

Chelsea Selectboard Meeting Minutes (DRAFT)
Tuesday, April 2, 2019 6:30PM
Chelsea Public Library

Selectboard Members Present: Susan Elder (Chair), Kent Gilman, Karen Lathrop

Other Town Officials/Employees Present: Gayle Durkee (Town Treasurer), Katherine Zachary (Selectboard Administrative Assistant),

Members of the Public Present: Ferron Wambold, Marianne McCann (The Herald), Brian Farnham

I. Call Meeting to Order: Susan Elder called the meeting to order at 6:35pm.

II. Changes/Additions to the Agenda

- a. Town Permits
- b. Use of Greens/Commons by Child Advocacy Center

III. Use of Greens/Commons by Child Advocacy Center

Ferron Wambold informed the Board of the high child abuse statistics in Orange County. The Center is funded by grants and various fund-raising events. It will be partnering with Safeline, Vermont Bear and Build-a-Bear for this Saturday's event at the North Common. The event begins at 9:00am with a one (1) mile run and then a 5K run at 9:30am. The Center is trying to keep the event as local as possible while bringing families together. The Orange County Sheriff's Department will be assisting with traffic control and safety of the runners. The event should conclude by 2:00pm. Kent moved to approve the use of the North Common by the Center; Karen seconded; all were in favor; approved.

IV. Conflict of Interest Disclosure (numbered sequence varies from original Agenda)

None

V. Repairing and filling holes on the Commons (numbered sequence varies from original Agenda)

The holes were filled last year by the road crew.

VI. Additions re. environmental projects/Zuckerman

Tabled; to be discussed at the next Board meeting.

VII. Planning Committee members and terms discussion (numbered sequence varies from original Agenda)

Seven (7) members need to be assigned terms and then the information needs to be provided to Dickson Corbett. The members are: Dickson Corbett, Tim Courts, Susan Hardin, Neil Kennedy, Ed Kuban, Ed Burger and Bob Brannan. Kent moved to set terms for the members; Karen seconded; approved. The terms set are: Ed Burger and Bob Brannan – exp. 2020; Tim

Chelsea Selectboard Meeting Minutes (DRAFT)
Tuesday, April 2, 2019 6:30PM
Chelsea Public Library

Courts and Susan Hardin – exp. 2021; Dickson Corbett, Neil Kennedy and Ed Kuban – exp. 2022. Katherine will provide the information to Dickson Corbett.

VIII. Abatement of water bills re. Dixie’s Restaurant (numbered sequence varies from original Agenda)

24 V.S.A. § 1535 is the applicable statute that defines “abatement” and outlines the respective process. The next step for the Town is to review an abatement request by a resident. Katherine will contact the owner by letter and inform her that she needs to request an abatement from the Board of Abatement.

IX. Hiring of maintenance person for Town Hall building(s) (numbered sequence varies from original Agenda)

The Town will continue to use Max Quale for maintenance duties.

Kent stated that the custodial position differs from the maintenance position. Susan suggested that the custodial position be advertised and/or posted. A job description should be included and the vacancy position advertised in “The Herald”.

X. Update on Allenville fees/contract (numbered sequence varies from original Agenda)

Karen has researched the agreement and stated that the Town received a discount on gravel.

XI. Update on Compliance with DEMHS/NIMS (numbered sequence varies from original Agenda)

Susan stated that the Town is in compliance as two (2) Board members have taken the training/classes. Katherine will contact John Upham to acquire more information.

XII. Update on Conflict of Interest Policy (numbered sequence varies from original Agenda)

The Town’s “conflict of interest” Policy must be reviewed by the Board before July 2019. Susan stated that there should be one in place should there be a Board member issue. The Policy must be in place before July 31, 2019. Once the Policy is passed and approved, it will be posted on the Town’s website.

XIII. Cemetery Trust Funds (numbered sequence varies from original Agenda)

Gayle stated that the Certificate of Deposit associated with the funds cannot be used until 2020.

XIV. Use of R. Gould Athletic Field by TSA(numbered sequence varies from original Agenda)

Katherine will contact TSA regarding prior use of the Field.

XV. Town Greens Trust funds (numbered sequence varies from original Agenda)

Gayle informed the Board that the Town will not be paying tax(es) on Sylvia’s bequest.

Chelsea Selectboard Meeting Minutes (DRAFT)
Tuesday, April 2, 2019 6:30PM
Chelsea Public Library

Gayle has spoken to the NEMRC representative. The Town does not need the disaster recovery module and the training, travel and annual support do not need to be paid all at once. An additional module can be purchased every year. The cost of the program will be between \$11,000.00 and \$12,000.00.

Gayle asked how the diesel delivery fee should be appropriated for the trucks. Kent stated that it does not need to be divided and apportioned as the fee is minimal.

XVI. Town Mowing vs. RFP for Mowing (numbered sequence varies from original Agenda)

Susan thanked Brian Farnham for his years of mowing done for the Town. Brian voiced his displeasure with not having been told that his services would no longer be needed. Susan apologized for the oversight. Kent has spoken to Rick about the mowing. The Town has purchased a tractor to do the mowing and Zeb will now be doing the mowing. A trimmer and a push mower may need to be purchased at a cost under \$1,000.00. The recreation field mowing must be paid attention to.

XVII. Administrative Assistant's Report (numbered sequence varies from original Agenda)

Katherine informed the Board that Ron Allen had come into the office asking about putting in exercise equipment at the school for use by the public. She will inform him that this discussion must be taken up with the School.

Rick will be purchasing tires for two (2) of the Town trucks.

A letter of support has been requested by CVWSMD as it is applying for a grant. Katherine will draft one and submit it to the Board for review.

There is a Green-Up Vermont grant that the Town may apply for and awarded \$400.00. Susan moved that the town apply for the Grant; Kent seconded; approved. Katherine will apply for same.

Katherine will pass the Art Bus information to the Child Advocacy Center.

The Municipal Roads General Permit Planning Report needs signature. Susan signed the Report. Katherine will submit it to the State.

XVIII. See XV Above

XIX. Town Clerk (numbered sequence varies from original Agenda)

Karen has reviewed and forwarded to the Board various Town permits that need to be monitored and updated.

XX. Transfer Station (numbered sequence varies from original Agenda)

Compactor was repaired last week by Patch. Myers has submitted an invoice for visiting and looking at the compactor. No work was done by Myers.

Chelsea Selectboard Meeting Minutes (DRAFT)
Tuesday, April 2, 2019 6:30PM
Chelsea Public Library

XXI. Water/Wastewater (numbered sequence varies from original Agenda)

No discussion

XXII. Highway Department (numbered sequence varies from original Agenda)

Kent informed the Board that LimLaw had been the entity whose trucks had contributed to the damage of the road(s). Rick spoke to LimLaw. It is difficult to determine how much damage was done as the result of the trucks and how much from general public use. Rick will see if a box culvert will need to be installed. The gas meter used by the Town trucks is in need of repair.

Kent moved for the Town to adopt the Roads and Bridges Standards; Karen seconded; adopted.

XXIII. Executive Session - Legal (numbered sequence varies from original Agenda)

Susan moved to go into Executive Session at 8:44pm; Kent seconded.

Susan moved to exit Executive Session at 9:03 pm; Kent seconded.

Susan moved to approve the revised settlement agreement revisions re dog bite matter; Kent seconded; approved. The Agreement will next need approval by the Court.

Susan moved to exit Executive Session at 9:03pm. Kent seconded; approved.

XIV. Approve Orders (numbered sequence varies from original Agenda)

Kent moved to approve the Orders; Karen seconded; the Orders were signed.

XV. Adjourn

Susan moved to adjourn at 9:05pm; Karen seconded; adjourned.