

Selectboard Meeting Minutes (Draft)
5.3.16

Attendees:

Michael Button	Joan Goodrich	Ruben Hook	Karen Lathrop
Emily Newman	Richard Rogers	Mechelle Thomas	Mike Kuban

Meeting came to order at 6:34 pm

1. Additions to agenda:

- Bake sale at Transfer Station
- Roberts- Gould Athletic Field 100 Anniversary

2. Approve minutes

JG moved approval of 4.19.16 and 4.22.16 minutes. Ruben Hook seconded the motion. So moved.

3. Act 250 Renewal App #3R0722-5 Allen/McCullough

Joan Goodrich reported the renewal for a 20 year permit for the Allen/McCullough pit has come before the Act 250 Board and believes the Board needs to write a letter asking for impact fees. She reported she researched the original permit and there are items that need to be addressed. Board discussed the visibility issues, aesthetical issues, damage to the Town Road, lack of notice of blasting and dust control. Joan reported a letter must be sent by May 13, 2016 to the Act 250 Board and abutters. After contacting Linda Matteson at the Act 250, Joan stated the Board could request a hearing under Criteria 9 K. Joan reported she has spoken with the Planning Commission Chair, Stan Brinkman and their Board was also sending a letter. Joan reported she would contact other Towns that have pits to see what they are receiving. Joan stated she would work on it with Karen. Joan Goodrich moved to have the Town send a letter to Act 250 on permit # 3R0722-5 application renewal for the Allen/McCullough pit. Mike Kuban seconded the motion. So moved.

4. Use of Robert-Gould Field – 101 Anniversary.

Dick Rogers was in for Will Gilman with a tentative Roberts- Gould 101 Anniversary Schedule for a weeklong celebration in July. He reported a lot of work done was done last year to the field but there was not time to have a celebration and they would like the Board's blessing for this Celebration. He questioned if the Town insurance would cover Fireworks at the baseball field ? Karen Lathrop to contact VLCT. Board discussed use of field for parking cars for Flea Market by the Friends of Chelsea being problematic. Board is in favor of the celebration subject to insurance. Joan Goodrich move to approve the tentative schedule of events in July at the Roberts-Gould Field with Ruben Hook seconding the motion. So moved.

5. Highway Department

a. Annual Financial Plan

Town Admin reported compiling the annual financial plan with assistance from VTRANs District Supervisor, Chis Bump. Board reviewed. There was Board discussion on Moxley Bridge Grant. Karen L. reported application being resubmitted for this year. Joan G. moved to approve the annual financial plan for highways. Ruben hook seconded the motion. So moved.

b. Hazard Survey/Pacif Action Plan

Mike B. explained VLCT conducted a Hazard Survey last fall and an action plan compiled from the survey that needs to be completed. Town Admin stated Hazard Communications plan not completed by the Highway Dept. so the Town could not submit an application for an equipment grant this round. There are two periods for grant application and the Town could try for the August period. Board discussion on topic followed by Joan G. to speak with Road Foreman.

6. Transfer Station

a. Closed Landfill Inspection Contract

Historically, the Town has contracted Dubois and King for this annual inspection. Board reviewed contract and noted inspection could cost up to \$950.00. Mike Button stated the Landfill is old enough for Custodial Care and would like the Town to apply for that in the future. Town Admin to contact State about this for next year. Joan G. moved to sign the contract for closed landfill inspection from Dubois and King for up to \$950.00 with Dubois & King contacting the Town if costs exceed the stated amount. Mike Kuban seconded the motion. So moved.

b. RFP for hauling services

Board reviewed RFP request at the previous meeting. Town Admin stated it would be sent out the following day. No action necessary.

c. Request for Bake Sale at Transfer Station

Mike Kuban reported Alan Ackerman's step-daughter's class requests permission for a bake sale at the Transfer Station to raise money for their class. Board questioned policy. None in place except for no political persons allowed to use it. Safety and space issues discussed. Emily stated there had been a cookie sale there a couple of years ago, that went well. Mike K. to go back to Alan and ask for a plan for safety issues. Tabled until next meeting.

7. Town Clerk

a. Maintenance/Custodial Ad

Joan G. reported there was discussion at last meeting and the Board thought a maintenance/custodial person would be necessary, not just a custodial person as there was shoveling and salting and light maintenance that has to be completed at the hall. Town Admin reported the ad would be put in the next week's paper. Board discussed budget left for it. No action necessary.

b. Town Hall Spring Cleaning

Town Admin reported she had hired Amy Shalvoy to give the Hall a spring cleaning to include the dressing rooms, the stage, the foyer and balcony. No action necessary.

c. Pacif Action Plan

Clerk reported Action Plan not complete for Hall yet either but work would continue. No action necessary.

d. Floor Refinishing

Clerk reported the library was having their floors refinished and she requested an estimate for the foyer as well. The hall would be closed for a week in August while it was done. Board would like an estimate for the hall floor. Karen L to look into estimates and bring to a future meeting.

8. Appointments

a. EC Fiber Rep

Phillip Mulligan has resigned as rep but willing to be alternate. Karen L. offered to put vacancy under Town Clerk News.

b. TAC Rep

Town Admin stated Kent Gilman interested in the position. Joan reported he was Tac Rep in Sharon and has since moved to Town and it was discussed at an interview. Joan G. moved to appoint Kent Gilman as the Town's Tac Representative. Mike Kuban seconded the motion. So moved.

c. Planning Commission

Town Admin stated Tim McCormick was interested in the position as well as Mr. Burger. Board discussed Tim McCormick going as an interested party but feels there would be conflict of interest. Mike K. states there should be a closer relationship but not necessarily on the Board. Emily N. stated she thought he was doing a great job as ZA. Ruben Hook moved to appoint Mr. Burger to a three year term on the Planning Commission. Mike Kuban seconded the motion. So moved.

d. DRB

No interest shown yet, Karen L offered to add to Town Clerk news to get the word out to Town. Tabled to next meeting

9. Approve Orders

Board reviewed orders. Joan G. moved to approve orders. Mike Kuban seconded the motion. So moved.

10. Town Administrator

a. Town Administrator Committee

The Board decided to put together a committee to look into the costs of Town Administrator. Joan reported what other Towns such as Sharon were doing. Board discussed the three different options; Full Time Admin, Part time Admin and Town Manager. Ruben Hook would like to see a comparison on all three. A Committee of three to five volunteers, one being a Board member to explore the different options and provide feedback to the Board. Karen L offered to include in Town Clerk News. Tabled to a future meeting.

b. Website

Karen L. requested clarification about website as she had not heard from Rachel S. Board requested she reach out to Rachel S. Emily N. stated VTC and the high school would be a good resource to help work on the website. Board would like to see Town minutes and all the updated plans put on the website. Joan G. would like to see minutes from meetings and to update the items we have finished.

c. Bond Bank Application

Mike Button noted interest rates remained low. Board reviewed Bond Bank Application and noted areas still to be completed. Town Admin stated Bob Giroux from Bond Bank would review informally and give feedback. Board discussed filling out last page. Karen shared Susan Elder's written statement. Board discussion on last page but noted it did not need to be completed.

11. Adjournment

Mike Kuban moved to adjourn at 8:30 pm. Ruben Hook seconded the motion. So moved.

Respectfully submitted,

Karen Lathrop, Town Admin