

Selectboard Meeting Minutes
May 5, 2015

Attendees:

Carol Olsen	Michael Kuban	Michael Button	Joan Goodrich
Ruben Hook	Karen Lathrop	Carl Hubbell	Neil Kennedy
David Button	Kelly Lyford	Taylor Katz	Misha Johnson
Sarah Caouette			

Meeting came to order at 6:30 pm

Additions & Deletions

Carl Hubbell added substitute for Transfer Station. Karen Lathrop added Washington Electric Permit.

Approve Minutes

Michael Kuban moved to accept the April 21, 2015 minutes as written with Ruben Hook seconding the motion. All were in favor, so moved.

Joan Goodrich moved to accept the April 28, 2015 minutes as written with Ruben Hook seconding the motion. All were in favor, so moved.

Transfer Station

a. Monthly Report - Carl Hubbell gave a brief report for the Transfer Station. Receipts are up from last year. Carl stated people were turning in propane cannisters. The Board directed him to inform people to take them to Hartford as they accept them there for a charge. The Board's focus is on the mandatory recycling starting in July. They would like to see signage up at the Transfer Station to remind everyone. Carl tasked with temporary signage. He reported the compactors need servicing and there is some electrical work to be completed. Carl also asked when the small building could be moved. The Board thought there would need to be some permitting involved and will look into it. **No action taken.**

b. Substitute - Carl stated a need for a substitute once a month until September. The Town has one sub but two are needed as a backup. The Board directed Carl to keep looking for another sub.

c. Karen reported it is time for the closed landfill inspection and would the Board want a request for proposal for that or go with the company normally used. The Board elected to maintain the company that has been inspecting the site. **Joan Goodrich moved to hire Dubois & King to do the annual evaluation of the closed landfill with Mike Kuban seconding the motion. All were in favor and so moved.**

Recreation Committee

a. Play Structures - Neil Kennedy, Rec Committee Treasurer, reported nothing was discussed at the last meeting about a play structure. The Committee wants to look at options once the sandpile is removed. There was discussion about the need for play structures, whether more than one is necessary and where play structures could be situated on Town property. The Board would like the Recreation Committee to have a plan in place in order for the Town to budget properly for them. Neil will share the Board's views with the Recreation Committee. **No action taken.**

b. Finances - Neil gave the Board a brief history of the Perpetual Care Fund set up with Vermont Community Foundation. Neil will set up some future times for the Board to meet with a representative

of the Foundation so the Board will have clarity of what the Perpetual Care Fund is, how it was set up and how it may be used. **No action taken.**

Use of the Commons

a. Farmer's Market – Taylor Katz and Misha Johnson, new managers, of the Farmers Market asked permission to use the North Common for the Farmer's Market and for the closure of the road beside the library on May 22, 2015 for the Art's Bus. They gave an overview of what the Farmer's Market will be doing this year. The Market will run from May 15 to Oct 7, 2015. The Board thanked them for working for the Farmer's Market. **Mike Kuban moved to allow the Chelsea Farmer's Market the use of the Common for the summer on Friday from 2 -7 pm, seconded by Mike Button. All were in favor, so moved. Joan Goodrich moved to allow the Chelsea Farmer's Market to close the road from the corner of VT RT 110 up past the Library to the access road behind the Town Hall for May 22, 2015 for the use of the Art's Bus seconded by Mike Kuban. All were in favor, so moved.**

b. Grange – Karen Lathrop stated Mechelle Thomas from the Grange had asked for the use of the two Commons for an Old Home Days style event on June 6, 2015 so the Grange could say thank you to the Town. The Board felt a request should be made in person and instructed Karen to relay the message to Mechelle Thomas. **No action taken.**

Highway Department

a. Authorization of the Better Back Roads Grant Application - Karen briefed the Board on the BBR grant application. **Mike Button moved to submit the application seconded by Ruben Hook. All were in favor and so moved.**

b. Garage Update – Statement of Inspections- The Board signed the Statement Inspections required as a Condition of the Construction Permit for the Town Garage. The Board discussed bills to date on the Town Garage and what account to be used for payment. **Joan Goodrich moved all current and future bills to be paid out of the general fund to be reimbursed from the BAN fund, seconded by Mike Button. All were in favor, so moved.**

The Board discussed change orders in general and Carol will discuss them at the bi-weekly construction meeting to ensure all parties understand that change orders will need to be discussed at Selectboard meetings and voted on so they will need to come in a timely manner. Carol Olsen mentioned Bob Loehmann and Jane Cushman are taking pictures for the historical aspect of the work. Karen mention David Bradshaw, clerk of the works is taking project specific photos of the work for Town records. **No action taken.**

Water Department

a. Water Ordinance – Joan Goodrich reported she had been reading the water ordinance and although there are some areas that need to be addressed, our ordinance is not in bad shape. More definitions are needed. Carol Olsen gave a brief history of what the Water Board had been trying to put in place earlier with the help from the State. The Board discussed water budgets, water shut offs, tax liens on properties, enforcement issues and delinquent payment options. Joan Goodrich will keep working on it. **No action taken.**

Town Administrator

a. Selectboard Rules of Procedure – Board discussed the amount of time people would be able to speak at meeting and when they would be able to speak at the Selectboard meeting. Board would like to review further. **No action taken.**

b. Karen reported due to the short time frame involved, she opted not to enroll the Town in the Debris Removal Program. DR 4207 VT FEMA event will bring in some FEMA money. There is no definitive amount as of yet, but the worksheets show over \$4,000.00 + but no administrative costs in yet.

c. VLCT Municipal Human Resources/Employment Law Workshop - Karen Lathrop would like to attend this workshop as Town Administrator. The Board is in favor of workshops that provides institutional knowledge. **No action needed.**

WEC Permit

Washington Electric Cooperative Inc. has submitted a permit to place poles on Cemetery Street. **Mike Kuban moved to sign the permit for WEC to install poles on Cemetery Street, seconded by Joan Goodrich. All were in favor, so moved.**

Adjournment

Mike Kuban moved to adjourn the meeting at 9:00 p.m., seconded by Joan Goodrich. All were in favor, so moved.