

Selectboard Meeting Minutes

July 11, 2017

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

Other Town Officials Present: Maggie Kerrin (Town Administrator), Tim McCormick (Zoning Administrator), Karen Lathrop (Town Clerk), Blaine Conner (Development Review Board, Chair), Anne Carroll (Development Review Board, Vice Chair), Larry Allen (Development Review Board), Dickson Corbett (Planning Commission, Chair), David Farnham (Emergency Management Director), Linda Kuban (Health Officer), John Upham (Fire Chief)

Others Present: Marty Gratz, Cindy Masterman

The meeting was brought to order by Joan Goodrich at 6:30 pm.

There were no disclosures of conflicts of interest.

Changes, Additions, or Deletions

- Add: Brookhaven Request to Formally Cancel Brookhaven Land Use Agreement (2016)
- Safeline Request to Use Power Outlet on North Common for Logo Celebration
- Water Bills – Delinquencies – Disconnections
- E911 Address for New Mini-Cell Tower
- Transfer Station – No Fee Service
- Marty Gratz – Vacant Town Lot Maintenance

Public Comment

There were no public comments

Approve Minutes from June 20, 2017

Susan Elder made a motion to approve the minutes of June 20, 2017 FEMA Buyout Public Meeting Minutes and June 20, 2017 Selectboard Meeting Minutes. Ruben Hook seconded the motion. All were in favor, so moved.

Town Lot Near Marty Gratz Home

Marty attended the meeting to express concern about the vacant Town lot near her home. She said that over the years the lot has become overgrown with Box Elders, Wild Chervil, and Wild Parsnip. Marty asked if Rick and Brian would come and take a look at it with her to determine potential removal of the tallest Box Elder and overall ongoing maintenance of the vacant Town lot. Maggie will ask Rick to meet with Marty to view the site and give maintenance recommendations to the Board.

FEMA Update

Maggie gave an update based on recent communications with FEMA and Emergency Management representatives. She noted that there is currently no grant in place for the FEMA Buyout and/or Elevation projects; one is anticipated by end of September 2017. Recommendations were to work on getting Letters of Agreement signed by resident agreeing to pay 25% of the costs of steps moving forward, such as appraisals, historic digital recordation, etc. Maggie has already put out requests for quotes for the digital recordation. The Board asked that she also put out bids for appraisals for the homes included in buyouts.

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Animal Control/Dog Ordinance-Draft

Maggie presented the Animal Control Dog Ordinance draft for final review and discussion. Due to a change in printing/submission dates at the Randolph Herald, Maggie will present the Animal Control/Dog Ordinance for adoption at the Selectboard Meeting on July 25, 2017, and will submit for publication directly following its adoption.

Transfer Station

Food Scrap Collections – Costs – Service Fees

Maggie informed the Board that the Transfer Station is now fully compliant with the State mandates regarding food scrap collections. She informed the Board that there will be costs associated to this mandate and advised consideration of a fee structuring over the next few months. The Board will be reviewing the invoices from Grow Compost as they are received and begin a fee structure based on the costs associated with the service.

No Fee Service

A discussion was held regarding no fee trash services currently being provided to Chelsea churches, the Fire Department, and Fish and Game Department.

Greg Kotyk made a motion to offer free trash collection to the churches, Fire Department, and Fish and Game Department that fall within the boundaries of the Town of Chelsea. Mike Kuban seconded the motion. Mike Kuban, Greg Kotyk, and Ruben Hook were in favor, Susan Elder opposed; so moved.

Highway Department

Bridge Construction/Detour Signage/Preparation Update/Preparation for Bridge 9

Maggie informed the Board that Rick has placed the detour signs for the Bridge 9 project. The Orange County Sherriff's Department has been called to request monitoring and deterrence of speeding on local roads that may be used as alternate detours.

Recent Storm Damages

Maggie informed the Board that she had been notified by Kevin Geiger/Two Rivers-Ottawaquechee Regional Commission stating that there may be State and/or FEMA monies available for damages resulting from the recent storm. Maggie has asked Rick (Road Foreman) to compile images and a cost list to present for potential cost reimbursement. Maggie also requested costs associated with the storm from David Farnham (Emergency Management Director), to include costs associated with pumping out resident basements.

Old Town Garage Discussion

The Board discussed the upcoming Old Town Garage Public Meeting and determined to hold this meeting on Tuesday, July 25, 2017 in the Town Hall at 5:30PM with the regular Selectboard meeting directly following at 6:30PM in the Chelsea Public Library. This Old Town Garage Discussion will pertain to public consideration of the potential demolition of the Old Town Garage as part of the FEMA buyout program or to leave it as it currently stands.

Water/Wastewater

Electronic Discharge Monitoring Reports

Maggie informed the Board that Nolan's computer has now been installed and his email will be set up shortly. Both of these needed to occur in order for Nolan to access and input into the State Electronic Discharge Monitoring Reports system.

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Water Main Break Process

Maggie presented materials and informed the Board of the process used for alerting residents of the Boil Water Notification and the discontinuation of the Boil Water notification. Numerous radio stations were notified to broadcast the Boil Water Notice and also its discontinuation. Notifications were hand delivered, door to door, by 3 elected/appointed officials when the Boil Water Notice occurred. In addition, both notifications were placed on Front Porch Forum. A Town of Chelsea Facebook Page was created to assist in this event notification as well. Certification of the process was submitted to the state post occurrence.

Water/Sewer Bills – Delinquency

Maggie informed the Board that water/sewer bills would be going out again this week. The Board has requested a notice be written on the bills stating that water bills are due to be paid in full by August 1st. After August 1st, notices will be sent to outstanding accounts stating that the account holder must have a payment agreement in place within 15 days to avoid disconnection.

Town of Chelsea Domain Name

Maggie informed the Board that the Domain name concern has been resolved.

Town of Chelsea Facebook Page

The Board discussed the Town of Chelsea Facebook Page. It was recommended that both this Facebook Page and the Town of Chelsea website be used as the two official sites where residents can find official Town related information and notifications.

Development Review Board – Planning Commission: General Discussion Regarding Intent of the New ByLaws

The Selectboard, Development Review Board, and Planning Commission had a discussion on the proposed new zoning regulations. The Selectboard had received the new wording for the areas of concern at the previous hearing. This will be updated and another public hearing will be scheduled.

Brookhaven Request to Formally Cancel Brookhaven Land Use Agreement (2016)

The Board reviewed Brookhaven's request to formally cancel the Brookhaven Land Use Agreement dated June 28, 2016.

Mike Kuban made a motion that the Selectboard formally cancel the Brookhaven Land Use Agreement, dated June 28, 2016. Ruben Hook seconded the motion. All were in favor, so moved.

Safeline Request to Use Power Outlet on North Common for Logo Celebration

The Board reviewed Safeline's request to use the power outlet that is on the North Common for their new logo celebration of August 10, 2017. The Board asked Maggie to inform her that would be fine.

Executive Session – Legal

Susan Elder moved to go into executive session (Legal) at 9:35PM after making a specific finding that premature general public knowledge would clearly place the public body or a person involved at a substantial disadvantage. Mike Kuban seconded the motion. All were in favor so moved. The Town Administrator was invited to stay. No action taken.

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Susan Elder made a motion to exit executive session at 9:55. Mike Kuban seconded the motion. All were in favor, so moved.

Executive Session – Personnel

Susan Elder moved to go into executive session (Personnel) at 9:56PM after making a specific finding that premature general public knowledge would clearly place the public body or a person involved at a substantial disadvantage. Ruben Hook seconded the motion. All were in favor so moved. The Town Administrator was invited to stay. No action taken.

Susan Elder moved to exit executive session at 10:02PM. Ruben Hook seconded the motion. All were in favor, so moved

Approve Order

Susan Elder made a motion to approve orders except for the Rec Committee orders and the Clark's invoice for Highway. Mike Kuban seconded the motion. All were in favor, so moved.

Adjourn

Mike Kuban moved to adjourn the meeting at 10:07PM. Susan Elder seconded the motion. All were in favor, so moved.