



**NOTICE and AGENDA**  
**Alburgh Selectboard Meeting**  
**8/11/2025**

**Meeting Time and Date:** August 11, 2025, at 6:00PM

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

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

- 1) Call to Order – Elliot Knight called the meeting to order at 6:02PM
- 2) Adjustments to the Agenda – Damien Henry requested to add updates on bingo hall discussions and the highway department. Town Clerk requested adding review of tax policy, updates on E911 and town office security cameras, and a request for the town health officer to investigate reports of unsafe living conditions. All were added to agenda.
- 3) Minutes from Prior Meetings – Minutes from 7-28-2025 meeting were tabled to following meeting.
- 4) Public Comments – There were no public comments.
- 5) Playground Project – The board discussed equipment selection, construction, and possible site visit at next meeting. Damien Henry made a motion to allocate \$25,000 to playground construction. Alex McCracken seconded. All were in favor and the motion carried.
- 6) Bingo Hall Update – Damien Henry provided an update on the continuing conversations between the Board and the Fire Department regarding the bingo hall lease agreement. No board action was taken.
- 7) Highway Department Update –
- 8) Delinquent Tax Policy – Town Clerk presented updated delinquent tax policy for Board's consideration. Board agreed to put a vote on the new policy on a subsequent agenda.
- 9) Security Camera Access – Town Clerk informed Board of issues with accessing town office security cameras. Board agreed to investigate and reach out to previous Town Administrators to determine how to regain access.
- 10) E911 Update – Town Clerk provided update to Board that the E911 numbering project is progressing well and recommended holding the allocated stipend until such a time that the workload increases again.

11) Health and Safety Concern – Town Clerk informed Board of reports regarding an individual living in a shed in town. Elliot Knight, as acting Health Officer, agreed to investigate.

12) Executive Session – Damien Henry motioned to enter executive session to discuss town hiring decisions. Alex McCracken seconded, the Board voted unanimously in favor.

- Alex McCracken motioned to exit executive session, Russell Duchaine seconded, all were in favor.
- Alex McCracken motioned to accept the counter offer from Amanda Costello regarding employment as the next Town Administrator. Damien Henry seconded, and the Board voted unanimously in favor.

13) Finances – The Board signed warrants for town expenditures.

14) Executive Session – Jim Hokenberg motioned to re-enter executive session to continue discussion regarding town hiring decisions. Damien Henry seconded. The Board voted 3-2 in favor, with Alex McCracken and Elliot Knight opposed.

- Damien Henry motioned to exit executive session. Russell Duchaine seconded, and all were in favor. No motion was made as a result of the executive session discussion.

15) Adjourn – Alex McCracken motioned to adjourn, Russell Duchaine seconded. All were in favor, and the meeting was adjourned.