

Chelsea Selectboard (Organizational) Meeting Minutes (FINAL)
Tuesday, March 5, 2019 (After Town Meeting)
Chelsea Library

Selectboard Members Present: Susan Elder (Chair), Greg Kotyk (Vice-Chair), Kent Gilman, Karen Lathrop and 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 1:04pm.

II. Changes/Additions to the Agenda

None

III. Conflict of Interest Disclosure

None

IV. Approve Selectboard meeting minutes of February 19, 2019.

Greg moved to approve the February 19, 2019 Selectboard minutes; Susan seconded; all were in favor; approved.

V. Special Town Meeting Date

Greg moved to have the special town meeting on April 9, 2019 at 6:30pm at the Chelsea Library; Kent seconded; all were in favor; approved.

VI. Appointment of CVWSMD representative

The appointment was tabled. The vacancy will be put on the Town's website.

VII. Board Organization

a. Elect Chair and Vice-Chair

Greg moved/nominated Susan for Selectboard chair; Kent seconded; nomination approved. Kent moved/nominated Greg for Selectboard vice-chair; Susan seconded; all were in favor; nomination approved.

b. Set Board Meeting Dates, Time and Place

Greg moved to have the Selectboard meetings on every 1st, 3rd and 5th (if needed) Tuesdays of the month at 6:30pm in the Chelsea Town Library; Kent seconded; all were in favor; approved. Katherine will inform the Library of the dates and times.

c. Select Official Newspaper

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Greg moved to have “The Herald” as the official Town of Chelsea newspaper; Susan seconded; all were in favor; approved. Katherine will also renew the subscription.

d. Title 24VSA §1623 – Authority to Sign Orders

Liam moved that the members of the Board be permitted examine and “allow claims against the town for town expenses and draw orders for such claims to the party entitled to payment”. Kent seconded; all were in favor; approved.

Greg questioned whether a hard copy of the Chelsea Annual Report is needed for next year as many towns have changed over to digital copies. Susan thought that perhaps a survey should go out to the town’s people as to whether the reports should be mailed out as done in the past or just made available at different locations in town.

Greg also suggested that the petitions and reports be submitted in mid-January so that there is time to review. The Town deserves a better Report, one with not so many errors.

VIII. Appointment of Officers

Greg moved to table the appointment of officers to the next Selectboard Meeting on April 9, 2019. Liam seconded; all were in favor; so moved. Katherine will send letters to the various officers requesting whether they wish to continue in their position(s).

IX. Planning Commission, DRB Plan for Filling Seats

See VIII above.

X. Town Treasurer

The amount of water/sewer charges for the tenant in the apartment above the “Dixie’s II” restaurant needs to be recalculated due to the restaurant’s closing.

XI. Town Clerk

Karen has recycling information. Susan suggested that it be distributed at the next special town meeting of April 9, 2019.

XII. Transfer Station

None

XIII. Water/Wastewater

None

XIV. Highway Department

Kent has been in contact with Chris Bump, the District 4 Project Manager, regarding the Moxley Bridge project. There is no cap on matching funds. The matching funds may “in

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kind". Chris will see if he can increase the project cost so as to cover any change orders. \$13,500.00 would remain the Town's match.

The Blackhawk project has a June deadline. Katherine will contact Rick as to whether the Town will be hiring for the project.

Kent moved to post the roads; Greg seconded; all were in favor; so moved. Katherine will speak to Rick about posting the roads.

XV. Executive Session –Legal (if needed)

Not needed.

XVI. Administrative Assistant's Report

Katherine informed the board of a Community Strengthening Workshop coming up on March 27, 2019 in East Burke, Vermont.

A representative to the Central Vermont Solid Waste Management District needs to be appointed for Chelsea. Katherine will post the vacancy on the Town's website.

Katherine submitted two (2) Excess Weight Permit applications. Susan signed the permits.

Katherine will speak to Rick about the approval of the roads and any restrictions.

Katherine will order another Selectboard Handbook from VLCT.

XVII. Approve Orders

None

XVIII. Adjourn (numbered sequence varies from original Agenda)

Liam moved to adjourn at 2:19pm; Greg seconded; all were in favor; adjourned.