

Town of Alburgh
Regular Selectboard Meeting Minutes
Municipal Conference Room
6/26/2023

Present: Russell Duchaine, Elliot Knight, Josie Henry, Danielle James Choiniere, Alton Brusco, Mark Martin, Alex Goddard via Zoom, Matthew Lavigne, Bronwyn Proffit-Higgins, Matt Lavigne, Donna Boumil via Zoom, Margret Brescia, Terry Tatro, Erik Ramakrishnan, George Boutah, Ray Allen, Alex McCracken via Zoom, Regina Spillane via Zoom, Lexy via Zoom

Chair Henry opened the meeting at 6:10 PM.

Agenda Adjustments

Tabled Alburgh Rescue and topic 5, Deso Development properties. Some items were switched in order

Approve 6/6 & 6/12 Minutes

Josie Henry had to adjust her date on the last special meeting to June 5th. A few words of clarity on 6/12's IRS topic.

- **Elliot Knight motioned to approve 6/5 minutes. Donna Boumil seconded, all in favor. So approved.**
- **Elliot Knight motioned to approve 6/12 minutes as amended. Russell Duchaine seconded, all in favor. So approved.**

Municipal Matters

- a. Sheriff Allen passed out a sheet for call outs and had concerns patrols in Alburgh were more reactive than proactive. While he wouldn't demand Alburgh pay more or restrict call out, he asked the board to consider more coverage in the future. Various discussion items on unmarked vehicles, free patrol time for Grand Isle County towns via grant, speed devices, etc.
- b. Consolidated Communications Trunk Line- Regina Spillane Zoomed that \$475 per month would replace current office phones and make several officials reachable without providing their personal phones. Doesn't include one time \$295 fee. Fiber options were available for \$693 without installation fee. Equipment would be leased, it may be cheaper per month if the town purchased the items. Consolidated's poor customer service and connection issues were brought up. Board members agreed a system like this was needed but wasn't sure if Consolidated Communications was the answer.
- c. Planning Commission Update- The business forum at Kraemer and Kin had about 30 people and contributed good feedback like they like Alburgh's lack of zoning, the town had good history, and a large lake, and homebased businesses. Lack of child care, job opportunities, infrastructure and village parking were concerns. The village is losing storefronts to housing/rentals. Some type of zoning was discussed for village limits, as well as business incentives. The PC is working with Regional Planning on Town Plan updates and forging ahead.
- d. Office Cleaning- One bid was received and the board will discuss more next meeting.
- e. Town Admin. Training Sessions- Josie Henry has been working a few hours with Alex Goddard in advance of his hire date and asked if the board would consent to hourly training pay on what's been done so far. There is \$50K in the TA budget item for this fiscal year. Donna Boumil suggested \$25/hour and cap at 15 hours.
 - **Josie Henry motioned \$25/hour and cap at 15 hours. Elliot Knight seconded, all in favor. So approved.**
- f. ARPA Proposals- Not many people have volunteered for this committee, so Josie Henry suggested the board go through the requests one or several at a time. The deadline to spend ARPA funds is 2024.
- g. Islands in the Sun Lease- Donna Boumil would like to draft a new lease agreement (original expired 4 years ago). Elliot Knight asked how the building became handled differently than the library. It was explained years prior the town wanted to demolish the building, but the organization said they would pay its expenses through fund raising et al. The board wondered if voters should decide to fund more of the center. Terry, as Islands in the Sun treasurer, said he has expenses if the board would like to know them.

- h. Rep. Balint Visit- Rescheduled to 7/6 from 2:30-3:30 PM at the library.
- i. Library Ramp/Coin Drop Request- The library needs a credit application completed by the town to Sticks n' Stuff. Town handyman Nick Williams provided a quote and the ramp needs to comply with ADA codes. They also requested a coin drop for 8/12 (8/19 rain date).
 - **Elliot Knight motioned to approve the coin drop request. Donna Boumil seconded, all in favor. So approved.**
- j. Historical Society- They will be open on the 4th with a display featuring our history of businesses.

Municipal Vacancies

- a. Selectboard Applications- More advertising and interviews can be scheduled at 5-6 PM before the next 7/10 meeting.
- b. Planning Commission- 4 vacancies. At least 2 have expressed interest in reapplying. More will be discussed in a later executive session.

Highway Department

- a. Foreman Vacation- At a prior meeting, two highway employees and an office one were granted a week's vacation rollover to the next fiscal year. Russell Duchaine pointed out the foreman was left out. The board was unsure how much vacation was unused and asked a request be in writing specifying these details.
- b. Driveway Permit- Forwarded to Road Commissioner/Highway Dept. 4/19. Not yet signed, but they will look at.
- c. Machinery- The excavator died but was repaired. Russell Duchaine wants to price out a used replacement.
- d. Stop Sign @ Sowles/Milk St- Proposed by a resident. Highway Dept. will look into.
- e. Tree By Masonic Hall- A large limb crashed down and took out the electrical connection with it. The board will investigate their lease with the Masons to determine course of action. There is also a crack in the foundation.
- f. Dead Tree- Josie Henry reported a large one in East Alburgh that appears to be in the town right of way. The highway dept. can look into.
- g. Road Closures for Parade-
 - **Russell Duchaine motioned to close parts of roads necessary for the 4th of July parade like Winters Lane, beginning of West Shore Road, Route 2 in the village, etc. Elliot Knight seconded, all in favor. So adjourned.**

The board wished for a 3-minute recess before continuing.

Financials / Permits/ Warrants

- a. Forensic Audit- Executive session material.
- b. Line Item Transfers- There will be doublechecks for financials before the fiscal year ends on 6/30. The town needs a better way of tracking highway surpluses which can carry over from year to year. On a positive note, the transfer station looks to have made revenue.
- c. 4th of July- Fireworks and parade costs will exceed the \$5K voters approved in March so extra will come from the recreation committee fund.

Executive Session

- **Josie Henry** motioned to enter executive session at 9:42 PM per 1 V.S.A. § 313 (a)(3) the appointment or employment or evaluation of a public officer or employee, provided that the public body shall make a final decision to hire or appoint a public officer or employee in an open meeting and shall explain the reasons for its final decision during the open meeting;. **Elliot Knight** seconded, all in favor. So approved.

Upon exiting executive session,

- **Donna Boumil** motioned to pay **Brendan Letourneau** \$19/hour after a 90-day probationary period. **Russell Duchaine** seconded, all in favor. So approved.

Adjourn

- **Elliot Knight** motioned to adjourn at 10:13 PM. **Donna Boumil** seconded, all in favor. So adjourned.

Respectfully Submitted,
Danielle James Choiniere

Zoom recording:

<https://us06web.zoom.us/rec/share/PCKBmYEhQggbfmlbDydERgyRfUk8HrHNbAmb1NxwWot-H5RuhStC01YaoySwRqNL.ZSnN5IlZtG2ssDqA?startTime=1687817611000>

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