

Town of Chelsea
Selectboard Meeting Minutes Approved
March 15, 2016

Attendees:

Mike Button	Joan Goodrich	Susan Elder	Ruben Hook
Mike Kuban	Karen Lathrop	Tim McCormick	Bob Button
Mechelle Thomas	Paul Williamson	David Bradshaw	Jonathan Fredholm
Rob Button(came in late)			

Meeting called to order at 6:30 pm.

1. **Adjustments to Agenda**

- Handicap Issues – Town Admin

2. **Approve Minutes**

Susan Elder moved to approve the minutes, all -inclusive as noted below, with Ruben Hook seconding the motion. All were in favor, so moved.

2/17/16 Reg

2/27/16 Spec

3/01/16 Organizational

3/08/16 Spec

3. **Town Administrator Position**

Brookfield 's Administrative Assistant, Kasey Peterson, was invited by the Board to explain her position and the work it entails. She presented the Board with a job description for her position.

4. **Water/Sewer Department**

a. Karen L. reported a claim for the Benson utilities has been filed with the Probate Court.

5. **Highway Department - Tabled**

6. **Zoning Administrator**

Tim McCormick reported the ongoing zoning issues related to the Creamery property owned by Mr. Button.

1. Mobile Home Storage under an Expired Temporary Permit
2. Storage of Floatable Materials within a Flood Hazard Area without a Permit
3. Creamery Property being utilized as a used car lot or junk yard, both of which require permitting as it is a change of use.

Tim McCormick reported a letter would be sent to Mr. Button on the Creamery Property usage but the other two items should be addressed with legal advice.

Joan Goodrich moved to enter executive session at 7:00 pm to discuss potential legal action, with Ruben Hook seconding the motion. All were in favor, so moved.

Joan Goodrich moved to exit executive session at 7:10 pm with Mike Kuban seconding the motion. All were in favor, so moved.

Town of Chelsea
Selectboard Meeting Minutes Approved
March 15, 2016

Joan Goodrich moved to instruct the Administrative Assistant to retain an attorney with experience in zoning issues and the Zoning Administrator to continue action, with Mike Kuban seconding the motion. All were in favor, so moved.

7. **RFP to Haulers**

Administrator reported looking through paperwork, which appeared to be a contract. Board stated no contract signed due to a disagreement on the fine print. Karen L. to draft letter of request for proposal for hauling fees for the next meeting.

8. **Appointments**

a. Surveyor of Wood & Lumber - Tabled

b. Health Officer

Joan Goodrich moved to appoint Linda Kuban Health Officer with Susan Elder seconding the motion. All were in favor, so moved.

c. Development Review Board

Karen L. reported Cynthia Masterman resigned. Joan Goodrich moved to appoint Debra Melvin and Rick Allen to three year terms with Mike Kuban seconding the motion. All were in favor, so moved.

d. Planning Commission

Neil Kennedy – Kate Willard – Erik Flanders (3 year terms) Karen Lathrop reported Stan Brinkman had informed her Mr. Ed Burger would like to serve. The Board noted it would like to think about it and tabled appointments until next meeting.

e. Constable

Jonathan Fredholm showed interest in the position. Board stated there was no budget as they contracted with Orange County Sheriff Department. Mr. Fredholm offered to put a realistic budget together. Board suggested he put together a presentation for voters for the next year. No action taken.

f. Parks Commission

Karen L. reported Tim Buess, chair for the Parks Commission resigned. Board noted no meetings by their Board, may be time to disband the Commission. Karen L. tasked to find information from their By Laws and bring info to next meeting. No action taken.

9. **Special Town Meeting Update** – Karen L reported mass mailing of proposed budget have been sent out.

10. **Town Administrator**

a. Sauerwein Correspondence

Karen L. requested direction on the correspondence. Susan Elder reported in Rachel's letter an offer to help with the web site. Karen L. reported Susan Morse had also offered to help with the web site. Susan E offered to contact both and see if they would be willing to work on it together.

b. Senior Center Use of Common – Saturday, July 30, 2016 – Poker Run

Joan Goodrich moved to approve use of the Common, Saturday, July 30, 2016 to the Senior Center for their Poker Run with Mike Kuban seconding the motion. All were in favor, so moved.

Town of Chelsea
Selectboard Meeting Minutes Approved
March 15, 2016

c. IDDE Study

Karen L. reported this is a 12 Town –wide study of Illicit Discharge and Detection & Elimination of Stormwater. The Study was being done by Watershed Consulting Associates, and would be a two year study. There will be a kickoff meeting, date to be announced which Nolan LaFrancis and Rick Ackerman w along with Karen Lathrop. Joan G. stated, James Ryan, from DEC would come to a meeting if the Board would like an explanation of Act 64.

d. GMP- Rate Integration

Karen L. reported this is a regulatory issue which should not affect our fees. It will be phased in within five year.

e. Town Hall Handicap Access

Ruben Hook reported a handicap issue with the Bathroom in the Town Hall Board discussed ADA compliance and whether it was exempt. Board tasked Karen L. to get specs. No action taken.

11. **Approve Orders**

Board Discussion on Dubois & King billing that had come in. To be added to next meeting agenda. Board discussion warranty items for One of the new trucks. Susan E move to approve orders with Ruben Hook seconding the motion. All were in favor, so moved.

12. **Adjournment**

Susan Elder move to adjourn at 7:58pm with Mike Kuban seconding the motion. All were in favor so moved.

Respectfully submitted,
Karen Lathrop
Town Administrator