

**Town of Chelsea  
Board of Selectmen Meeting Minutes  
October 12, 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. Town Manager Scott Tilton was also present along with about 10 residents and members of the public.

**Consent Agenda:**

- A. Approve Payroll Warrant # 18 in the amount of \$5,637.50.
- B. Approve Payroll Warrant # 19 in the amount of \$5,185.36.
- C. Approve Accounts Payable Warrant # 20 in the amount of \$208,204.08.
- D. Approve Board of Assessors Meeting Minutes of October 10, 2011.
- E. Approve Board of Selectmen Meeting Minutes of September 21, 2011.

Linda Leotsakos asked that Consent Agenda item D. be addressed at the next Board of Selectmen Meeting as the Board of Assessors Meeting minutes were not ready for tonight's meeting.

A motion was made by Ben Smith that was seconded by Linda Leotsakos to approve Consent Agenda items A, B, C, and E as discussed. Vote was Ben Smith, Linda Leotsakos in the affirmative. Mike Pushard abstained. Motion carried.

Mike Pushard was very clear that he abstained because he voted against the motion at the August 24, 2011 Board of Selectmen Meeting (to enter into contract with Harold Warren Construction to replace the culvert and berm reconstruction on Windsor Rd.). He was in favor of having the necessary corrective work done without charge (with the Town of Chelsea purchasing the culvert) as offered by Marshall Swan. Mike met with one of the landowners and discussed the project. Mike was on site and reviewed some of the work as it was being completed by Harold Warren Construction and is very pleased with the quality.

**Public Comment on Items not part of the Agenda:**

The question was asked if there was new information about lawsuits against the Town of Chelsea. MMA is handling the lawsuit filed by Flavia "Cookie" Kelly. There will be deductibles that will cost the Town of Chelsea some money.

**Scheduled items:**

**A. New Business:**

- 1. Town Manager, Scott Tilton explained the options available to Chelsea in the enforcement of the Maine Uniform Building and Energy Code (MUBEC). Towns under 4,000 in population (using the most current census data) have four (4) options:
  - 1.) Do not enforce any building code.
  - 2.) Enforce all areas of Maine Uniform Building and Energy Code.
  - 3.) Enforce only the Maine Uniform Building Code.
  - 4.) Enforce only the Maine Uniform Energy Code.

Scott Tilton recommended that the Selectboard adopt option #1 thereby allowing time to do further research into the other options. There was discussion about weighing the safety and protection of Chelsea residents versus the additional costs that would be passed on to residents that built or remodeled.

A motion was made by Ben Smith that was seconded by Mike Pushard to adopt Option #1, not to enforce any building codes in response to Brianne Hasty's letter and actively investigate regulation options in the future. Vote was unanimous.

## Scheduled items:

### A. New Business: continued,

2. The proposal to increase the number of Board of Selectmen members is on the agenda to make this issue available for discussion purposes. Mike Pushard is not in favor of this due to the potential additional costs to the town at a time when there have been cuts to budget areas, i.e. the fire department. He would be in favor of addressing the issue when the town is better financially. Linda Leotsakos feels that it does not have to cost the town more money. State statute requires that a stipend be paid, but not an amount.

The money paid to each member could be reallocated to a five (5) member Board of Selectmen. Linda Leotsakos recommended a review of stipends paid to Selectmen in other towns. With the other Board members' approval, she asked Scott Tilton to revisit this after the results of the vote to establish a Charter Commission on the November 8, 2011 ballot are known.

3. Hatch Hill and other solid waste disposal and recycling options were discussed. The town currently pays \$38,500 to Hatch Hill annually. (There was a brief presentation at the May 11, 2011 Selectboard Meeting regarding the serious need for the Town of Chelsea and other towns that use Hatch Hill to recycle as much as possible.) Ideas that would potentially help Chelsea save money were discussed. It was also noted that RSU#12 uses Pine Tree Waste indicating that this company currently comes into Chelsea and does not deliver to Hatch Hill. Linda Leotsakos is waiting for more information from Bill Najpauer from the Kennebec Regional Recycling Committee. Mike Pushard mentioned that perhaps Scott Tilton could get information from towns, such as China that have put in transfer stations.

4. Property assessing options and the need for a town wide re-evaluation were discussed at the Board of Assessor's Meeting on October 10, 2011. The Town of Chelsea has been using an Assessor's Agent, Thomas Hayes, on a part-time basis. The cost to hire an 'outside' assessing agent is a big concern for the Board of Selectmen. There may be opportunities to hire someone (or a company) for a more affordable cost due to the economic downturn. A more equitable re-evaluation may return enough money to the Town of Chelsea to be cost effective. What types of proposals exist? The re-evaluation by an 'outside' agent would be a 'new' process due to the perceived deficient state of town records. The process following the re-evaluation would have to include the Board of Assessors working together with an Assessors Agent. The Assessors Agent would keep the records up to date. A flyer providing re-evaluation process information is available online at; <http://www.maine.gov/revenue/forms/property/pubs/revalbrochure.pdf> additional flyers will be printed and available at the town office.

### B. Old Business:

1. Town Manager, Scott Tilton, reviewed the status of the Winter Sand Bids with the Selectmen. Kevin B. Peckham, the low bidder, following conversations with the Road Commissioner was unwilling to provide the additional sand the town was requesting during the winter months as specified in the bid. Scott Tilton will inform Mr. Peckham that his bid does not meet bid specification and therefore he will not be awarded the bid. McGee Construction is the second lowest bidder and is willing to provide the additional sand as specified. Scott Tilton recommends awarding the bid to McGee Construction. The Board of Selectmen support Scott Tilton's recommendation to award the bid to McGee Construction under these conditions. No action necessary.

**B. Old Business: continued,**

2. The Town Road Advisory Committee was discussed. Scott Tilton called several towns and found that none of the towns contacted had a formal policy for creating Road Advisory Committee. There is still concern that a policy is needed to address possible 'conflict of interest' issues that the town has struggled with in the past. Scott felt that, with that being understood, he needed to have an Interim Road Advisory Committee that would be charged with two specific goals; 1.) completing an inventory of town roads, 2.) conducting a condition survey of each road and score each road. The information obtained would allow the town to utilize a Road Surface Management System (RSMS) computer program that prioritizes roads and produces a price list of repairs that are needed.

A motion was made by Linda Leotsakos that was seconded by Ben Smith authorizing the Town Manager, Scott Tilton, to establish an Interim Road Advisory Committee to complete goals 1 through 2 shown above. Vote was unanimous.

3. Approve November 8, 2011 Town Warrant calling for a Referendum Vote on Question 1 – "Shall a Charter Commission be established for the purpose of establishing a new Municipal Charter?"

A motion was made by Ben Smith that was seconded by Mike Pushard to approve the November 8, 2011 Town Warrant calling for a Referendum Vote. Vote was unanimous.

**Written Communication:**

- A. September 14, 2011, a letter was received from the Children's Center thanking the Town of Chelsea for its donation of \$500.00.
- B. September 7, 2011, a letter was sent to the Town of Chelsea thanking the Town of Chelsea for its donation of \$1,150.00 to Health Reach Home Care and Hospice.
- C. September 7, 2011, a routine letter from Time Warner Cable Letter was sent to the Town of Chelsea regarding ongoing negotiations of services/stations.

Linda Leotsakos added a letter was received from Maine Revenue Service regarding the proposed 2012 State Valuation including information that will be used in valuations affecting the Town of Chelsea. This is a time sensitive issue and she will discuss this letter with Thomas Hayes when he is scheduled to be in the office on Friday, October 21, 2011.

**Legal Issues:**

- A. A motion was made by Ben Smith that was seconded by Mike Pushard to schedule a Public Hearing on October 27, 2011 to hear comment before adopting a revised local General Assistance Ordinance and its appendices. Vote was unanimous.

**Legal Issues: continued,**

- B. Appointment of Scott M. Tilton to position of November 8, 2011, Election Warden.
- C. Appointment of Richard Condon, Peter Hanson, Joe Mills, Sherrill Hallett and Paul Soucy to the Road *Advisory* Committee. (*Corrected*).
- D. Appointment of Edwin West to the Board of Assessment Review.

A motion was made by Ben Smith that was seconded by Mike Pushard to approve B, C, and D as presented by the Town Manager. Vote was unanimous.

- E. A meeting will be held regarding Wiscasset's continued membership in RSU #12 on October 26, 2011 (scheduled Town of Chelsea Board of Selectmen Meeting) at 6PM at Wiscasset High School. Selectboard members and the Town Manager will be attending this meeting in order to hear the discussion. No town business will be discussed.

**The next Chelsea Selectboard Meeting will be rescheduled and held on Thursday, October 27, 2011 at 6:30PM at the Chelsea Elementary School Room 110.**

**Verbal Communication:**

- A. Town Manager Report. Nothing additional.
- B. Department Reports. None.
- C. School Department. None.
- D. Board of Selectmen Comments and Reports. Nothing additional.

**Executive Session:** None.

**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 9:01 PM.

Approved by the Chelsea Board of Selectmen on October 27, 2011.

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Linda Leotsakos – Chair

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Michael Pushard

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Benjamin Smith