

**Town of Chelsea
Board of Selectmen Meeting Minutes
February 13, 2013**

Regular Meeting:

Call to order:

Chairperson Ben Smith called the meeting to order at 6:34 PM.

Selectboard members present included Linda Leotsakos, and Benjamin Smith. Michael Pushard was absent. Scott Tilton, Town Manager was present along with about eight (8) residents and members of the public. Gary Quintal, C.E.O. is present to update the residents and Board of Selectmen on the progress on nonconforming lots, the Crystal Falls Bottle Club License renewal, and answer questions about the Auto Graveyard Junkyard reviews on the agenda. Shawn Ramage is present to discuss the Fire Department Budget.

Ben Smith led the attendees in the Pledge of Allegiance.

Consent Agenda:

- A. Approve Payroll Warrant # 34 for \$ 6,090.63
- B. Approve Accounts Payable Warrant # 35 for \$ 201,950.27
- C. Approve Payroll Warrant # 36 for \$ 6,122.94.
- D. Approve Board of Selectmen Meeting Minutes of January 09, 2013.
- E. Approve Board of Selectmen Meeting Minutes of January 23, 2013.
- F. Approve Board of Assessors Meeting Minutes of January 30, 2013.

- A motion was made by Linda Leotsakos that was seconded by Ben Smith to approve
- Consent Agenda items A., B., C. and F. Vote was two (2) in the affirmative. Mike Pushard is
- absent. Motion carried.

- A motion was made by Linda Leotsakos that was seconded by Ben Smith to pass Consent
- Agenda items D. and E. to the next Board of Selectmen Meeting. Vote was two (2) in the
- affirmative. Mike Pushard is absent. Motion carried.

Public Comment on Items not part of the Agenda: None at this time.

Scheduled items:

A. New Business:

1. Sustainable Structures, Inc. conducted an energy efficiency audit on the Town Office and the two (2) Fire Stations. A proposed plan and estimated costs were provided for budget planning and consideration for Capital Improvements. There are two (2) options for either highest performing or lower performing procedures shown for comparison. The costs include estimated labor costs. Fire Station #1 is on Togus Rd. (Rte. 226) and Fire Station #2 is on Hallowell Rd. There was no payback information provided.

No action is needed by the Board of Selectmen.

A. New Business: continued,

2. Several questions have arisen about non-conforming lots. The "Chelsea Minimum Lot Size Ordinance" defines a conforming lot as 'a parcel of land, which shall not be less than 87,120 square feet (two acres) and also having at least 200 feet frontage on a public road and or private road'. Permits are not granted to non-conforming lots. The non-conforming lots need to be labeled on tax records and tax maps. There are some grandfathered non-conforming lots in Chelsea. The Board of Selectmen needs to decide about labeling non-conforming lots, fines for owners of non-conforming lots, a formula for taxing non-conforming lots, etc.

- A motion was made by Linda Leotsakos that was seconded by Ben Smith that the Code Enforcement Officer and Town Manager draft necessary amendments to the Chelsea
- Minimum Lot Size Ordinance for review by the Board of Selectmen. Vote was two (2) in the
- affirmative. Mike Pushard is absent. Motion carried.

Scheduled items:

B. Old Business:

1. Two (2) line items in the Fire Department Account are over spent; the truck maintenance and equipment maintenance account. This year has seen more breakdowns in trucks and equipment. To plan for next year's budget, the line items need to be reviewed to see if any can be cut, but the Fire Department works with a 'bare-bones' budget and have made every dollar stretch. They do most of their own maintenance on the trucks, equipment, and buildings. The truck and equipment maintenance accounts in other towns are closer to \$10,000 not \$5,500 and \$2,500.

Togus is about 8-9 months away from receiving the truck they have on order.

2. Win-Ro-Auto Salvage, Best Price Salvage, and Geroux's Garage had been granted 90 day permits in October 2012. All three (3) are in compliance with the Chelsea Automobile Graveyard / Automobile Recycling and Junkyard Permitting Ordinance. Gary Quintal, C.E.O. will continue to work closely with each business and recommends one (1) year permits be granted at this time.

- A motion was made by Linda Leotsakos that was seconded by Ben Smith to approve the
- Code Enforcement Officer's recommendation to grant a Chelsea Automobile Graveyard /
- Automobile Recycling and Junkyard Permit to Win-Ro-Auto Salvage, Best Price Salvage, and
- Geroux's Garage effective tonight (02-13-2013) for one calendar year (until 12-31-2013).
- Vote was two (2) in the affirmative. Mike Pushard is absent. Motion carried.

The Board of Selectmen agreed to take Scheduled Item V. Legal Issue A. Crystal Falls Bottle Club License Renewal out of order to accommodate the Gary Quintal's time constraints.

Legal Issues:

A. As of today, Town of Chelsea's C.E.O. finds the Crystal Falls Bottle Club continues to be in violation of the Chelsea Automobile Graveyard / Automobile Recycling and Junkyard Permitting Ordinance. At the last (01-23-2013) Board of Selectmen Meeting, Mr. Roderick stated that he would produce a 'code book' that would show that he was in compliance of the Chelsea Automobile Graveyard / Automobile Recycling and Junkyard Permitting Ordinance. He did not deliver the 'code book' to Gary Quintal.

Legal Issues: A. continued,

He was informed that this item was on tonight's agenda and due to his not having the the information he stated he would have at the last meeting is not present. Gary Quintal stated that Mr. Roderick is in violation of Maine Revised Statute Title 38, Chapter 13-D Wellhead Protection and will be cited for this violation. This allows 90 days for the clean-up process.

Ben Smith will research the application of Maine Revised Statute Title 28-A §161-B. Local Approval of Bottle Clubs to this situation. This item will be placed on the next Board of Selectmen Meeting for further discussion and possible action.

Scheduled items:

B. Old Business: continued,

3. The second (2nd) Tuesday, June 11, 2013 is will be the Annual Town Meeting elections and referendum votes. Thursday, June 13, 2013 will be the second half of the Annual Town Meeting.

- A motion was made by Linda Leotsakos that was seconded by Ben Smith to hold the first half
- of the Chelsea Annual Town Meeting elections June 11, 2013 8:00 AM – 8:00 PM and the
- second half of the Chelsea Annual Town Meeting June 13, 2013 6:30 PM to adjournment.
- Vote was two (2) in the affirmative. Mike Pushard is absent. Motion carried.

4. There is \$1500.00 in the John Bernier Fund for scholarships for Chelsea students attending college for a teaching profession. In the past, \$500 and \$250 scholarships have been awarded through the P.T.A.
5. The 2012 revenue amount for Chelsea residents of \$515,204.10 is from the cable TV portion only (internet and phone service is not included) of the bills. A franchise fee could be charged to the cable TV portion to raise revenue for the town. The fee could be different for each level of service. Linda Leotsakos and Ben Smith feel that it would be an indirect tax on some of the residents and would like to hear Mike Pushard's ideas on this issue.

This item will be placed on a later Board of Selectmen Meeting for further discussion and possible action.

6. Scott Tilton has set up interviews with four (4) Assessors that responded to the request for a letter of interest (for contracting with an assessor part-time after the revaluation is complete) for Monday, February 18, 2013. One (1) Assessor that responded to the request for a letter of interest (for contracting with an assessor part-time after the revaluation is complete) has set up an interview for Wednesday, February 27, 2013. There are no additional assessing issues for discussion at this time.

There are two (2) applications for abatement one (1) from Winthrop Federal Credit Union for a property on Nelson Rd. and one (1) from Lorry Plante but the Board of Assessors are not ready to make a decision on either one at this time. A letter will be sent to Lorry Plante for appraisal information for M14 Lot 25.

Legal Issues: continued,

- A motion was made by Ben Smith that was seconded by Linda Leotsakos to extend the time
 - frame for consideration of abatement application for Winthrop Federal Credit Union for M7
 - Lot 91 and for Lorry Plante for M14 Lot 25 by 60 days. Vote was two (2) in the affirmative.
 - Mike Pushard is absent. Motion carried.
- B. Some of the roads in Chelsea have been posted due to the temperature fluctuations this winter. Some permits have been granted for vehicles following the Posting Ordinance (Restricting Vehicle Weight on Posted Ways). As Road Commissioner, Scott Tilton will continue to monitor and issue permits on a case-to-case basis.

Written Communication:

***** Monthly reports received will be available for the Board of Selectmen and public to review for possible discussion and questions at the next Board of Selectmen Meeting.**

- A. A report from Gary Quintal, Code Enforcement Officer, for January 2013 has been received for review.
- B. A report from Lisa Gilliam, Town Clerk, dated February 13, 2013 has been received for review.
- C. Nothing additional.
- D. A report from Scott Tilton, Treasurer / Tax Collector has been received for review.
- E. The 2012 – 2013 Chelsea Heating Assistance Program as of 01-30-2013 has been included. The balance is \$ 1,680.96.

Verbal Communication:

- A. Town Manager Report.

Legal Services Update – Still no definite date set in Swan case. There is a mediation scheduled for April 2 having to do with the Monroe Case. Our attorney is preparing to move forward with the collection of the fees related to the Barking Dog Case

Tax Exemption – I spoke with Saco Assessing Department while researching the methods available in collecting a fee from the Volunteers of America. I have been able to locate sample Payment Notices and Service Fee Letters that could be used. I think it will take the adoption of an ordinance, unless one exists, which will allow the Town to collect. I will have more information at the next meeting.

Nelson Road – The condition of the Nelson Road beyond the Dill property has deteriorated. This appears to be a differently constructed section of roadway. I have posted the road on the Chelsea end and asked Pittston to post their portion. Hawes Logging has been contacted as well as the County Sheriff and State Police.

Humane Society Waterville Area – The Waterville Shelter is willing to shelter Chelsea dogs. They charge a \$1.42 per capita. This would cost us \$3863. We currently pay \$4326 to use the Kennebec Valley Humane Society in Augusta. The Waterville Shelter is 16 miles farther and takes 17 minutes longer. There is not a definite advantage by going to Waterville. I will speak with the ACO for his input and contact the Kennebec Shelter about reducing the shelter fees.

Verbal Communication: Town Manager Report continued,

Legislators – Both Sen. Flood and Rep. Sanderson will be attending the Selectmen meeting on February 27.

County Budget – The Kennebec County budget is only in the early stages. County Manager Devlin seemed to indicate the County would be increasing their budget by 2 to 3%. The final numbers will not be available until May.

Gardiner Ambulance Meeting – The regular meeting of the Gardiner Ambulance Service is set for March 4, 2013 at 4pm. This group sets policy, adopts a budget, and reviews services. They discuss anything to do with the Gardiner Ambulance. The meeting is on a Monday so I do not plan to attend. Linda has expressed an interest in going in my place. Chief Ramage will also be attending.

Meeting with Superintendent – I will be meeting with Mr. Hawkins on Friday February 15 at 9:30AM at CES. I plan to discuss with him the 2013-14 RSU Budget, High School busing, an agreement to use CES to conduct a town sponsored childcare program, the added cost parents of Gardiner HS students have had to pay and anything else of mutual interest.

ConnectME Grant – A Pre-App is ready to be sent. The application needs to be signed by the BOS. If the Pre-App is acceptable, we will be asked by ConnectME to submit a full application. If the grant is successful, funds will be provided to install broadband service to areas not yet having access. The total grant is just over \$12,000. There would be no cost to the town or residents.

Tax Foreclosure – There will be about 24 tax foreclosure notices sent out by the end of the week. The notices will give the taxpayer 45 days to pay taxes due through the 2011 tax year.

Economic Development – At the last meeting, the possibility of increasing the number of businesses in Chelsea was discussed. I have spoken with individuals currently in the Economic Development and planning profession to find out what would work for Chelsea. The method that looks the most promising is to hire a consultant with expertise in economic and community development. The consultant would write grants and market Chelsea to the world. I will continue to look into this and other options and report to the Selectmen.

Sign Ordinance – The Planning Board has met and decided not to move forward with developing a Chelsea Sign Ordinance. After discussing the issue and weighing the positive and negatives the Planning Board have decided to let State law regulate signs in Chelsea.

B. The next RSU#12 Board of Directors meeting is February 14, 2013 at Whitefield Elementary School at 6:00 PM because we are beginning the meeting with an Executive Session.

C. The Audit Report is available on the Town of Chelsea Website although it has not been approved by the Board of Selectmen yet.

Executive Session. None.

Next Board of Selectmen Meeting is February 27, 2013 at 6:30 PM at Chelsea Elementary School.

Adjournment:

- A motion was made by Linda Leotsakos that was seconded by Ben Smith to adjourn.

Ben Smith declared the meeting adjourned at 8:59 PM.

Approved by the Chelsea Board of Selectmen on March 6, 2013.

Benjamin Smith – Chair

Michael Pushard

Linda Leotsakos