

**Town of Chelsea
Board of Selectmen Minutes
Chelsea Town Office
6:30PM, May 14, 2014**

Selectmen present: Benjamin Smith, Richard Danforth and Michael Pushard

Others present: Scott Tilton, Robert and Lee Burns, Barbara and Charles Skehan, Sandi Leotsakos, Scott Arnold and one other resident of the Chelsea.

I. Call regular meeting to order:

The regular meeting was called to order at 6:30PM by Chairman Smith.

The Pledge of Allegiance was recited.

II. Consent Agenda:

A motion was made by Mr. Danforth that was seconded by Mr. Pushard to approve consent agenda items:

- A. Approve Accounts Payable Warrant #50 in the amount of \$ 8,711.22
- B. Approve Payroll Warrant #51 in the amount of \$ 6,060.63
- C. Approve Accounts Payable Warrant #52 in the amount of \$ 187,160.50
- E. Approve the Minutes of the April 23, 2014 Board of Selectmen Meeting.
- F. Approve the Minutes of the April 30, 2014 Board of Assessors Meeting.

The vote to approve items on the consent agenda was unanimous.

An error was discovered on the January 29, 2014 Board of Selectmen Meeting Minutes.

A motion was made by Mr. Smith that was seconded by Mr. Danforth to reconsider the action to approve the January 29, 2014 Selectmen Minutes as approved on April 23, 2014.

The vote on reconsideration was unanimous.

A motion was made by Mr. Danforth that was seconded by Mr. Pushard to approve the January 29, 2014 Selectmen Minutes as amended.

The vote to approve the amended minutes of January 29, 2014 was unanimous.

III. Public Comments:

Skip Skehan – asked if any additional action was planned to clean up a property on Quail Run

A resident asked for an update on the Tree and Brush Clean Up bid and the Chelsea Heights Tree Removal bid

IV. Scheduled Items –

Due to their relevance to each other, Chairman Smith asked Board members if they had any objection to moving the review and making of final recommendations to the 2014 – 2015 Chelsea Municipal Budget to before the review of the Town Meeting Warrant. Members were in agreement.

B. Old Business:

2. Review and make final recommendations of the 2014 – 2015 Chelsea Municipal Budget

Several recent developments made it necessary for the Selectmen and Budget Committee to review the Legal Services, Gardiner Ambulance Services, Cemetery and Parks Mowing and Assessing Services budget again.

As a result the Selectmen by consensus made the following changes to their recommended budget amounts: **Legal Services – reduce to \$10,000, Ambulance Services – increase to \$24,394, Cemetery and Parks Mowing – decrease to \$10,200, Tax Assessing – no change (\$17,912).**

These changes to the amounts approved by the Selectmen only. The Budget Committee will be asked if they want to make similar changes.

A. New Business:

1. Review 2014-2015 Annual Town Meeting Warrant.

The Selectmen reviewed the Annual Town Meeting Warrant articles and budget recommendations.

A motion was made by Mr. Danforth that was seconded by Mr. Pushard to approve the draft Town Meeting Warrant as amended. The final warrant will be distributed to Selectmen for their review prior to being signed and posted.

The vote on the motion was unanimous.

The Selectmen reviewed a new format for presenting recommended budget amounts to voters. The Selectmen favored the idea and would like to use the format next year.

2. Regional Waterfront Working Group Representation.

The Board reviewed a letter from KVCOG requesting a representative from Chelsea serve on the newly formed Regional Waterfront Working Group.

Selectmen expressed no interest in serving and asked that the opening be posted on the website.

No formal action was taken.

B. Old Business:

1. Harvesting wood at Collins Road Property

The Selectmen discussed the plan to harvest wood at the Salt Sand Shed property. Scott Arnold was present to answer question. A contract was not available for the Selectmen to review.

No formal action was taken.

3. Town Report Dedication

The Town Clerk provided the Selectmen with a list of residents that had recently passed away and names of living residents who could be considered for Town report dedication. The Selectmen wanted more time to consider the dedication.

No formal action was taken.

4. Digitizing 2014 Tax Maps for GIS Shape files

The Town Manager provided the Selectmen with a quote from Aerial Photo and Survey to provide a GIS Parcel Data Set Update. The last time this had been done was in 2005. The Selectmen wanted to know how the new parcel data would be able to be used by the staff and the public

No formal action was taken.

5. Hiring a consultant to prepare a Tax Increment Financing District Application

The interviews held recently with potential consultants were discussed. The Board by consensus narrowed it down to two possible candidates. The Town Manager was instructed to request written proposals from both.

No formal action was taken.

V. Legal:

A. Reconsideration of vote certifying the Official Text of the Street Excavation Ordinance and Certification of the revised text of the Street Excavation Ordinance

The Selectmen reviewed the recommended changes to the Street Excavation Ordinance provided by the Town Attorney. The recommendations were received after the Certification of the Ordinance on April 23. The Selectmen wanted to incorporate the revisions in the document that would be voted on.

A motion was made by Mr. Smith that was seconded by Mr. Danforth to reconsider the April 23, 2014 vote to certify the Street Excavation Ordinance.

The vote on the motion was unanimous.

A motion was made by Mr. Smith that was seconded by Mr. Danforth to certify the Street Excavation Ordinance incorporating the changes made by the Town Attorney.

The vote on the motion was unanimous.

B. Review and Certify the Official Text of the proposed Subdivision Ordinance Amendments.

The Town Attorney has recommended further changes to the proposed amended Subdivision Ordinance. Upon further review by the Planning Board at their May 13, 2014 meeting a decision was made by the Planning Board to not present the amended Subdivision Ordinance to residents for a vote.

No formal action was taken.

C. Assessing Services Contract for July 1, 2014 to June 30, 2015

A draft contract for Assessing Services was reviewed. One minor change was recommended which would make the contract contingent upon funding by voters at the Town Meeting. Mr. Smith would make the appropriate change.

A motion was made by Mr. Danforth and seconded by Mr. Pushard to approve the draft version of the Assessing Services contract as amended including the additional language from Mr. Smith.

The vote on the motion was unanimous.

D. Appointment of Alexandra (Sandi) Leotsakos to the Solid Waste and Recycling Committee.

A motion was made by Mr. Smith and seconded by Mr. Danforth to appoint Alexandra Leotsakos to the Ad Hoc Solid Waste and Recycling Committee.

The vote on the motion was unanimous.

E. Tax Abatement – Citgo – Acct PP 129 – Error in assessing

A motion was made by Mr. Danforth and seconded by Mr. Pushard to abate Personal Property Acct #129 \$4000 in assessed value.

The vote on the motion was unanimous.

VI. Written Communication:

- A. A letter from Time Warner Cable dated April 22, 2014 was reviewed.
- B. A letter from Time Warner Cable dated April 30, 2014 was reviewed.
- C. A letter from Time Warner Cable dated May 7, 2014 was reviewed.
- D. The April 8, 2014 Planning Board Minutes were reviewed.
- E. A letter from Kennebec County regarding a 1.1% increase in the County Budget was received.
- F. A letter from ISO New England was received.

VII. Verbal Communication:

A. Town Manager:

The Selectmen were provided with an update on planned road reconstruction work. They were also informed of recently installed Wi Fi at the Town Office and the purchase of a new computer for the Assessing Office. The Selectmen were also given a written report from the Town Manager.

B. RSU #12 Representative Report:

Barbara Skehan, Chelsea RSU 12 BOD, reported to the Selectmen that the State subsidy to RSU 12 had decreased which means that the local share increased. The increase in the local share still results in a net decrease in the amount Chelsea will pay. She informed the Selectmen that Palermo was still taking steps to withdraw from the RSU..

C. Chelsea Boards, Committee and Department Reports:

The Board of Selectmen was given written reports from the Code Enforcement Officer and Treasurer

D. Board of Selectmen/Assessors:

Selectmen Danforth did not have any new information to report.
Selectmen Smith did not have any new information to report.
Selectmen Pushard did not have any new information to report

VIII. Executive Session: None

IX. Adjournment:

A motion was made by Mr. Pushard and seconded by Mr. Danforth to adjourn the meeting. Mr. Smith declared the meeting adjourned at 9:27PM

Approved by the Chelsea Board of Selectmen on May 28, 2014

Benjamin Smith

Michael Pushard

Richard Danforth