

Chelsea Selectboard Organizational Meeting -Approved

March 1, 2016

Meeting came to order at 4:50 PM at the Treasurer's Office.

Attendees:

Joan Goodrich	Michael Button	Susan Elder	Ruben Hook
Michael Kuban	Karen Lathrop		

1. Additions & Deletions

- Add -Special Town Meeting and Budget
- Add- Approve Orders
- Add- Recreation Committee under appointments
- Delete Highway – no business

2. Board Organization

a. Election of Officers

Ruben Hook nominated Michael Button for Chairperson with Mike Kuban seconding the nomination. No other nominations. All were in favor, so moved.

Ruben Hook nominated Joan Goodrich for Vice Chairperson with Mike Kuban seconding the nomination. No other nominations. All were in favor so moved.

b. Set Board meeting date, time and place

Joan Goodrich moved to meet at the Treasurer's office the first, third, and 5 Tuesday of the month at 6:30 pm with Susan Elder seconding the motion. All were in favor, so moved

c. Select Official Paper

Joan Goodrich moved to use The Herald of Randolph for the Town's Official Paper seconded by Michael Kuban. All were in favor, so moved.

d. Title 24 VSA §1623

Michael Kuban moved to delegate the Chair and Vice Chair with authority to sign orders per Title 24 §1623 with Ruben Hook seconding the motion. All were in favor so moved.

3. Approve Minutes – 2/17/2016 regular meeting

Tabled

4. Water/Sewer

a. Bench Sheets

Ruben Hook authorized Karen Lathrop, Town Administrator, to sign bench sheets with Michael Button seconding the motion. All were in favor, so moved.

5. Highway Dept- Tabled

6. Transfer Station

a. Hazardous Waste Event

Ruben Hook moved to approve the hazardous waste event request by CVSWMD to be held at the Transfer Station on September 1, 2016 from 5-7 p.m. , seconded by Michael Kuban. All were in favor, so moved.

7. Appointment of Officers

a. Animal Control Officer

Michael Kuban moved to appoint Paula Russell ACO, seconded by Ruben Hook. All were in favor, so moved.

b. Surveyor of Wood & Lumber – Tabled to next meeting

c. Service Officer

Michael Kuban moved to appoint Phyllis Hayward Service Officer, seconded by Joan Goodrich. All were in favor, so moved.

d. Health Officer- Tabled to next meeting

e. Planning Commission – Tabled to next meeting

f. DRB – Tabled to next meeting

g. CVSWMD Representative

Michael Kuban moved to appoint Mark Lembke CVSMD representative, seconded by Susan Elder. All were in favor, so moved. Alternate –vacant.

h. Rec Committee

Board noted terms were not included in Town Report. Tasked Karen L. with contracting the Rec Committee for committee members and term lengths to be brought to next regular meeting.

8. Town Administrator

a. Request for Seminar

Karen L. requested funding for Financial Seminar- Tabled to next meeting

9. Executive Session- Personnel

Joan Goodrich moved to enter into executive session for review of applications at 5:25 PM seconded by Ruben Hook.

Joan Goodrich moved to exit executive session for review of applications at 5:44PM

Board disclosed it would extend letter of employment for part time positions to the Transfer Station and Water/Wastewater Department.

10. Special Town Meeting and Budget

Board discussion of Special Town Meeting date- Karen L. tasked to call VLCT to find out particulars On holding Special Town meeting and set up Special Selectboard Meeting.

Board discussion on budget items – Board reviewed income and found no areas except taxable sale income that could go up. It was noted it has to stay in escrow for a year. Board noted reductions to Administrative Position - \$25,000.00 with addition to Asst Town Clerk \$7,200.00. Reduction to Salt Shed -\$25,000.00. Karen L. tasked to check on County Taxes to see if budget can be cut some there. Board to work on budget at special meeting.

Karen Lathrop, Town Admin, noted no budget means no highway financial plan. Board tasked Karen L. to contact Chris Bump at State to see how this would affect possible grant applications.

11. Approve Orders

Ruben Hook moved to approve orders, seconded by Susan Elder. All were in favor, so moved.

12. Adjournment

Michael Kuban move to adjourn at 6:25 pm, seconded by Ruben Hook. All were in favor, so moved.