

Selectboard Meeting Minutes (Revised Draft)

January 17, 2017

Present: Joan Goodrich, Michael Kuban, Susan Elder, Greg Kotyk, Ruben Hook, Dickson Corbett and Karen Lathrop

Meeting brought to order by Joan Goodrich at 6:30 pm.

1. Additions or Deletions

- Add facility rental rates- Town Clerk
- Official Notice of Change of Board Meeting Place- Selectboard
- Move agenda item #5b. – Town Warning up after agenda item #3

2. Approve Minutes

Susan Elder moved to approve January 19th, 21st, 22nd, 29th 2016 Special and Regular Meetings and January 4, 2017 Regular Meetings as written. Greg Kotyk seconded the motion. All were in favor, so moved.

3. Safeline

Karen Lathrop, TA reported to the Board, the Listers would be sending a letter of exemption of taxes to Safeline. The Board noted they had reviewed the letter. No action taken.

5. Selectboard

(b) Town Meeting Warning

Selectboard reviewed the Town Meeting Warning with Town Moderator, Dickson Corbett. Discussion on language of petitioned items and revenue fund. The Board thanked Dickson Corbett for his input and for coming to the meeting. Mike Kuban moved to approve the Town Meeting Warning as amended to reflect the 2017 Town Budget numbers. Susan Elder seconded the motion. All were in favor, so moved.

4. Bridge 9 & 11 Project Coordinator

Town Admin, Karen Lathrop, reported Jacquie Dagesse was unable to attend the meeting. Ms. Dagesse sent the finalized calendar for bridge reconstruction and confirmed the State would be starting with Bridge 11. TA requested start time for shuttle, 6 am or 7 am. Board requested the 6 am time period. Jacquie Dagesse, will continue with weekly updates. Local Bypass should come in as a grant at the beginning of construction season. Board asked if a total amount had been allocated and if so would it be enough for signage. Town Admin to look into it and contact Rick Ackerman. Mike Kuban asked if Fire or Ambulance Departments had approached Town yet on the upcoming bridge construction. TA reported not yet. No action taken.

5. Selectboard

(a) Finalize Budget

The Board discussed changes to the Town Admin budget. Increased tech to 2,500 for computer, Internet and phone. Payroll amended to \$13,000 down as Board budgeted for family plan. Took out line 36 in the amount of \$88,695 as it comes out of the General Fund for payroll but is reimbursed by Water and Sewer, so it is a wash. Total taxes to raise \$ 1,091,188 less anticipated income of \$401,127 leaves \$690,060 to be raised by taxes. Mike Kuban moved to adopt the amended 2017 Town Budget of \$1,091,188 with \$690,061 to be raised by taxes and \$401,127 to be raised by non-tax funds. Susan Elder seconded the motion. All were in favor, so moved.

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Joan Goodrich gave a report to the Board on her meeting with the School Board. The Selectboard requested to go first at the Annual Meeting and a compromise was reached that the School Board would vote their budget and suspend the rest of their meeting until after the Town Meeting. The Board also requested the School pay for half of the printing and mailing costs of the Town Report. The School Board reported they had not budgeted for this item. Joan Goodrich reported the Town would bill them for the next year and requested they budget for it. The Board decision was to let the School have their entire meeting before starting their own. The Selectboard will speak with the Schoolboard much earlier on this subject for the next year.

(c) VLCT Special Meeting Delegate Appointment

Joan Goodrich reported the Special Meeting would be on Local Government Day on February 15, 2017 and requested one delegate. Susan Elder volunteered to go. Mike Kuban moved to appoint Susan Elder the Town of Chelsea Delegate to the VLCT Special Meeting. Greg Kotyk seconded the motion. All were in favor so moved.

(d) Legal Updates

Susan Elder moved to go into executive session to discuss privileged attorney-client information as there would be substantial disadvantage to the Town if discussed prematurely in open meeting at 8:00 PM. Mike Kuban seconded the motion. All were in favor so moved.

Susan Elder moved to exit executive session at 8:05 PM. Mike Kuban seconded the motion. All were in favor, so moved.

The Board disclosed no action to be taken to either the Button Zoning case or the TH 60 – Densmore Road/J.Ratico request at this point.

(e) Official Change of Selectboard Meeting Place

Susan Elder noted with the addition of the Town Administrator to the Treasurer's office there would not be enough room for Board meetings. Susan Elder moved to change the Selectboard meeting place to the Chelsea Library starting January 31, 2017 Mike Kuban seconded the motion. All were in favor, so moved.

6. Highway Department

- (a) Certificate of Highway Mileage – Tabled
- (b) Posted Roads/Bridges – Tabled

7. Water/Sewer – Tabled

8. Town Clerk

(a) Animal Control Officer Policy Review

Town Clerk and Board had discussion on what is the Animal Control Officer's job duties included. Clerk noted animal bites come under the purview of the Health Officer. Board discussion on who may write tickets, how to enforce the ordinance, amending the ordinance. More info needed, no action taken.

(b) Hall Fees

Town Clerk reported a written policy should be in place for educational camps. At this point, if two camps, use the hall on the same day the fee is split. That is problematic when on entity has

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asked for a reduction in fees to help students with the tuition costs. The Board feels the Clerk may make the policy she feels best for renting the hall. No action taken.

9. Transfer Station

Mike Kuban reported delivering the door and will pick up the two windows and deliver them to Mr. Avery. Board to request a speedy delivery date at this point.

10. Approve Orders

Board reviewed orders. Town Clerk and Board discussion on \$150.00 fee for holding a dog brought to Chittenden County on New Year's day. Clerk reported the Animal Control Officer was not notified and had not transported the Dog to Random Rescue. Random Rescue transported the dog. Board believes this should not be billed to the Town. Susan Elder moved to approve the orders except for the Random Rescue bill. Ruben Hook seconded the motion. All in favor, so moved.

11. Adjournment

Mike Kuban moved to adjourn at 8:45 pm. Susan Elder seconded the motion. All were in favor, so moved.