

Draft Minutes
Alburgh Selectboard
– 10/09/2023 –

The Selectboard will meet in the municipal office conference room on Monday, October 9th at 6PM. The public portion of the meeting can be viewed via Zoom <https://us02web.zoom.us/j/5043834193>

Municipal Officials: Josie Henry, Russell Duchaine, Donna Boumil, Elliot Knight, Jim Hokenberg, Alex Goddard,

Public Present: Matthew LeFleur, Tyler Shannon, Alton Bruso

Josie Henry called the meeting to order at 1802

Minutes: Donna Boumil motioned to accept the minutes of the previous meeting as amended. Jim Hokenberg seconded, all in favor, so moved.

Adjustments to the Agenda

6:00pm **Highway Department**

- Paving completed on Industrial Park Road, and Highway Garage apron
 - Industrial Park Corporation to pay the bill as agreed upon (\$90,600), IPC stated they have engaged a lawyer to deed the property to the town in the coming weeks.
- Snowblower in need of repair – repair shop has parts on hand and will complete
- Highway Foreman to follow up with Peterbuilt on the status of the new truck purchase

6:20pm - **Transfer Station**

- Agency of Natural Resources complaint follow up - Michael Boisjoli submitted a complaint to the ANR stating that the Transfer Station has a burn pile that has been burning / smoldering for 13 days straight. The Transfer Station Manager advised that the complaint is not substantiated. ANR would like to visit Transfer Station to watch a burn take place.
- Dumpster's to be repaired, steel has arrived, Russell will contact contractor to repair
- Town Administrator to advertise a Temporary Transfer Station Employee ad on the town website, and paper of record – 2-week application period.

6:30pm - **Town Office**

- Josie would like to review, and update the Town Calendar on the website to include holidays, town events, meeting schedules, etc.
- Town Administrator to follow up with Chair of Planning Commission to schedule a joint Selectboard / Planning Commission meeting for 11/13/23

6) 6:40pm – **Old Business**

- The board discussed the status of the ARPA funds – funds should be available starting in January. A final deliberation meeting on ARPA to be scheduled and warned to the public (special meeting to talk about selecting project proposals and hear and additional proposals that the public or board may have). Meeting tentatively scheduled for 11/15/2023. Board to vote on proposals in

December. **Donna Boumil motions to warn a special meeting on ARPA Deliberations for 11/15/23 at 1830, to be held in the Bingo Hall. Josie Henry Seconds, all in favor, so moved.**

- Tyler Shannon provided the board with an executive level summary of his ARPA Proposal. Tyler and his wife both have backgrounds in economic development and consulting and have drafted a comprehensive proposal to grow the local economy and support local business owners through their consulting services. Board to consider the proposal.
- Bell Property: Selectboard is asking the Planning Commission to propose uses for the Bell Property. Josie to scope the cost of demolition. Donna to reach out to NW Planning Commission.

7) 720pm – **New Business**

- Deadline for Salt Shed and lean-to Grant for the Highway Department is 12/08/23 - need to order a survey for the property
- Tax Bill insert – Josie briefed the board on a tax bill insert that was mailed to the public with their tax bills. Insert for transparency on the breakdown of the increased tax rate (Alburgh Rescue Ballot item, School Tax increases, etc.).
- Josie briefed the board on the potential need to borrow in anticipation of taxes. The Treasurer has started the paperwork should we need to move on borrowing at any time. Treasurer to send out weekly financial reports to Town Administrator to track account balances.
- Board discussion on ballot item payout schedules in reference to tax bill revenue not yet being received, Josie Henry motioned to move to quarterly payment schedule for Alburgh Rescue Inc, (75k of the 300K has been paid out to date for this FY), Donna Boumil seconded, all in favor, so moved.
- IRS Update – Josie provided update on IRS tax bill situation. 433B has been sent to the IRS, still awaiting opinion from CPA on the audit of tax documents.

735pm – **Warrants** - board reviewed and signed the warrants

7:42pm - Josie Henry motioned to enter executive session pursuant to 1 V.S.A. & 313 (a)(1)(f) for the purpose of discussing confidential attorney-client communications made for the purpose of providing professional legal services. Elliot Knight seconded. All in favor, so moved.

The board exited executive session at 8:10pm. No action was taken as the result of the executive session.

Russell Duchaine motioned to adjourn the meeting at 8:22pm, Jim Hokenberg seconded. All in favor, so adjourned.