

**Town of Chelsea
Board of Selectmen Meeting Minutes
Wednesday, March 20, 2013**

Regular Meeting

I. Call to Order

Chairperson, Ben Smith, called the meeting to order at 6:31 PM.

Selectboard members present included Chair, Benjamin Smith and Michael Pushard. Linda Leotsakos was absent. Also present were Town Manager, Scott Tilton along with 4 residents and members of the public.

Ben Smith led the attendees in the Pledge of Allegiance.

II. Consent Agenda

- A. Approve Accounts Payable Warrant #40 for \$186,194.35.
- B. Approve Payroll Warrant #41 for \$6,184.83.
- C. Approve Accounts Payable Warrant #42 for \$14,078.33.
- D. Approve Board of Selectmen Meeting Minutes of March 6, 2013.

Mike Pushard asked if item C included a payment to the Snowmobile Club. Since it did that item was addressed separately.

- Mike Pushard moved the Board accept the Consent Agenda Items A, B, and D as read. Ben Smith seconded the motion. There were no comments, questions or further discussion. Ben Smith and Mike Pushard voted in the affirmative. Linda Leotsakos was absent. The motion carried.
- Mike Pushard then moved to accept the Consent Agenda Item C. Ben Smith seconded that motion. There were no comments, questions or further discussion. Ben Smith voted in the affirmative. Mike Pushard abstained. Linda Leotsakos was not present. The Motion failed and Ben announced that the matter would be carried over to a future agenda.

III. Public Comments on Items not part of the Agenda

None

IV. Scheduled Items

A. New Business

1. Bonding for Road Improvement Work.
Ben Smith reported there would be no action taken at the meeting. He asked Scott Tilton, Town Manager, to introduce the item. Scott reported bonding and borrowing money came up at the last Road Committee meeting because the cost of road repairs was going to exceed the usual budget range. Therefore they decided to look into borrowing money and the bonding process and costs. Maine statute authorizes towns to borrow

money. Towns can borrow up to 7.5% of the municipality's last state valuation.

Scott said the second year of the bond repayment (for an 8 year period) is the highest cost per year. He gave 2 examples. For a \$1M. bond that second year amount would be estimated at \$157,000 and for a \$1.5M. bond it is estimated to be \$236,000 in the second year. Subsequent years are lesser amounts. There are 6 roads already identified for road repair. One project alone is estimated to cost over \$300,000.

Authorization for bonding would require formal action at the Annual Town Meeting through a warrant. Prior to the Town Meeting bond counsel work would have to be done to prepare requests, warrant wording and documents for the bond council. Scott estimates the cost of this work at \$1,500 to \$2,000.

The Selectmen agreed to look at this again at a future meeting. In general Ben Smith and Mike Pushard agreed, based on budget realities that the Town may need to seriously look into the possibility of bonding in order to address needed road maintenance. They further agreed that it would make sense to have a concrete list of road projects that will be needed in the longer term (8 years), the period for which the bond would be paid. In order to have an estimate for needed road work that could be bonded by the Town, Ben encouraged Scott to prepare a list of the roads projects and to get the recommendations from the Road Committee. Scott also said he would use the Road management Plan.

No action was taken.

Public Comments:

Ted Gardner stated the roads are in pretty bad shape and agreed it is better to do it now, through bonding, rather than later when it could cost more.

Craig Hitchings asked about the interest rates. Scott said the current interest rate on the bond is 3.3%. Craig pointed out that interest rates are low now and that cost of bonding in future could be much higher.

B. Old Business

1. Assessing Issues

a. Supplemental Tax Assessment(s)

Mike Searles Acct.#1472 Map 10 Lot 18

Ben Smith explained the history on this assessment and an error from last year that was not entered into TRIO. The current land value is assessed as improved land versus the developed land value so it is under valued. There

is also a mobile home on the site. The value of the mobile home was also not included in the assessed value.

The mobile home was built in 1980 and is 14 by 60 ft. From both the building application and a discussion with the property owner, the owner values the mobile home at \$5,000. Ben recommends adding the building value for the mobile home of \$5,000 and adding to the land value \$5,977.00.

- Mike moved, for Account 1472, Map 10, Lot 18 that the Board supplement the real estate taxes by a total of \$10,977 (\$5,000 for buildings and \$5,977) for land) thereby resulting in an increase in taxes of \$186.39 and total taxes owed of \$583.72. Ben Smith seconded the motion. 2 voted in the affirmative and the motion carried Linda Leotsakos was absent.

b. Tax Abatement Request(s)

Roland Quirion and Charles Pacheco Acct.# 602 Map 14 Lot 41
The property and the building are currently assessed at \$138,000 (Building \$115,000 and Land \$23,000). The owners are requesting an abatement of \$23,000 for total real estate value of \$115,000. They submitted a list of properties located in Chelsea that they contended were comparable to the subject property.

Ben Smith and Mike Pushard briefly reviewed the properties listed by the owners. Mike wanted more time to consider some of the properties referenced by the homeowners where it appeared that some may be already valued similarly to the subject property. Mike also wanted to take an opportunity to look at the subject property. Mike and Ben agreed that they should pass over the item at this time in order to allow such an opportunity. They also agreed that passing over the item may allow all Board members to be present in order to take action on the application at the next meeting scheduled for March 27th. No action was taken on the application.

c. Selection Of an Assessor's Agent

Ben Smith explained there were originally 5 bidders. One (Nancy Pinette) has since withdrawn. The Board passed over the item for tonight and will revisit it on March 27th. No action was taken by the Board.

2. Annual Town Report Bid

The Town received 4 bids: Xpress Copy, Lincoln County Publishing Company, Skowhegan Press, and Quality Copy & Digital Print. The low bid was from Quality Copy. Scott Tilton said he plans to order 750 reports and

will place the reports in stores in town versus mailing the reports. Lisa Gilliam, Town Clerk, and Scott both recommend accepting the bid from Lincoln County Publishing Company, which printed the report last year, and they both were pleased with the outcome. Mike Pushard has used Quality Copy & Digital Print, the low bidder, in the past and was pleased with that company. Both Mike and Ben agreed that, to save money, the report can be black and white without any color. Ben reviewed the Town's procurement ordinance. Because bids under \$5,000 do not require Board action and the Town Manager has authority as the Purchasing Officer, the Board decided that no action was required by them and will let the Town Manager make the decision.

3. 2011-12 Municipal Audit and Management Letter Review

Ben Smith reminded everyone that Linda Leotsakos asked to have this carried over to this meeting. Since she was absent at the meeting this time, the members agreed to pass this over to the March 27th meeting. Scott Tilton has been looking at some of the recommendations and issues in the Audit and Management Letter.

There were no additional questions or comments. No action taken.

V. Legal Issues

None

VI. Written Communications

A. Letter from Maine Natural Gas

This is the informational letter on multiple topics associated with pipelines and the town may have received the letter due to the new pipeline coming through the town. No additional comments. No action.

B. Letter from MDOT dated March 6 regarding a scoping meeting

Maine Dept. of Transportation sends letters to towns impacted by new projects about scoping meetings. There is a new Dunkin Donut shop going in Farmingdale. Chelsea receives notice as an adjacent town. No comments. No action.

C. Notice of a Stream Smart Road Crossing Workshop

This is a notice of upcoming workshops covering road-stream crossings and how to prevent erosion. These workshops are mostly for contractors and other interested parties. No comments. No action.

D. Letter from Time Warner dated March 7, 2013

This is an informational letter on how to monitor a home from away. Time Warner is notifying subscribers about this new service. No comments. No action.

VII. Verbal Communications

A. Town Manager Report

Scott Tilton reported the meeting with O'Donnell is scheduled for March 25th at 6:00PM. It is open to the public.

B. Chelsea RSU #12 Representative

No report.

C. Board of Selectmen/Assessors

Ben Smith reported there is 1 abatement request (Teriault) for a future meeting.

VIII. Executive Session

None

IX. Adjournment

Mike Pushard moved to adjourn. Ben Smith seconded the motion. The meeting adjourned at 7:37 PM.

Approved by the Board of Selectmen on April 10, 2013.

Benjamin Smith, Chair

Absent
Linda Leotsakos

Michael Pushard