

Town of Alburgh  
Regular Selectboard Meeting Minutes  
Municipal Conference Room  
4/10/2023

Present: Josie Henry via phone, Shawn Creller, Donna Boumil, Elliot Knight, Russell Duchaine, Alton Bruso, Danielle James Choiniere, Mark Martin, John Beaulac, Rodney James

Vice-Chair Duchaine opened the meeting at 6:03 PM.

### Agenda Adjustments

Phone complaint received at 5 PM today. Added as f. under 'new topics'.

- **Donna Boumil motioned to accept the agenda as amended. Shawn Creller seconded, all in favor. So approved.**

### Approve 3/27 Minutes

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

### Town Office

- a. Cleaning and Mowing Ads- The board looked at the list of properties and suggested a 4/24 deadline for mowing and cleaning. It was clarified the Village of Alburgh's historical society lot is paid for by the town. It will be advertised in the Islander and online. Josie Henry asked to put propane contact on the next agenda.
- b. Auditor Resignation- from new treasurer Margret Brescia.
  - **Donna Boumil motioned to approve the resignation. Elliot Knight seconded, all in favor. So voted.**
- c. Green Up Day- On 5/6. Danielle James Choiniere wished to reach out to the VT Bake House for volunteer refreshments.
  - **Donna Boumil motioned to approve up to \$300 for Green Up Day volunteers. Elliot Knight seconded, all in favor. So voted.** Josie Henry mentioned it can be taken from the Admin. Administrator budget item as Green Up Day funds were earmarked for the Green Up Day program at the state level.
- d. Draft Letter for Village Bus Vote- Donna Bohannon drafted a letter officially informing the School Board of the voters' majority approval of a village bus on 3/7/23.
  - **Elliot Knight motioned to sign the letter. Donna Boumil seconded, all in favor. So approved.**

### Transfer Station

Shawn Creller updated that electronics were gone and paint is next. Easter was not supposed to be a paid holiday, so it will have to count toward an employee's floating holiday and more notice for these 'floaters' will be needed.

### Highway Department

- a. Sidewalk Cleaning Request- Russell Duchaine found out the sidewalks need to be wet as a state regulation against air polluting particles. Donna Boumil asked if other towns nearby might have suitable machinery to reach out to.
- b. Grant Paperwork- Municipal Highway Grant Application
  - **Donna Boumil motioned to approve and sign. Elliot Knight seconded, all in favor. So approved.**

### New Topics

- a. Applications for Vacancies: Donna Boumil withdrew her application for part-time Town Admin. One ARPA application was received and two rec committee ones. George "Mo" Theoret's resignation from the Planning Commission was accepted.
  - **Donna Boumil motioned to accept Mo Theoret's resignation. Elliot Knight seconded, all in favor. So approved.**

The board discussed inviting applicants to a special meeting, or a regular meeting night. Russell Duchaine can meet with applicants prior to the 4/24 board meeting. 4/19 looked to be the next ARPA committee meeting. Danielle mentioned an email from Coldwell Banker Islands Realty wishing to support a rec committee or similar organization.

Treasurer pay was discussed, one figure was \$35 per hour for about 20 hours a week and less as needed. A probationary

period like other departments was mentioned. John Beaulac recommended salary which is much easier to budget for. More discussion on this and office personnel structure for the 4/24 meeting.

b. Alburgh Industrial Park Inc.- Alton Brusco from AIDI said their desire to pave part of Industrial Park may require a board member to sign the agreement with vendor Hungerford Paving—the town is still owner of the road. The board didn't have ready access to a copy of the AIDI/Town agreement. The town still wants to pave a piece connecting the front of the town garage to the road.

- **Russell Duchaine motioned to approve the paving, pending AIDI's discussion of paving the strip in front of garage. Any permits would be the town's responsibility. Donna Boumil seconded, all in favor. So approved.**

Donna Boumil asked how far AIDI had gotten with their attorney regarding the deed of the group's land to the town. No updates there.

c. Alburg Sno Springers Equipment Storage- Tabled.

d. Bell Property & Alburgh Rescue- Written request to the selectboard for Rescue's interest in this lot space. John Beaulac asked if leasing or owning was their request and it was answered owning. The town will compile a list of what was spent on the property. They also mentioned a clause about getting the property back if the organization doesn't use it for their headquarters. Josie Henry will draft a response for the next meeting.

e. Health Officer Pay- The budget amount starting 7/1/23 is up to \$7,500 but the board was discussing whether to make pay a stipend and per call pay scale. The HO can attend the next meeting if desired.

f. Dog Complaint- Danielle received a phone call regarding animal care near 7320 Route 2 South. The board suggested they fill out a complaint form in writing.

### Old Topics

a. New Truck Financing- With treasurer input, updates hopefully for 4/24.

b. DX041 Junk Complaint- Certified letter sent and to date have heard nothing.

- **Elliot Knight motioned for the enforcement officer to visit and make itemized list of violations. Donna Boumil seconded, all in favor. So approved.**

c. E911 Addressing- Letters to FKA Coon Point Road residents completed and signs being done. The town is working with E911 coordinators for more updates in other areas.

d. Overview of Town Properties- Alburgh Springs Community Hall in need of a maintenance plan. Josie Henry recommended revisiting a prior study for suggestions on how to proceed.

### Financials

a. Fireworks Quote- One received from Green Mountain Fireworks for \$6,000. Russell Duchaine asked for a revised itemization for \$5,000. Nothing received from Northstar Fireworks at this time.

b. Warrants- presented and will need to be account coded before a warrant's presented to the treasurer for payment. Donna Boumil said she could do this coding. Russell Duchaine questioned the overtime on the sheriff contract.

Rodney James mentioned Rob Nolan said many trees on Poor Farm Road will need cutting and was given a quote for \$13,200. There's also a decent Rhino mower (tractor excluded) at Fournier's that might be worthwhile to purchase.

### Adjourn

- **Elliot Knight motioned to adjourn at 8:22 PM. Shawn Creller seconded, all in favor. So adjourned.**

### Tabled Topics

a. NWSWD Transfer of Operations- Negotiations and planning ongoing.

b. Surveillance Camera Quotes for transfer station/office

c. 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 ~\*~