

**ALBURGH SELECTBOARD MEETING MINUTES**

**Meeting time & date:** June 9th, 2025, at 6:00PM

**Meeting location:** Alburgh Town Office (Conference Room) - 1 N Main Street

**Public Officials Present:** Elliot Knight, Alex McCracken, Jim Hokenberg, Damien Henry, Russell Duchaine, Josie Henry

**Public Present:** Dave Mangan, the Wrights, Jessica Mangan, Adam Vincelette, Noah Vincelette, Tony Soules

**Present on Zoom:** Mathew Lavigne (Green Mountain Fireworks), Danielle Choiniere, the Islander Newspaper

* **Call to Order** – Elliot Knight called the meeting to order at 6:05PM.
* **Adjustments to the Agenda** – There were three updates to the agenda:
  1. Alex McCracken requested the town administrator contract item be adjusted to town administrator position.
  2. Damien Henry requested the town administrator topics be moved until the end of the meeting because he has recused from that discussion.
  3. Russell asked to add a free dump day update onto the new items.

All members agreed to proceed with the agenda as amended.

* **Public Comments** – Dave Mangan asked for an update on the issues he raised at the prior meeting concerning mowing in a ditch by the school, a retention pond, the new fence at the school with a hole in it, and the basketball courts. Damien said he looked at the ditch and will have the town mow it as feasible.
* **Sheriff Allen Contract Discussion** – Josie Henry briefed the board that Sheriff Allen would not be attending but sent two contract options, one that would support the current coverage of 44 hours per week for Alburgh, and one that captured the 14-hour reduction to 30-hours the selectboard budgeted for. Alex McCracken motioned to sign the 30-hour per week contract, Damien Henry seconded, all were in favor and the motion passed. The board members signed the contract.
* **Industrial Park Road Pump Issue and Crematorium Bill –** Josie Henry briefed an issue regarding the pump station near the town garage and crematorium. According to the power company, it was disconnected in April of 2024 by the town, and the crematorium now has issues they feel are a result of the loss of power to their pump. The extent of the issue associated with the pump is not totally clear, so the board agreed to investigate further and table until they could gather more information.
* **4th of July Fireworks –** Green Mountain Fireworks briefed the price of fireworks is up and requested additional funding, approximately $2,000, to cover this year’s show. Elliot asked if there was funding to cover it, and Josie Henry offered several options to cover the cost within this year’s budget, where there were surplus line items. Alex McCracken motioned to authorize additional funds to support the fireworks show, Damien Henry seconded, all were in favor and the motion passed.
* **Lister Application** – The board reviewed an application for the vacancy and asked the town administrator to set up an interview at the next regular board meeting.
* **Wright Driveway** – The Wrights brought pictures of their driveway on West Shore Road that has issues that occurred after their driveway was cut when the water line was installed. The board agreed to meet with the South Alburgh Fire District to address the issue.
* **Free/Discount Dump Day** – Russell Duchaine briefed that everything went great with the day overall. The board then turned to a bill from the solid waste district for items disposed of by roadside cleanup. Damien Henry also presented a bill for the West Shore Road paving. Board members agreed to authorize both with the warrants.
* **Delinquent Tax Collection Policy** – Alex McCracken motioned to authorize the Delinquent Tax Collector to send the draft policy to VLCT for legal review, Damien Henry seconded, all were in favor and the motion carried.
* **Warrants**
  1. A question came up regarding health care coverage dates, and whether an employee is covered on the exact days they are employed, or if the coverage is done monthly. Board members agreed to look further into it before deciding on the policy going forward.
  2. End of year finances – the board agreed a dedicated meeting to year-end totals should be scheduled when the treasurer returns.
  3. Tony Soules arrived and asked about the Facebook page. A discussion broke out about management, ownership and the derogatory statements about town officials. She expressed frustration over the content being allowed on the page. She stated the page should not say Alburgh Town, if that type of activity was going to be allowed. Board members told her it was Donna Bohannon’s page, and they had not authority over it.
  4. Damien Henry motioned to pay $752.00 to the Northwest Solid Waste District for items disposed of from the town roadsides, Russell Duchaine seconded, all were in favor and the motion carried.
  5. Damien Henry motioned to pay Pike Industries $276,000 for the West Shore Road paving project and for the town administrator to complete the grant reimbursement paperwork, Russell Duchaine seconded, all were in favor and the motion carried.
* **Minutes –** 
  1. The board agreed to postpone the minutes from the previous meeting to the next meeting so everyone could review Alex McCracken’s revised version.
  2. Alex McCracken motioned to approved the minutes from June 2nd and June 9th as written, Russell Duchaine seconded, all were in favor and the motion carried.
* **Town Administrator Position** –
  1. Josie Henry recommended the board extend her to the end of the fiscal year and restart the hiring process, looking for a new candidate, as things had gotten too contentious for everyone..
  2. Russell Duchaine motioned to extend Josie Henry to the end of the fiscal year, Jim Hokenberg seconded, all were in favor and the motion carried.
  3. The board agreed to schedule a special meeting on June 16th to work on a new job description and candidate search process.
* **Adjournment** – Alex McCracken motioned to adjourn, Russell Duchaine seconded, all were in favor and the meeting was adjourned.