

# Selectboard Meeting Minutes

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February 21, 2017

Selectboard Members Present: Joan Goodrich (Chair), Michael Kuban, Susan Elder

Other Town Officials Present: Maggie Kerrin (Town Administrator), Tim McCormick (Zoning Administrator)

Others Present: Jessica Allen, Madi Shaw, Bailey Boardman, Paige Allen, John Upham, Linda Kuban

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

There were no disclosures of conflicts of interest.

## Additions or Deletions

- Add Bridge Closures

## Public Comment

Frank Keene attended to inform the Selectboard that the Cemetery Commission needs another Cemetery Commissioner. The Board will seek to appoint someone to the position.

## Approve Minutes

Susan Elder moved to amend and approve the February 7, 2017 minutes as written. Mike Kuban seconded the motion. All were in favor, so moved.

## Presentation – Girl Scout Bronze Award Project

Paige Allen, Madi Shaw, and Bailey Boardman presented their Bronze Award Project Proposal to the Board. This is a community based project that includes “building 1 picnic table, 2 benches, and a storage box for equipment to have at the basketball court in the center of town.” Mike Kuban made a motion to approve placement of the items mentioned on the basketball court. Susan Elder seconded the motion. All were in favor, so moved.

## Bridge Closures

Linda Kuban, Director of First Branch Ambulance, and John Upham, Chelsea Fire Chief, came to the Board to express their concerns about the detouring of traffic during bridge construction(s) from the perspective of public safety and emergency management. Bridge #11 will be closed from June 16 to June 30<sup>th</sup>, and Bridge #9 will be closed from July 10 to July 24. They both also expressed a concern about where to store their emergency vehicles while both bridge projects are underway. Linda stated that First Branch Ambulance may increase their staffing hours from 6AM-6PM/7 days a week during this time. Joan Goodrich encouraged both Linda and John to attend the upcoming meeting with the State on March 10, 2017 at the Town Hall.

John Upham remained to discuss ICS Compliance for the Selectboard Members. Requirements for Selectboard members include completion ICS 100 and ICS 200. The Selectboard will work towards meeting these requirements.

## Planning Commission Interviews/Appointees

Jessica Zaleski was unable to attend this meeting to interview for the Planning Commission.

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## Highway Department - Culvert/Road Wash Out

The Board reviewed a statement of costs to the Town regarding the road washout on Brook Road on February 6, 2017 due to a pond overflow. The Board asked the Town Administrator to submit a statement of costs to the homeowners and request that they forward it to their homeowner's insurance company for reimbursement of damages.

## Transfer Station

Susan Elder stated that the new outbuilding at the Transfer Station will be put in on Friday. A disconnect and reconnect of electrical wiring will need to occur during the installation of the new building.

Maggie discussed that she has made contact with staff from Tunbridge and they will be sending her information regarding their fee structure for non-residents.

## Selectboard

Susan Elder moved to go into executive session at 7:15PM after making a specific finding that premature general public knowledge would clearly place the public body or a person involved at a substantial disadvantage. Mike 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 7:52 PM. Ruben Hook seconded the motion. All were in favor, so moved.

The Board discussed the upcoming Town Meeting and reviewed the Annual Report.

Susan Elder made a motion to appoint Ed Kuban and Susan Hardin to the Planning Commission until Town Meeting. Mike Kuban seconded the motion. All were in favor, so moved.

## Town Administrator

The Town Administrator gave her report to the Board.

## Approve Orders

The Board reviewed orders. Mike Kuban moved to approve the orders. Susan Elder seconded the motion. All were in favor, so moved.

## Adjournment

Mike Kuban moved to adjourn at 8:42 PM. Susan Elder seconded the motion. All were in favor, so moved.