

SELECTBOARD MEETING

May 3, 2011 – 6:20 p.m.

Treas/AA Office

Attendance: Jack Johnson Rick Ackerman
 Erik Anderson Linda Doyle
 Jane Cushman Heidi Goodrich
 Karen Lathrop Phillip Mulligan

1. Adjustments to Agenda
 - a. *Revolving Loan Request – Exec. Session (New Business)*
 - b. *Robert's Poor Fund Request – Exec. Session (New Business)*
 - c. *Access Permit – Roads*
 - d. *Energy Committee – Old Business*

2. Approve Minutes to April 26, 2011 Meeting – Erik moved and Jack seconded the motion to accept the minutes as written. So moved.

3. Public Concerns - None

4. Water Department
 - a. Rate Structure – No new info
 - b. Other – Erik reviewed and signed the bench sheets in Carol's absence.

5. Roads
 - a. Truck – Loan documents have been sent to Baystone Financial.
 - b. Garage Survey – Erik talked to Kevin Marshia regarding criteria set in the past for the location, size, etc. of a town garage. Kevin is looking for a list of about 30 sites that were visited with no one showing any interest in selling their property. It is the opinion of the present Selectboard that this criteria is basically unchanged. As a board they have not formalized this criteria but they do recognize that a lot of work has been done in the past by various facilities committees.
 - c. Other – With Rick's approval, an Access Permit submitted by Jimmy & Joanne Gorbey at 17 Vershire Center Road was approved. This site is located on the northeast side of Vershire Center Road (TH 61) approximately 250 feet from the intersection of Vershire Center Road and Jenkins Brook Road.

6. Town Clerk
 - a. Town Hall Use and Rental Agreement – Jack moved and Erik seconded the motion to adopt the Town Hall Use and Rental Agreement as presented by Karen. This agreement will require proof of insurance coverage to protect the town from liability issues. So moved.
 - b. Secretary of State Division of Elections Grant – Erik signed the grant for \$2,000 for repairs to the handicap ramp.
 - c. Other – Because of the repeated tripping of a breaker, the Selectboard authorized Karen to have American Electrical make repairs to remedy this problem.

7. Old Business
 - a. Brookhaven Field Usage – A letter was read from Brookhaven advising the town that until there is a signed agreement with the directors of Brookhaven, the Town of Chelsea is prohibited from using the Brookhaven field. Erik has asked the Rec

Committee what they want or need for usage of the field so as to negotiate an agreement with Brookhaven.

- b. Animal Control – The Selectboard reiterated the Animal Control Officer’s job description. The Selectboard is in support of the Animal Control Officer fining for repeat offenses to help off-set her time responding to repeat calls.
- c. Action Plan for Loss Control – VLCT Survey – The Board reviewed the plan following the April 12 visit to the WWTP, garage and Town Hall.
- d. Other - Energy Committee – Phillip attended the meeting to update the Selectboard on the progress with the grant for insulation and tightening up the Town Hall. He was advised to have Rick Allen (American Electrical) check the wiring above the tin ceiling and make necessary repairs. The possibility of needing the vapor barrier over the basement floor covered due to the barrier being combustible was discussed. Phillip will ask Hook Construction for a scope of work for the bid process. The Board is interested in a comparison price between leveling the whole basement floor and doing a skim coat.

8. New Business

- a. Basic Emergency Operations Plan – Tabled until next meeting.
- b. Revolving Loan Request – Erik moved and Jack seconded the motion to enter executive session at 6:30 p.m. to review a request for a loan from the Revolving Loan Fund. So moved. Exited at 6:35 p.m. Jack moved and Erik seconded the motion to grant the loan request for 5 years at 4% interest. So moved.
- c. Robert’s Poor Fund Request – Erik moved and Jack seconded the motion to enter executive session at 6:36 p.m. to consider a request for money from the Robert’s Poor Fund. So moved. Exited at 6:43 p.m. Erik moved and Jack seconded the motion to pay \$179.00 from the Robert’s Poor Fund. So moved.

- 9. Adjournment – Erik moved and Jack seconded the motion to adjourn at 8:43 p.m. So moved.