

Chelsea Selectboard Minutes (DRAFT)  
Wednesday, November 7, 2018 6:30PM  
Chelsea Public Library

**Selectboard Members Present:** Michael Kuban (Chair), Susan Elder (Vice Chair), Cynthia Masterman, Kent Gilman

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

**Member(s) of the Public Present:** Timothy O'Dell, Liam Hogan, Tim McCormick, Brooks Chapin, Heather Mullen

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**I. Call Meeting to Order:** Michael Kuban called the meeting to order at 6:30PM

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

- a. First Branch Ambulance (see below)
- b. EC Fiber/Wi-Fi Access (see below)

**III. Conflict of Interest Disclosure**

Mike is a member of the First Branch Ambulance Board

**IV. Approve Selectboard Meeting Minutes of October 16 and October 24, 2018**

Cynthia moved to approve the minutes; Kent seconded; all were in favor; so moved.

**V. First Branch Ambulance (discussion moved up the original Agenda)**

Monique Breman (sp.?) has stepped down . Heather Mullen would like to fill the position as Chelsea rep. to the Ambulance Board. Kent stated that if Heather is interested in the position, there would be no objection. Cynthia moved to appoint Heather to the Ambulance Board as the Chelsea representative. Kent seconded the motion; all were in favor; so moved.

**VI. Wi-Fi access/Broadband Expansion Project (discussion moved up the original Agenda)**

Liam Hogan of Hogan Computing proposed a second EC Fiber line into the Chelsea Public Library or the Town Treasurer's Office. This would deal with the public accessing the Library's wi-fi in their cars outside of the Library. Hogan Computing would be manage the network. The project would entail several access points and routers with a proposed annual budget of \$5,000.00. Timothy O'Dell, the Corinth representative to TRORC, stated that expanding broadband would be an economic advantage to Chelsea. Young people are looking to move into towns having internet access. DSL is not enough for those wanting to run a serious home business.

**VII. FEMA Update**

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Cynthia provided copies of the FEMA Voluntary Transaction Agreements for the three properties that will be signed by the Selectboard. The owners of the properties are looking to move and a title search will be done by the Town's attorney on all of the properties. AS the appraisals have been done by FEMA, if an owner wants a reappraisal, the cost of same will have to be paid by the owner. The town will have to come up with the money for the buyouts. The sooner the buyout happens, the sooner the Town will receive the FEMA money. The water needs to be turned off on the properties.

Susan moved to approve the Agreements for the three properties and to authorize Cynthia to facilitate the completion of the project. Kent seconded; all were in favor; so moved.

**VIII. RFP/Bond Requirements re. projects**

**a. Review of VLCT Contract for Limited Services**

David Savastano has advised that any monies remaining from a project may be used by the Town for another project. The Recreation Department has not been approached as to whether it wants to use its monies to go forward with the Heath project. According to FEMA, if we had maintained the riverbank, i.e. put down RipRap, it could have awarded monies for the project. Susan stated that the Town should have been advised of this condition at the outset. Mike questioned as to why FEMA awarded the grant and then withdrew. Cynthia and Kent both opined that the town should go forward with the project. Rick will advise Duranleau to go ahead with the work.

There was discussion as to whether the Bond provision in the "Contract for Limited Services" should be deleted. The RFP's in the past have not included the bond requirement but may need to go forward. Perhaps a bond requirement could be tied in to the amount of the project. Kent stated it made no sense to include this requirement in small projects.

**IX. Typos on Zoning Ordinance**

Susan stated that there are two (2) small typos in the Zoning Ordinance. She has spoken to Karen who has advised that the corrections have to be put to an Australian ballot. According to the VLCT, a full Town meeting is not needed before the vote. What is needed is an informational meeting to comply with the time and notice requirements. Susan will work with Karen to set up the meeting. The vote will then be set to comply with the statutory requirements.

**X. Wage Data**

Susan prepared a wage data handout that can be used as a guideline for discussion.

**XI. Possible Selectboard Reformation of Number of Members**

Susan stated that it may be time to return to a three (3) member Board. There will be vacancies as of March 2019 when Mike and Kent leave the Board.. Susan and Cynthia are off the Board in 2020 and Greg is off the Board in 2021. Kent stated that it is easier to fill a three (3) member Board with the drawback being the "odd duck". Mike stated that there have been disagreements on the Board more often than other Boards but which have led to eventual agreements. He said

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that though the members may disagree the Board is healthy. The Public has to be “warned” if the board is going to go to three (3) members.

**XII. Blue Cross/Blue Shield**

Insurance review will be conducted at the next Board meeting.

**XIII. Town Clerk**

**XIV. Transfer Station**

Rick stated that he and Snook cleaned out the compactor. Katherine will call re. FREON disposal.

**XV. Water/Wastewater**

**XVI. Highway Department**

Rick submitted two (2) estimates for tractor. One cost was \$15,475.00. There is money in the equipment account to cover the cost of a tractor. The Town needs to decide if it will be doing the mowing in the coming year. Zeb will be doing the snow shoveling around the Town Hall.

Rick stated that it would be a good idea to put a cover over the fuel tank and tin siding on the salt shed.

Rick will begin working on the budget.

**XVII. Executive Session (Legal)**

Susan moved to enter Executive Session at 8:24pm; Cynthia seconded; all were in favor; so moved.

Susan moved to come out of Executive Session at 8:32pm; Cynthia seconded; all were in favor; so moved.

Susan moved to instruct town attorney to retain the animal behaviorist in the Letourneau matter; Cynthia seconded; all were in favor; so moved.

**XVIII. Approve Orders**

Susan moved to approve the Orders with the exception as to tax refunds due to clarification needed from the Town Treasurer; Cynthia seconded; all were in favor; so moved.

**XIX. Administrative Assistant’s Report**

1. Karen Lathrop, our Town Clerk, is now officially a member of the Vermont Town Clerk’s Association. PACIF/VLCT Contract needs review and possible revision as to the Bond requirement for projects. Mike will complete the Orange County Court Diversion

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survey/feedback request and Katherine will mail same. Katherine presented the Orange County Sheriff's letter stating that the contract cost for their services for the town has not increased. Katherine asked and was given permission to go to the Grant Writing workshop on Nov. 19, 2018. Katherine shared the recent correspondence from the Town's attorney re. the Court Request for Entry Upon Land in the Letourneau matter. She also shared the information on Laurie Lawless, an animal behaviorist that the Town's Attorney would like to retain for the litigation. The Local Hazard Mitigation Plan update via grant application and the Better Connections Grant Program (to help municipalities build more livable, walkable and strong communities) were presented. Various Magazines/Newsletters/brochures were shared with the Board. The Town Clerk's Town Election Report was provided to the Board. The Board advised where the Holiday Market Signs should be posted in town.

**XX\*.Adjourn**

Susan moved to adjourn at 9:14pm; Cynthia seconded; all were in favor; so moved.

**\*Numbered Agenda items do not reflect the order in the original posted Agenda.**