



**Selectboard Meeting**  
**Draft Minutes**  
**07/22/2024**

**Municipal Officials Present:** Elliot Knight (Selectboard Chair), Russell Duchaine (Vice-chair), Jim Hokenberg, Damien Henry (via-zoom), Alex McCracken (via-zoom, unable to establish communications), Alex Goddard (Town Administrator), Rodney James (Road Foreman)

**Public Present:** Matthew Lefleur, Alton Bruso, Alan Hathaway

**Agenda**

**6:00pm:** ~~(06)~~ Call to Order – Elliot Knight called the meeting to order at 6:02pm

**6:01pm:** ~~(06)~~ Adjustments to the Agenda

- Table: FY Closeout report, Treasurers report

**6:02pm:** ~~(06)~~ Minutes from the previous meeting(s) - Russell Duchaine motioned to approve the minutes from 07/08, 07/10, and 07/15 as written. Seconded by Jim Hokenberg, all in favor and the motion carried.

**6:05pm:** ~~(06)~~ Public Forum

- Public Forum - public comment will be limited to 5 mins per speaker, anyone wishing to bring a matter to the board must clearly state their name. Potential action on items brought forward during the comment period will be placed on a subsequent agenda for continued discussion or action. ~~(06)~~
  - Matthew Lefleur echoed his concerns from the last meeting regarding the new bicycle and non-motorized vehicles law

**6:15pm:** ~~(06)~~ Northwest Solid Waste District Ops MOU Draft Review

- Russell Duchaine stated his concerns over the Capital Equipment fund language
  - NWSWD will propose a capital equipment plan to the selectboard for review
- John Leddy once there is a finalized MOU, NWSWD would like to get into the “nuts and bolts” of the transfer station operations, and requests to send staff to observe operations.
- Russell Duchaine stated his concerns over the Road Maintenance bullet – would like to see a trade off in some fashion where the town conducts road maintenance, plowing, and mowing, and NWSWD provides a cost reduction in the form of trash disposal.
- NWSWD would like a synopsis of what the town anticipates it will dump at the facility at no cost, during normal operations.

- NWSWD to work with the municipality to deal with major events and disaster relief such as the impacts of large storm systems, etc.
- Management of the stump dump – Introductory meetings have taken place with those who have offered services in the management of the stump dump. More conversations to take place.

**7:15pm:** ~~08~~ Transfer Station Interview: Russell Slack

**7:30pm:** Department / Committee Updates

- **Town Office**
  - Selectboard to review and sign Grant Resolution for Alburgh Family Clubhouse Grant - the selectboard reviewed and signed the resolution
  - Bell property testing results, next steps - Asbestos identified throughout building in preliminary reports. Administrator awaiting comprehensive report from KAS.
  - VT AOT – communications on RRFB flashing crosswalk request: Alburgh School - grant funding identified for next cycle. Administrator to reach out to ACED to propose Safe Routes to School training for the children.
  - Employee Handbook Review: Draft - Administrator introduced a new employee handbook. To send out PDF to selectboard to review ahead of next meeting for edits
  - FY24 Closeout complete – TABLED
- **Highway Department**
  - Paving Quotes - Rodney James presented quotes he gathered for this FY paving efforts. - Russell Duchaine motioned to accept the paving quote from Pike Industries for a unit price of \$87.37/ton to pave Greenwoods Road, West Shore Road, and Missile Base Rd, contingent upon approval of the treasurer's report highlighting funds available to the Highway Department. Seconded by Jim Hokenberg. All were in favor and the motion carried.
- **Transfer Station**
  - Russell Duchaine motioned to enter executive session pursuant to 1 VSA 313 (1)(a)(A), seconded by Damien Henry. All were in favor and the selectboard entered executive session at 7:01pm. The selectboard invited the Town Administrator into the executive session. At 7:20pm, the selectboard invited Russell Slack into the executive session. Russell Slack exited the executive session at 7:35pm.
  - Russell Duchaine motioned to exit executive session at 7:47pm, seconded by Jim Hokenberg. All were in favor and the selectboard exited the executive session.
  - Damien Henry motioned to hire Russell Slack for the open position at the transfer station, at a rate of \$18.00/hr. Seconded by Jim Hokenberg. All were in favor and the motion carried.

**8:00pm:** Warrants – The selectboard reviewed and signed the warrants.

**8:30pm:** Jim Hokenberg motioned to adjourn the meeting at 8:08pm, seconded by Damien Henry. All were in favor and the meeting adjourned.