

**VILLAGE OF ALBURGH  
TRUSTEE MEETING  
Tuesday June 2, 2026  
Meeting Minutes**

Meeting Called to order at 6:30 PM

In Attendance

Cheryl Dunn Clerk/Treasurer, Herbie Durham, Walter Kane, Heath Bovat, Aidan Poquette, Robert Savage, Jason Beaulac, Water Superintendent

Guests: Noah Vincelette, Tyler Gotshall, Shane Brown

Chairman Durham read the Letters of Interest. The Clerk, Noah, Tyler and Jason left the meeting.

Trustees interviewed Shane Brown for the Trustee Vacancy at 6:35 PM. Trustees interviewed Noah Vincelette for the Trustee Vacancy at 6:45.

After discussion the Clerk and guests were welcomed back into the meeting at 6:52 PM. Walter Kane motioned to appoint Noah Vincelette as Trustee until the next Village election, second Robert Savage, motion carried.

No Visitor input

Minutes of May 5th monthly meeting, Walter motioned to accept the minutes as written, second Aidan, motion carried. Walter motioned to accept the Annual minutes as written, second Aidan, motion carried.

**Waterline update:** Clerk reached out to Cross Engineering, they have sent in the additional information required by the Water Supply Division back in December. Followup email from Cross Engineering is that the engineer reviewing the plans is no longer at the dept of water supply, 've reached out to the director to find out status of your application and why it wasn't moved to another reviewer and to get it reviewed asap.

**Water Tower Update:** Dubois & King had a virtual meeting with Phoenix Tanks on May 28, at 1:00, the Clerk was present, Phoenix requested that the project be signed off on, discussion followed about the whole

project. Dubois & King reminded Phoenix that this was not just a tank project, waiting for a response back from Phoenix of the unfinished items.

**Wastewater Update:** Aldrich & Elliot is waiting on the Village to accept the 2025 Inspection Report prior to them submitting it.

**New Business:** Side Walk parking, the Village received a letter from the Town of Alburgh, requesting us to send a letter to the Property owners / tenants, to help enforce this issue, after discussion the Clerk will send a letter on behalf of the Village Trustees, along with the Village Ordinance.

A boat has appeared on the Water Tower Site, our Water Superintendent will contact the Sheriff's Office, on the next steps the Village can do. Jason and Herbie discussed signage from Rural Water, being that there is no gate, stopping people from accessing the site.

Auditor resignation letter, Auditor Mallory Ovitt, has officially resigned at Auditor, Walter Kane motioned to accept the letter of resignation, second Aidan Poquette, motion carried with Chairman Durham voting no.

**Old Business:** No update on the Allocation Request for 89 South Main, Walter and Cheryl will work on the Water Hauling spreadsheet.

**Superintendents Report:** All work logs are in, went over the Meter Repair list, no update on the Sno Springers moving the grooming machine to the Pole Barn at the Wastewater Plant. Discussion on replacing Jason, part time person, no action taken. Went over the Violation of the Service Line Consumer Notices, Clerk will follow-up. Consumer Confidence Reports will be delivered when Meters are being Read, Cleland South Update, the 2 inch main was repaired, Sewer Line Repair Update on North Main, was also repaired.

Warrants were reviewed, Aidan motion to sign Warrants as presented, second Walter. Walter motioned to adjourn at 7:38, second Robert, meeting adjourned.

Respectfully Submitted Cheryl Dunn Village Clerk

I found out the engineer reviewing the plans is no longer at the dept of water supply. I've reached out to the director to find out status of your application and why it wasn't moved to another reviewer and to get it reviewed asap.

**Water Tower update:** Went over email from Dubois & King, Remaining work at Alburgh Village, 1. Grading, topsoil, seed and Mulch 2. Tank coating inspection and remediation of defective area(s)3. Freeze protection for transducer and gauge ( including change order status) 4. Tank Mixer in fault.

**Bay of Pole Barn update:** has not been completed as of yet will get to it the Week of the 11th, Discussed the contract for the Sno-Springers,

Walter Kane motioned that Chairman Durham sign the contract, second

**New Business:** Alburgh Water System #5136 - Level 1 Assessment required back in September 2022, David Love of the Vermont Department of Environmental Conservation was looking for a copy he did not have a follow-up from Jason, looking to see if the Village had an electronic copy that this was done, Discussion was had. Why was this not taken care of ? Jason said it was dropped off but he did not have a copy, the board expected Jason to fill out the form for the Village records, he was told by David that this report was not necessary since we have had tests since this violation, the Clerk will reach out to VDEC for a written statement stating this document was not necessary. Jason will notify Rural Water that we are in need of a Sanitary Survey since it's been 3 to 4 years since the last one.

Allocation Request from property owner at 89 South Main, Clerk will follow-up.

**Old Business:**

Bay of Pole Barn update: has not been completed as of yet will get to it the Week of the 11th, Discussed the contract for the Sno-Springers, Walter Kane motioned that Chairman Durham sign the contract, second Heath Bovat, contract signed. Clerk will follow-up with the Sno-Springers for signature.

State of Vermont Water Hauling, clerk, is working on a spreadsheet with Walter.

**Superintendents Report**

Work logs, State Reports , the Clerk is still missing State Reports

Meter List no update

Classes VLCT, Clerk Paid for the Water Superintendents classes, but did not pay for our Part time help, Walter explained that there are classes for free from VLCT, why are we signing up for classes through Rural Water? Jason did not know about the free classes.

Walter Kane motioned going forward our Part-time employee will use

the time clock, second Aidan Poquette, motioned carried.

Sewer Issue in front of Blair's that needs to be addressed, after discussion, Walter Kane addressed having the line investigated with a camera, it was mentioned that this was part of the INI study, Walter motioned to dig up 40 feet from manhole to manhole and fix. This work will take place Friday, second Heath Bovat, motion carried.

Jason will be taking 1 vacation day, with using ½ day Tuesday & ½ Thursday.

Warrants were signed.

Aidan Poquette motioned to adjourn 7:15 PM, second Rober Savage

Respectfully Submitted

Cheryl Dunn

Village Clerk/Treasurer