

Selectboard Meeting Minutes Draft

September 18, 2018

Selectboard Members Present: Susan Elder (Vice Chair), Cynthia Masterman, Greg Kotyk , Kent Gilman

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

Others Present: None

- I. **Call Meeting to Order:** Susan Elder called the meeting to order at 6:31PM.
 - II. **Changes to the Agenda**
Various dog issues will be discussed during Executive Session.
 - III. **Conflicts of Interest Disclosure(s):**
There were no conflict of interest disclosures.
 - IV. **Approve September 11, 2018 Selectboard Meeting Minutes**
Greg moved to approve the above-referenced Meeting Minutes. Cynthia seconded the motion; all were in favor; so moved.
 - V. **Town Clerk**
Katherine shared an e-mail from Karen re. winter shoveling of snow around the Town Hall. Discussion was had as to whether to have town employee take care of this even though it is not in the job description. Decision to be made at a later meeting.
 - VI. **Transfer Station**
Snook seems content in his job. Compactor needs to have some maintenance done as none has been done since its purchase. Katherine will ask Gayle about determining who has done the maintenance and will look for the contract.
 - VII. **Water/Wastewater**
No Discussion
 - VIII. **Highway**
Zeb is studying for his CDL license. He has not been drug tested. Susan stated that he does not need to be tested as he is not presently a licensed driver. Rick affirmed that he is, however, operating municipal equipment. Katherine will check into the personnel drug testing policy. Kent stated that he got an e-mail from Rita about a Better Roads Grant. Rick stated that there is a Better Roads Grant awarded to the Town for the 7' culvert installation at TH#4 and Williamstown Road. Discussion was had as to whether to put the work out to bid. Work must be completed by October 15, 2018. Board decided to put it out to bid and do an RFP. (Motion made by Susan; seconded by Greg). Rick will help Katherine with the RFP.
 - XIII. **Executive Session**
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Cynthia moved to go into Executive session to discuss legal matters at 6:57pm; motion seconded by Kent. Discussion was had as to the Letourneau matter and the upcoming September 27, 2018 telephone status court conference. It was decided that someone representing the Town should be at the conference, preferably a Selectboard member. An attorney at this point may be too costly. Greg will attend the conference. Greg will also give a citation tomorrow to the owner(s) of the barking dog(s) complained of by "Rosemary". Katherine will give him a copy of the Chelsea Town Dog Ordinance to include with the citation. Cynthia moved to exit Executive Session at 7:23pm; Greg seconded; all were in favor; so moved.

XIV. Administrative Assistant's Report

Katherine shared the e-mails/training brochures for the various 2019 health insurance options for Vermont employers, the FY2020 Vermont Better Roads Grant Program, and the Creative Placemaking Grants. Katherine will telephone Grizzly Trucking re. the excess weight permit request to get information as to which roads they will be using for transport.

XV. Approve Orders

Susan moved to approve the Orders at 7:40pm. Motion made to sign the orders. Greg seconded. All were in favor; so moved. Orders were signed.

XVII. Adjourn

Greg moved to adjourn at 7:43pm; Kent seconded; all were in favor; so moved.