

**Town of Chelsea
Board of Selectmen Minutes
February 10, 2016
6:30PM, Chelsea Town Office**

I. Call regular meeting to order:

The meeting was called to order at 6:34PM by Chairman Danforth.

Selectmen present: Richard Danforth, Michael Pushard and Benjamin Smith.

Others present: Scott Arnold, Jake Swan, Dickie Condon and Scott Tilton

The Pledge of Allegiance was recited.

II. Consent Agenda:

- A. Approval of Payroll Warrant # 37 in the amount of \$ 5,201.78
- B. Approval of Accounts Payable Warrant # 36 in the amount of \$ 206,172.77
- C. Approval of Board of Selectmen January 13, 2016 Meeting Minutes.
- D. Approval of Board of Selectmen January 27, 2016 Meeting Minutes.

A motion was made by Mr. Pushard that was seconded by Mr. Danforth to approve Consent Agenda items A and B as presented. The vote was unanimous.

A motion was made by Mr. Danforth that was seconded by Mr. Smith to approve Consent Agenda item C as presented. The vote was 2 – 0 – 1 (Pushard).

A motion was made by Mr. Danforth that was seconded by Mr. Pushard to approve Consent Agenda items D as presented. The vote was 2 – 0 – 1 (Smith).

III. Public Comment: NONE

IV. Scheduled Items:

A. New Business:

1. 2016-17 Municipal Budget

The Town Manager presented the proposed 2016-17 Municipal Budget to the Board of Selectmen. He explained to the Selectmen that the budget as presented represents an increase. Formal discussion and work on the budget will begin on February 25, 2016.

2. Spirit of America Selection

The Town Manager presented the Selectmen with the name of two residents who he felt have earned the Spirit of America Recognition. No formal action was taken at this time.

3. Chelsea Youth and Senior Recreation Program

The Manager introduced to the Board the idea of providing funding in the 2016-17 Budget to create a small recreation program which could be utilized by the kids and senior citizens of Chelsea. The Selectmen agreed to consider the idea when reviewing the budget request.

4. Constable Program

The Manager introduced to the Board the idea of creating a Constable position in Chelsea. The position would be shared as much as possible with the Town of Randolph. Randolph has a program in place that seems to be working well for them and could be implemented in Chelsea. The Selectmen agreed to consider the idea when reviewing the budget request.

5. Municipal Property Smoking Ban

The Manager reviewed with the Selectmen to establish a no smoking policy on municipal property. A sample policy was presented to the Selectmen for their review and action at the next meeting. No formal action was taken at this time.

6. Elderly Property Tax Deferral Program

The Manager presented the Selectmen with the Maine State Statute which authorizes Chelsea to adopt an ordinance which would establish a tax payment deferral program for elderly Chelsea residents. The Selectmen wanted additional time to review the statute before acting upon it. No formal action was taken at this time.

IV. Scheduled Items:

B. Old Business:

1. Traffic Control Ordinance

The Manager presented the Selectmen with proposed changes to the Traffic Control Ordinance. The Selectmen spent significant time asking questions of the Manager and listening to the comments from the public. The Selectmen requested that the Manager convene the Road Committee and develop a list of roads and bridges that needed to have weight restrictions placed on them.

2. Restricting Vehicle Weights Ordinance

The Manager presented the Selectmen with the proposed changes to the Restricting Vehicle Weights Ordinance. The Selectmen spent significant time asking questions of the Manager and listening to the comments from the public.

A motion was made by Mr. Danforth that was seconded by Mr. Smith to schedule public hearings and receive public comment on the proposed amendments to the Traffic Control and Restricting Vehicle Weights Ordinances for March 9, 2016 at 6:30PM at the Chelsea Town Office. Vote was unanimous.

3. Site Plan Review Ordinance

The Selectmen discussed the recent email from the Planning Board regarding it's work in developing a Site Plan Review Ordinance. The email had requested Selectmen input on the contents of the ordinance and the process being used. No formal action was taken at this time.

V. Legal:

1. Personal Property Tax Abatements

A. A motion was made by Mr. Smith that was seconded by Mr. Pushard to abate the 2013-14 Personal Property Tax Account # 227 (Tanning Salon) in the amount of 126.80 in assessed value and \$2.28 in taxes. The vote was unanimous.

B. A motion was made by Mr. Smith that was seconded by Mr. Pushard to abate the 2013-14 Personal Property Tax Account # 225 (Sherwood Wood Products) in the amount of 1000 in assessed value and \$17.98 in taxes. The vote was unanimous.

C. A motion was made by Mr. Smith that was seconded by Mr. Pushard to abate the 2013-14 Personal Property Tax Account # 213 (Molly's Seafood) in the amount of 600 in assessed value and \$10.80 in taxes. The vote was unanimous.

D. A motion was made by Mr. Smith that was seconded by Mr. Pushard to abate the 2013-14 Personal Property Tax Account # 124 (G.A. Doughty Construction) in the amount of 2500 in assessed value and \$44.95 in taxes. The vote was unanimous.

E. A motion was made by Mr. Smith that was seconded by Mr. Pushard to abate the 2013-14 Personal Property Tax Account # 124 (Capital Area Self Storage) in the amount of 400 in assessed value and \$7.19 in taxes. The vote was unanimous.

F. A motion was made by Mr. Smith that was seconded by Mr. Pushard to abate the 2013-14 Personal Property Tax Account # 143 (ADT Security) in the amount of 240 in assessed value and \$4.32 in taxes. The vote was unanimous.

2. Tax Acquired Property Excess Funds Disbursement Ordinance

The Manager presented a Maine Statute to the Selectmen that authorize a town to create an ordinance which authorizes the Selectmen to return excess funds received from the sale of tax acquired property to the owner that the property was acquired from. No formal action was taken at this time.

3. Town Office Roof Shingle Replacement Bids

The Manager presented the Selectmen with the results of the roofing bids. Bids were received from six contractors and ranged in amounts. The Manager explained that the shingles were in poor shape and needed to be replaced. He went on to explain that an amount was being proposed to replace the shingles in the 2016-17 Budget but that the Town Office Building Reserve Account could be used to pay for the improvements. The Selectmen did not take any formal action at this time instead shingle replacement would be discussed during talks on the new budget.

4. Town Office Interior Painting Bids

The Manager presented the Selectmen with the results of the painting bids. Bids were received from four contractors and ranged in amounts. The Manager explained that the interior walls and ceiling were in poor shape and needed to be patched and painted. He went on to explain that an amount was being proposed to paint the Town Office interior in the 2016-17 Budget but that the Town Office Building Reserve Account could be used to pay for the improvements. The Selectmen did not take any formal action at this time instead painting would be discussed during talks on the new budget

5. State of Maine PSAP Contract Approval

The Manager explained that both Chief Ramage and he had reviewed the 2016-17 PSAP agreement with the State of Maine. The dispatch services being provided were meeting Chelsea's needs. The amount requested is over \$2000 under last year's appropriation. The lower amount was due to a lower volume of calls to dispatch by Chelsea residents.

A motion was made by Mr. Smith that was seconded by Mr. Pushard to authorize the Town Manager to sign the contract on behalf of the Selectmen and the town. The vote was unanimous.

6. Economic Development Appointments

A. Peter Hanson

A motion was made by Mr. Danforth that was seconded by Mr. Smith to appoint Peter Hanson to the Ad Hoc Economic Development Committee. The vote was unanimous.

B. Andrea Smith

A motion was made by Mr. Danforth that was seconded by Mr. Smith to appoint Andrea Smith to the Ad Hoc Economic Development Committee. The vote was unanimous.

VI. Written Communication:

1. The Selectmen reviewed the **Town Clerk's Report** for January 2016.
2. The Selectmen reviewed the **TWC Letter** dated February 3, 2016.
3. The Selectmen reviewed the **CEO's Report** for January 2016.
4. The Selectmen reviewed the **Treasurer's Report** as of January 31, 2016
5. The Selectmen were provided with a **Copy of CEO Decision** denying the applicant a building permit.
6. The Selectmen were presented with a **Draft Solid Waste and Recycling Committee Meeting** agenda.

VII. Verbal Communication:

**Town Manager – NONE
RSU # 12 Report – NONE
Committees and Boards – NONE
Board of Selectmen/Assesors – NONE**

VIII. Executive Session Action: NONE

IX. Adjournment:

A motion was made by Mr. Pushard and seconded by Mr. Smith to adjourn the meeting. Mr. Danforth declared the meeting adjourned at 8:40PM.

Approved by the Board of Selectmen on February 24, 2016.

Richard Danforth

Michael Pushard

Benjamin Smith