

Selectboard Meeting Minutes

April 21, 2015

Attendees:

Mike Kuban	Carol Olsen	Ruben Hook	Joan Goodrich
Larry Ruggles	John Calamio	Charles Goodling	Warren Lathrop
David Farnham	Mary Ellen Otis	David Button	Aurelie Eytalin
Dan Poulin	Cynthia Masterman	Mark Vermette	Russell Noel
Rosemary Roberts	Nikole Garand		

Meeting brought to order at 6:30 pm

Additions & Deletions

Mike Kuban asked to add material fill for baseball field at the Heath Field. Karen Lathrop stated Brian Farnham had brought in a request to be added to the agenda for spring lawn care for the commons and requested to add animals under Town Clerk section to discuss a dog bite incident.

Minutes

Joan Goodrich moved to adopt the minutes as written, seconded by Mike Kuban. All were in favor, so moved.

Orange County Parent Child Center- Letter of Support

Mary Ellen Otis gave an update on where OCPCC is in the purchasing process of what was the old Wellspring Building. Grant funding will be through the Vermont Community Development Program, USDA, the Byrne Foundation and Bright Futures Fund. OCPCC currently partnered with Orange Windsor Supervisory Union now provides ten hours of public pre-school for Chelsea & Tunbridge which will grow as state funding becomes available. A Board member questioned why a letter of support would need to reference the Chelsea Town Plan as students would be leaving Chelsea to go to Tunbridge and also questioned why a letter of support from Chelsea is needed. Mike Kuban read the letter aloud. There was discussion on pre-school between the Board and Mary Ellen Otis. **Mike Kuban moved sign the letter of endorsement for Orange County Parent Child Center as written, seconded by Ruben Hook. The vote was three aye and one nay. The motion was so moved.**

Local Emergency Operation Plan

David Farnham, Emergency Coordinator, presented the annual updated LEOP to the Selectboard for review and approval. **Joan Goodrich moved to adopt the Local Emergency Operations Plan, seconded by Mike Kuban. All were in favor, so moved.**

Velco

Aurlie Eytalin gave a presentation on the Connecticut River Valley Project which is an upcoming upgrade to the substation's North and South lines. There will be new breakers installed at the substation and the building there will be enlarged. The lines will be upgraded but not the substation itself. The Substation is thirty-five years old and monitored every three months. There will be a mobile substation parked there for future use and for protection if power goes out. There will be upgrades to the local utility lines. The upgrade is a year and a half away. Questioned if there would be rolling outages, Aurelie stated the mobile substation will keep those outages to a minimum. Questioned about PCB's in the oil at the substation, Aurelie stated no. There will be an informational meeting on April 30, 2015 at 6:00 pm at the Town Hall. Carol Olsen thanked Aurlie for the update. **No action taken.**

Highway Department

A. Town Garage- Chuck Goodling from Dubois & King handed out an outline of what he would like to cover.

I. Construction Schedule Update. Chuck reported construction started today and presented the Change Order for the Board's review. Board signed off on Change Order # 2 with a construction start date of April 21, 2015. The 210 day construction time frame will end November 17, 2015.

II. Potential Cost Saving Measures. Chuck spoke to potential cost savings in lighting, granular material and site grading of excess material. Chuck stated there are no final numbers as of yet for total cost savings. The Board is in favor of spreading excess material on the site. Board wanted to know when the approval of granular material would come in. Chuck Goodling and Larry Ruggles thought in about a week. There would not be any cost savings on granular material, being used from a local source as it more costly than what was originally explored. The subcontractor has to come to the site and will truck spec item with him, so cost savings would not be realized. Mr. Ruggles and Chuck Goodling explained the difference in materials. Larry Ruggles stated the cost savings on the fill were estimated about \$4700.00. Chuck stated they would review a submittal and e-mail recommendations to Karen to distribute to the Board.

III. Floor Drain Separation Status. At a previous meeting the Board had asked Chuck to find more information on whether the non-maintenance floor drain could be separated out. Chuck contacted ANR and received an e-mail with information stating floor drain discharges from snow melt and periodic vehicle washing are not regulated by the State under the Underground Injection Control Division so no permit is necessary for the dry well. There was a recommendation of an oil/water separator for this extra tank. There would be a total of two tanks with two oil/water separators at an estimated cost of \$ 7000.00. There was Board discussion about placement of the tank, protection of the Button well and cost of the pumping of the tank. **Mike Kuban moved going forward with installing a separate tank with and oil/water separator and there will be a designated washing area. Joan Goodrich seconded the motion. All were in favor, so moved.**

IV. Other Discussion. Included dry hydrant placement, overhead utilities still to be move and better road access which requires moving the access point fifty feet east of where it was originally drawn. The original drawings show a ten percent grade. Mr. Ruggles gave a detailed description of how a ten percent grade will affect the trucks trying to come out onto East Randolph Road. Also the road was not designed to allow a tractor trailer trucks to make deliveries as the turning radius is nil. Board discussion on whether re-permitting would be necessary from DRB and future use of the land. The Board Dubois & King to send a sketch for the board to review before a final answer. There was discussion on bi-weekly meetings with the owners, contractor, and engineer. Chuck will e-mail the Town a schedule.

B. Better Back Roads Grant. Karen gave a brief overview of the Better Back Roads Grant. The Town will receive a better percentage of grant money (80/20%) on Structures and Resurfacing grants as the Town would be submitting applications annually. As it stands we receive a (70/30%) share as we do not have a current Road Inventory. A culvert inventory should be done every three years also.

Town Clerk

A & B. Liquor License Renewal Applications. Karen reported no violations cited on the Wagon Wheel Bar and Grill from Sheriff Bohnyak, Orange County Sheriff's Department, and no violations reported from Andy Thibault, DLC. **Mike Kuban moved to sign the liquor renewal license for the Wagon Wheel Bar and Grill outside consumption permit and the First Class Restaurant/Bar License to sell Malt and Vinous Beverages and the renewal application for Will's Store's Second Class to sell Malt and Vinous Beverages. Ruben Hook seconded the motion. All were in favor, so moved.**

C. Animals. Karen Lathrop gave a report on a dog bite incident that occurred over the weekend. Paula Russell was contacted and she will make the report to the Health Department. The owners of the dog have been contacted and have been given a copy of the Town's Animal Ordinance. Karen Lathrop reported the dog is duly licensed and has a current rabies shot. Carol Olsen wanted to be assured procedures were followed. Carol Olsen felt Paula Russell has the expertise to follow the procedures so we are legally covered. Karen Lathrop stated she could get a legal opinion if so needed. Carol Olsen authorized her to find a legal opinion if needed. The Board also wanted our New Town Health Officer to be informed. Joan Goodrich was concerned the Board had not voted on the Town Health Officer. Carol Olsen was of the opinion as the Board had asked Mrs. Savidge to be Town Health Officer already but was

more than willing to have the Board vote it. **Joan Goodrich moved to appoint Rebecca Savidge, the Town Health Officer with Mike Kuban seconding the motion. All were in favor and so moved.**

Transfer Station

CVSWMD alt rep. Mike Kuban explained to Carol Olsen why Carl Hubble could not be the alternate rep as he works at the Transfer Station. Karen tasked to contact Mark Lembke and to put notice out on Front Porch Forum for an alternate.

Water Department

Carol wanted to share that water readings for the last quarter are good and when we have a moment to work on water ordinances, the Town should contact Ashley Lucht, so the Town may set up a fairer rate system. The leaks that have been taken care of has made up water deficit we were showing. Carol related once we have our ordinance amended we would come up with a more equitable system.

No action taken.

Town Administrator

A. There was a request to use the commons from Wanda Handy, Wanda's Primitives June 6, 2015 for craft and antiques. The Board would like to see the request in paper format. The Board approves the events for the betterment of the community. Board will look for ordinance or plan the Selectboard created in the past. **No action taken.**

B. Karen gave a report on Green Up Day which is May 2, 1015. She is working on the Coordinator's behalf as they are both on vacation. She will coordinate with the school if necessary. **No action taken.**

C. Brookhaven Letter was not a renewal but a letter of concern about items 6 & 7 of the Town Agreement with Brookhaven stating the Rec Committee communication of use of Brookhaven Field quarterly and the Rec Committee sponsored events are cleaned up. Karen reported she sent John Parker a copy of the Land Use Agreement for the Rec Committee to review and she would contact Ron Allen to about contacting Brookhaven. Karen suggested the Board tweak the Land Use Agreement when it is up for renewal. **No action taken.**

D. Karen reported there was a general correspondence folder for the Board's perusal and explained the letter from Michael Whipple on "Overshadowing" a person's property. Essentially if a septic plan falls within a certain distance of an abuttor's land the engineer of that designed the plan has to send a certified letter stating the overshadowing of land. **No action taken.**

E. Karen stated, she has been looking into recycling bins for the commons and they will be expensive. The Board states they would like to see something that matches what we have. Of course we will have to order bags for them too. **Joan Goodrich moved to allow Karen Lathrop to order the bins for the recycling, seconded by Mike Kuban. All were in favor, so moved.**

F. Karen passed out Selectboard Rules of Procedure for the Board to Review. **No action taken.**

Adjournment

Michael Kuban moved adjournment at 9 pm seconded by Joan Goodrich. All were in favor, so moved.