



Alburgh Selectboard Meeting
Held in Person and/or via Zoom – Town Conference Room
Monday, December 22, 2025, at 6:00PM

Minutes

Meeting Time and Date: December 22, 2025, at 6:00PM

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

Public Officials Present: Elliot Knight, Chair; Damien Henry, Member; Russell Duchaine, Member; Jim Hokenberg, Member

Public Officials Absent: Alex McCracken, Vice-Chair

Staff Members: Amanda Costello, Town Administrator; Margret Brescia, Treasurer (via Zoom); Rodney James, Road Foreman; Danielle James-Choiniere, Clerk

Public Present: See Sign-In Sheet

1) Call to Order:

E. Knight called the meeting to order at 6:10PM

2) Agenda Review & Adjustments:

Approval of warrants postponed to next meeting.

3) Public Forum:

None.

4) Approval of Minutes:

Motion by R. Duchaine to accept 11/10/2025 minutes as written at 6:11pm with a second by D. Henry. Motion passed unanimously.

12/08/25 Tabled.

5) FY27 Budget Planning Working Session:

Budget review of Highway Expense and reviewed pending line items.

6) Highway Updates – 2015 Truck & Grader:

R. James advised that the 2015 truck is currently being repaired in Plattsburgh for sensor replacement behind the turbo, quoted work about \$2,000.

Turn table on grader is also in need of repair. C.R. Woods quoted \$20,000 for potential worst-case repair. C.R. Woods did some minor repairs to get machine operational to an extent for the time being.

R. James also noted that the boom/bucket on the excavator has also been faulty recently when mixing sand & salt. Mechanic inspected and could not replicate fault at last visit. Currently operational but may need future repair.

7) VTrans Small Scale Local Safety Grant Opportunity:

A. Costello provided documents regarding the Agency of Transportation Small Scale Local Safety Grant Opportunity. Road Foreman, Rodney James suggested using the grant as an opportunity to remove potentially hazardous ash trees in the right of way & potential cross walk markings for the school. Town Admin and Road Foreman will investigate project opportunities and proceed with applying for grant.

8) Delinquent Taxes:

A. Costello advised board that although delinquent taxes have improved, they are still very much a concern. Monthly delinquent tax notices are being sent out. The Tax Collection Policy has been approved and implemented and agreement templates have been drafted. Next step is to identify a tax sale attorney for the Town. Attorney options discussed.

Motion by D. Henry to authorize Town Administrator to contact town attorney for purpose of information gathering of delinquent tax and proceeding of tax sale at 7:21pm with a second by J. Hokenberg. Motion passed unanimously.

9) Consent Agenda

- **Approval of Warrants**

Tabled.

10) Proposed Executive Session – Real Estate & Contracts

Motion made by D. Henry to enter executive session at 7:22pm to discuss potential Real Estate & Contracts for Bingo Hall negotiation under the provisions of 1 VSA 313 (a)(1) of the Vermont Statutes; inviting Town Administrator, A. Costello and Fire representatives. Second by J. Hokenberg. Motion approved unanimously.

Motion made by D. Henry to exit executive session at 8:51pm. Second by J. Hokenberg. Motion approved unanimously.

No Action was taken as a result of the Executive Session.

11) Adjournment:

Motion by R. Duchaine to adjourn at 8:52pm with a second by J. Hokenberg. 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

DRAFT