

Chelsea Select Board Meeting Minutes DRAFT

Tuesday September 15, 2020 7:00PM

Chelsea Town Hall and via ZOOM

In Attendance: Geoff Clayton, Jeremy Hook, Levar Cole, Kate MacLean, Jamie Blondin, Marianne McCann, Karen Lathrop

- I. Call Meeting to order – Geoff at 7:08pm
- II. Changes to the agenda
- III. Public Comments –
 - a. Softball at Heath Field really crowded and not adhering to COVID guidelines. **Health Officer will contact.**
 - b. Town to be accepting bill payment (water & taxes) by credit card and what would it take for it to be set up? Discussed additional fee associated, additional administrative task, options? **Will talk to Gayle and look at options.**
- IV. Conflict of interest disclosure –
- V. Approve Selectboard Meeting minutes –
 - a. 8/4
 - b. 8/12
 - c. 8/18
 - d. 9/1
 1. Levar moves to approve minutes, Jeremy seconds. All in favor.
- VI. Orange County Sherriff Department –
 - a. Police, community protection, and the search for official (in person) responses to 911 calls.
 - b. Drugs – Notice against trespass to the individuals repeatedly loitering and suspected of selling?
 - c. Do we need to create a loitering ordinance?
- VII. Treasurer –
- VIII. Town Clerk –
- IX. Water/Wastewater –
 - a. Create policy re: water/septic turn on & off for seasonal uses
 1. *Chelsea property owners who reside in town part of the year will be sent a bill for the water and septic cut-off fee of \$75.00 and turn-on fee of \$75.00 each year. They will be prorated based on when during the quarter it is shut off or turned back on.*
 - a) Will use this moving forward.
- X. Transfer Station/Landfill –
- XI. Highway –
 - a. Wire on Old Town Garage – did this get done? (Rick was doing it between projects)

- b. Moxley Bridge Fines for Damage – notice against trespass issued to businesses who repeatedly damage the bridge –notice now for companies that have been reported to have repeatedly damaged the bridge?
 - c. Sidewalk Repair –
 - 1. Along Section on VT 110 North
 - 2. Town Hall Main entrance – update
 - d. Long-term planning for Emergency Supplies
- XII. Use of Village Greens Request –
- a. Chelsea School – follow up re: using with public presence?
- XIII. Roberts-Gould Field and Heath Field –
- a. Baseball & Soccer leagues following COVID state protocols?
- XIV. AT&T Cell Tower Locations –
- a. Will touch base with Planning Committee
- XV. Budget discussion –
- a. Long Term Planning for Emergency Supplies
 - b. Cemetery mowing – Should we look into a VTC student intern – keep the budget the same? Offer time with the Highway crew so that the intern gets some heavy equipment experience? Would this work for Rick? Increase pay for Frank?
 - c. Town Hall heating system
 - d. Discussed meeting with each department to go over budget for upcoming year (fire, ambulance, road, cemetery, recreation, auditors, planning, zoning, water/sewer, treasurer, clerk – anyone who receives a check from the town?)
 - e. Town Meeting Day – brainstorming ideas now. Have a livestream option, messaging option, in person option (elderly & compromised).
 - 1. Should the town invest in webcam to use for Town Meeting Day and other meetings like Selectboard meeting? **Jamie will research.**
- XVI. Future talk –
- a. Disaster preparedness
 - b. Should the town invest in webcam to use for Town Meeting Day and other meetings like Selectboard meeting? **Jamie will research.**
- XVII. Appointments need filling –
- a. Fence Viewer – 3
 - b. Pound Keeper – Residency not required
 - c. CVSWMD Rep and Alternate
 - d. Inspector/Surveyor of Wood and Lumber
 - e. Town Service Officer
 - f. TAC Rep
 - g. Ambulance
 - 1. Levar moves to appoint Deb Upham to the Ambulance Committee, Jeremy seconds. All in favor.
- XVIII. Administrative Assistant –
- a. Annual Report
 - 1. Is the school budget being added?
 - a) Bulk mail permit

2. Set deadlines for departments to submit their information 2 weeks prior to what we've been doing in the past (January 15th as warning deadline & final deadline end of Jan/beginning of Feb)
 - a) If they don't submit budgets by the deadline then we will level fund and put in low budget lines from previous year and that department will have to address at town meeting.
 - b) Petitions for funding deadlines will take legislative action to change rules – business as usual for signatures and deadlines.
 - c) **Jamie will reach out to each department to give heads up on annual report deadlines and set up meetings with each dept during Selectboard meeting. She will create a mini agenda, so they know ahead of time what to expect and information to provide (copies of last year & this year budget, Successes? Concerns/problems? Suggestions? Spending rates?)**

3. Cover Photo

- b. Website photo

XIX. Approve Orders

- a. Levar reviews and moves to approve, Jeremy seconds. All in favor.

XX. Adjourn

- a. Kate moves to adjourn at 8:14 pm. Jeremy seconds. All in favor.

Topic: Selectboard Meeting

Time: Sep 15, 2020 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/86187223260?pwd=VFFLaXY1b2JvYjhDTcTcPMGxzVFN3UT09>

Meeting ID: 861 8722 3260

Passcode: aLP6vy