

Chelsea Selectboard Meeting Minutes (**FINAL**)
Tuesday, May 7, 2019 6:30PM
Chelsea Public Library

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

Other Town Officials/Employees Present: Rick Ackerman (Road Foreman), Katherine Zachary (Selectboard Administrative Assistant)

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

I. Call Meeting to Order: Susan Elder called the meeting to order at 6:30pm.

II. Changes/Additions to the Agenda

See below

III. Conflict of Interest Disclosure

None

IV. Approve Selectboard Meeting Minutes of April 30, 2019

Karen moved to approve the Selectboard Meeting Minutes of April 30, 2019; Kent seconded; approved.

V. Town Treasurer

a. Year-to-Date Variances of Town Highway Expenses

For review was the detailed NMRIC document relating to the variance of the highway expenses from the previous year. The cost of sand increased \$11,000.00 over what was budgeted. Rick stated that a few more loads of salt will have to be purchased for next year. He also stated that he would like to have the sand/salt barn sided.

VI. FEMA buy-out of Dybvig property/tenant relocation costs

Richard Dybvig will be asked to attend the next Selectboard Meeting on May 21, 2019.

VII. Town Hall repairs

See X. below.

VIII. Administrative Assistant's Report

Katherine presented the Serving Permit Application of the North Common Arts for May 11, 2019 to the Board for signature. Susan moved to approve the application; Kent seconded; approved.

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Katherine also presented the Farmers' Market application for the use of the Village Greens for the coming season (May 17 – September 27, 2019; 3-6:00pm). Susan moved to approve the application; Kent seconded; approved.

Katherine had e-mailed Marty Gratz's e-mail relating to the mowing of the lot adjacent to the pump house. The lot was mowed today. A more thorough clean-up will happen when the ground dries.

IX. Allocation of Cemetery Mowing Costs

The cemeteries are mowed four (4) times a year. Gayle will be asked to allocate the mowing done by Zeb on the cemeteries between the Town departments with Zeb's time-card(s) also needing to reflect same.

X. Town Clerk

Karen stated that Max Quale's estimate of last year for the stone work in front of the entrance to the Town Hall may need to be updated. There is \$3,800.00 left in the budget for repairs. The Board will wait until an updated estimate is received before deciding whether to do a "quick fix" or replace the stones with another type of stone

XI. Transfer Station

a. Myers Container Service contract

Katherine has contacted Myers to get a copy of the Town's contract. She will have a copy of the contract for the next Selectboard meeting.

XII. Water/Wastewater

The bank of the recreation field by the sewage plant has washed out and may need to be reseeded. A state permit may be required.

XIII. Highway Department

A few of the Town speed signs show bullet holes. The town speed signs have to be replaced by federally mandated and approved signs (have reflective properties, among other things). Rick will speak with Gayle about these signs and also about insuring that highway operating expenses are in proper categories.

Brian's truck has no warranty. This fall, tires need to be purchased for the two 10-wheelers.

Any renovations or repairs to the Moxley Bridge must be performed by certified contractors skilled in repairing of historic structures. Kent will speak to Rita from the Two Rivers Ottawaquechee Regional Commission the repairs and the grant received by the Town for the Bridge work.

Rick signed the excess weight permit applications presented to him by Katherine.

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a. Diesel fuel meter at Town Garage

Diesel fuel pump/gauge is working correctly. There was an issue with the handle during the winter. Any gas pumped by the department is detailed in the log book.

b. Open Bids for Blackhawk Project

The Board opened the bids submitted by contractors for the Blackhawk project. They were as follows:

K & S Construction - \$62,500.00
Hebert Excavation - \$58,000.00
Hook Construction - \$43,395.00
Blue Mountain - \$34,750.00
Avery Excavation - \$26,400.00
ECS Excavating - \$25,600.00
Duranleau - \$10,500.00

A decision will be made by the Board at a Special Selectboard Meeting or regularly scheduled Selectboard meeting. The Board does not need to automatically choose the lowest bidder for the project as the contractor's reputation is also a consideration. The work must be completed by June 30, 2019.

c. Gould Field mowing (Tim Carter will attend)

Kent researched the trailer needed by the Highway Department. He has not received a call back. The 6' x 14' trailer will cost between \$18,000.00 and \$19,000.00 and can be here in less than w (2) weeks. The push-mower is \$299.00 and can be purchase without the Board's approval as approval is needed for any item whose cost is above \$2,000.00.

Tim Carter will pick up necessary forms for use of the Roberts-Gould Field tomorrow.

XIV. Executive Session – Legal

Susan moved to enter Executive Session at 7:47 pm; Karen seconded; so moved.

a. Custodian employment applications

Katherine will e-mail the job description to Susan. The position will then be advertised in the Front Porch Forum and on Facebook. No action taken.

Susan moved to exit Executive Session at 8:07 pm; Kent seconded; so moved.

Susan moved to approve the payment of a town resident's utility bill of \$150.55; Kent seconded. Payment will be made directly to the provider.

XV. Approve Orders

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Susan moved to approve the Orders at 8:07 pm; Karen seconded; so moved; Orders were approved.

XVI. Adjourn

Kent moved to adjourn at 8:12 pm; Susan seconded; adjourned.