

**Town of Chelsea
Board of Selectmen Meeting Minutes
August 10, 2011**

Regular Meeting:

Call to order:

Chairperson Linda Leotsakos called the meeting to order at 6:30 PM.

Selectboard members present included Linda Leotsakos, Michael Pushard and Benjamin Smith. Interim Town Manager Scott Tilton was present along with about 20 residents and members of the public.

Consent Agenda:

- A. Approve Payroll Warrant # 05 in the amount of \$10,970.00.
- B. Approve Accounts Payable Warrant # 06 in the amount of \$9,973.43.
- C. Approve Minutes of July 13, July 21, and 27, 2011 Board of Selectmen Meetings.
- D. Approve Minutes of July 26, 2011 Board of Assessors Meeting.

A motion was made by Ben Smith that was seconded by Mike Pushard to approve items A. through D. Vote was unanimous.

Public Comment on Items not part of the Agenda:

Doug Crochere turned in papers to request a move from Planning Board alternate position into the two - year term vacated by Tim Coitrone when he accepted a five - year term.

Scheduled items:

A. New Business:

- 1. A motion was made by Ben Smith that was seconded by Mike Pushard to approve the 2011 – 2013 Snow Plowing and Sanding Contract language with stated revisions and to authorize the Interim Town Manager at his discretion to include providing sand in the contract. Vote was unanimous.

EXECUTIVE SESSION:

- A. A motion was made by Ben Smith that was seconded by Mike Pushard to go into Executive Session to discuss a legal matter with the Town's Attorney Pursuant to 1MRSA Section 405(6). Vote was unanimous. In at 7:21 PM.

A Motion was made by Ben Smith that was seconded by Mike Pushard to come out of Executive Session. Out at 7:57 PM.

No action was taken.

Linda Leotsakos called Board of Selectmen Meeting back to order at 8:00 PM.

Scheduled items:

A. New Business: continued,

- 2. A motion was made by Ben Smith that was seconded by Mike Pushard to approve the 2011-2012 Winter Sand Stockpile Specifications and Bid form with stated revisions. Vote was unanimous.

Mike Pushard preferred to bid for a one (1) year contract so that he could get information about possibly pulling sand from the town owned gravel pit near Butternut Park. Mike is going to contact someone from DEP and Bob St. Pierre to research easements, etc. for feasibility.

Scheduled items:

A. New Business: continued,

Town bids for salt for 2011-2012 were discussed as follows,

Town of Chelsea has purchased salt in the past from New England Salt Co. and International Salt Co., LLC. Interim Town Manager, Scott Tilton requested bids from each company. The bid received from New England Salt Co. was \$70 per ton*, and International Salt Co., LLC was \$61.76 per ton*. The number of tons needed and the moisture content specifications were discussed.

*Neither company would proffer the Town of Chelsea the pricing charged the KVCOG members because the Town of Chelsea is not a member.

Interim Town Manager, Scott Tilton was asked to find out when the floor of the Chelsea Sand/Salt Shed was last sprayed with linseed oil and if it needs to be sprayed again in 2011.

3. A motion was made by Ben Smith that was seconded by Linda Leotsakos to approve the 2011 – 2013 Town Yards Snow Plowing Specifications and Bid form with stated revisions. Vote was unanimous.

B. Old Business:

1. Windsor Road After-the-Fact Permit from DEP Update.

The Interim Town Manager discussed with the Selectboard that the town may accept deeded land to 'replace' the wetland that was altered on Windsor Rd in 2009. The land must be similar in function and value. The deadline to resolve either through paying the fine or through replacing with like-kind wetland is August 15, 2011; deadline may be delayed, but must be completed ASAP.

Bids for replacement of the berm in the wetlands that were altered on Windsor Rd. in 2009 must be completed by September 15, 2011. Plans are available from E.S. Coffin Engineering & Surveying Inc. Interim Town Manager, Scott Tilton indicated that bid results would be available for the next Selectmen Board meeting.

2. Assessing Issues and update.

There will be a meeting scheduled for next Wednesday, August 17, 2011 at 6:00 PM to update 3 building permits, an occupancy permit, and property tax applications that had been overlooked, and to review maps from Aerial Survey & Photo Inc and CMP splits. Cynthia Burnham has been working with Linda Leotsakos to input assessing data into the computer. Melanie Ripley, who has worked as an assessor's agent in Appleton, has been interviewed to possibly work short-term (perhaps only 2 weeks) for 25 – 30 hours per week to input assessment data into TRIO necessary to complete the town's tax commitment.

3. 30 Hankerson Road Property Owner Request.

Prints of aerial photos of 30 Hankerson Road over several years were given to the board. This was regarding the positioning of a culvert and possible drainage of water at the property. The board members accepted the photos and Linda Leotsakas stated that the board would not be taking any action.

B. Old Business: continued,

4. A motion was made by Mike Pushard that was seconded by Ben Smith to award the bid to repair the roadway culvert near 48 Hemlock Ridge Rd. to Harold Warren Construction. Vote was unanimous.

Frost previously raised a plastic culvert near 48 Hemlock Ridge Rd causing flooding. Temporarily, it was cut to allow the water to flow through the remaining portion instead of over the main roadway. Bids were requested. The bid from Harold Warren Construction to remove and reset current culvert and pave over culvert area was \$4700.00. The bid from Coutts Brothers Inc to replace the culvert was \$6300.00 and to reuse the existing culvert was \$1100.00 less (\$5200.00

5. A motion was made by Ben Smith that was seconded by Mike Pushard to award the bid to mow the roadsides in Chelsea to Tony Barry. Vote was unanimous.

The Interim Town Manager explained to the Selectboard that one person showed an interest in mowing the roadsides in Chelsea. A bid from Tony Barry was for \$3500.00 and was presented to the Selectboard. He is to begin mid-August. There is a concern about bamboo growing very close to the road at Ferry Rd and Collins Rd.

Written Communication:

- A. Time Warner Cable Letter – July 5, 2011
B. Time Warner Cable Letter – July 20, 2011

Time Warner sent letters as required by law and no changes were to be expected.

Legal Issues:

- A. A motion was made by Linda Leotsakos that was seconded by Mike Pushard to Issue an order Calling a Special Town Meeting to establish a Town Charter Commission. Vote was unanimous.

Voting will take place on November 8, 2011 to coincide with the regular election date. Voting booths will be open 8:00AM to 8:00PM.

There will be six (6) positions available on the ballot. Interested persons should fill out the "Volunteer Appointment Application" available at <http://chelseamaine.org/latest-news> or at the town office. Nomination papers will require 25 valid signatures to be listed on the ballot. The Board of Selectmen will appoint three (3) additional people to the Town Charter Commission.

- B. A motion was made by Linda Leotsakos that was seconded by Mike Pushard to approve a Municipal Quitclaim Deed for Harry Tisdale Jr. Vote was unanimous.

The property has been sold, currently there are no passed due taxes owed. This discharges any liens from the Town of Chelsea.

Verbal Communication:

- A. Town Manager - Interim Town Manager, Scott Tilton asked that people in attendance encourage town members that may be interested in serving on a board or committee fill out the "Volunteer Appointment Application" on <http://chelseamaine.org/latest-news> or at the town office. He and the Board of Selectmen would like to get more citizens involved.

- B. Department Reports. None.

- C. Board of Selectmen Comments and Reports. No additional comments or information.

Executive Session:

B. A motion was made by Ben Smith that was seconded by Mike Pushard to go into Executive Session to discuss Concealed Weapon Applications Pursuant to 1MRSA Section 405(6). Vote was unanimous. In at 9:20 PM.

A motion was made by Ben Smith that was seconded by Mike Pushard to come out of Executive Session. Vote was unanimous. Out at 9:24 PM.

A motion was made by Ben Smith seconded by Mike Pushard to find no reason for the applicants not to be issued a permit. Vote was unanimous.

C. A motion was made by Ben Smith that was seconded by Linda Leotsakos to go into Executive Session to discuss Interim Town Manager Contract Negotiations Pursuant to 1MRSA Section 405(6). Vote was unanimous. In at 9:25 PM.

A motion was made by Linda Leotsakos that was seconded by Ben Smith to come out of Executive Session. Vote was unanimous. Out at 9:37 PM.

No action was taken.

Adjournment:

A motion was made to adjourn by Ben Smith that was seconded by Mike Pushard. Vote was unanimous. Linda Leotsakas declared the meeting adjourned at 9:38 PM.

Approved by the Chelsea Board of Selectmen on August 24, 2011.

Linda Leotsakos – Chair

Michael Pushard

Benjamin Smith