



**Draft Minutes**  
**Alburgh Selectboard Meeting**  
**8/25/2025**

**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, Russell Duchaine, Danielle Choiniere  
**Public Officials Absent:** Damien Henry

**Public Present:** Terry Tatro, Matthew Lafluer

- 1) Call to Order – Elliot Knight called the meeting to order at 6:26PM
- 2) Adjustments to the Agenda – Elliot Knight requested that financial warrants be added. Alex McCracken suggested moving executive session to the end of the meeting. All proposed changes to the agenda were agreed to.
- 3) Minutes from Prior Meetings – Draft minutes from 7-28-2025 and 8/11/25 meeting were tabled to the following meeting.
- 4) Public Comments – There were no public comments.
- 5) Playground Project – The board reviewed a progress update on the playground equipment project and agreed to make a site visit to survey the proposed equipment placement.
- 6) Town Administrator updates & priorities – Elliot Knight updated the board that Amanda Costello will begin as the new Town Administrator beginning September 1<sup>st</sup>. Board members discussed potential first priorities for the position, and agreed to schedule a special meeting for Tuesday, September 2<sup>nd</sup>.
- 7) Tax Collection Policy – Board tabled vote following discussion to allow further time for review.
- 8) Appointing new Municipal Authorizing Official (MAO) for Alburgh Family Clubhouse grant funding – Elliot Knight motioned to nominate Alex McCracken as MAO, with Amanda Costello as an authorized alternate. Jim Hokenberg seconded, and all were in favor.
- 9) Financial Warrants – The board signed town financial warrants.
- 10) Executive Session – Alex McCracken motioned to enter executive session per 1 V.S.A. § 313(a)(1). Jim Hokenberg seconded, and the Board voted unanimously in favor.
  - Alex McCracken motioned to exit executive session, Russell Duchaine seconded, and all were in favor.

- Russell Duchaine motioned to authorize Alex McCracken and Jim Hokenberg to engage with the town's attorney regarding civil litigation. Elliot Knight seconded, and the board voted unanimously in favor.

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

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