants- Two so far. Time to reach out to see if they could attend a future meeting.
- b. Recreation Committee- Draft resolutions proposed to either dissolve current board to start fresh or forge ahead with proper maintenance as a town suborganization. Donna Boumil suggested a name change to Parks and Rec to account for the trails and space the town has. Review options for next meeting.
- c. Firehouse Road Parking- A verbal complaint was received regarding fishermen parking at the end of this road and blocking it. This may have been an isolated incident; the board will track this.
- d. Junk Complaint- DX041. Junk cars and trailers perhaps bringing down property values. The board to ask Jerid Creller to do a visual check.
- e. AFC Support Letter-
 - **Russell Duchaine motioned to sign a letter of support for the Alburgh Family Clubhouse to Rural Development. Shawn Creller seconded the motion, all in favor. So approved.**
- f. IT Quote- Installing a secure wifi would be about \$2,720 but is within budget.

Old Business

a. Town Card- Credit Union requires certain motions and letters to progress. The language was very specific, so the following motions were made:

- I, Josie Henry, make the motion that the credit card account at NorthCountry Federal Credit Union in the name of the Town of Alburgh be closed. Seconded by Elliot Knight. All in favor, so approved.
 - I, Josie Henry, make the motion that the account at NorthCountry Federal Credit Union named “Streetscape” be closed and the funds transferred to a new account that will be named “petty cash” that will have three signers: Donna L. Bohannon, Danielle James Choiniere, and Rodney James. Seconded by Elliot Knight, all in favor. So approved.
 - Russell Duchaine motioned the town auditors have “read only” access to all NorthCountry Federal Credit Union accounts. The auditors are Alton Brusco, Carol Behrman, and Margret Brescia. Elliot Knight seconded, all in favor. So approved.
- b. New Truck Financing- A bit of time left before the vehicle’s ready.
- c. Meeting with State re: Center Bay-
- Josie Henry motioned to enter executive session at 7:34 PM per 1 V.S.A. § 313(a)(1)(E). Shawn Creller seconded, all in favor. So approved.
 - Josie Henry motioned to leave executive session at 8:09 PM. Shawn Creller seconded, all in favor. No other motions were made.
- d. Noise Complaint SM050-
- Josie Henry motioned to draft a letter and issue a warning with a copy of the noise ordinance. Elliot Knight seconded the motion, all in favor. So approved.
- e. Townwide Reappraisal- Quotes \$105-\$120 per parcel, about 200K. Appraisers are very booked and no reappraisal imminent at this time. The town does have approx. \$173K for this purpose.
- f. E911- Lots of updates to be done with structures both new and gone. The board will investigate responsibilities, perhaps with input from listers.

Financials

- a. Warrants- presented and signed.

Adjourn

- Russell Duchaine motioned to adjourn at 8:38 PM. Elliot Knight seconded, all in favor. So adjourned.

Tabled Issues

- a. VMERS Update- transfer station employees
- b. ARPA Advisory Board- February meeting
- c. NWSWD Transfer of Operations- Negotiations and planning ongoing
- d. Pine Manor Complaint- Received 11/28
- e. Surveillance Camera Quotes for transfer station/office
- f. HVAC Update- Town offices

Respectfully Submitted,
Danielle James Choiniere

Zoom recording: Zoom had storage issues. Audio and video were recorded, but not on cloud storage. Available upon request!