



Alburgh Selectboard Meeting
Held in Person and/or via Zoom – Town Conference Room
Monday, July 27, 2026, at 6:00PM

Minutes

Meeting Time and Date: July 27, 2026, at 6:00PM

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

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

Public Officials Absent: None

Staff Members: Amanda Costello, Town Administrator

Public Present: See Sign-In Sheet

1) Call to Order:

J. Hokenberg called the meeting to order at 5:59PM

2) Agenda Review & Adjustments:

Champlain St. tree removal concern was discussed. Tree is now split, VEC trimmed the tree. Dave Mangan reported the tree as safety hazard and would like to have tree removed prior to school starting. The Town is waiting on the HSIP grant agreement documentation, which includes the removal of this tree. Board discussed removing tree prior to agreement execution and amending grant or coordinating payments with the tree removal contractor.

3) Public Forum:

Matt LaFluer states he is partnering with the University of Kansas and University of New York on draft survey for healthcare data centers. Matt will send finalized survey to Chair to potentially circulate.

4) Approval of Minutes:

Motion by W. Kane to accept 07/13/2026 Selectboard minutes as written at 6:08pm with a second by T. Ward. Four in favor, one abstention. Motion passed.

5) Town Highway 19 Request:

Richard Carey Senior & Junior would like to extend their property currently located at the "Big Ben" by taking over Town Highway 19. Requests from the public to take over Town Highways have been received in the past and the Town is not partial to granting rights in order to keep public roads available for all taxpayers and potential future projects.

6) 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. The event

is grounded around the updated Vermont Community Leadership in Action Guide. The guide is designed as a starting point with tips and strategies to help new, emerging, and veteran leaders frame local issues and move community and economic development projects forward. Town Administrator recommends sending Selectboard Chair, Town Administrator or Town Clerk. Board discussed sending Town Administrator and Town Clerk if VCRD summit will accept two nominees. Town Administrator to follow up.

7) Library Roof BID Review:

Library roof replacement bid tabulation reviewed. Town Administrator explains that multiple contractors had reached out advising that the roof replacement could be postponed since there are no leaks and the current roof is in good condition, only spot repairs needed.

Motion by W. Kane to award the Library Roof Replacement project to Islands Construction LLC for donated labor and materials to replace the library ridge cap at 6:22pm with a second by T. Ward. Motion passed unanimously.

8) Highway Updates:

- **FY27 Paving**

Pike's will be paving Lake Street on July 30th & July 31st if more time is needed, weather pending. The Village Superintendent will place the risers on shortly before the arrival of Pike's so the infrastructure is not damaged from regular traffic. A traffic notice has been issued.

- **Children at Play Sign Requests**

Children at Play Signs have been requested on Martell Road and Lake Street. These signs are not Manual Uniform Traffic Control Devices (MUTCD) compliant but are often placed by municipalities typically near schools, playgrounds or larger developments. The board reviewed the requests, but the board consensus was to not install these signs on the requested roads and homeowners can place their own 'slow children at play' signs on their properties.

- **Cargill Salt Quote**

Cargill has sent the 2026 bulk deicing salt quote. The quote is for \$111.50 per ton, which is an increase of \$7.75 per ton from last year, however, the increase is still down from the prior year increases. Road Commissioner would like to investigate quotes from American Rock Salt as well to compare prices.

Motion by W. Kane to sign the 2026 Cargill Salt quote unless a competitive vendor is considerably less expensive at 6:31pm with a second by T. Ward. Motion passed unanimously.

- **Rec Trail Improvements**

The bridge repair quote has not yet been received by the Alburgh Sno-Springers. Road Commissioner feels the work for this trail can be completed in house. Town Administrator discussed project with Road Foreman. Largest concerns by Foreman are access to the project site and timing. Site would be more accessible off of private property from Route 78 versus entering from Blue Rock Rd. Materials would be stockpiled at a close location and

moved to project site by highway equipment. Project to be discussed with Highway, would not be completed until later this year.

9) 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. No work has been done to date. Town Administrator asked board if they would be willing to supply another extension. Board consensus is to proceed with nuisance property ordinance.
- b. **4029 Greenwoods Rd** – Town Administrator checked in with residents and provided options for trash removal. Site inspection completed today, July 27th, campers are gone, a few stacks of tires remain as well as piles of trash and construction debris. Occupants have been instructed to contact a trash hauling company. Town Administrator will follow up.
- c. **41 Deso Dr Ext.** – Town Administrator conducted site inspection. There is an abundant amount of cars on the lot and roadside, most vehicles have plates. Owners did advise they have parts cars and a few vehicles for sale. Town Administrator to follow up with owners on a plan for cleanup and vehicle documentation. If vehicles could be parked in a more orderly fashion, it would improve the appearance of the site.
- d. **9 Anick Ave** – Complaint letter received by Joan Mallory regarding property appearance. Complaint reports scattered garbage and debris in yard. Property is also reported as potentially abandoned. Town Administrator has drafted a letter to current owners of record to open communication about the complaint and ordinances.
- e. **2327 Route 78 (FKA 243)** – Still no response from letter. Town Administrator sent another letter last week. Property is unoccupied due to past fire. Property also owned by trust, which makes it difficult to address certified letters to individuals. Town Administrator will investigate individuals in trust.

- **Playground Improvements**

- a. Playground Boss and Pine State Recreation have submitted quotes for swing sets. Pine State quotes include installations and certifications as well as quotes for basketball hoops. Several permanent basketball hoop options were investigated through Amazon. All quotes were provided to the board for review. Board requested that Town Administrator obtain another quote from a local recreation contractor.
- b. 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 & Main St. Selectboard reviewed mockup signs. The board approved Great Big Graphics as the vendor since they will create the sign and install it. The board agreed to a double-sided PVC backer sign with vinyl print. Board consensus was to allow Terry Tatro to approve the design. Town Administrator will follow up.

Shane Brown entered the meeting at 6:48pm to bring awareness to the Selectboard of his challenges with neighboring properties. Shane discussed his ill treatment from the Fire Department from their civil property dispute. He also reports more recently that his property was reported to the state Act 250 program and Wetlands Division. The Wetlands Division has requested actions of Shane on his property. However, Shane cannot access

portions of his property due to the fence installed on Dennis Irick's property. Shane reports that the Fire Department had originally agreed to temporarily remove the fence so he can work on his action plan with the state. He reports the Fire Department has since revoked that statement and is no longer willing to remove the fence. Shane feels the neighboring property and Fire Department have been treating him poorly and only wants to rectify the issue with the state but cannot because they refuse to move the fence. Shane is bringing this issue before the board for their awareness and hopes the town may be able to assist in some capacity. Board members said they would investigate the complaint, but the Town may not have any jurisdiction to assist in having the fence temporarily moved. Town Administrator to follow up.

- **VTrans 2027 Municipal Park & Ride Grant Program**

The Park-and-Ride program helps to provide safe and convenient parking facilities to encourage the consolidation of travelers and the reduction of single occupancy vehicles on the roads. The grant program is available for construction and engineering activities only. Town Administrator to work with two board members on discussing plans for potentially applying for grant.

10) Consent Agenda

- **Approval of Warrants**

Warrants moved after the executive session.

11) Proposed Executive Session – Contracts

Motion made by A. McCracken to enter executive session at 7:06pm to discuss under contracts 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 J. Hokenberg to exit executive session at 7:25pm with a second by W. Kane. Motion approved unanimously.

R. Duchaine & A. McCracken exited the meeting.

No formal action taken as a part of executive session.

Consent Agenda

- **Approval of Warrants**

Warrants were reviewed and approved.

12) Adjournment

Motion by J. Hokenberg to adjourn at 7:30pm 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

DRAFT