

# Selectboard Meeting Minutes

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February 6, 2018

Selectboard Members Present: Joan Goodrich (Chair), Michael Kuban (Vice-Chair), Ruben Hook, Susan Elder, Greg Kotyk

Other Town Officials Present: Maggie Kerrin (Town Administrator)

Others Present: Linda Ingold (Executive Director-Safeline), Judy Szeg (Educator/Office & Volunteer Coordinator-Safeline)

Change of location: Moved to Town Administrator's office due to lack of Town Hall availability.

Joan Goodrich called the meeting to order at 6:30PM.

## Changes to the Agenda

Add: Linda Ingold-Safeline  
Mascoma Bank Disbursement Request  
Flander's Properties – Auctions  
Approval of January 23, 2018 Minutes  
Lister's Email

## Public Comments:

There were no public comments.

## Conflicts of Interest Disclosure(s):

There were no conflict of interest disclosures.

## Linda Ingold – Safeline

The Board discussed last year's Town Meeting interaction with Safeline regarding their commitment to pay the Town portion of taxes. The Board requested that Linda/Safeline explain to the Town, at Town Meeting, why Safeline has chosen not to pay "gift" to the Town.

Approve Selectboard Meeting Minutes for January 13, 2018 and January 23, 2018

**Susan Elder moved to approve the Selectboard Meeting Minutes for January 13, 2018 as presented, and to approve the January 23, 2018 Selectboard Meeting Minutes, with changes to the Executive Session section, as noted by Joan Goodrich. Michael Kuban seconded the motion. All were in favor, so moved.**

Highway Department – Nothing to report

Water/Wastewater – Delinquent Water Bills – Tabled

Transfer Station – Oil Removal

Maggie stated that she had contacted Safety Kleen to have them come and remove the waste oils.

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## Village Designation Renewal

Maggie shared the map and documentation regarding Chelsea Village Designation Renewal. Our current village designation expires in April of 2018. The Board will be working on this project to ensure the Village Designation does not expire.

## Executive Session - Legal

**Susan Elder moved to find that premature general public knowledge regarding pending litigation, other legal matters, and the disclosure of confidential attorney-client communications between the Selectboard and the Town's Attorney, would clearly place the Town at a substantial disadvantage. Michael Kuban seconded the motion. All were in favor, so moved. The Town Administrator was invited to stay.**

**Susan Elder moved to enter into executive session at 7:15PM after making a specific finding that premature general public knowledge regarding pending litigation. Greg Kotyk seconded the motion. All were in favor, so moved. The Town Administrator was invited to stay.**

**Susan Elder moved to exit Executive Session at 7:32PM. Greg Kotyk seconded the motion. All were in favor, so moved.**

**Susan Elder moved to remand Travis Wilson's case back to the Development Review Board for re-review. Michael Kuban seconded the motion. All were in favor, so moved.**

## Lister's Email

The Board discussed a recent email received via the Lister's Email account. The Board also discussed upcoming articles regarding the Town Clerk, Town Treasurer, and Delinquent Tax Collector.

## Mascoma Bank - Disbursement Request and Authorization Form

The Board reviewed and signed the Disbursement Request and Authorization form submitted by the Treasurer for a principal Line of Credit in the sum of \$400,000.

## Flanders Properties – Auction

The Board discussed recent information gained regarding potential upcoming auction date for the Flanders properties. (Anticipated auction date for location at 357 is April 2018)

## Town Administrator's Report

Maggie stated that Tim McCormick, Zoning Administrator, requested a change from a 7 member Development Review Board (DRB), to a 5 member Development Review Board.

**Susan Elder moved to reduce the 7 member DRB Board to a 5 member DRB Board. Greg Kotyk seconded the motion. All were in favor, so moved.**

Maggie stated that all files had been submitted to the printer for the Annual Report. She stated that she would begin working with FEMA on the June/July 2017 flooding date with David Savastano/FEMA.

**Susan Elder moved to approve up to 40 hours per week for Maggie up to the end of February 2018 to accomplish FEMA requirements. Ruben Hook seconded the motion. All were in favor, so moved.**

Maggie presented the 2018 Certificate of Highway Mileage. The Board reviewed and signed it. Maggie also stated that she would be inputting data online for the 2018 Town Highway-Bridge Weight Restrictions.

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Approve Order

**Michael Kuban moved to approve the order. Ruben Hook seconded the motion. All were in favor, so moved.**

Adjourn

**Michael Kuban moved to adjourn at 8:55PM. Ruben Hook seconded the motion. All were in favor, so moved.**