

TOWN OF CHELSEA
SELECTBOARD MEETING

June 8, 2011

Directly following Special Town Meeting, 6:30PM

Approved – 6/22/11

MINUTES

* Indicates a vote

Meeting called to order at 6:36PM

PRESENT: Linda Leotsakos, Chair; Michael Pushard; Carole Swan

OTHERS PRESENT: Angela Gordon, Town Manager; Stephen Langsdorf, Town Attorney; and approximately 25 citizens

APPROVAL OF MINUTES: May 25, 2011 and June 3, 2011 (Special Selectboard Meeting)

*Moved by Pushard, seconded by Swan and voted unanimously to approve minutes of May 25, 2011 and June 3, 2011.

ADJUSTMENTS TO THE AGENDA:

Minutes of January 27, 2011 Selectboard Meeting (Old Business)
Road Committee (Old Business)

WARRANTS:

Accounts Payable #74, Motor Vehicle, in the amount of \$2,682.50, signed 6/1/2011
(Chelsea Disbursement Warrant Ordinance)
Payroll Warrant # 75, in the amount of \$4,731.55, signed 6/7/2011 (Chelsea
Disbursement Warrant Ordinance)
Accounts Payable: #76, in the amount \$11,971.89

*Moved by Swan, Seconded by Pushard and voted unanimously to approve Warrants #74, #75 and #76 in as written.

ASSESSORS:

Assessors signed letters reflecting actions taken on April 26, 2011 regarding abatements.

Consideration of an additional abatement

Margaret Harrison, Acct: 454, Map: 03, Lot: 47: At the request of Michael Rogers, Maine Revenue Services, Property Tax division, and with his assistance, the Chair reviewed this assessment and the Abatement that was approved September 30, 2010. It was determined that the property should have been assessed for 25 acres of land, rather than 30 acres. The valuation of the buildings was abated to \$85,000 in September, 2010 and this seems to be appropriate and comparable to other similar properties in Chelsea.

*Moved by Swan, Seconded by Pushard and voted unanimously to approve an additional abatement of assessed value of Margaret Harrison's acreage in the amount of \$3,500, resulting in a tax refund of \$52.50.

REPORTS:

Town Manager

Manager apologized for the short office hours and stated her appreciation for citizens' patience – regular office hours will resume as soon as possible.

Other Reports - none

OLD BUSINESS:

Budget Committee Update

Budget Committee will meet on June 13 at 6:30PM. There was discussion about this being a new process. Attorney Langsdorf explained timelines and actions that need to be taken prior to Town Meeting. Warrant must be posted by June 20th and the Selectboard must approve the proposed budget, including Budget Committee recommendations prior to the Board adoption of the proposed budget in time for Warrant to be completed and posted. Attorney also spoke about the Town Report and explained that, while typically the Warrant is also included in the Town Report, it is not a legal requirement – due to time constraints this year, the Town Report may look very different than in past years, but it will contain required information.

Grading of Gravel Roads – Update:

Town Manager reported Marshall Swan began grading gravel roads on Monday, June 6th – she said she asked for a legal opinion as to whether the Selectboard should accept the lowest bidder, Swan Construction, or throw out all bids. Attorney Langsdorf stated that she made the decision to go out to bid and that the bid was awarded without Board approval. There was further discussion about the bidding process. Town Manager reported that Marshall Swan had begun the project without proper Dig Safe permits and would not be able to resume work until he took care of that issue.

First Draft – Chelsea Procurement Ordinance – update

Mike Pushard explained the process the Ad Hoc committee to review this proposed policy had used at its meeting, and expressed concern that it not be rushed. Discussion followed, including various members of that committee. Ben Smith volunteered to meet with our attorney to clarify the proposed ordinance in consideration of the committee's work. It was agreed that they will meet for this purpose.

Minutes of January 27, 2011 Selectboard Meeting

Carole Swan handed the Chair a copy of minutes for the January 23rd meeting. Linda Leotsakos stated that, although she had asked to see all Board minutes, this document was not shown to her until the day after the last Board meeting.

*Moved by Pushard, seconded by Swan and voted to approve minutes of January 27, 2011,

Pushard and Swan voting in the affirmative; Leotsakos abstaining.

Road Committee

Mike Pushard discussed the Road Committee discussion during the January 27, 2011 meeting, stating that he had appointed four people as members and needed one more person. Linda Leotsakos read from the proposed committee plan to which he was referring, stating that the committee would consist of one to five members.

*Moved by Pushard, seconded by Swan and voted to approve the Road Committee as discussed at the January 11th meeting; Pushard and Swan voting in the affirmative; Leotsakos abstaining.

NEW BUSINESS:

First Draft – Town of Chelsea Board of Assessment Review

Linda explained the purpose of the Ordinance, to replace the Kennebec County Commissioners as the first step in appealing decisions by the Chelsea Assessors. Members were asked to review the ordinance and prepare their questions for the public hearing prior to the Town Meeting. Copies of the proposed ordinance will be available at the Town Office for citizens who would like to review it as well.

FY 2012 Proposed Budget and Draft Warrant for Town Meeting

Linda distributed copies of the draft budget and warrant articles to the Board, and explained that the budget was developed in two scenarios: one assuming a 4-day work week and the other a 5-day work week. The Town's auditor had reviewed both the budget proposal and the draft warrant. His recommendations reflect a slight increase in the budget proposal. Some of the warrant articles also reflect his recommendations.

Set date for Public Hearing for proposed Ordinances and FY2012 budget, followed by a Special Selectboard meeting to act on the Budget Proposal and Warrant.

*Moved by Swan, Seconded by Pushard and voted unanimously to schedule a Public Hearing for proposed Ordinances and FY2012 budget, followed by a Special Selectboard meeting to act on the Budget Proposal and Warrant on June 15, 2011, at 6:30PM at the Chelsea School.

CORRESPONDENCE:

Town Manager received a letter of complaint from Sheila Adams regarding drainage of the farm pond at 30 Hankerson Rd. when it belonged to her late father.

CITIZEN COMMENT:

Betty Larrabee: Expressed concerns about making sure there are adequate microphones at Town Meeting so that people will be able to hear the discussion; wanted to know who is printing the Town Report; asked about process for getting copies of the proposed ordinances; and asked status of the School budget.

Pat Finale: Suggested that the Town Report might be emailed to citizens.

Tim Coitrone: Announced that, due to voting on the 14th, the Planning Board meeting has been changed to Thursday, June 16th.

Barbara Skehan: Announced that the School Budget Validation and Referendum vote will be on Tuesday, June 14th at the Town Office.

NEXT SELECTBOARD MEETING:

Special Selectboard Meeting on June 15, 2011, following Public Hearing at 6:30PM at the Chelsea School.

Next regular meeting June 22, 2011, 6:30 PM at the Chelsea Grange Hall

EXECUTIVE SESSION:

*Moved Swan, Seconded by Pushard and voted unanimously to enter Executive Session at 8:33PM to discuss personnel matters pursuant to 1 M.R.S.A. Section405 (6)

Before the Board actually went into the executive session, Town Manager Angela Gordon verbally resigned and left the building. The Board then left the meeting room and went into Executive Session.

*Moved by Leotsakos, Seconded by Pushard and voted to leave Executive Session at 8:49PM; Leotsakos and Pushard voting in the affirmative and Swan abstaining

*Moved by Leotsakos, Seconded by Pushard and voted to accept Angela Gordon's verbal resignation; Leotsakos and Pushard voting in the affirmative and Swan abstaining

*Moved Swan, Seconded by Pushard and voted unanimously to enter Executive Session at 8:52PM to discuss personnel matters pursuant to 1 M.R.S.A. Section405 (6)

*Moved by Leotsakos, Seconded by Pushard and voted to leave Executive Session at 9:01PM; Leotsakos and Pushard voting in the affirmative and Swan abstaining

ADJOURN:

*Moved by Pushard, Seconded by Leotsakos and voted to adjourn the meeting at 9:02PM

Respectfully Submitted

Linda Leotsakos