

Town of Alburgh
Regular Selectboard Meeting Minutes
Municipal Conference Room
4/24/2023

Present: Donna Boumil, Danielle James Choiniere, Russell Duchaine, Shawn Creller, Sue Poirier, Terry Tatro, Tom Jacobsen, Stacey Gould, Cathy Bohannon, Gilbert Bohannon, George Boutah, Elliot Knight, Ron Kumetz, Mark Martin, Tyler Gotshall, Josie Henry, Alton Bruso, John Chesarek, Diane McNaughton & granddaughter, Matthew Gore, Rodney James, Joe Montagne via Zoom

Vice-Chair Duchaine opened the meeting at 6:00 PM.

AED Presentation

Alburgh School Board member Stacey Gould accepted a Zoll Automated External Defibrillator donated to the school from combined efforts of the Alburgh Volunteer Fire Dept. and Nutmeg Outdoors Club.

Agenda Adjustments

Truck Financing, Propane Contract, and Speed Study for School were tabled.

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

Approve 4/10 Minutes

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

Town Office

a. Poor Farm Road Cemetery Assoc. Request for Funds- Members of the board were concerned not having much paper trail on when this account came to be under the town's control, therefore there was concern about releasing the \$5,851.93 currently reported. It was explained the association did not obtain a EIN number and used the town's many years prior. Josie Henry mentioned releasing town funds takes voter approval. Being that there are bills to pay and business to handle, the association didn't want to wait for a town vote. Josie Henry recommended the two local town auditors Alton Bruso and Carol Behrman research the cemetery account. An attorney bill to Bauer Gravel & Farnham was presented for \$652.50.

- **Shawn Creller motioned to pay the association's attorney bill from their funds. Russell Duchaine seconded, all in favor. So approved.**

b. Cleaning and Mowing Bids- After advertising, the board determined the town lot on Route 2 and the Masonic Lodge were mowed by others and were not a part of the contract. Mowing bids were as follows, including one-time spring clean-up: M & J Lawn Care for \$11,010, B & C Landscaping for \$12,500 and Wright Cut and Clean for \$525 per mow and separate \$400 for spring clean-up. The cleaning bid received from the Wright Cut and Clean was \$100 per week with proof of insurance.

- **Elliot Knight motioned to accept M & J Lawn Care's 2023 mowing bid. Donna Boumil seconded, all in favor. So approved.**
- **Josie Henry motioned to accept Wright Cut and Clean's 2023 cleaning bid. Elliot Knight seconded, all in favor. So approved.**

c. Propane Contract- Tabled.

d. Green Up Day Planning- The Legion Auxiliary would like to have a bake sale at the town office on 5/6. Danielle James Choiniere's working to have food and treats for volunteers. The town 1-ton will be available in fire department parking lot for collection.

e. Health Officer Stipend- Starting 7/1 there's up to \$7,500 allotted for the role. The board thought to spread the amount over a monthly period, provided the HO keeps up with training and offers monthly reports to the board.

f. Treasurer Contract- John Beulac had mentioned salary as a payment method which seems like the easiest option. Treasurer Margret Brescia had mentioned she would like a 3-year contract for \$28-\$30K. Some board members preferred an annual contract to at least start with and lean toward \$27K.

- **Elliot Knight motioned for a \$28,000 salary for one year starting immediately. Josie Henry seconded, all in favor. So approved.**

ARPA Reporting Deadline- 4/30 deadline which Josie is handling the paperwork for.

Town Clerk Office Space- Josie Henry and other board members thought it wise to have access to the municipal office in case they need to print et al when it is closed. Keys and security codes would be needed.

i. Planning Commission- Tom Jacobsen for the group had a handout illustrating a future meeting regarding local businesses, signs for town park and Islands in the Sun, and a VTrans grant for cycling and sidewalk. He also asked who writes the grant? Terry Tatro said Regional Planning could likely help for a fee. The board would like to see the application(s) and have more info for their 5/8 meeting. A cost to update the 2016 town plan was about \$5,200.

Transfer Station

Dean had an incident with a raccoon which should qualify for a report of accident. The recycle compactor was repaired and some large obsolete metal equipment was hauled to B & B Salvage in Chazy.

Highway Department

a. Pike Industries quoted a topcoat for Martell Road of \$215,743. Also: repavement of Missile Base Road (\$48K), Carle Street (\$31K), Firehouse Road (\$86K), Winters Lane Extension (\$14K) for a total of \$395,826. Hungerford's quote was slightly cheaper but price per load was slightly higher. The board postponed Missile Base Road until the Clubhouse is built, so that item was eliminated from the quote. Some frustration was vented for paying large sums for roads damaged by agricultural use. A priority paving list was also desired by the board with expectations for the next 3-10 years. Joe Montagne for Pike Industries answered questions on Zoom, like when they could start paving.

- **Elliot Knight motioned to award Pike Industries the bid for paving Carle St, Winters Lane Ext, and Firehouse Road. Donna Boumil seconded, all in favor. So approved.**

Mower- Rodney James received a corrected quote from Rene Fournier Farm Equipment. It's in very good condition for \$12K, new retails for \$20K and it matches the mower we already own.

- **Elliot Knight motioned to authorize its purchase for \$12K from Rene Fournier Farm Equipment. Russell Duchaine seconded, all in favor. So approved.**

Trees- Rodney James counted about 64 trees on Poor Farm Road needing to be cut. It was suggested to quote the project out.

Radar Speed Feedback Sign- Tabled.

New Topics

a. Request to Cross Dump Road on Horseback- Received 4/19. Danielle James Choiniere showed a map drawn by Joe Sprano where he'd like to cross. As it is a public road, board members didn't have an issue provided it was in front of the gate.

b. Dog Care Complaint- Following a phone call, the complainant filled out a form regarding RS770. Future fielding to ACO.

c. Garbage/Rat Complaint: DD008- Visitors/neighbors were available to speak of the refuse, rats, and other alarming conditions of the property, especially with children involved. They also weighed in on another registered complaint for DX041. The Health Officer, ACO, with help from the sheriff's department would be notified for a visit.

d. Request for No Alcohol Signs at Senior Center- The selectboard asked the request come from the center's board, not just one person, and provide quotes.

Ongoing Topics

a. DX041 Junk Complaint- Arranging a site visit with constable Creller.

b. Alburgh Industrial Park Paving- Josie Henry asked a couple AIDI members in attendance what steps were next. The town may need to update its stormwater permitting. AIDI to pave then give remaining funds to town. \$36,500 was quoted for the pavement gap to the town garage.

c. Fireworks Quote- A revised quote for \$5K was received by Green Mountain Fireworks. Nothing heard from Northstar Fireworks. Russell Duchaine, for the holiday committee, asked about closing parts of roads for parade lineups. The board advised him to do what he needed to do for safety and organization.

d. Committee Appointments- Various applications were received. Russell Duchaine noted meetings have been hard to schedule.

- **Russell Duchaine motioned to appoint Miranda Tatro to the Recreation Committee. Josie Henry seconded, all in favor. So approved.**

Financials

- a. Liquor & Tobacco Licenses- Vermont Alter Native approved for Tobacco and Tobacco Substitute Licenses.
- b. Bank Account Authorizations-
 - **Josie Henry motioned to write both banks notifying them of our new treasurer Margret Brescia. Donna Boumil seconded, all in favor. So approved.**
- c. Treasurer's Report- Forthcoming.
- d. Warrants- Invoices signed. Danielle James Choiniere asked for pre-approval to pay the Franchise Tax to the State of Vermont after she figures the percent owed when she does the report. Due 4/30, waiting another meeting would have it late.
 - **Josie Henry motioned to authorize this mandatory payment. Elliot Knight seconded, all in favor. So approved.**

Adjourn

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

Tabled Topics

- a. Alburg Sno Springers Equipment Storage – the organization is looking for property near the recreation trail to store the trail maintenance equipment.
- b. Transfer Station – transfer of operations to the Northwest Solid Waste District
- c. Surveillance Camera Quotes for Office/Transfer Station
- d. HVAC Repairs in the municipal office building – contractor repairs on hold until spring/summer
- e. E911 Addressing – a portion of the town was never completed during the E911 conversion over five years ago. The E911 coordinator is working on the remaining properties.
- f. 317 South Main Street - Alburgh Rescue Inc. is interested in procuring the property. The selectboard is working on a detailed sales offer.
- g. Trunk phone system for town office
- h. VMERS enrollment for attendant #2

Respectfully Submitted,
Danielle James Choiniere

Zoom recording:

https://us06web.zoom.us/rec/share/MnC3v8h4sxR3DtKXbcXSBFHd0bIG1r49T3DUoWnV20RXNIjZedfxrvxOQS6TlXsa.T7G28-DXalw_cw5

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