

Town of Alburgh
Regular Selectboard Meeting Minutes
Municipal Conference Room
6/12/2023

Present: Russell Duchaine, Elliot Knight, Josie Henry, Danielle James Choiniere, Dave Mangan, Alton Brusco, Rodney James, Andrew & Sharon Curtis, Mark Martin, Alex Goddard via Zoom, Joe Montagne, Matthew Lavigne via Zoom, Bronwyn Proffit-Higgins, Donna Boumil via Zoom on latter portion of meeting

Chair Henry opened the meeting at 6:02 PM.

Agenda Adjustments

Some agenda items were reordered to accommodate visitors: paving and Deso Drive housesite. A new resignation letter was received 6/12 from Shawn Creller. The radar sign at the school subject was tabled, and IRS letters received were added.

Approve 5/22, 5/29 & 6/6 Minutes

Josie Henry had to adjust her date on the last special meeting. Russell Duchaine couldn't vote on the special meetings as he wasn't there. Not enough board members were present at the time to approve the 6/6 minutes, so they'll be approved next meeting.

- **Elliot Knight motioned to approve 5/22 & 5/29 minutes. Russell Duchaine seconded, all in favor. So approved.**

Municipal Matters

Paving quotes for smaller village roads were revealed to be \$89,500 from Hungerford and \$89,015 from Pike. Joe Montagne from Pike was present to contribute most roads should hold up for 7 years, most towns repave in 10 years, though some roads with less traffic and good bases might last 20 years. Current paving projects should occur this July. Alburgh didn't get a grant this year to use toward any Class 2 roads. Josie Henry requested a quote be developed for Bay Road's restructuring.

- **Russell Duchaine motioned to approve Pike Industries' quote for \$426,659.75. Elliot Knight seconded, all in favor. So approved.**

DD008- Tenants are gone, animals are safe, so any health order is defunct. The house is padlock and secured. The Curtis', who were present, have been getting dumpster quotes and spoke with exterminators. Alburgh EMS may help with needle disposal. The board mentioned reaching out to state programs to help with a large outstanding water bill and Alburgh Housing Finance Agency may be able to help with property improvement loans.

IRS Letters- The board was made aware of IRS letters with bills relating to 941s and W-2s from 2014, 2019, and 2021. Josie Henry spoke to the IRS who hadn't at least recently received any communication. With daily interest, amount owed was \$100,321.21 and went to enforcement. Josie Henry mentioned an outside audit when a treasurer changes. And Elliot Knight encouraged speaking with legal counsel, stat. Office staff will work on getting any missing data /reports filed while the topic develops. Bronwyn Proffit-Higgins asked why outside auditors didn't find anything amiss, but they didn't audit much for payroll according to the board.

- a. Center Bay Beach Updates- None at this time.
- b. Propane and Cleaning Bids- No further cleaning bids received. Propane bids were as follows: Gotshall Family Propane at \$1.49 per gallon, Suburban Propane \$1.485, and Cota's Propane at \$1.32.
 - **Elliot Knight motioned to accept Cota's Propane \$1.32 bid. Russell Duchaine seconded, all in favor. So approved.**
- c. Free Dump Day 2023 Flier- The board added some input on pricing and content and after will be advertised.
- d. Fire Warden Reappointment- Terry Tatro was able to be reappointed as Alburgh fire warden after the board consented to the state's reappointment letter.

- e. WIC Clinic- Request received for the town offices to host this clinic again. The board wanted to see it happen, but suggested a different space like the fire hall or Islands in the Sun.
- f. Rec Committee Update- The following applicants were added to the committee:
- **Elliot Knight motioned to appoint Jenn Fenn, Christie Kraemer, and Nicholas Smith to the Rec Committee. Josie Henry seconded, all in favor. So approved.**
- Russell Duchaine asked about a system for small purchases, like petty cash. The board will ask the treasurer for her input.
- **Josie motioned to approve an active balance for the Rec Committee for their startup without purchase preauthorization needed. Receipts are required. Elliot Knight seconded, all in favor. So approved.**
- g. Islands in the Sun Lease and Maintenance- Tabled until Donna Boumil could attend the meeting.
- h. Flowers on Bell Property- Leonard James asked if these can be replanted on Mr. Bell's grave or other areas to be enjoyed.
- **Elliot Knight motioned to allow the flowers' relocation. Josie Henry seconded, all in favor. So approved.**
- i. Town Flower Boxes- Darlene Mercier, the Boumils, and Terry Rice volunteered to maintain these boxes. Darlene Mercier asked in writing to be reimbursed for some purchases and if the town could mow around the East Alburgh box. Mark Martin said he could take care of it.
- **Russell Duchaine motioned to allocate up to \$75 per sign. Elliot Knight seconded, all in favor. So approved.**
- j. School Speed Study- Tabled.

Municipal Vacancies

- a. Auditor Application- Donna Bohannon submitted her name. Though not against statute for a former treasurer to help audit her own books, the board felt it best not to pursue.
- **Elliot Knight motioned to decline the letter of interest. Russell Duchaine seconded, all in favor. So approved.**
- b. Planning Commission- Three members' terms expired in March and the board has not heard if these members wish to continue.
- c. Selectboard Resignation- Received 6/12 from Shawn Creller.
- **Russell Duchaine motioned to accept the resignation. Josie Henry seconded, all in favor. So approved.** The position can be advertised until filled.

 - **Russell Duchaine motioned for a 5-minute recess. Josie Henry seconded, all in favor. So approved.**

Rodney James returned to speak briefly on ash trees. Rob Nolan was hired to remove trees on Poor Farm Road and pointed out others. The board will have to allocate more in tree removal funds for next year. He also made the board aware of a request received from Phil Pearo about a driveway and culvert. After a section of Blair Road was paved, some field driveways and culverts were repaired when the road's height increased. Phil Pearo asked for similar results for his field access on Blair Road not recently repaved. Since Blair Road in that location did not recently have its height altered from paving, the highway department did not honor the request.

- **Elliot Knight motioned at 8:42 PM for executive session per 1 V.S.A. § 313 (a)(4) a disciplinary or dismissal action against a public officer or employee. Josie Henry seconded, all in favor. So approved.**

- **Josie Henry motioned to leave executive session at 9:10 PM. Elliot seconded, all in favor. So approved.**

- **Elliot Knight motioned to terminate employee Dean Tallman effective 6/12/2023. Josie Henry seconded, all in favor. So approved.** The board will try to recover any town property remaining with Dean.

Financials / Permits/ Warrants

Warrants were signed and Russell Duchaine signed one overweight permit.

Adjourn

- **Russell Duchaine motioned to adjourn at 9:16 PM. Josie Henry seconded, all in favor. So adjourned.**

Respectfully Submitted,
Danielle James Choiniere

Zoom recordings:

[https://us06web.zoom.us/rec/share/mcLeND- 9u2 T-
mBJ55dp0S32OPrA2Jj5FxEWYIUK2wIOToRn1wMdEQJfC6FN9m.sP_KsSzUvQ-CMZ2b](https://us06web.zoom.us/rec/share/mcLeND-9u2-T-mBJ55dp0S32OPrA2Jj5FxEWYIUK2wIOToRn1wMdEQJfC6FN9m.sP_KsSzUvQ-CMZ2b)

[https://us06web.zoom.us/rec/share/ilqOmc5EhiR1vWpPV5RBYTrQ2qCHWRhSf8spofkhiqW1BZ-
8MVEKptAXpq6CeSrx.ifSExdg1X6YxMI92?startTime=1686618977000](https://us06web.zoom.us/rec/share/ilqOmc5EhiR1vWpPV5RBYTrQ2qCHWRhSf8spofkhiqW1BZ-8MVEKptAXpq6CeSrx.ifSExdg1X6YxMI92?startTime=1686618977000)

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