



Alburgh Selectboard Meeting
Held in Person and/or via Zoom – Town Conference Room
Monday, July 13, 2026, at 6:00PM

Minutes

Meeting Time and Date: July 13, 2026, at 6:00PM

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

Public Officials Present: Russell Duchaine, Vice-Chair (via zoom) Jim Hokenberg, Member; Walter Kane, Member; Tom Ward, Member

Public Officials Absent: Alex McCracken, Chair

Staff Members: Amanda Costello, Town Administrator

Public Present: See Sign-In Sheet

1) Call to Order:

J. Hokenberg called the meeting to order at 6:00PM

2) Agenda Review & Adjustments:

End of year close out is still underway, and the Treasurer requests to table review until close out is complete.

3) Public Forum:

Dave Mangan reports a large tree that appears to be a potential hazard across from 116 Champlain St by the school. The tree was previously tagged by VEC it has been trimmed but not removed. The Town will investigate potentially removing the tree.

4) Approval of Minutes:

Motion by W. Kane to accept 06/22/2026 Selectboard minutes as written at 6:03pm with a second by T. Ward. Three in favor, one abstention.

5) NFWF Grand Opening Event Discussion:

Mary-Kay Raymond of Northwest Fiberworx presented an upcoming event for the launch of NFWF. The event proposal is for 1-4pm on Saturday, August 22nd in the Terry Tatro Bicentennial Park with NFWF and contractors available for meet and greets. Mary-Kay also discussed the potential for a wireless network in the park to go live on that day and for the town to potentially take over the wireless network so the park has public access.

Mary-Kay reports complications with getting power to the place of presence host between the bingo hall and municipal building. NFWF is looking to connect a generator to the POP off of the town power supply. A sub panel will be installed off the main power supply and the town will be reimbursed for the use from NFWF. Mary-Kay proposes that NFWF will pay for the generator, fuel, and use for the municipal building and POP only. This will allow NFWF to work together and not postpone electrical power for the fiber project.

Motion by J. Hokenberg to accept Northwest Fiberworx proposal to use town power supply and install generator for NFWF point of presence. NFWF and Town Administrator will execute necessary agreement documents at 6:11pm with a second by W. Kane. Motion passed unanimously.

6) TNR Program Training & Cat Mobile Public Engagement:

Stephanie Willow with Cat Mobile presented pillar plan for municipal and public engagement in the local cat population crisis. The presentation lays out action items required by the Town and public to help address the cat population complaints. A plan was presented for how to manage owned, stray and feral cats. Additionally, a TNR education program and training will be held at the library as a community alternative for aiding in the cat population crisis. Discussion of potential appropriation funding for equipment and care was reviewed for the upcoming budget planning session.

7) End of Year Fiscal Review:

Tabled.

8) Poor Farm Road Speed Limit:

There have been concerns regarding the speed limit of Poor Farm Road. To reduce the speed from 35mph to 25mph, a speed study and ordinance change will need to take place. The ordinance makes the speed limits and other traffic regulations a matter of local law and therefore enforceable. The last speed study of Poor Farm Rd was conducted in 2019 and the data from the study showed most drivers are following the speed limit. Due to the recent speed study and current construction on the road, the Board did not feel that another speed study was necessary. The Town can discuss this problem area with the GICSD post construction if necessary.

9) VCRD Leadership Summit Local Leader Nominee:

The Vermont Council on Rural Development has invited the town to nominate a local leader to participate in the 7th Vermont Community Leadership Summit on October 6th at Vermont State University in Castleton. Registration will open in August. The event is grounded around the updated Vermont Community Leadership in Action Guide. Town Administrator recommends sending Selectboard Chair or Town Administrator. Since the Chair is absent, discussion tabled.

10) Highway Updates:

- **FY27 Paving**

Pike's currently has Lake Street paving scheduled for the week of the 27th. Weather and their airport project are contributing factors to the delay in paving. Dave Davio with Pike's will reach out to confirm as the date gets closer. Water & Sewer infrastructure improvements are also underway for the paving project.

11) Town Administrator Updates:

- **Property Complaints**

- a. **7200 US RT 2** – Paul Hansen has requested an extension through the end of July to clear up the demoed building materials. He states the ground is too wet around the pile to remove still.
- b. **4029 Greenwoods Rd** – Town Administrator checked in with residents and provided options for trash removal. Timeline of end of July as reviewed. Town Administrator will follow up.
- c. **46 Deso Dr** – Trash has been removed; remaining trash is in proper trash receptacle.
- d. **41 Deso Dr Ext.** – Due to recent medical events, plan has been delayed. Town Administrator will follow up with residents.

- **Industrial Park Pump Station**

The failed pump was replaced last fiscal year. The other pump is also slowly failing, and it is difficult to determine the remaining lifespan of the older pump. Additionally, some of the electrical is failing as well, it will be easier to replace at the same time as the junction box, these items have been noted for the upcoming budget planning season. JLS Electrical did note that the crematorium pipe is not sealed well and is allowing a substantial amount of ground water to be let into the pump. Request to send crematorium a letter requesting to resolve issue.

- **Town Garage Stormwater**

Still awaiting the wet land delineation determination, once completed then next steps for permitting and treatment design can be completed.

- **Playground Improvements**

FY27 has a budget line for playground improvements. A previously tabled project was the replacement of the swing set. Selectboard was provided an updated quote from the Playground Boss. Town Administrator has been in contact with Mikel Stevens who assisted with the installation of the playground who reports this replacement as a feasible project. Selectboard would like to see quotes for basketball hoops and installation paired with swing set at upcoming meeting.

The Planning Commission has developed designs for the Terry Tatro Bicentennial Park welcome signs. The Planning Commission also noted the need for more signage/advertisement of the park off Route 2. Selectboard tabled until full board is present.

- **Fire Warden Changes**

Act 162 now designates the Chief of the Fire Department to now serve as the town forest fire warden. The Fire Warden can deputize individuals who can issue burn permits. Ron Kumetz, Fire Chief and Fire Warden has submitted to deputize Jerid Creller and Chuck Pease as Deputy Fire Wardens. Residents should contact the fire station to obtain a burn permit.

12) Liquor & Tobacco Control Board Meeting:

Motion by J. Hokenberg to recess Selectboard meeting and commence Liquor & Tobacco Control Board meeting at 6:47pm with a second by W. Kane. Motion passed unanimously.

Liquor & Tobacco Control Board meeting adjourned at 7:13pm, Selectboard meeting resumed thereafter.

13) Consent Agenda

- **Approval of Warrants**

Warrants moved after the executive session.

14) Proposed Executive Session – Proposed

Motion made by J. Hokenberg to enter executive session at 6:53pm to discuss under personnel updates the provisions of 1 VSA 313 (a)(1) of the Vermont Statutes; J. Hokenberg amends motion to invite Town Administrator, A. Costello. Second by W. Kane. Motion approved unanimously.

Motion made by J. Hokenberg to exit executive session at 7:13pm with a second by W. Kane. Motion approved unanimously.

No formal action taken as a part of executive session.

Russell Duchaine, Vice Chair exited the meeting at 7:14pm.

Consent Agenda

- **Approval of Warrants**

Warrants were reviewed and approved.

15) Adjournment

Motion by J. Hokenberg to adjourn at 7:16pm with a second by W. Kane. Motion approved unanimously. Meeting adjourned by J. Hokenberg.

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