

Selectboard Meeting Minutes

March 17, 2015

Attendees:

Carol Olsen	Mike Kuban	Mike Button	Ruben Hook	
Joan Goodrich	Carl Hubbell	Dickson Corbett	Douglas Lyford	Timothy Courts
Marianne McCann	Kate Willard	Cynthia Masterman		
Rick Ackerman	Dave Button	Sarah Caouette	Karen Lathrop	

Carol Olsen, Chair, brought meeting to order at 6:30 p.m. She introduced Sarah Caouette, the new correspondent, for the Randolph Herald.

1. Additions & Deletions

Joan Goodrich added an agenda item for monthly treasurer report and work session, Carol Olsen added electing a Vice Chair and placed both of them at agenda item 11 and moved Executive Session to agenda item 12. Karen Lathrop added quarterly water rates under Water/Waste Water Department. Carol moved agenda item 6e to the top of the agenda.

Highways 6e

Doug Lyford offered to resign from the TAC position the TRORC Board if a Selectboard member wanted the position. Meetings are once a month and there is some correspondence. No action taken. Doug Lyford spoke briefly about Bridge 9 and the continued problems with the hydraulics that could be redesigned for a little more money. He urged the Board to express this in a letter to Mr. Christopher Williams. No action taken. Doug expressed concern for the box culvert and would like the Board to contact the White River Junction District to take a look at it and get an excavator up to break up the ice. Karen Lathrop stated Mr. Christopher Bump from the District 4 and her were due to meet the next day and she would bring the concerns up at that meeting. No action taken

2. Approve Minutes

Karen Lathrop stated date on minutes incorrect and no motion made at March 4, 2015 meeting for liquor licenses. Mike Kuban moved Board approval of Flanders Market and Chelsea Pizza House Liquor License Application and was seconded by Ruben Hook. All were in favor and so moved. Mike Kuban moved a correction to the record for the meeting date of March 4, 2015 and retroactive approval of the liquor licenses with Ruben Hook seconding the motion. All were in favor, so moved.

3. Appointments

Planning commission

The Board welcomed Marianne McCann, Dickson Corbett and Tim Courts to the meeting for the purpose of speaking with them as they are all interested in being on the Planning Commission. There was a brief overview by Michael Button of the Planning Commission and their upcoming work for this year. The applicants spoke briefly of their desire to help the Commission on the rewrite of the flood bylaw and the zoning bylaws. Kate Willard expressed the Board's concern about not having a quorum if appointments were not made at this meeting. Joan Goodrich moved to appoint Tim Courts, Dickson Corbett and Marianne McCann to the Planning Commission seconded by Mike Kuban. All were in favor and so moved.

DRB

Joan Goodrich recused herself from this agenda item as her husband is up for reappointment. Mike Kuban stated he did not know if the person up for reappointment were interested. The Board tasked Karen find out and bring to next meeting. Mike Kuban moved to re-appoint Arthur Goodrich to a three year term on the DRB seconded by Ruben Hook. All were in favor and so moved. Mike Kuban moved to table the two other appointments until the next meeting, seconded by Mike Button. All in favor and so moved.

Service Officer

Karen Lathrop stated Phyllis Hayward is willing to become Service Officer. Joan Goodrich moved to appoint Phyllis Hayward service officer for a one year term seconded by Mike Kuban. All were in favor and so moved.

4. NIMS / ICS Courses

John Upham, Fire Chief, gave the annual briefing on the National Incident Management System and the ICS coursework the Board is mandated to have per legislative mandate in 2013. ICS 100 and 200 must be taken by all personnel responding to Town emergencies by October 2015. The Board took that under advisement and thanked him for coming and sharing the information.

5. Transfer Station

Carl Hubbell, Transfer Station Operator, passed out his monthly report. Receipts were down, tires were up. He stated Frank Keene would like the waste oil, and he referred Frank Keene to the Board. John Upham asked if there were anticipated changes to the transfer station, to which Carol Olsen stated, small ones until the Board knows how the legislated mandates play out. She stated the State doesn't know how it will play out yet and are helping Towns with the permitting process for the new mandates. Mike Kuban introduced the Variable Rate Pricing By Volume and Use Clear Bags for Municipal Solid Waste Collection draft ordinance. The Board had a discussion on the fact this will impact the Town. Mike Kuban state there was a hearing on March 25, 2015 and the deadline for comments is March 31, 2015. Joan Goodrich and Mike Kuban are willing to draft a response letter. Karen tasked set up a special meeting for the Board to review and sign said letter. Carol Olsen thanked them for doing so.

6. Highway Department

- a. Rick reported they need a smaller truck to go around during mud season. He states the L8000 needs minor repairs daily as it is a 22 year old truck. The trade in price for the F550 with a blown piston is \$4000.00 He gave the Board an excel sheet with five options on F 250's, F550's and 6 wheelers. After a lengthy discussion on all options, Joan Goodrich moved to buy just the pickup truck and make a decision about a 6 wheeler in January, seconded by Mike Kuban. All were in favor, and so moved. Mike Button's had questions for Rick on the 2012 International that will have a balloon payment in 2016 of about \$57,000.00. Rick explained it had lower payments up front and a longer warranty. He stated it was an experiment and the truck would have trade in of about the same amount. Rick tasked with getting pricing from three different companies on the pickup truck and see if Ted Greene Ford will give a better trade in price.
- b. Rick reported the Town can buy a chipper for \$500.00 through the Federal Surplus Program and if it was shipped commercially it would cost \$1200.00 but Brian Lamson would drive out to Ft Drum and back for half the cost. Karen stated the chipper is really a necessity as we are now in a FEMA grant for debris removal due to the winter event and the highway crew has to have it completed by June 7. All the other towns are going to need their chippers. Mike Kuban moved to buy the chipper from the Federal Surplus Program for \$500.00 and pay Brian Lamson \$600.00 for pickup and delivery of chipper to Town, seconded by Ruben Hook. All were in favor and so moved.
- c. Mike Button gave a brief history of the garage project. The Board tasked Karen with contacting Chuck Goodling from Dubois and King, invite him to the March 31, 2015 meeting for update, to have him contact Fairpoint and Washington Electric Co-op Inc. to move lines and poles.
- d. The Town has the option to buy used oil tank(275 gal) for the Town Garage. Rick Ackerman to look into pricing bulk oil versus buying 55 gallon drums of oil and bring to next meeting. Mike Kuban concerned with what needs to be built to contain the tank. Karen tasked to call Dubois and King to find out. No action taken.
- f. Joan moved to post the roads to the weight limits specified retroactive to 3/1/2015, seconded by Mike Kuban. All were in favor, so moved.

7. Water/ Waste Water Department

- a. Water Ordinance tabled
- b. Phase II/V Monitoring Waiver application is submitted every three years with the State of Vermont. This is a waiver of sampling for Synthetic Organic Chemicals and Volatile Organic Chemicals and Inorganic Chemicals in our Water System. A Source Protection Plan must be in place in order to apply for the waiver. Mike Button moved the Chair sign and send to State of Vermont with Ruben Hook seconding the motion. All were in favor and so moved.
- c. Annual Water/Sewer Rates. The Board reviewed the users and the budgets. Joan Goodrich moved a quarterly rate for \$121.00 for Sewer and \$76.00 for Water for a combined total of \$197.00 seconded by Mike Button. All were in favor, so moved.

8. Town Hall Roof

a. Letter from Efficiency Vermont. Board reviewed the letter. Board's position was if there was no cost involved in looking at the Town Hall Roof they would explore it further in the future. No action taken.

9. Roberts Poor Fund Request

Carol Olsen said the request was made of her by Charlotte Facio, school nurse for Chelsea Public School, on behalf of a homeless family for emergency funding. The request was in the amount of \$200.00. Carol Olsen stated in the past the fund has been used to buy fuel oil and glasses. Mike Kuban moved to allocate \$200.00 from the Roberts Poor Fund to Chelsea Public School to fulfill the request made by Charlotte Faccio seconded by Joan Goodrich. All were in favor and so moved.

10. Town Administrator Report

- a. Karen reported the Bond Anticipation Note legal opinion came in and Mr. Giuliani should be working on the financing documents and we are still on track for a March 31, 2015 Note signing.
- b. Many workshops offered at this time of year and not much time to go to them.
- c. Jennifer Fitch, State of Vt requested three dates and time to meet with the Selectboard to go over crosswalk and sidewalk proposals. The Board stated the first three Fridays at 1pm works well for them.
- d. Karen reported Mr. Brian Monaghan wished the Board to send some detailed questions for him to research before he meets with us on Employment Practice Liability.
- e. Karen reported the website cost per year is \$475.00 and would like to move forward with opening the website back up. The Board tasked Karen with contacting the Chairs and Secretaries to invite them to the March 31, 2015 meeting to have a frank discussion on the website.
- f. Karen reported signing off on the Debris Removal Pilot Program with FEMA for DR-4207 VT. The Board reviewed the Preliminary Damage Assessment. No action taken.

11. Added Agenda Items

a. The Board discussed the need for a Treasurer report to be submitted at the last meeting of the month for the prior months budget, so the Selectboard would have a firm grasp on what has been spent to date. The Board briefly discussed work sessions. The Board discussed electing a vice chair. Mike Kuban nominated Mike Button. Ruben Hook seconded the nomination. The Board voted and all were in favor. Mike Button voted Vice Chairman.

12. Executive Session

Mike Kuban moved to go into executive session for personnel at 9:40 p.m., seconded by Ruben Hook. All were in favor and so moved

Mike Kuban moved to exit executive session at 9:50 p.m., seconded by Mike Button . All were in favor and so moved.

Joan Goodrich moved to hire Karen Lathrop as Town Administrator at \$18.00 per hour up to 20 hours per week with the Treasurer also receiving \$18.00 per hour for the work related to the water/sewer billing and Selectmen's Orders she is completing for the Selectboard . Motion seconded by Mike Kuban. All were in favor and so moved.

Joan moved to adjourn the meeting at 9:53 p.m. Seconded by Carol Olsen. All were in favor and was so moved.

