



Agenda
Selectboard Meeting
September 28, 2022
Chelsea Town Office

6:00PM Work Session | Goals
(Cancelled)

Regular Meeting
6:30PM
(Changed to 6:00PM)

Selectboard members in attendance: Chair Michael Pushard and Selectboard Member Jason Mills. Absent: Vice-Chair Sheri Truman.

- I. Call Meeting to Order | Pledge of Allegiance**
Chair Pushard called the meeting to order at 6:07PM.
- II. Public Comment on Items Not on Agenda**
- III. Public Hearing:**
 - A. None
- IV. Adjustments to the Agenda**
- V. Approval Consent Agenda Item Approval:**
 - A. Payroll Warrant #14 in the amount of **\$9,321.45**
 - B. A/P Warrant #15 in the amount of **\$22,288.40**

C. September 15, 2022 Selectboard Meeting Minutes

It was noted that V.A. should have been noted as Payroll Warrant #16.

Action: Chair Pushard motioned to approve consent agenda items A, B, and C. Selectboard member Mills seconded. No Discussion. 2-0-0.

VI. Scheduled Items:

A. New Business:

1. Discussion of trash issues at Butternut Park | Ferry Road

This item will be brought back to the Board as a future agenda item due to Mr. Howe and Vice-Chair Truman not being available.

2. Discussion regarding the October 26, 2022 Municipal Officers meeting

The Town Manager reminded the Board that she had a planned vacation and was curious if the Board wanted to have a regular meeting. The Board was in consensus to continue with the scheduled meeting date and have the Town Clerk attend to take the minutes. The Town Manager will have everything in place prior to her vacation.

3. Discussion regarding keeping Town Clerk Cheryl Mitchell on checking account | Add to other accounts?

The Town Manager informed the Board that only one signer (the previous Town Manager) was on the account(s). The Town Manager was seeking the Boards blessing to continue with Town Clerk Mitchell on the checking account and to also add her to the other accounts at First National and Northeast Bank. The Town Manager will have discretion to add Town Clerk Mitchell as appropriate.

Action: Chair Pushard motioned to grant the Town Manager the permission to allow the addition of Town Clerk Mitchell to whatever accounts the Town Manager sees as appropriate. Selectboard member Mills seconded. No Discussion. 2-0-0.0

4. Discussion regarding Windsor Road Pavement Management Plan

The Town Manager informed the Board that a road committee meeting was held in regard to the possibility of moving the funding for Hallowell Road to fix Windsor Road. This would be an amount of about \$70,000.

Action: Chair Pushard motioned to allow the Road Commissioner to use the money (approximately \$70,000) planned for Hallowell Road to be pushed over to the funding for Windsor Road repairs to be done by Willett Construction up to \$295,000. Selectboard member Mills seconded the motion. The discussion ensued regarding the bid process. The Board felt that the bid process could be waived due to the situation of a new Town Manager and the time of the year. 2-0-0.

B. Old Business:

1. NONE

VII. Legal:

- A. NONE

VIII. Written Communication:

- A. Town Manager Report
- B. Town Clerk Report
(Included from last month.)
- C. Code Enforcement Report
- D. Animal Control Report

IX. Verbal Communication:

- A. Town Manager

The Town Manager informed the Board that approximately ninety liens were filed for 2021 tax year. The Town Manager spoke briefly about the broadband study and a plan to move forward with that. She will work with the company again in the near future. Dondero Road repairs are complete. Oil has been locked in at \$3.8568 through Dead River. The payment in lieu of taxes was received from Cabin in the Woods. The Town Manager will reach out to Spurwink to see if they remembered the payment in lieu amount. Tasker Road trees will be removed within a couple of weeks.

- B. SVRSU #12 School Board
- C. Boards and Committees

The Age Friendly will be holding a ‘Chat with the Town Manager’ on October 14, 2022 at the Chelsea Grange. This will occur quarterly.

- D. Municipal Officers/Assessors Comments and Concerns

Chair Pushard noted that the tree lighting will be held the same weekend as Thanksgiving after a discussion with the PTA. The Town Manager will reach out to the school about the spaghetti dinner. The Age Friendly group will also hold a dessert auction that same evening.

X. Executive Session:

- A. None

XI. Adjournment

Action: Chair Pushard motioned to adjourn at 6:30PM. Selectboard Member Mills seconded. No Discussion. 2-0-0.

Respectfully submitted:



Town Manager

Signed this _____ day of _____ 2022.

Chairman Michael Pushard

Vice-Chair Sheri Truman (absent)

Selectboard Member Jason Mills

A True Copy, Attest:

Cheryl Mitchell, Town Clerk