



**Alburgh Selectboard Special Meeting**  
**Held in Person and/or via Zoom – Town Conference Room**  
**Monday, December 29, 2025, at 6:00PM**

**Minutes**

**Meeting Time and Date:** December 29, 2025, at 6:00PM

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

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

**Public Officials Absent:** Alex McCracken, Vice-Chair; Damien Henry, Member

**Staff Members:** Amanda Costello, Town Administrator; Margret Brescia, Treasurer (via Zoom); Rodney James, Road Foreman; Cheryl Dunn, Lister

**Public Present:** See Sign-In Sheet

**1) Call to Order:**

E. Knight called the meeting to order at 6:19PM

**2) Agenda Review & Adjustments:**

a. Cheryl Dunn, Lister requested to add Lister 'Errors & Omissions' to agenda for approval by board. Immediate attention required. To be reviewed before approval of minutes.

**3) Public Forum:**

None.

**2) a. Listers Errors & Omissions**

C. Dunn, Lister, presented procedure for Listers errors. C. Dunn presented three pages of corrected errors. The majority of errors were on Palmers Sand Beach Road (FKA Coon Point Rd) camps. A few residential properties were corrected because additional property was purchased making the lots contiguous property. The changes will be posted in the Grand List book. Properties have been corrected and newly corrected tax bills have already been sent out. C. Dunn requests approval of errors & omissions as presented.

**Motion by R. Duchaine to accept Listers Errors & Omissions as presented at 6:24pm with a second by J. Hokenberg. Motion passed unanimously.**

**4) Approval of Minutes:**

**12/08/2025 Minutes Tabled.**

**Motion by R. Duchaine to accept 12/22/2025 minutes as written at 6:25pm with a second by J. Hokenberg. Motion passed unanimously.**

**5) FY27 Budget Planning Working Session:**

Highway budget was reviewed. M. Brescia presented surplus to be carried over in the amount of \$68,660. Current FY27 budget without Road/Building Construction, Gravel/Stone/Maintenance and Blacktopping is \$767,035.39. The proposed budget without the surplus allows for about \$97,000 for paving budget.

#### **6) Highway Updates – Paving Projects:**

Paving plans discussed. Possible road projects include paving Missile Base Road and Lake Street. Another possible option is rebasing and paving Bay Road. Extensive discussion exploring possible options for road work for FY27. Quotes will be sought out from paving vendors to determine what can be done with the current budget allotment.

#### **7) Consent Agenda**

- **Approval of Warrants**

Warrants reviewed & approved.

#### **8) Proposed Executive Session – Real Estate & Contracts**

**Motion made by R. Duchaine to enter executive session at 7:30pm to discuss potential Real Estate & Contracts under the provisions of 1 VSA 313 (a)(1) of the Vermont Statutes; inviting Town Administrator, A. Costello. Second by J. Hokenberg. Motion approved unanimously.**

**Motion made by R. Duchaine to exit executive session at 7:40pm. Second by J. Hokenberg. Motion approved unanimously.**

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

#### **9) Adjournment:**

**Motion by R. Duchaine to adjourn at 7:40pm 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