

SELECTBOARD MEETING  
TUESDAY March 4, 2014 Immediately Following Town Meeting  
Treas/AA Office

Meeting was called to order at 2:50 p.m.

Attendance: Carol Olsen	Heidi Allen Goodrich
Mike Kuban	Cynthia Masterman
Mike Button	Howard Garrow
Jane Cushman	Karen Lathrop

1. Organization
  - a. Chairperson – Button moved and Kuban seconded the motion to appoint Carol as chairperson. So moved.
  - b. Meeting Date, Time and Location – Button moved and Kuban seconded the motion to set the official meeting dates for the first, third and fifth Tuesday of each month at 6:30 p.m. in the Treas/AA Office. So moved. Cynthia requested that the meetings be held in a larger area.
  - c. Official Newspaper – Button moved and Kuban seconded the motion to set The Herald of Randolph as the official newspaper. So moved.
  - d. Title 24 V.S.A. § 1623 – Authority to Sign Orders – Moved by Button and seconded by Kuban, per this statute, any of the three Selectboard members are authorized to sign orders on weeks with no meeting. So moved.
2. Adjustments to Agenda
  - a. Common Use – New Business
  - b. DRB decisions – New Business
3. Approve Minutes to the February 18 & 25, 2014 meetings – Button moved and Kuban seconded the motion to approve the minutes with one minor change (date). So moved.
4. Public Concerns
  - a. As the result of a discussion at Town Meeting, it was noted that the Town Hall is on the nation register of historic buildings and we are unable to change the roof from slate.
5. Water Department
  - a. Formal Policy for Temporary Shut Offs - Tabled
  - b. Other –
    - i. Bench sheets were reviewed and signed.
    - ii. Button mentioned that he hopes to schedule time with Nolan to walk through the water/sewer plants to get an idea of work entailed in operating the systems. It would be beneficial for Kuban to do so as well.
6. Roads
  - a. Other – Roads are not posted but will be done this week. Carol would like to make sure there is clarity on permitting traffic on the roads when they are frozen.
7. Town Clerk
  - a. Karen had a request to put the lights on a switch as while plugging into the quad outlet an arc was drawn.
  - b. Karen is going to monitor the level of oil tanks to avoid running out of oil again. Next year the town will request that the tanks be filled monthly.

- c. Karen reported that new parts have been ordered and installed on the vacuum.
8. Old Business
- a. Generator - Tabled
  - b. Personnel Policy Update - Tabled
  - c. Bonding – Kuban was updated on the history of the project.
  - d. Garage
    - i. Site Plan/Garage Design – Carol reported the outcome of the meeting between Dubois & King and Hook Construction. Using Hook’s plan, Dubois & King arrived at a figure of \$790,000 vs Hook’s estimate of \$601,000. Engineering mark up and contingencies were a lot of the difference. The Selectboard appreciates Hooks efforts to examine and point out some of the differences. Dubois & King will be asked to prepare cost estimates so as to begin the pre-bid/bid process. The Board will meet on a weekly basis as needed to move this process along in a timely manner. Button received a quote from HA Manosh to drill a well for the garage.
    - ii. Purchase & Sales Agreement Addendum – Button moved and Kuban seconded the motion to enter executive session at 2:58 p.m. to discuss land acquisition. So moved. Exited at 3:05 p.m. Button moved and Kuban seconded the motion to sign the addendum to the purchase and sales agreement. So moved. The addendum outlines the date of closing and payment schedules, etc.
  - e. Tap the Valley – Carol has a few residents that she is going to ask if they are interested in working on this project.
  - f. Other
9. New Business
- a. Appointment of Officers – pending acceptance, the following appointments were moved and seconded: So moved.
    - i. Animal Control Officer – Paula Russell
    - ii. Service Officer – Melissa Lathrop
    - iii. Planning Commission (1) – Wendy Forbes
    - iv. Development Review Board (1) - tabled
    - v. CVSWMD Representative & Alternate – Mark Lembke as representative. Need an alternate.
  - b. CVSWMD Rover Collection (paint, batteries & fluorescent bulbs) – The waste district requested use of the transfer station on a Wednesday evening with the date to be determined.
  - c. Common Use – Button moved and Kuban seconded the motion to grant Cynthia Masterman’s request to use the Commons the evening on July 11 and during the day of July 12, 2014 for the Annual Chelsea Flea Market. So moved.
  - d. DRB Decision – Procedures for enforcing DRB decisions were discussed. Preston Bristow, Zoning Officer will be consulted.
10. Adjournment – Button moved and Kuban seconded the motion to adjourn at 4:30 p.m. So moved.