



**Alburgh Selectboard Meeting**  
**Held in Person and/or via Zoom – Town Conference Room**  
**Monday, January 12, 2026, at 6:00PM**

**Minutes**

**Meeting Time and Date:** January 12, 2026, at 6:00PM

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

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

**Public Officials Absent:** None

**Staff Members:** Amanda Costello, Town Administrator; Rodney James, Road Foreman

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

**1) Call to Order:**

A. McCracken called the meeting to order at 6:03PM

**2) Agenda Review & Adjustments:**

None.

**3) Public Forum:**

None.

**4) Approval of Minutes:**

**Motion by A. McCracken to accept 12/08/2025 minutes as written at 6:08pm with a second by D. Henry. Motion passed unanimously.**

**Motion by D. Henry to accept 01/05/2026 minutes as written at 6:07pm with a second by J. Hokenberg. Motion passed with 1 abstention, and 4 approvals.**

**5) Playground and Multi-Use Court Improvements**

Needs for the community playground and multi-use court were discussed. As a part of ongoing improvements of the playground, the board considered the potential of replacing the current swing set with a new one. Quotes from the current playground vendor were discussed as well as recommendations made by VLCT for purchase and installation. The board also discussed the Terry Tatro Bicentennial Park welcome sign at the park and lighting for the park/court. It was proposed that the mats currently used for the swing stalls could be used for pavement protection at the ice rink until additional pads can be purchased. The board discussed long-term improvements and the potential for improvements to be a ballot item.

**Motion by D. Henry to add a ballot item of \$20,000 for community park use and improvements at 6:16pm with a second by J. Hokenberg. Motion passed unanimously.**

## **6) Ballot Items, Town Report Cover and Town Report Submissions**

To date, no additional ballot items have been submitted to the Town Clerk but are not due until January 15<sup>th</sup>. The board previously discussed park improvements as a ballot item. The board moved onto the review of Town Report Cover and noted that Town Staff could review the submissions and select.

Board reviewed nominated candidates for the Town Report Dedications. Lorraine Mumley and Sandy Ladd were the nominees, and the report will be dedicated to them.

The board reviewed Town Official positions that are optional to appoint. These positions include town agent or deed agent, grand juror, fence viewers, inspectors of lumber, shingles, and wood, weighers of coal, and service officer are all positions that a selectboard may, not must, appoint.

Elected position of Town Auditor is eligible for appointment due to Kayla Patnode's recent resignation. The remaining 2-year term can be appointed but will be eligible for election.

## **7) Highway Mileage Certificate**

No road class changes were identified.

**Motion by A. McCracken to approve no changes for the 2026 Highway Mileage Certificate at 6:24pm with a second by D. Henry. Motion passed unanimously.**

## **8) VTrans Small Scale Local Safety Grant Opportunity**

A few ash trees along Champlain St. and Carle St. were identified for the project. Vermont Electric Co-op has since sent out a message about vegetation management in the Alburgh area. It appears the trees proposed for the grant were marked by VEC for removal. The Road Foreman will work with the Town Administrator to identify other trees for this grant opportunity.

## **9) FY27 Budget Planning Overall Review & Adjustments**

### **• Highway – Paving Budget Plan**

Two quotes were obtained for paving budget planning, a quote from Pike Industries, Inc. and Hungerford Paving. Hungerford quoted \$90 per ton and Pike quoted \$94 per ton for budget purposes only. There were some slight variances of tonnage for each proposed road (Lake St, Missile Base & Bay Rd) between the two vendors. Board discussed budgeting \$75k for FY27 paving and utilizing the 68k surplus from FY25 with the intention to pave Lake St. Town Administrator will confirm with the Treasurer how the surplus is documented within the budget. Any remaining funds after paving can be utilized for rebasing and phasing work of Bay Rd.

- **Grand Isle County Sheriff's Department Contract**

The board reviewed the proposed contract from the GICSD. The proposal is for 44 hours per week at a rate of \$73.54 per hour (to include a 3% cost of living increase from last year) for a total contract amount of \$168,259.52. The GICSD previously stated the 30-hour contract is not sustainable for the requested call volume. The history of the hourly cut from the previous fiscal year was reviewed, staffing shortages, overtime rates, inconsistent hours, etc. A review of prior year invoices was conducted and showed the number of calls each year is trending down, however, the invoices did not show data for the number of hours spent on the calls. The board discussed the current contract of 30 hours per week for a total contract amount of \$111,384.00. The requested 14 additional hours per week would increase the contract amount by \$56,875.52 from last year. The board discussed the significance of the requested increase and proposed putting the increase up for the voters to decide. A clarification of the newly proposed 3% hourly rate increase was made. The amount for 30 hours per week at the new hourly rate will be implemented in the FY27 budget.

**Motion by A. McCracken to maintain the 30 hours per week contract at the new hourly rate of \$73.54 at 6:57pm with a second by D. Henry. Motion passed unanimously.**

**Motion by A. McCracken to add a ballot item for increasing the Grand Isle County Sheriff's Department FY27 contract for the requested additional 14 hours for a total of 44 hours per week at 6:58pm with a second by J. Hokenberg. Motion passed unanimously.**

**Motion by D. Henry to appropriate \$7,500 for the Alburgh 4<sup>th</sup> of July parade committee in FY27 at 7:01pm with a second by A. McCracken. Motion passed unanimously.**

**10) Consent Agenda**

- **Approval of Warrants**

Warrants reviewed & approved.

- **Request for 1<sup>st</sup> & 3<sup>rd</sup> Class Restaurant/Bar License**
  - i. **Alburgh Golf Links**

**Motion by D. Henry to approve the request for 1<sup>st</sup> & 3<sup>rd</sup> Class Restaurant/Bar License for Alburgh Golf Links/Feral Fox pending application payment at 7:06pm with a second by R. Duchaine. Motion passed unanimously.**

**11) Proposed Executive Session – Real Estate & Contracts**

**Motion made by D. Henry to enter executive session at 7:15pm 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 A. McCracken. Motion approved unanimously.**

**Motion made by R. Duchaine to exit executive session at 7:47pm. Second by J. Hokenberg. Motion approved unanimously.**

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

**12) Adjournment:**

**Motion by R. Duchaine to adjourn at 7:48pm with a second by J. Hokenberg. Motion approved unanimously. Meeting adjourned by A. McCracken.**

Respectfully Submitted,

Amanda Costello

APPROVED MINUTES: \_\_\_\_\_ Date: \_\_\_\_\_  
Elliot Knight, Chair

Filed with the Alburgh Town Clerk's Office on this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

ATTEST: \_\_\_\_\_, Alburgh Town Clerk