

Chelsea Selectboard Meeting Minutes (FINAL)
Tuesday, June 18, 2019 6:30PM
Chelsea Public Library

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

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

Members of the Public Present: Marianne McCann (The Herald)

I. Call Meeting to Order: Susan Elder called the meeting to order at 6:34pm.

II. Changes/Additions to the Agenda:

Municipal Roads Grants-In-Aid Program
Leadership Summit
RFP for Audit Services
Transfer Station Fees
DRB Term Limits

III. Conflict of Interest Disclosure

None

IV. Approve Selectboard Meeting Minutes of June 4, 2019

Kent moved to approve the Selectboard Meeting Minutes of June 4, 2019; Liam seconded; approved.

V. Town Treasurer

The Line of Credit monies are almost depleted. Rick will be asked to delay the ordering of sand. \$30,000.00 will be coming back to the Town from the School.

The monies for relocation of the Dybvig tenants should be reimbursed by the FEMA buyout program. The Town should be reimbursed \$984.50 or 25% of the approximate \$4,000.00 initially given to the tenants.

Kent will advise Rick of the need to delay the ordering of the sand.

Gayle will open a restoration fund.

Gayle has redone the timecards and has formulated an Excel spreadsheet to better reflect where work is being done by the highway department crew.

Gayle has finished entering the data in NEMRIC and is now caught up. The library and cemetery numbers need to be entered.

Myers repaired the transfer station equipment in 2017 for a total of \$7,340. In 2018, the cost of repairs was \$3,029. According to Snook, The cardboard container needs to be emptied more

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often than in past years due to the influx of Amazon deliveries. If residents are charged for recycling, this may lead to less recycling or recycled items left on the side of the road. Barre charges for recycling. The trash compactor is 30 years old. A new one would cost between \$24,000.00 and \$25,000.00.

VI. Lease Lands

The Selectboard must vote to retain ownership of lease lands by January 1, 2020. A third party, such as an attorney, could be hired to search for lease lands. The Town can vote to release these lands. Chelsea has released a few parcels in the past.

VII. Reserve Fund

Kent will look into the various road projects in order to come up with a figure for the reserve fund. The Moxley Bridge project fund has \$10,000.00. Kent suggested that in preparation for next year's Town Report, it would be advisable to set up a matching/reserve fund which would help to pay the Town's portion of future projects. This could grow as interest is compounded and would be beneficial for the Town to be proactive. This topic will be on the Agenda for the August Selectboard meeting. Rick will be asked to compile a list of projects and their matching fund obligations.

VIII. Dogs permitted to run loose on Town properties (i.e. cemeteries)

Dogs, by law and ordinance, have to be leashed on Town property.

IX. Administrative Assistant's Report

Katherine presented the two-year Grow Organics Contract for signature. Susan moved to sign the contract; Liam seconded; all were in favor; the contract was signed. Katherine also presented the Senior Center's request to use the Village Greens with specified dates. Susan moved to approve the request; Liam seconded; all were in favor; approved. Katherine also presented Grants-In-Aid Program document(s) needing review and signature. Susan moved to sign the document(s); Liam seconded; signed.

The RFP re. audit services will be sent to Chad Hewitt and the RFP for the transfer station services will be drafted and sent to Myers and Casella.

There is a mandatory meeting re. the April 15, 2019 flooding event(s). Katherine will attend in Bethel on June 25, 2019 at 10:00am.

Katherine has applied for the Green-Up Day grant which has a maximum \$400.00 award.

X. Town Clerk (differs from Original Agenda)

Recording fees will be increasing from \$10.00/pg. to \$15.00/pg. \$4.00 of this fee will be used by the Preservation Fund.

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As of July 1, 2019, proof of identity must be provided upon application for birth and death certificates.

XI. Transfer Station

Transfer station fees are proposed to be increasing as of July 1, 2019. The date is changeable. There was a deficit of \$8,000.00 in 2018 between income and expenses for the station. It may be necessary to start charging for oil disposal. Other Vermont towns also charge for yard waste which Chelsea does not. Getting feedback from Snook will help to determine the issue of fee increases.

XII. Organization of Minutes on Town Website

The SB minutes on the Town website need to be organized. A separate link for the minutes is a possibility.

XIII. VT Community Leadership Nominee

Liam was nominated after he offered to take on the role. The event is taking place at Vermont Technical College.

XIV. Water/Wastewater

The tax rate will be set upon the completion of the Grand List.

XV. Highway Department

Kent stated that the mower/trailer will be arriving next week or the week after.

XVI. Executive Session (Legal)

Susan moved to go into Executive Session at 8:27pm; Kent seconded.

Susan moved to exit Executive Session at 8:47pm; Kent seconded.

No action taken.

Next Selectboard meeting will be on July 2, 2019 at the Chelsea Library.

XVII. Approve Orders

Susan moved to approve the Orders; Kent seconded. Orders were approved with one (1) correction needing to be made re. employee compensation.

XVIII. Adjourn

Susan will be going to the DRB meeting on June 19, 2019, for the discussion of DRB members/term limits.

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Liam moved to adjourn at 8:52pm; Kent seconded. Meeting adjourned.