



Alburgh Selectboard Meeting
Held in Person and/or via Zoom – Town Conference Room
Monday, December 8, 2025, at 6:00PM

Minutes

Meeting Time and Date: December 8, 2025, at 6:00PM

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

Public Officials Present: Elliot Knight, Chair; Alex McCracken, Vice-Chair (via Zoom); Damien Henry, Member

Public Officials Absent: Russell Duchaine, Member; Jim Hokenberg, Member

Staff Members: Amanda Costello, Town Administrator; Margret Brescia, Treasurer

Public Present: See Sign-In Sheet

1) Call to Order:

E. Knight called the meeting to order at 6:05PM

2) Agenda Review & Adjustments:

A. Request for questions or comments regarding draft Northwest Regional Plan Hearing and updates.

3) Public Forum:

Matthew LaFluer advised that a virtual forum will be held January 15th by Franklin, Grand Isle, and Lamoille County Natural Resources Conservation Districts (NRCDs) for future funding, resources and action plan.

4) Approval of Minutes:

11/10/25 Minutes TABLED.

Motion by D. Henry to accept 11/24/2025 minutes as written at 6:09pm with a second by A. McCracken. Motion passed unanimously.

5) FY27 Budget Planning Working Session:

Budget review starting with Assessments & Donations through Highway Expense.

2) A. Draft Northwest Regional Plan Hearing and updates:

The Northwest Regional Planning Commission is requesting comments, questions or concerns regarding the draft Northwest Regional Plan public hearing which will be held December 17th. The 2026-2034 Northwest Regional Plan includes changes to the future land use map and eligibility around Tier 1 Act250 jurisdiction. The town center will expand on the proposed map, but most areas are not eligible for exemptions. No questions to NRPC from board.

6) Grand Isle County Sheriff's Department Contract:

Sherrif Ray Allen presented FY27 Budget figures and proposed contract. Ray Allen explained the increase in the hourly rate is a cost of living increase, 3%. He also explained that due to Alburgh's high call volume and reduced hours in FY26 that regular proactive patrols are unachievable. Ray stated that he would likely be discontinuing contracted services in the coming months if the town could not increase the allotted contract hours due to Alburgh's call volume exceeding the current contracted hours. Ray indicated that if the board were to approve the contract for 44hrs in FY27, discontinuance of services for the remainder of the fiscal year would be unlikely to occur. The GICSD is now fully staffed and operates M-F 7am-11pm and some day shifts on Saturdays. GICSD will have a K-9 unit coming into service soon. Members of the public asked questions regarding staffing, call volume, overtime, reduction in hours last year and how responses have been improved.

7) Ballot Items/Town Report Cover/Town Report Dedication:

Dedication: Sandy Ladd & Lorraine Mumley have been nominated for the Town Report Dedication. No other nominations have been submitted for review at this time.

Ballot Items: Discussed Free Dump Day as a potential ballot item for voters to review since the transfer of ownership of the Alburgh Transfer Station.

Report Cover: The Clerk has posted on the town website and on the community Facebook group regarding the Town Report Cover. Residents can provide a picture of Alburgh via email to the Clerk for review.

8) Blanket Town Administrator Purchasing & Grant Authorization:

Grant authorization and letters of support can be approved by the board at a special meeting if necessary, due to time constraints of submittals. Board reviewed potential cap for small purchases on behalf of the Town by the Town Administrator. Provided those purchases are a line item in the budget and remain within the scope and limits of the approved municipal budget.

Motion made by D. Henry for Town Administrator to make purchases up to \$100 in line with a budget line item made at 6:53pm with a second by A. McCracken. Motion passed unanimously.

9) Alburgh 2025 Hazard Mitigation Management Plan Adoption:

Hazard Mitigation Plan created by Threat Owl LLC. VEM and FEMA approved the local hazard mitigation plan, once adopted by Town and Village it will be submitted to VEM, and the plan will be valid for five years.

D. Henry motion to approve signature of 2025 Hazard Mitigation Management Plan Adoption at 7:34pm with a second by A. McCracken. Motion passed unanimously.

10) Discuss Allocation of Opioid Settlement Funds:

Options for allocation were briefly discussed. The board would like to investigate the possibility of allocating funds to the new K-9 Unit with GICSD. Town Admin to review the remediation uses.

11) Vantine Ave Trash Complaint:

Report of trash complaint located at 37 Vantine Ave. Very large trash stockpile on fence/property line. Property owner has already been working with tenants to remove trash. Owner advised dumpster containers were previously rented, and more trash has accumulated since then. Health Officer to follow up with property owner to have trash removed and will continue to monitor.

12) Consent Agenda

- **Approval of Warrants**

Warrants reviewed & signed.

- **Update of Alpine Web Hosting Contract**

Reviewed & signed annual contract.

13) Proposed Executive Session – Placeholder

No Executive Session was held.

14) Adjournment:

Motion by D. Henry to adjourn at 7:45pm with a second by A. McCracken. Motion approved unanimously. Meeting adjourned by E. Knight.

Respectfully Submitted,

Amanda Costello

APPROVED MINUTES: _____ Date: _____
Elliot Knight, Chair

Filed with the Alburgh Town Clerk's Office on this _____ day of _____, 2025.

ATTEST: _____, Alburgh Town Clerk