

TOWN OF CHELSEA  
SELECTBOARD MEETING  
April 26, 2011

MINUTES (Approved 5/11/2011)

\* Indicates a vote

Meeting Called to Order: 6:34 PM

1. **ROLL:** Linda Leotsakos, Chair; Michael Pushard; Carole Swan  
Also Present: Angela Gordon, Town Manager and Stephen Langsdorf, Town's Attorney, and several interested citizens.
  
2. **APPROVAL OF MINUTES:** April 13, 2011  
\*Moved by Pushard, seconded by Leotsakos and voted to approve the April 13<sup>th</sup> minutes. Pushard and Leotsakos voting in the affirmative, Swan abstaining
  
3. **ADJUSTMENTS TO THE AGENDA:**
  - a. New Business: Chelsea Floodplain Management Ordinance
  - b. Old Business: RSU #12 – Budget FY2012 Update
  - c. Executive Session: Correct agenda language to: To discuss a concealed weapons permit pursuant to 25 M.R.S.A. Section 2006; and to discuss the Town's legal rights and obligations and contemplated litigation with the Town attorney pursuant to 1 MRSA, 405(6)(E). The Board may take action after the Executive Session related to the snow plowing contract.
  
4. **WARRANTS:**
  - a. Warrant # 64, Motor Vehicles, in the amount of \$3114.60 signed 4/21 (Chelsea Disbursement Warrant Ordinance), and Warrant #65, Payroll, in the amount of \$4,466.94 signed 4/25. (Chelsea Disbursement Warrant Ordinance)
  - b. Warrant #66, Accounts Payable in the amount of 30,930.67, includes weekly Motor Vehicle payment.\*Moved by Leotsakos, seconded by Pushard and voted to approve Warrants, #64, #65 and #66. Pushard and Leotsakos voting in the affirmative, Swan abstaining
  
5. **REPORTS:**
  - a. Town Manager

## 6. OLD BUSINESS:

### a. Current Budget Update

Current budget obligations are up-to-date. The RSU superintendent, Greg Potter, has contacted the Chair about the planning for demolition of the old school to begin as soon as the school year finishes. The two portable units are available, to be moved. The Fire Department might be interested in working with Togus to, perhaps, move one to Togus to be used for training; however, the RSU hopes to sell the units and use the funds for enhancements at the new school. Because of our current financial situation, the Town cannot consider additional expenditures for such a project now. If the units do not sell, then the school department will talk to town officials again.

### b. Planning for Town Meeting

#### i. Draft Budget

Work is proceeding on development of the budget proposal for FY2012

#### ii. Budget Committee

Linda Leotsakos proposed that a restructuring of the Budget Committee: to meet with Selectboard and administration to discuss budget development and to make recommendation on the final proposed Warrant articles related to the budget. In addition, this committee will meet with the Selectboard and Town Manager periodically, in an advisory capacity, at least quarterly to review expenditures and revenues. Several citizens have expressed interest, and last year's members have been asked if they are still interested in serving.

\*Moved by Pushard, seconded by Leotsakos and voted to appoint the following people to the Budget Committee: Carol Belanger, Mike Brannigan, Rick Danforth, Peter Hanson, Craig Hitchings, Jesse Jellison, Kelly McLaughlin, Joe Mills, Scott Ludwig, and Ed Tobias.

Pushard and Leotsakos voting in the affirmative, Swan abstaining

#### iii. Proposed Ordinances

The following ordinances are being developed for consideration at the Annual Town Meeting. A hearing will; be scheduled prior to town meeting for all proposed ordinances:

(1) Purchasing which includes bidding practices

(2) Disbursement Warrant which has not been updated since 1996

(3) Local Board of Assessment Review which could act in place of Kennebec County Commissioners as the first approach in appealing an abatement decision by the Assessors

iv. Other Warrant Articles

An ordinance to set interest on tax refunds due to abatements will be proposed.

c. Contracts

i. Auditor

Annual Audit for FY2011:

\*Moved by Swan, seconded by Pushard and voted unanimously to approve contract with RHR Smith and Company for the annual audit in the amount of \$7500.

Nonattest Auditing Services, in the amount of \$7,500, to continue to assist the town with budget/financial concerns occurring during FY2011 was passed over for further study.

ii. Road Sweeping/Catch basin

There was discussion regarding the sweeping of roads and cleaning of catch basins, and whether we might omit sweeping roads this year to save money. There is no current contract for this to be done. This was passed to the next meeting to allow time for further investigation before a final decision is made.

iii. Other

Contracts for required services that have been received include: Public Safety (Dispatch Services) in the amount of \$15,755; Ambulance Services, Augusta \$12,220, Gardiner \$6,878 for a total of \$19098. We also budget some funds to cover "Uncollectable" under the Gardiner contract.

d. Gravel Roads – Spring Grading/Repair

There was discussion about the grading of gravel roads which should be done in early June.

\*Moved by Leotsakos, seconded by Pushard and voted unanimously to put out to bid the grading of gravel roads, including a pre-bid meeting and the statement that the town reserves the right to reject any and all bids.

e. Chelsea Floodplain Management Ordinance

Review of this requirement to update the ordinance prior to June 26<sup>th</sup> continues and the Board will decide whether to wait until the June 16<sup>th</sup> meeting or to have a Special Town Meeting before June 16<sup>th</sup>.

**7. NEW BUSINESS:**

a. Old Hallowell Days

We have received a request from the Old Hallowell Days Committee to use Butternut Park for the Old Hallowell Days fireworks in July, including a request about the Town's expectation for the customary donation. After consultation with the Fire Chief, the Town Manager has recommended \$1000.

- b. RSU #12 – Budget FY2012 Update – The Superintendent has reported to us that the RSU budget is nearly the same as last year, in spite of a loss of about \$1,000,000 in state subsidy.

**8. CORRESPONDENCE:**

- a. US Census Bureau

**9. CITIZEN COMMENT:**

There was considerable public comment throughout the meeting, specific to agenda items. There were no additional citizen comments under this item.

**10. SELECTMEN COMMENTS:**

Mike Pushard commented that Linda Leotsakos is working hard for the Town.

**11. NEXT SELECTBOARD MEETING:**

May 11<sup>th</sup> at 6:30PM at the Chelsea School

**12. EXECUTIVE SESSION:**

Purpose of Executive adjusted (see Agenda Item #3):

\*Moved by Leotsakos, seconded by Pushard and voted (Swan abstaining) to go into to discuss a concealed weapons permit pursuant to 25 M.R.S.A. Section 2006; and to discuss the Town's legal rights and obligations and contemplated litigation with the Town attorney pursuant to 1 MRSA, 405 (6)(E).

Entered Executive Session at 7:56PM left Executive Session

Returned from Executive Session at 8:30PM

The Town attorney explained that we have not received a complete contract from Frank Monroe and that the purpose of this bid now is to obtain accurate numbers for budgetary purposes.

\*Leotsakos moved, Pushard seconded and voted (Swan abstains) to put out to bid Winter Road Snowplowing as a 2year contract.

13. **ADJOURN:** Meeting adjourned at 8:53PM

Respectfully Submitted

Linda Leotsakos