

**Town of Chelsea
Board of Selectmen Meeting Minutes
June 13, 2012**

Regular Meeting:

Call to order:

Chairperson Linda Leotsakos called the meeting to order at 6:33 PM.

Selectboard members present included Linda Leotsakos, Michael Pushard, and Benjamin Smith. Town Manager Scott Tilton was present along with about twelve (12) residents and members of the public.

Consent Agenda:

- A. Approve Payroll Warrant # 55 for \$5,818.21.
- B. Approve Accounts Payable Warrant # 56 for \$192,433.01.
- C. Approve Board of Selectmen Meeting Minutes of May 23, 2012 including the attached Public Hearing Meeting Minutes of May 23, 2012.

- A motion was made by Ben Smith that was seconded by Mike Pushard to approve Consent Agenda items A., B., and C as read. Vote was unanimous. Motion carried.

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

Scheduled items:

A. New Business:

1. The Town of Chelsea, Maine Tax Receipting Policy follows Title 36 M.R.S.A. Section 906 and states that any tax payment received for any property tax be applied to the oldest unpaid tax obligation. This constitutes the first reading of the policy. It was requested that the Board members review the policy and direct any questions to Scott Tilton prior to the June 27, 2012 Board of Selectmen Meeting.

Scheduled items: continued

A. New Business:

2. Calling Crow Road Culvert replacement discussion. There are currently two (2) residences on the private way Calling Crow Rd. The culverts that have been in place for approximately thirty (30) years have failed and the private way has 'washed out' with the heavy rains of this spring. The residents feel that since work has been done on culverts further upstream from this location and since larger culverts were installed the water flow during heavy rains overwhelms the culverts on Calling Crow Rd. The residents were under the impression that former Selectwoman Carole Swan told them they were 'next on the list' to have their culverts replaced by the Town of Chelsea. The culverts are not within the Town's right of way and are located on private property. Scott Tilton has contacted Kennebec County Soil & Water Conservation District, E.S. Coffin Engineering & Surveying, Inc., and D.E.P. to help the landowners resolve this problem. The Board of Selectmen are sympathetic but raised the concern as to whether it was legal and appropriate to spend Chelsea taxpayers' money to replace the culverts on Calling Crow Rd. at their present location. Scott Tilton added that the Togus Pond Association has applied for a Section 319 Grant which might be able to help with replacement if a grant is received.

B. Old Business:

1. The Board of Selectmen will meet for a workshop on July 18, 2012 at 6PM at Chelsea Town Office to develop and further refine the Town of Chelsea Goals.

2. Scott Tilton put together a 2012 – 2013 Budget Summary to be available at the Town Office and at the Town Meeting. The warrant article numbers are included with the Board of Selectmen and the Budget Committee recommended amounts, RSU #12 amounts, and Mil Rate Comparisons. Peter Hanson will continue as moderator for the Town Meeting. The 2012 Annual Town Report is available at the Chelsea Town Office and at area businesses and will be mailed if requested. It will also be available at the Annual Town Meeting June 27, 2012.

3. The Town of Chelsea will formally thank the City of Augusta for sharing its staff last year to cover the Chelsea Town Office when it was experiencing staffing issues. Chelsea received a nominal bill from the City of Augusta for overtime hours for one staff member and for the hours over the regular part-time staff's hours. It was very generous and very much appreciated. A plaque will be presented at an Augusta Council Meeting. The Select Board also expressed a thank you to the Town of West Gardiner and Heidi Peckham for providing assistance during the June 2011 Chelsea elections.

Legal Issues:

- A. A property tax abatement request for Map 2 Lot 121 was discussed. The paperwork for a Veteran's Exemption and a Homestead Exemption was completed and passed in on time for the 2011-2012 tax year. The exemption paperwork was recently discovered among some assessing files.
- A motion was made by Ben Smith that was seconded by Mike Pushard to grant the abatement for account #1443 of \$16,000.00 in value based on the Homestead Exemption of \$10,000 and the Veteran's Exemption of \$6,000 for the 2011-2012 tax year. Vote was unanimous. Motion carried.
- B. The 2012-13 General Assistance Ordinance Maximums recently amended by the Maine Legislature were discussed. The amendments will require Chelsea to amend its General Assistance Ordinance. The Town is required to have a Public Hearing before amending the General Assistance Ordinance and Appendix in order to be in compliance.
- A motion was made by Ben Smith that was seconded by Mike Pushard to schedule a Public Hearing to amend and adopt Chelsea's General Assistance Ordinance on June 27, 2012 at 6:30 PM at the Chelsea Elementary School [to be followed by the regular Board of Selectmen Meeting]. Vote was unanimous. Motion carried.
- C. The Animal Control Officer, Christopher Martinez, has a trial scheduled for July 3, 2012. The trial is to prosecute the owner of barking dogs in violation of the Animal Control Ordinance. Chris Martinez will discuss the case with the Town's Attorney. The Select Board indicated they would prefer the ACO represent the Town. Scott Tilton will get the ACO whatever help he needs. No action from the Board was needed.

Written Communication:

- A. An email dated May 18, 2012 was received from Michael Edgecomb, Director, Government Relations at Time Warner Cable. It is a standard letter regarding possible Cable TV programming changes .
- B. An email dated June 6, 2012 was received from Michael Edgecomb, Director, Government Relations at Time Warner Cable. It is a standard letter regarding possible Cable TV programming changes.

Verbal Communication:

A. Town Manager Report: May 23, 2012

Road Striping – Scheduled to get underway Thursday. My plan in to have a double yellow centerline painted on Hankerson, Hallowell, Cony, Townhouse, Collins and Davenport Roads. The Town Office parking lot parking spaces will be striped. New handicap symbols will be painted. The approaches to the speed humps on Beech Street striped in accordance to MUTCD Manual to more adequately warn approaching vehicles.

Grading – Work has been completed. The gravel roads that were really quite rough have been made smoother and safer for citizens. There is a shortage of gravel and the need for ditching and shouldering on several roads. Some of the roads need culverts replaced or culverts lengthened. The work will be part of an ongoing process to make all the roads in Chelsea better.

Sweeping – Sweeping has been completed. I have one area on the Ferry Road which needs to be redone. There was an issue with the contractor opening up a hydrant to get some water that is sometimes needed during the sweeping process. It has been resolved, and the Augusta Water District, who is aware of it, considers the issue over.

Beaver Dam – The dam on the Searls Mill Rd. has reappeared. I am working with Fred Turner to resolve the issue. He has captured two beavers from the area and is attempting to catch what he indicated may be the last one for now. He has also reinstalled the beaver deceiver fence around the upstream end of the road culvert. The dam that was present recently was broken out by Scott Arnold and his crew.

Notice of Election Signs – Hopefully everyone noticed the Chelsea Votes signs that were placed around town. They were created by Mike Tobias at Hannah Manufacturing in response to several resident concerns that not enough was being done to notify residents of elections. There are similar signs in the works for notifying residents of the Annual Town Meeting.

As Needed Road Services – Bids have been received from several area contractors willing to offer their materials and equipment to the town on an as needed basis. It is my plan to use this list as a supplement to the normal project bidding process but especially to have a contractor during times of emergencies.

Town Report – As I hope everyone is aware, the Town Report containing lots of useful information and the warrant with copies of the proposed ordinances has been made available to residents. Copies have been placed at Damon's Qwik Stop, Soule's Auto Supply, Abbotts Market, Chelsea Market and the Town Office. The report contained a few pictures and great picture of the new school. There were just over ninety pages. The book cost about \$1.96 each to produce.

Verbal Communication: continued

A. Town Manager Report: May 23, 2012

Town Contact – I have called the dispatch center in Augusta and gotten Selectmen Pushard's name removed as the emergency contact person for Chelsea. He was the one being called when someone needed to reach the Road Commissioner in Chelsea. I have given them my name and cell phone number so that I will be called. My contact information has also been provided to the 2-1-1 program should other types of emergencies occur.

Tree Removal – There are various tree related issues at the following locations: Mike White's house (Windsor Road), various Town Cemeteries, Butternut Park, and Skyline Drive that I will be addressing shortly.

Computer Services Refund – Prior to my being hired the Town was having Common Sense Computing performing its IT work and webpage updates. In December of 2011, payment for a block of time was paid to Common Sense Computing. This payment was just over \$5000. The town has since changed IT service providers to Beneficial Technology. After having noticed the payment to Common Sense, I requested that the balance of the funds to be returned. The Town recently received a check from Common Sense for a little over \$2000. This is important, as the money could have remained in an account that the town had no knowledge of for many years.

Fuel Oil – The Town has recently received a lock in price from Community Oil in Monmouth of \$3.299. Last year the lock in with Dead River was \$3.40. I will be contacting Jellison Fuel to determine if they are willing to match or beat the Community Oil price. The oil will be for the Town Office and the two Fire Stations. I will be attempting to lock in by this Friday in order to take advantage of this pricing.

Winter Salt – The MDOT recently received bids back for winter salt. I submitted our tonnage requirements and got a price per ton that was \$.02 less than last year. The low bidder was not our supplier last year so I have called International Salt to get a price from them. If they can meet or beat the low bid, I would like to use them. I felt the quality of the salt was good this past winter.

B. Department Reports. None.

C. School Department Report.

The RSU #12 2012-2013 \$25,765,644 School Budget passed with approval by voters in seven (7) of the eight (8) member towns. Westport Island and Wiscasset voted to form a committee to negotiate and investigate withdrawal from RSU #12.

Verbal Communication: continued

D. Board of Selectmen / Assessors Reports and Comments.

Mike congratulated Linda Leotsakos on her reelection to the Board of Selectmen. Thank you to Lisa Gilliam for putting in a long day June 12 [into June 13]. Also, compliments to the ballot clerks for their hard work and long hours. The Board of Selectmen members have not received information from Mark and Wanda Curtis regarding the CMP Transmission Line concerns but have reviewed what they have.

Executive Session. None

The next Board of Selectmen Meeting will be June 27, 2012 at 6:30 PM at Chelsea Elementary School Cafeteria.

Adjournment:

➤ A motion to adjourn was made by Mike Pushard that was seconded by Ben Smith. Vote was unanimous. Linda Leotsakos declared the meeting adjourned at 8:12PM.

Approved by the Chelsea Board of Selectmen on June 27, 2012.

Linda Leotsakos – Chair

Michael Pushard

Benjamin Smith