



**Alburgh Selectboard Meeting**  
**Held in Person and/or via Zoom – Town Conference Room**  
**Monday, March 9, 2026, at 6:00PM**

**Minutes**

**Meeting Time and Date:** March 9, 2026, at 6:00PM

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

**Public Officials Present:** Alex McCracken, Chair; Russell Duchaine, Vice-Chair; Jim Hokenberg, Member; Walter Kane, Member

**Public Officials Absent:** None

**Staff Members:** Amanda Costello, Town Administrator; Danielle James-Choiniere, Clerk; Rodney James, Road Foreman

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

**1) Call to Order:**

D. James-Choiniere called the meeting to order at 6:00PM

**2) Agenda Review & Adjustments:**

Unanimous agreement to move Reorganization, Appointments & Oath of Office as the first item on the agenda.

**3) Public Forum:**

None.

**4) Approval of Minutes:**

**Motion by R. Duchaine to accept 02/23/2026 Selectboard minutes as written at 6:04pm with a second by J. Hokenberg. Motion passed unanimously.**

**5) Selectboard Reorganization, Appointments, & Oath of Office**

Newly elected Selectboard member, Walter Kane, was acknowledged and welcomed by the Alburgh board.

**Town Clerk, Danielle James-Choiniere administered the oath of office to the newly elected 2-year term Selectperson, Walter Kane.**

Selectboard discussed need to address Chair, Vice-Chair, Board Clerk and Road Commissioner appointments, other appointments will be made at a later date due to runoff election and current open seat on board. Selectboard rules of procedure will also be reviewed at a later date.

**Selectboard Chair - R. Duchaine nominates A. McCracken to be Selectboard Chair with second by A. McCracken. Motion carried with 3 in favor, 1 abstention.**

**Vice-Chair - A. McCracken nominates R. Duchaine for Vice-Chair with second by R. Duchaine. Motion carried 3 in favor, 1 abstention.**

**Board Clerk - A. McCracken nominates Amanda Costello as Board Clerk, second by J. Hokenberg. Motion passed unanimously.**

**Road Commissioner - A. McCracken nominates R. Duchaine as Road Commissioner, request by J. Hokenberg to table appointment of Road Commissioner until next meeting.**

In absence of a Road Commissioner, the board discussed assigning a duly authorized agent to approve pending excess weight permits.

**Motion by J. Hokenberg to authorize R. Duchaine to sign pending excess weight permits as duly authorized agent at 6:42pm with a second by A. McCracken. Motion passed unanimously.**

Oath of Office:

- Walter Kane - Selectboard (2-year)

Selectboard Organization -

- Chair – Alex McCracken
- Vice Chair – Russell Duchaine
- Board Clerk – Amanda Costello
- Selectboard Meeting Procedures – Tabled.

Appointments -

- Road Commissioner – Tabled.

## **6) Runoff Election Warning Review**

The draft runoff election warning was reviewed and discussed for the election day tie between Bernard Savage and Tom Ward running for the 3-year Selectboard seat.

**Motion by A. McCracken to approve the runoff election warning as written at 6:06pm with a second by R. Duchaine. Motion passed unanimously.**

## **7) Highway Updates**

- **Champion Grader Update**

Turn table is in need of repair, the grader is functional presently. C.R. Woods quote and Munson quote reviewed. Beaugard Equipment cannot provide quote, as they are unable to take work due to time and staffing. The Munson quote is only for repairing hydraulic cylinders not the turn table repair. R. James noted Town of Monkton recently traded grader into United Forestry & Construction. The grader is newer than Alburgh's but still needs similar work; 2005 772 6-wheel grader with 10,800 hours, \$55k without costs of repair. Could be a possible alternative. Inquiry with Town of South Hero for possibly renting their grader for use while our grader is down. R. Duchaine advises to hold off on repairing

cylinders until the turn table is repaired. Highway preference is to have Munson repair grader; Munson has requested invoices be sent directly to the town for parts.

**Motion by R. Duchaine to appropriate 10k of funds for the grader to be brought to Munsons for the turn table to be removed and evaluated to further determine next steps at 6:28pm second by J. Hokenberg. Motion passed unanimously.**

- **FY27 Paving**

Town Administrator reviewed need to go out to bid for Lake Street resurfacing. Highway has reviewed project with Village to confirm the road resurfacing will not affect their projects. Town Administrator looking for more details for bid documents from Highway and Selectboard. Town Administrator will send drafted documents for review and feedback.

### **8) Grand Isle County Sheriff Contract**

The Grand Isle County Sheriff Department 44-hour contract budget for fiscal year 2027 has been approved by voted ballot article. The contract updates the weekly hours and new hourly rate for public safety services by GICSD starting in July 2026.

**Motion by R. Duchaine to approve the FY27 Grand Isle County Sheriff Department contract at 6:33pm with a second by J. Hokenberg. Motion passed unanimously.**

### **9) Fire School Training Approval**

At the February 23<sup>rd</sup> meeting, an added request for Fire School Training at the Town Garage location was received for the weekend of June 6<sup>th</sup>. Added item carried over from last meeting.

**Motion by A. McCracken to approve the Fire Training School to use the Town Garage grounds for training on June 6th and 7th 2026 at 6:35pm with a second by J. Hokenberg. Motion passed unanimously.**

### **10) Town Administrator Updates**

- **Nuisance Property Update**

Elliot Knight went out to inspect the nuisance property reported at the last meeting. Pictures were taken and summary report made. Paul Hansen has been contacted; plan is to have demolished materials cleaned up in June. Town Administrator made a calendar reminder to check in. The concerned neighbor has been notified of the plan. Will hold off on official nuisance ordinance procedure unless no progress is made in June.

- **Pump Station Repair**

Town Administrator located the pump station design and plans on the state water & wastewater division site, not able to read scanned plans. Contacted original engineer, Doug Goulette for copy of plans & data sheet. Doug and other engineers with TCE Engineering suggested Amanda Raab who does work for TCE but also operates her own business that services pump stations and can provide electrical work as well. Amanda Raab has been sent the plans and will be able to provide a more comprehensive quote upon site inspection.

- **Island Tree Service Invoice**

Chief Ron Kumetz sent an invoice from Island Tree Service to the Town to be addressed by the Selectboard for a tree that was dropped on Terrapin Lane. In September the tree was accidentally caught on fire, the tree needed to be cut to extinguish the fire, Island Tree Service dropped the tree. Town Admin received the invoice copy last week. This tree was not a part of a town project or in a town right of way, tree located at the intersection of private drive and state route. Town Admin has contacted Island Tree Service by email and phone requesting that they re-invoice the property owners who were reported by Ron as the party responsible.

**11) Consent Agenda**

- **Approval of Warrants**

Warrants were reviewed and approved.

**12) Proposed Executive Session - Confidential Attorney-Client Communications**

**Motion made by R. Duchaine to enter executive session at 6:50pm to discuss Confidential Attorney-Client Communications 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 6:58pm. Second by J. Hokenberg. Motion approved unanimously.**

**Motion by A. McCracken to authorize Michael Gervais of Barnard & Gervais as the expert deposed for Center Bay litigation at 6:59pm with a second by J. Hokenberg. Motion passed unanimously.**

**13) Adjournment**

**Motion by R. Duchaine to adjourn at 7:00pm with a second by A. McCracken. Motion approved unanimously. Meeting adjourned by A. McCracken.**

Respectfully Submitted,

Amanda Costello

APPROVED MINUTES: \_\_\_\_\_ Date: \_\_\_\_\_  
Alex McCracken, Chair

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

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