

Draft Minutes
Alburgh Selectboard
– 8/28/2023 –

The Selectboard will meet in the municipal office conference room on Monday, August 28th at 6PM. The public portion of the meeting can be viewed via Zoom
<https://us02web.zoom.us/j/5043834193>

In attendance: Josie Henry, Russell Duchaine, Elliot Knight, Jim Hockenber, Margaret Brescia, Alex Goddard, Matthew Leflur, George, Nick Smith, Ed Weeks, Nancy Blaise

6:03pm – J. Henry Called the meeting to order

- Adjustments to the Agenda. Moving all executive session topics to end of meeting
- Review of minutes from 08/18/24. Elliot motions to approve minutes as amended. Josie seconds. All in favor, so moved.

6:08pm – Animal Control Officer Interview: Nancy Blaise

- Nancy introduced herself to the board and public. The board asked her questions regarding her interest in the position.

6:15pm – SBA representative did not attend meeting. Town Administrator to post SBA information packet to Town Website for public viewing of disaster relief information / support.

6:17pm – Ed Weeks – Junk Ordinance Violation update

- Mr. Weeks unable to produce registrations for vehicles requested from last board meeting
 - Mr. Week states two of the vehicles have been removed, but needs more time
 - Dialogue continued, Mr. Weeks was found out of order and exited the meeting at 6:24pm

6:24pm **Highway Department**

- Grant Aid Application approval as of 08/24/23 - to research qualifying expenses to apply grant funding to
 - Grant is an 80/20 match. Award: \$33,750 – Town match: \$6,750
 - Need to compile list of manpower hours, etc to apply to funding
- New Tandem Purchase
 - Total cost of purchasing approximately \$330,000
 - Board Discussed finance options, and cash on hand in Highway Fund
 - Public Discussion and comments on number of highway vehicles that are seemingly redundant in operations, and questions of need for new equipment
 - Board discussed future options of contracting out more work
 - RD – all equipment serves a specific purpose, and is needed for operations
 - Elliot Knight motions to apply \$90,000 of the \$240,000 Highway Surplus fund as down payment on Tandem, to finance the rest through the dealership or alternative loan funding option with lowest interest rate, and to apply for State

Grant for \$110,000 at 2% interest rate after purchase to apply to loan. Josie seconds. All in favor, so moved.

7:20pm - **Transfer Station**

- - Rolloff Container: in disrepair, Russell to engage local contractors capable of repairing
 - C&D: Russell to research how to make C&D section of transfer station more operationally effective. Quote and plan for next meeting
 - Revenue at 150% of anticipated, Transfer station running well under new management and hard work of Transfer Station employees. Russell reports morale is up.

7:15pm - **Town Office**

- Alburgh Dunes Pass to launch Wednesday
- VLCT Training Conference – board approves Town Clerks, Treasurer, Administrator, and Selectboard Chair to attend. Valuable training and information to bring back to Town operations

6) 7:33PM – **Old Business**

- Selectboard to review Ordinances, and Legal Costs to Town as a result. Looking to engage the public in discussion on need for Ordinances. Repeal Ordinances and allow State to enforce?
 - 183 East Alburgh Tenant / Landlord dispute has engaged the Town Attorney at a cost. Man-hours spent for Town Officials has been consuming.
- Class 4 Road abandonment request from Roger L. Carried over from last meeting. Roger not in attendance tonight
 - Board Discussion. The unanimous agreement that a finding from the board is already on the record dating back to original request. The board agrees no further action will be taken or considered.
- Baker Street Culvert Request: carried over from last meeting
 - Board discussion, driveway was installed by property owners without a culvert. No further action on issue.
- IRS / Payroll / Tax Audit Update
 - No response from RFP, switched to proactive approach. Firm located in St Albans capable of completing the audit at low cost utilizing bookkeepers with experience in reviewing IRS / Tax.
 - Elliot Knight motions to contract with KBS to persue audit, Russell seconds. All in favor, so moved.
- Speed Study:
 - Received documentation of previous speed studies. Speed study to be ordered on the Truck Route. Discussion on lowering the speed limits for safety. Board to review process on changing speed limits. Decsion on issue tabled.

7) 8:30PM – **New Business**

- Request for Horse Crossing Sign on Center Bay Rd

- Party requesting not in attendance. Email to Town read citing safety concerns, and presence of a Horse Farm. Josie motions to have Rodney visit and conduct assessment of need. Elliot seconds. All in favor, so moved.
- IT Contract: Village interested in joining our IT Contract with C2
 - Board discussion, to move forward with financials and come up with contract price
- **Health Officer:**
 - Presents Intent to Seek a Health Order against 183 East Alburgh Road to Board of Health
 - Board discussion on report findings. Tenant and Landlord are in legal battle but have reached an agreement for Tenants to vacate by 1 December, 2023.
 - Board of Health determines a Health Order is not needed at this time, and will revisit after 1 December

8:45PM – Treasurers Report / Warrants

Report presented by Margaret Brescia. Warrants reviewed and signed

- Board would like to engage Town Auditors to participate in review of financials ahead of the budget season

9:21PM: Josie motions to enter executive session pursuant to 1 V.S.A. § 313(A)(B)(D)(F)(1) to discuss personnel and pending legal actions. Elliot Seconds. All in favor, so moved. The board exited executive session at 9:45pm. Board to issue Letter of Consul to employee as a result of the executive session.

Josie Motions to adjourn meeting at 9:50pm, Jim Hockenbergs Seconds, all in favor. So moved.

Tabled Issues:

- a. Town Truck Financing
- b. Deso Drive Ordinance Violations
- c. Horse Crossing Sign
- d. Speed Limit Change Request
- e. East Alburgh Rd. Health Order – tabled to post 1 December, 23
- f. Review of Ordinances