



Draft Minutes
Alburgh Selectboard Meeting
02/26/2024

Officials Present: Josie Henry (Chair), Russell Duchaine (Vice-Chair), Donna Boumil (zoom), Elliot Knight, Jim Hokenberg, Alex Goddard (Town Administrator), Margret Brescia (Treasurer), Danielle James Choiniere (Town Clerk – zoom)

Public Present: Ray Allen (GICSD), Terry Tatro, Alton Brusio

- **6:00pm** – Call to order - ***Josie Henry called the meeting to order at 6:08pm***
- **6:05pm** – Adjustments to agenda - No adjustments
- **6:10pm** – Minutes from prior meeting
 - ***Josie Henry moved to accept minutes from the prior with one spelling correction, seconded by Jim Hokenberg. All were in favor and the motion carried***

- **6:15 – 6:40pm** – Executive Session: GICSD FY25 Contract
 - ***Josie Henry motioned to enter executive session pursuant to 1 V.S.A. § 313 (a)(10) contract negotiations relating to security or emergency response measures, the disclosure of which could jeopardize public safety. Seconded by Elliot Knight, all were in favor and the motion carried. Sheriff Ray Allen was invited to join the executive session. The board entered executive session at 6:11pm.***
 - ***Josie Henry moved to exit executive session at 7:04pm, seconded by Jim Hokenberg, all were in favor and the board exited executive session and entered a 5-minute recess.***
 - ***Josie Henry moved to resume the public meeting at 7:10pm, seconded by Jim Hokenberg, all were in favor and the board resumed the meeting.***

- **Department/Committee Updates**
 - Highway Department
 - Sidewalk plow incident follow-up – Josie to meet with Chad and Andrea from the VT Bakehouse to discuss the plow strike to their handicap ramp and will report back to the board on potential next steps.
 - Transfer Station
 - 90-day probationary review of Transfer Station Employee - Discussion on the probationary period of Hunter Mitchell at the Transfer Station. ***Josie Henry motioned to approve a \$1.00/hr raise to Hunter's base pay, and to extend his probationary period until April 1st. Seconded by Elliot***

Knight, all were in favor and the motion carried. Russell to follow up with Hunter on the adjustment in pay, and expectations moving forward.

- Review hours of operation - request from Transfer Station employees to review the hours of operation for Wednesday. There was unanimous consent to keep operational hours as they are (8am-4pm).
- Town Office
 - Town meeting day preparation discussion - The board discussed town meeting day preparation, and information to be presented to the voters. Discussion of the school budget (\$47,000/pupil) and the impact on the town taxes.
- **New Business**
 - 317 S. Main Street – Village Taxes / Water & Sewer abatement letter review
 - ***Russell Duchaine motioned to approve the abatement request letter of outstanding Village taxes, water and sewer bills associated with 317 South Main Street to be sent to the Village Trustees, Seconded by Elliot Knight, all were in favor and the motion carried.***
 - Planning Commission – Letter of interest received to join the commission
 - ***Elliot Knight motioned to appoint Danielle James Choiniere to the Planning Commission, seconded by Jim Hokenberg, all were in favor and the motion carried.***
 - Agency of Transportation: Certificate of Highway Mileage to be signed
 - ***Josie Henry motioned to sign the Highway Mileage certificate without changes, seconded by Jim Hokenberg, all were in favor and the motion carried.***
- **Old Business**
 - “Bell Property” Demolition RFP- Review of RFP, and feedback received
 - ***Josie Henry motioned to authorize the Town Administrator to coordinate with the water, sewer, and electric utilities to prep the site for demolition and expend ARPA funds to accomplish the site preparation, seconded by Russell Duchaine, all were in favor and the motion carried.***
 - A second RFP will be advertised for demolition to include greater detail in project expectations / scope

- **Financial Reviews and Warrants**
 - Treasurers Report - The Treasurer presented the monthly report of finances to the board and answered questions about the status of Town financials. The Treasurer will audit the “Clubhouse reimbursements” charged to the ARPA accounts as all are in consensus they are erroneous.
 - ARPA financials review - tabled to future meeting
 - Warrants - The board reviewed and signed warrants
- Executive Session Placeholder – Center Bay Beach - There was no executive session.

Elliot Knight motioned to adjourn the meeting at 8:52pm, seconded by Jim Hokenberg, all were in favor and the meeting adjourned.

****These are draft minutes not slated for approval until the next selectboard meeting***