

# Selectboard Meeting Minutes

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September 19, 2017

Selectboard Members Present: Joan Goodrich (Chair), Michael Kuban (Vice Chair), Susan Elder, Ruben Hook, Greg Kotyk

Other Town Officials Present: Maggie Kerrin (Town Administrator), Tim McCormick (Zoning Administrator), Anne Carroll (DRB Chair), Dickson Corbett (Planning Commission Chair)

Others Present: Sheriff Bill Bohnyak (Orange County Sheriff's Department), Emily Betts Newman, Jennie Martin

The meeting was brought to order by Joan Goodrich at 6:30 pm.

Changes to the Agenda:

Add: Sheriff Bill Bohnyak – Services  
Municipal Roads Grant Permit  
Susan Elder – Voting Delegate for VLCT Town Fair 2017

Public Comments:

There were no public comments and no disclosures of conflict of interest.

Approve Minutes

**Susan Elder moved to approve the September 5, 2017 minutes for both the Selectboard/Public Hearing on Chelsea Zoning Bylaw and the Chelsea Selectboard Meeting as written. Michael Kuban seconded the motion. All were in favor, so moved.**

Sheriff Bill Bohnyak – Services

The Selectboard and Sherriff Bohnyak discussed recent policing needs in the Town of Chelsea. The Board asked for clarification of services provided and the best manner in which to ascertain such services. Sheriff Bohnyak explained although there is 24/7 dispatch for the Orange County Sheriff's Department, there is not 24/7 coverage. Sheriff Bohnyak explained that his department has handled 129 Chelsea resident cases in 2017 to date. Sherriff Bohnyak stated that there is a new canine and handler in the department. Greg Kotyk asked the Sheriff about removal of abandoned vehicles on private property in Chelsea. Sheriff Bohnyak explained that abandoned vehicles on private property can be towed at the landowner's request, and at the landowner's expense.

Bridge 9 Concerns

Emily Betts Newman expressed comments and concerns regarding the Bridge 9 Rehabilitation Project. Positive comments included that the State and Contractor did an excellent job. Emily said they were hardly bothered by noise, and that the staff/crew were very professional; this extends from those digging dirt to those working the crane. Emily stated that a broken tree had been taken down during the project and that all concerns regarding that had been taken care of the day after the State inspection. Emily did note that she had witnessed someone in a wheelchair at the end of Creamery Road who was having difficulty manipulating his wheelchair over the lip of the manhole cover. Emily also stated that they had lost parking space due to the fact that the new sidewalk intruded on the space where they were previously able to park vehicles. She wasn't aware that this was going to occur. Joan explained that any concerns, at this time, should be directed to the State (VTRANS - Tom Chase and Kristin Higgins). Maggie will get email contact for both to Emily.

# Selectboard Meeting Minutes

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## Zoning Bylaw Discussion

Conversation regarding the proposed Zoning Bylaw primarily was based on the aspect of the Design Control District in the Village. Dickson Corbett (Planning Commission Chair) explained that there were four reasons why it is recommended that they be eliminated from the proposed Zoning Bylaw that the Selectboard is consideration adopting. Those reasons are: 1) The Design Control District was adopted in 1986; there were different concerns then than there are now. 2) The Design Control District is unpopular around Town and residents have stated the desire to have them eliminated at prior public hearings. 3) The Town Plan (2014 and 2015) called for the Design Control District to be eliminated. 4) The Regional Planning Commission and the local Planning Commission say that the Design Control District standards are unconstitutionally vague, constituting a potential liability risk/law suit. Anne Carroll stated that she felt it was a good avenue for conversation about preserving the historic character of the village when applicants come before the Development Review Board. Anne thinks it is important to keep the Design Control District language in the Zoning Bylaw. The Selectboard reviewed comments from residents submitted via email.

**Michael Kuban moved to adopt the Zoning Bylaw as amended and presented on September 5, 2017 at the Public Hearing. Ruben Hook seconded the motion. Michael Kuban, Joan Goodrich, and Ruben Hook were in favor; Susan Elder and Greg Kotyk opposed. Motion passed, so moved.**

## Highway Department

### Moxley Bridge Grant – Update

The Board discussed the RFP process and recent conversations with VTRANS staff. Maggie will be compiling additional information gained from the State, engineers, and historical preservation staff and will be meeting with a team of experts to draw up a final document that shows pertinent information that has come forth since the submission of bids for the Moxley Bridge Rehabilitation Project and the mandatory site visit. This information, once compiled, will be presented to the 5 bidders, along with a request to re-submit bids to include the additional requirements.

### Bridge 9 and 11 State Final Inspection – Discussion

Maggie attended the State Final Inspections for Bridges 9 and 11. Ten others were in attendance from VTRANS (State) and CPM (Contractor). Both Bridges were reviewed and discussed. Tom Chase will continue to be the lead on this project until the checklist of items mentioned are completed and resolved.

### Cargill Contract for Salt

The Board reviewed two quotes/contracts from two providers for road salt for the upcoming winter season; one from Cargill and one from American Rock Salt.

**Ruben Hook moved to assign the contract to Cargill for the 2017-2018 salt. Michael Kuban seconded the motion. All were in favor, so moved.**

Joan Goodrich signed the contract. Maggie will forward to Cargill.

### Tesla – Solar Installation – Trench Needed

The Board reviewed the request from Tesla to dig a trench across Weswind Road in order to accommodate a customer interested in a solar installation. The Board stated that an Access Permit will be required. Maggie will communicate that need to the Tesla representative.

# Selectboard Meeting Minutes

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## Class 2 Transfer

Maggie informed the Board that, per Rick (Road Foreman), this is not applicable to the Town of Chelsea at this time.

## Municipal Roads General Permits

Maggie informed the Board of some upcoming information meetings regarding the new Municipal Roads General Permits. Discussion included annual fees to be considered in the upcoming budget, along with a plan to correct hydrologically connected segments that show up in future road inventories as not meeting standards.

## Executive Session – Legal

**Susan Elder moved to go into executive session at 8:20PM (Legal) after making a specific finding that premature general public knowledge would clearly place the public body or a person involved at a substantial disadvantage. Michael Kuban seconded the motion. All were in favor so moved. The Town Administrator was invited to stay.**

**Susan Elder moved to exit executive session at 8:43PM. Michael Kuban seconded the motion. All were in favor, so moved.**

No action was taken.

## Transfer Station

Dig Safe/American Electrical Contracting, LLC

Maggie informed the Board that the electrical ground work required at the Transfer Station was complete.

## Water/Wastewater

Nothing to report at this time.

## Solicitation Policy/Petitions

Maggie shared a Vermont League of Cities and Towns Model Social Service Appropriation Policy with the Board. The Board requested that she draft a policy for the Town of Chelsea and present to the Board when complete.

## VT Alert Submitters

The Board reviewed the drafted letter requesting to participate in the VT Alert Program. This letter includes a list of initial submitters. The Board approved the letter once amended to include Linda Kuban as Health Officer.

## Current Budget – Review to Date

The Board reviewed the budget year to date.

## Town Administrator/Report

Maggie told the Board that Karen (Town Clerk) would be sending out dog license reminder letters to all residents who have not yet registered their dogs. This letter reminds resident's that the new animal control ordinance will go into effect on September 23, 2017. Joan and Maggie discussed the upcoming public discussions regarding a new bill (S.27) that would require all municipalities in Vermont to provide primary police coverage within its jurisdiction. Maggie informed the Board of a request from a hospice

## Selectboard Meeting Minutes

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agency for consideration of assistance to a Chelsea resident.

Susan Elder – Voting Delegate for VLCT Town Fair 2017

No action taken.

Sign Orders

The Board reviewed and signed the order.

**Susan Elder moved to approve the orders. Michael Kuban seconded the motion. All were in favor, so moved.**

Adjourn

**Michael Kuban moved to adjourn the meeting at 9:15PM. Ruben Hook seconded the motion. All were in favor, so moved.**