

SELECTBOARD MEETING  
TUESDAY August 5, 2014 at 6:30 p.m.  
Treas/AA Office

Attendance: Carol Olsen	Warren Lathrop	Cynthia Masterman
Mike Kuban	Phyllis Hayward	Dave Button
Mike Button (phone)	Joan Goodrich	Chuck Goodling
Jane Cushman	Rick Ackerman	Richard Dall
Karen Lathrop	Doug Lyford	Bernie O’Roarke?

1. Adjustments to Agenda
  - a. The agenda was adjusted to take Listers first, Rick Ackerman second, Karen Lathrop third and Dubois & King forth.
  - b. Joint Selectboard meeting with Tunbridge – New Business
2. Approve Minutes to the July 22, 2014 meeting – Tabled until next meeting
3. Public Concerns
  - a. Trees in the River – Karen contacted Pat Ross (ANR) about the removal of trees from the river. If the trees present a threat to a bridge or other structure, the town can remove them. If they are no threat the town needs to work with the landowner to get them removed or to leave them for habitat for fish. Rick will check trees in question. If they need to be removed he will get written approval from Pat Ross and the landowner to enable access to the trees.
4. Water Department
  - a. Formal Policy for Temporary Shut Offs - Tabled
  - b. Other – Nolan will be invited to the August 19<sup>th</sup> meeting to report on today’s waterline break.
5. Roads
  - a. VT Rte. 110 Road Closure in Tunbridge on August 19 & 20 – Rick does not feel it is important to put up signs directing around the road closure as the site is in Tunbridge.
  - b. Trees in River – See Public Concerns 3(a).
  - c. The 2012 International will go to Clarks for exhaust issues.
6. Town Clerk
  - a. Website Update – Karen presented the draft website policy and asked that the Selectboard review it before the next meeting. The Selectboard is in agreement that a Town Gallery would be nice on the website.
  - b. Open Meeting Law-designation of 2 places to post agenda – Kuban moved and Carol seconded the motion to designate the Post Office and bulletin board by Will’s as 2 places to post the agenda in addition to near the Town Clerk’s office. So moved.
  - c. Kuban moved and Button seconded the motion to appoint Karen Lathrop as the retroactive authorized representative for the Hazard Mitigation Grant Applications. So moved.
  - d. Other –

- i. Karen reported that the Hazard Mitigation Grant applications have been submitted and letters are out to the 8 sub-applicants. There are 2 electing elevation work and 6 buyouts plus the town garage.
- ii. Karen reported that the lift used to access the turret roofs to put tarps and paper to slow down leaks has left ruts in the Town Hall lawn.

## 7. Old Business

- a. Generator - Tabled
- b. Personnel Policy Update - Tabled
- c. Bonding - Tabled
- d. Garage
  - i. Site Plan/Garage Design – Chuck Goodling, Richard Dall and Bernie D’Roarke from Dubois & King (D&K) presented plans that are 99.8% complete as well as specifications. The have discovered a building code issue which will require sprinkling the building or to subdivide the building into smaller units. After reviewing options to address this issue, the Selectboard decided to pursue option 2 which involved building firewalls with a 2 hour separation for approximately \$25,000. Chuck advised the board that they will have the plans on August 15<sup>th</sup>. The permitting and bidding processes were discussed and it was agreed that they would be held simultaneously to move the process along. Owner occupancy with trucks in and out hauling sand was discussed as was the scope of work and budget for the remaining work.
- e. Recycle Container – Kuban and John Fraser looked the container over. It will be very costly to rebuild. No decision was made.
- f. Drainage Update (East Side of Village) - Tabled
- g. Solid Waste Contract – Tabled for more information and clarity.
- h. TAC & Representative to work with Two Rivers on Bridges – Button moved and Kuban seconded the motion to appoint Doug Lyford to represent Chelsea on TAC. So moved.
- i. Law Enforcement – A letter will be drafted for review at the August 19<sup>th</sup> meeting that will be sent to Orange County Sheriff, State Police and the States Attorney.
- j. Town Hall Roof Repair Estimate – Tabled until August 19<sup>th</sup> meeting.
- k. Town Plan – There is no current draft available from the Planning Commission.
- l. Bridges BHF 0169(9) & BHF(10) - A letter to be sent to AOT encouraging them to proceed with the original date of 2015 to repair the bridges was signed.
- m. Listers – RFP for Town Wide Reappraisal – Button moved and Kuban seconded the motion to approve the RFP with minor changes and get the invitations to bid out as soon as possible. So moved. Warren asked the Selectboard to consider raising their rate of pay which the Board agreed to look at.
- n. Hazard Mitigation Grant Application – Authorized Representative – See above under Town Clerk 6 (c).
- o. Hazard Mitigation Plan – A committee needs to be appointed to work with Two Rivers on the Hazard Mitigation Plan. Joe Spinella and Marty Gratz had expressed interest. Joan Goodrich will call Two Rivers to see what is involved and decide if she’s interested in this committee. Dave Farnham, Emergency Coordinator will be invited to work on the committee as well.

## 8. New Business

- a. Tax Rate – Kuban moved and Button seconded the motion to set the tax rate as follows: Municipal Operating Budget - \$.4943, Paving - \$.0274: Appropriation Requests - \$.0163: Health Center Agreement - \$.0080 for a total municipal tax rate of \$.5460. Button requested a roll call vote with the following results: Carol Olsen –

yes; Mike Kuban – yes: Mike Button – No. With a 2 to 1 vote, the tax rate of \$.5460 was approved. So moved.

- b. School Use of Town Hall in Event of Emergency – Kuban moved and Button seconded the motion to allow the school to use the Town Hall as an off-site evacuation area. So moved.
  - c. Joint Meeting with Tunbridge to discuss emergency operations – Chelsea is not willing to walk into Tunbridge’s meeting due to political issues but will invite Gary Mullen to our meeting for clarification.
  - d. Executive Session – Personnel - Button moved and Kuban seconded the motion to enter executive session to discuss a personnel issue at 9:40 p.m. So moved. Button moved and Olsen seconded the motion to exit at 9:50 p.m. So moved. Olsen moved and Kuban seconded the motion to accept Jane Cushman’s resignation as Administrative Assistant with further discussion at the August 19, 2014 meeting. So moved.
9. Adjournment – Button moved and Kuban seconded the motion to adjourn at 9:52 p.m. So moved.