



Alburgh Selectboard Meeting
Held in Person and/or via Zoom – Town Conference Room
Monday, August 10, 2026, at 6:00PM

Minutes

Meeting Time and Date: August 10, 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 (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:

A. McCracken called the meeting to order at 6:01PM

2) Agenda Review & Adjustments:

Town Administrator requests to table the warrants until the next meeting when Treasurer will have them available.

3) Public Forum:

Ed Weeks presents to the board that D&H Housing has cut cat tails on lots 21-23 on Deso Drive Ext. and expresses concerns about cutting potential wetlands. Town Administrator has investigated the subdivision project, and state permitting seems to be in place. Town Administrator will follow up with Act250 & DEC regarding concern.

4) Approval of Minutes:

Motion by W. Kane to accept 07/27/2026 Selectboard minutes as written at 6:08pm with a second by A. McCracken. Motion passed unanimously.

5) Sno-Springers Bridge Improvement Request:

The Sno-Springers have submitted a quote for the bridge repair request. The quote is from Rice Lumber, a vendor they typically work with for their projects. The quote of \$911.74 will cover the materials and the bridge will be repaired by the Sno-Springers. The request is for the materials to be paid for by the recreational improvements budget line.

Motion by A. McCracken to accept the Rice Lumber quote and approve purchase of materials with the recreational improvements line up to \$925.00 at 6:16pm with a second by T. Ward. Motion passed unanimously.

6) 4th of July Preparations Discussion:

Town Administrator would like to work more closely with the Alburgh 4th of July Committee this year to improve transparency of the events budget. The board discussed the American Legions request for the Town to pay for the nine meals that were provided free of charge to the pipers who performed during the parade. Since the pipers had an increase in their costs, the committee decided not to obtain vouchers from the Legion for free meals as has been done in years past. The Legion was under the impression that they were to provide free meals, but it was not requested by the committee. Due to the fact that there were no vouchers, no agreement or discussion by the Committee to pay for the meals the Selectboard feels they do not need to pay the Legion for the free meals that were dispensed.

7) Town Vacancy Advertisements:

Town Administrator presented draft town vacancy advertisements for posting approval by the board. Descriptions were reviewed by appropriate departments.

Motion by A. McCracken to approve town vacancy advertisements of Listers' and Planning Commission vacancies at 6:26pm with a second by J. Hokenberg. Motion passed unanimously.

8) Highway Updates:

- **FY27 Paving**

Pike's has completed the paving project on Lake Street as of today. Shouldering work to follow by the Highway Department.

- **Winter Salt & Sand**

American Rock Salt did not respond to website submission, emails and customer service advised they could not provide quotes or rates over the phone and that an email to customer service would need to be processed. Due to the short timeline of review through Cargill, the 2026 agreement was signed and sent as per last meeting's motion. Additionally, Wright's Excavating Inc. winter sand rates have increased by \$1.00 this year.

- **SAFD#2 Follow Up**

Mark Vince of Dubois & King sent a message advising the Town to coordinate with Dirt Tech on punch list & clean up action needed post construction. Some action items to be addressed include drainage on Middle Road and Summit Road, asphalt on Poor Farm, boulders on Town Highway 34. Road Commissioner to touch base with Dirt Tech.

9) Town Administrator Updates:

- **Property Complaints**

- a. **7200 US RT 2** – Paul Hansen has touched base regarding the property complaint. He will try to attend the next August meeting, as requested by certified letter, to discuss a final date of completion.
- b. **4029 Greenwoods Rd** – Town Administrator continues to follow up.
- c. **41 Deso Dr Ext.** – Town Administrator continues to follow up.
- d. **9 Anick Ave** – No response from letter yet.
- e. **2327 Route 78 (FKA 243)** – Still no response from letter.

- **Library Door Repair**

The crash bar on the library back door is in need of repair. The contractor who repaired the municipal ADA systems has submitted a quote for repair. Town Administrator reached out to several other vendors, but they either could not service our area or they do not have the materials to repair our steel door. All companies mentioned it would be much more expensive to completely replace the door vs. repairing it. Safety Systems, now Encore and Kelley Bros of New England submitted quotes for the repair. The Selectboard reviewed the quotes. Board requests to receive more quotes.

- **Playground Improvements**

Playground Boss, Pine State Recreation and Pettinelli & Associates have submitted quotes for swing sets and construction. Playground Boss submitted an amended quote today for \$1k off price for a promotion they are running through August 13th. Terry Tatro expressed that he has been maintaining the current swing set and it will last the community for a long time. Board discussed potentially installing new swing set in addition to existing set vs. completely replacing. Board will conduct a site visit at upcoming meeting to review the grounds, spacing and assess the current set up.

- **Tax Sale**

Tax sale work is still underway. Currently delinquent properties are still working through agreements. The next phase of the tax sale includes recording of the final warrant and selecting a tax sale date. From there the attorney's office will complete title searches of each property eligible and listed on the warrant. Any owners who have signed an agreement and are following the signed agreement will not go to tax sale. Currently, there are six properties eligible for the tax sale warrant.

10) Consent Agenda

- **Approval of Warrants**

Warrants were tabled until the next meeting.

11) Proposed Executive Session – Employee Evaluation

Motion made by A. McCracken to enter executive session at 6:43pm to discuss under labor relations agreements with employees 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 A. McCracken to exit executive session at 7:00pm with a second by W. Kane. Motion approved unanimously.

No formal action taken as a result of this executive session. Selectboard will conduct employee performance evaluation at upcoming meeting.

12) Adjournment

Motion by J. Hokenberg to adjourn at 7:01pm with a second by T. Ward. 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

DRAFT