



DRAFT MINUTES

Selectboard Meeting 03/11/2024

1) 6:00PM – Call to Order – The Town Clerk called the meeting to order at 6:07pm

2) 6:01PM – Pledge of Allegiance

3) 6:05PM – Adjustments to the Agenda - Strike Town Clerk Oath of Office (already completed); strike Auditor Oath of Office, and Lister Oath of Office (will complete this week); add Transfer Station Employee review to executive session at the end of the meeting.

4) 6:10PM – Minutes from Prior Meeting

Elliot Knight motioned to accept the minutes from the prior meeting as written, seconded by Russell Duchaine. All were in favor and the minutes were approved.

5) 6:15PM – New Business -

Elliot Knight read aloud a letter of resignation from the Chair of the Selectboard Josie Henry, effective immediately.

Elliot Knight motioned to accept the resignation, seconded by Russell, all were in favor and the motion carried. Members of the select board acknowledged and thanked Josie for her unwavering dedication to the select board and the Town of Alburgh during her tenure as chair. Josie will work with the new board on passing down information over the coming weeks to ensure a seamless transition.

Oath of Office:

- ~~Danielle James Choiniere:~~ Town Clerk
- ~~Kayla Patnode:~~ Auditor
- ~~Donna Boumit:~~ - Lister
- Daimen Henry: Selectboard
- Alexander McCracken: Selectboard

- Jerid Creller: Constable

Organization – The town clerk opened nominations for the Chair of the Selectboard

- Russell Duchaine motioned to appoint Elliot Knight the **Chair**, seconded by Damien Henry, all were in favor and the motion carried. The Town Clerk turned the meeting over to the newly elected Selectboard Chair.
- Elliot Knight motioned to appoint Russell Duchaine the **Vice Chair**, seconded by Alex McCracken, all were in favor and the motion carried.
- Russell Duchaine motioned to appoint Alex Goddard the **board clerk**, seconded by Damien Henry, all were in favor and the motion carried.

Appointments -

- Elliot Knight motioned to appoint Russell Duchaine the **Road Commissioner**, seconded by Alex McCracken, all were in favor and the motion carried.
- Elliot Knight motioned to appoint Damien Henry the **Tree Warden**, seconded by Alex McCracken, all were in favor and the motion carried
- Russell Duchaine motioned to appoint Shelby Barber to continue to serve as the **Animal Control Officer**, seconded by Elliot Knight, all were in favor and the motion carried.
- Alex McCracken motioned to appoint Alex Goddard to continue to serve as the **Town Health Officer**, seconded by Russell Duchaine, all were in favor and the motion carried.
- Town Service Officer _____ VACANT _____
- Planning Commission Members _____ Tabled _____
- Damien Henry motioned to appoint Donna Boumil, and Alex McCracken to serve as the **representatives to the NRPC**, seconded by Elliot Knight, all were in favor and the motion carried.
- Alex McCracken motioned to appoint Alex Goddard to serve as the **Emergency Management Director**, seconded by Damien Henry, all were in favor and the motion carried.
- Assistant EMD _____ OPEN _____
- Alex McCracken motioned to appoint Russell Duchaine to continue to serve as the **representative to the NWSWD**, seconded by Damien Henry, all were in favor and the motion carried.

- Russell Duchaine motioned to appoint Danielle James Choiniere to serve as the **assistant representative to the NWSWD**, seconded by Alex McCracken, all were in favor and the motion carried.

Subcommittee / Liaison appointments:

Fire Department/EMS _____ OPEN _____

Planning Commission _____ OPEN _____

Elliot Knight motioned to appoint Russell Duchaine to continue to be the **liaison to the library**, seconded by Damien Henry, all were in favor and the motion carried.

Russell Duchaine motioned to appoint Alex McCracken to be the **liaison to the Alburgh Family Clubhouse**, seconded by Elliot Knight, all were in favor and the motion carried.

Russell Duchaine motioned to appoint Damien Henry to be the **liaison to the Fire Districts**, seconded by Alex McCracken, all were in favor and the motion carried.

Broadband/IT _____ Dissolved position _____

Elliot Knight motioned to appoint Damien Henry to be the **liaison to Center Bay**, seconded by Alex McCracken, all were in favor and the motion carried.

Alex McCracken motioned to appoint Damien Henry to be the **liaison to the Village of Alburgh**, seconded by Elliot Knight, all were in favor and the motion carried

Russell Duchaine motioned to appoint Elliot Knight to be the **liaison to the Islands in the Sun Senior Center**, seconded by Damien Henry, all were in favor and the motion carried.

Damien Henry motioned to appoint Russell Duchaine to be the **liaison to the American Legion**, seconded by Elliot Knight, all were in favor and the motion carried.

Russell Duchaine motioned to appoint Alex McCracken to be the **liaison to the Historical Society**, seconded by Elliot Knight, all were in favor and the motion carried.

Selectboard Vacancy

The board acknowledged that Jim Hokenberg received the next most votes during the recent election, and that if he would accept, they would like to appoint him to fill the remainder of Josie Henry's term. Jim was contacted via telephone and stated he would be willing to accept the appointment.

Alex McCracken motioned to appoint Jim Hokenberg to serve as a selectman for the remainder of the term of the seat formerly occupied by Josie Henry. Damien Henry seconded, all were in favor and the motion carried.

6) 7:00PM – Old Business

- ARPA Allocation briefing - tabled to 03/25 to allow new board members to get up to speed on process, projects to be reviewed and work done thus far on allocations.

Elliot Knight motioned to enter executive session pursuant to 1 V.S.A. 313 (a)(3) the evaluation of an employee, seconded by Russell Duchaine. All were in favor and the board entered executive session at 6:45pm. Josie Henry was invited to join the executive session at 6:56pm. Josie Henry exited the executive session at 6:59pm.

Elliot Knight motioned to exit executive session at 7:06pm, seconded by Alex McCracken, all were in favor and the board exited executive session.

Damien Henry motioned to terminate the employment of Hunter Mitchell effective immediately, seconded by Elliot Knight. All were in favor and the motion carried.

7) 7:10 PM - Warrants – Financial Reviews – the selectboard reviewed and signed the warrants

Alex McCracken motioned to adjourn the meeting at 7:30pm, seconded by Russell Duchaine, all were in favor and the meeting adjourned.

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