Chelsea Selectboard Minutes (DRAFT)
Tuesday, January 29, 2019 6:00PM
Chelsea Town Hall

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

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

Members of the Public Present: None

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

II. Changes/Additions to the Agenda

A discussion on proposed Town Hall/Library maintenance projects was added to the Agenda.

III. Conflict of Interest Disclosure

None

IV. Approve Selectboard Meeting Minutes of January 22, 2019

Tabled to next week

V. Proposed Town Hall/Library Maintenance Projects (added to original Agenda)

The Board discussed various proposed maintenance projects needed in the Town Hall and Library. These include, but are not limited to, window latches, foyer light switch, motion sensor and light fixtures.

Susan will contact Rick Allen to discuss the projects.

Max Quale will also be contacted.

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

Mike invited town employees to come to Selectboard meetings to discuss budget questions they may have.

Thirty (30) hours of weekly employment entitles an employee to benefits.

Mike stated that this year's budget will not include a large FEMA reimbursement similar to last year's. $474,270.00 is the amount needed to be raised by taxes.

Total highway expenses amount to $638,950.00. There is a highway surplus of $3,650.00. Diesel cost for the equipment significantly increased last year. It would be wise to know which vehicles are burning the most fuel.

Mike will draft the Warning for the Town Report.

The Board will sign the Line of Credit documents.

Mike stated the budget is up by $22,385.00, which is in line with previous years. Any changes or additions can be added by an Addendum to the 2018 Town Annual Report.

The Budget discussions ended with the comment that a new Emergency Management Director is needed as Dave Farnham resigned.

Kent stated that, due to a noted increase in unacceptable behavior and lack of civility by residents, the topic should be discussed at Town meeting or in the Town report. The issue needs to be addressed. Susan reaffirmed the need to have this discussion during Town Meeting. Civility is key.

Mike will send the Warning to last year's moderator and to Karen. The Warning has to be posted in town and sent to the Printer.

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

Not needed

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

Katherine presented the Purchase Order for the John Deere tractor for signature; the Order was signed. She also presented the VELCO and Cardinal Logistics excess weight permits to the Board for signature. The permits were signed. Katherine informed the Board that one of the FEMA buyout property appraisals needs to be corrected as it identifies the wrong property owner(s). She has contacted the appraiser to make the correction. The SAM renewal process is being started so that the Town can continue to receive Federal grants. Katherine presented the Public Assistance Management Costs Selection to the Board. Mike signed the Selection Form for reimbursement of management costs relative to FEMA project DR 4330 (S. Washington Road project).

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

Greg moved to approve the Orders; Susan seconded; all in favor; approved.

X. Adjourn (numbered sequence varies from original Agenda)

Susan moved to adjourn at 8:00pm; Kent seconded; all were in favor; adjourned.