

Chelsea Selectboard Minutes (DRAFT)  
Tuesday, February 5, 2019 6:30PM  
Chelsea Public Library

**Selectboard Members Present:** Mike Kuban (Chairman), Susan Elder (Vice-Chair), Kent Gilman

**Other Town Officials/Employees Present:** Gayle Durkee (Town Treasurer), Rick Ackerman (Highway Foreman), Tim McCormick (Zoning Administrator), Katherine Zachary (Selectboard Administrative Assistant)

**Members of the Public Present:** Marianne McCann (The Herald), Shelagh Smith, Rob Button

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**I. Call Meeting to Order:** Mike Kuban called the meeting to order at 6:31pm.

**II. Changes/Additions to the Agenda**

- a. Sheilagh Smith – water
- b. Rob Button
- c. Susan Elder – personnel
- d. Abandoned vehicle

**III. Conflict of Interest Disclosure**

None

**IV. Approve Selectboard meeting minutes of January 22, 2019 and January 29, 2019.**

Susan moved to approve the January 29, 2018 minutes; Kent seconded; all in favor; approved. The January 22, 2018 meeting minutes were tabled to the next Selectboard meeting.

**V. Sheilagh Smith (added to original Agenda)**

Ms. Smith stated that she bought the Winnie Royce home, a single family home with two (2) water/sewer meters. She requested that she get one (1) bill only and have only one (1) meter. Gayle Durkee will be advised of same.

**VI. Rob Button (added to original Agenda)**

Mr. Button stated that his friend, Paul Kramer, has left his house empty for the winter season. Mr. Button has talked to Nolan LaFrancis and has had the water turned off in the house. Nolan will let Gayle Durkee know. There is a \$75 fee for shutting the water.

**VII. Personnel (added to original Agenda)**

Rick had several questions for the Board about health insurance. Mike stated that the Town will offer an opt-out benefit and will budget for the position, not the individual. Transactions and agreements by previous Boards are not known to the current Board and don't appear in meeting minutes. The Board is trying to put forth a budget that is fair to the employees and the Town. The Board needs to budget for future employee wage increases. The Board would like Rick and Nolan to submit written evaluations of Zeb. Rick stated that the new tractor has not

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been delivered. Discussion of delinquent water and sewer accounts were tabled to the next Selectboard meeting.

**VIII. Abandoned Vehicle** (added to original Agenda)

Susan has spoken to Eve DesJardins about the abandoned vehicle in front of her property. It has since been moved and is now in front of the public basketball court. The Town has to go around the vehicle in order to plow and children using the court have to walk around the vehicle into the road. Katherine will write a letter to Ms. DesJardins about the vehicle, a draft which will be circulated for the Board's approval.

**IX. 2019 Budget Discussion(s)** (numbered sequence varies from original Agenda)

Kent sent an e-mail to Rita (TRORC). On the TRORC preliminary report, the Maple Avenue Bridge is No. 5. The Town is trying to get funding. In the meantime, other projects are moving up the list. There are 31 towns on the TRORC list. Kent will contact Chris Bump. The Moxley Bridge project will cost approximately \$58,000.00.

Mike will draft new Town Warning.

Board needs to ask taxpayers for \$873,984.00. This is \$71,300.00 more than last year and includes budgeting for health insurance for certain employees and Zeb's wages.

Susan moved to sign Lister's certificate; Kent seconded; all in favor; signed.

**X. Executive Session –Legal (if needed)** (numbered sequence varies from original Agenda)

Susan moved to enter into executive session at 7:21pm after making a specific finding 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. Kent seconded the motion. All were in favor; so moved. The Town Administrator was invited to stay.

Tim McCormick informed the Board of recent solar array/permit issues. The Board will resume Rob Button.

The proposed Settlement Agreement drafted by the Town's attorneys regarding the *Letourneau* matter was reviewed. Katherine will send a response to the attorneys.

Susan moved to exit executive session at 7:45pm. Kent seconded the motion. All were in favor; so moved. No action taken.

**XI. Administrative Assistant's Report**

Katherine informed the Board of her discussion with Marty Gratz who came into the office inquiring about the next steps to be taken after receiving a FEMA grant several years ago.

Katherine shared a January 29, 2019 letter re. VELCO's fulfillment of all pre-operation conditions leading to its full operation on February 1, 2019.

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Katherine informed the Board of her conversation with Dave Rugh, Esq. who asked who would be assisting him with the FEMA buy-outs.

The Board signed the “Annual Financial Plan – Town Highways” and “Certificate of Compliance for Town Road and Bridge Standards and Network Inventory”.

**XII. Approve Orders** (numbered sequence varies from original Agenda)

Motion by Susan to approve Orders; Mike seconded; all were in favor; so moved; the Orders were signed.

**XIII. Adjourn** (numbered sequence varies from original Agenda)

Susan moved to adjourn at 8:40pm; Kent seconded; all were in favor; adjourned.