

Town of Alburgh  
Regular Selectboard Meeting Minutes  
Municipal Conference Room  
2/27/2023

Present: Josie Henry, Elliot Knight via phone, Russell Duchaine, Donna Boumil, Shawn Creller, Danielle James Choiniere, Rodney James, George Hakey, Terry Tatro, Molly Blais

Chair Josie Henry opened the meeting at 6 PM.

### Executive Session

Russell Duchaine motioned to enter executive session at 6:03 PM per 1 V.S.A. §313(a)(1)(F) confidential attorney-client communications made for the purpose of providing professional legal services to the body. Shawn Creller seconded. Motion carried, so entered.

Only the five board members and Danielle James Choiniere were present in executive session.

Josie Henry motioned to leave executive session at 6:39 PM and take a five minute recess. Shawn Creller seconded. Motion carried, so voted. No other motions made.

### Adjustments to the Agenda

Letter to the Planning Commission and selectboard were received today, 2/27.

### Approve 2/13 Minutes

- **Russell Duchaine motioned to approve these minutes with clarity on wifi wording. Donna Boumil seconded, all in favor. So approved.**

### Town Office

a. Employee Handbook holidays et al- Holidays were mismatched in all departments.

- **Russell Duchaine motioned to match state holidays, minus Bennington Battle Day, and provide two floating holidays to all employees effective 2/1/2023. Shawn Creller seconded, all in favor. So approved.**

Josie Henry explained, per the town's insurer, elected officials aren't entitled to benefits but a municipality can provide them if elected officials sign the employee handbook. Donna Boumil discussed making this take effect after March elections as new terms begin. Elliot Knight and Russell Duchaine recommended having a discussion with Donna Bohannon as this was never a condition of service for her or any clerk/treasurer in the past.

Molly Blais was present as an Animal Control Officer applicant. She introduced herself and got a verbal summary about the position. Pay is \$100 per average call plus mileage. Other officials can help as needed. Molly could start any time and the office can print all necessary forms and information.

- **Shawn Creller motioned to hire Molly Blais for Animal Control. Russell Duchaine seconded, all in favor. So hired.**

### Transfer Station

VMERS- This board is working forward, not backward, on retirement fund issues made after hire of an employee years prior. Doing so would inconvenience both the town and employee. Shawn Creller asked if mandatory retirement was applicable to students, to which the board will need to research.

### Highway Department

New road signs are needed for the Alburgh Dunes region.

- **Elliot Knight motioned to purchase said road signs. Donna Boumil seconded, all in favor. So approved.**

The new dump truck is built and needs a driver to get it to New York to be outfitted for plowing purposes. Estimated to be ready later this spring.

### New Issues

- a. ACO Applicants- Addressed earlier in the meeting.
- b. Property Complaint DX041-
  - **Josie Henry motioned to draft a letter per the junk ordinance. Donna Boumil seconded, all in favor. So approved.**

The board discussed various state responsibilities regarding junk vehicles.

- **Josie Henry rescinded her prior motion. Donna Boumil seconded, all in favor. So voted.**
- c. Rec Committee- Tabled until after town meeting reorganization.
- d. Planning Commission letter- Maurice Theoret resigned. Board to address after town meeting reorganization.
- e. Letter from Phil Pearo- wrote to selectboard about town purchase of property adjacent to American Legion using ARPA funds. The board would like to see a letter from the legion as an entity instead of one person and learn more about how the community would directly benefit. Tabled.
- f. Terry Tatro informed the board the property the town owns from tax sale has delinquent bills. The Board of Abatement will have to be assembled. The selectboard talked about the property being a possible location for the new rescue organization. More info to come as nothing formal has yet been presented from rescue. Terry Tatro expressed rescue would need to know what stipulations the property would come with before they got too formal.

### Old Issues

- a. Town Card- Signers need to finish signing for the new NorthCountry FCU bank account. Some transfer station funds were used by the treasurer for an outside town purpose the board didn't authorize and thought was poorly handled.
- b. New Truck Financing- No updates.
- c. E911- The town working with state coordinators.

### Financials

- a. Warrants- presented and signed. The board would like an updated auditor reconciliation report and also statements on bank account statuses. Danielle James Choiniere provided some of the latter at the meeting. Question on an Alburgh Family Clubhouse bill for an August newspaper ad about if the town or Clubhouse should pay-- the town will pay for it.

### Adjourn

- **Shawn Creller motioned to adjourn at 8:40 PM. Josie Henry seconded, all in favor. So adjourned.**

### Tabled Issues

- a. ARPA Advisory Board
- b. NWSWD Transfer of Operations- Negotiations and planning ongoing.
- c. Surveillance Camera Quotes for transfer station/office
- d. HVAC Update

Respectfully Submitted,  
Danielle James Choiniere

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

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