

**Town of Chelsea
Public Hearing and
Board of Selectmen Minutes
Wednesday June 14, 2017
6:30PM
Chelsea Town Office**

The Pledge of Allegiance was recited.

Selectmen present included Benjamin Smith and Michael Pushard. Richard Danforth was absent and excused.

Others present included Scott Tilton, Shawn Ramage, Molly Alexander, Rick Cote and Judy Williams

I. Call regular meeting to order:

The meeting was called to order at 6:30PM by Vice Chair Smith.

II. Public Comment on items not part of the agenda: NONE

III. Adjustments to the agenda:

Move V. Scheduled Items - A. New Business Item 2 to after IV. Consent Agenda

Move VIII. Verbal Communication – B. Chelsea RSU #12 Representative to after Consent Agenda

IV. Consent Agenda:

- A. Approval of Payroll Warrant # 53 in the amount of \$ 6,371.33
- B. Approval of Accounts Payable Warrant # 54 in the amount of \$ 191,054.89
- C. Approval of Payroll Warrant # 55 in the amount \$ 6,545.80
- D. Approval of May 24, 2017 Board of Selectmen Meeting Minutes.

A motion was made by Mr. Pushard that was seconded by Mr. Smith to approve Consent Agenda Items A, B, C and D as read. The vote was unanimous.

V. Scheduled Items:

A. New Business:

2. Discussion with Chief Ramage and possible action concerning the use of Fire Department's Building and Vehicle Reserve Accounts.

Chief Ramage wanted to update the Selectmen on three items effecting the operation of his department and to receive some guidance on how to proceed. He spoke about the department having an opportunity to sell the spare 1987 Engine Truck to Somerville, ME. Based on the guidelines in the Procurement Ordinance Chief Ramage was advised to prepare a memo giving the reasons why selling the vehicle directly to Somerville versus selling by sealed bid was in Chelsea and the Fire Departments best interest. A motion was made by Mr. Smith that was seconded by Mr. Pushard to authorize Chief Ramage as Fire Department Procurement Officer to dispose of the 1987 Engine Truck in accordance with the Procurement Ordinance. The vote was unanimous.

Chief Ramage discussed with the Selectmen the departments need to have funds, by Town Meeting vote, transferred from the Fire Truck Reserve Account to the Fire Department Building Reserve Account. The current balance in the Building account is insufficient to meet the Fire Department's future building repair and maintenance needs. The Selectmen favored calling a special Town Meeting in November to request a vote to transfer funds.

Chief Ramage updated the Selectmen on the recent discontinuance of the Wardens Report online burning permit site. The Maine Forest Service has determined that the site may not be in compliance with the section of Statute regarding who has authority to issues burn permits. Chief Ramage has been working with other Fire Chiefs to get the Wardens Service website back up and in operation.

VIII. Verbal Communication:

B. Chelsea's RSU #12 Representative –

Richard Cote, Chelsea's RSU #12 Representative, was present to deliver a report on the recent activities at the RSU.

V. Scheduled Items:

A. New Business:

1. Use of Town Office Equipment Reserve Account Funds to purchase eight new Town Office desktops, one new laptop and a new server.

The Town Manager provided a quote from Chelsea's current IT Provider to replace the eight desktop computers and a server. He requested that Town Office Equipment Reserve Account be used to fund the purchase. The Selectmen a Procurement Memo be prepared for them to review and approve at the next meeting before the purchase move forward. No action was taken at this time.

B. Old Business:

1. Tax Assessing Related Action

A. Assessing Contract renewal with Bartlett Assessing Services

The Selectmen reviewed the final edits of the contract with the Assessors Agent.

A motion was made by Mr. Pushard that was seconded by Mr. Smith to approve the Contract for Assessing Services for the 2017-18 fiscal year with Shirley Bartlett d/b/a Bartlett Assessing Services. The vote was unanimous.

2. Code Enforcement Related Action: NONE

VI. Legal:

A. Approve Quitclaim Deed for Christopher and Kristine Canning – Map 10 Lot 071

Mr. Smith requested this item be tabled until the meeting on June 28, 2017

B. Tax Acquired Property Error – Neil Geroux – Map 6 Lot 98

The Tax Collector informed the Selectmen that due to his mistake the tax liens and tax foreclosure of Neil Geroux's property was not done correctly and was therefore invalid. According to MMA Legal Services when Mr. Geroux passed away without probate the lien and foreclosure notices should have been sent to his heirs who include his brothers and sisters. The heirs were not notified. The Tax Collector will be fining affidavits in the Registry of Deeds stating the liens are invalid. The Board was told that they could abate the old taxes and supplemental tax the heirs. The Selectmen did not vote to abate and supplement. The property will be assessed this year to the heirs and be subject to the existing lien and foreclosure process if the taxes are not paid by the lien filing date.

C. Review of Road Discontinuance Appraisal Results and possible action

The Town Manger presented the Selectboard with the results of the property damage appraisals associated with the discontinuance of Spruce Run and Old Thomaston Road. The Selectboard instructed the Town Manager to review the process and continue working to discontinue the roads at the next town meeting.

VII. Written Communication:

- A. The Selectmen reviewed the Maine Municipal Bond Bank bonding schedule
- B. The Selectmen reviewed the Town Clerk's Report for May 2017
- C. The Selectmen reviewed the Safety Enhancement Grant Receipt Letter
- D. The Selectmen reviewed the CEO Report for May 2017
- E. The Selectmen reviewed the Clerks Report for May 2017
- F. The Selectmen reviewed the Treasurers Expense Report for June 9, YTD
- G. The Selectmen reviewed the RSU #12 notice of amounts adopted at May 2017 Budget Meeting

VIII. Verbal Communication:

- A. **Town Manager – NONE**

- C. **Boards and Committee – NONE**

- D. **Board of Selectmen/Assessors –**
Mr. Pushard requested that the CEO be informed that the Senior Citizens Building on the Windsor Road was for sale and being marketed as a residence. Mr. Pushard wasn't sure residential use was allowed given the size of the lot and the buildings former use.

IX. Executive Session: NONE

X. Adjournment:

A motion was made by Mr. Pushard that was seconded by Mr. Smith to adjourn the meeting. Mr. Smith declared the meeting adjourned at 7:49PM. The vote was unanimous.

Approved by the Board of Selectmen on June 28, 2017.

Absent
Richard Danforth

Michael Pushard

Benjamin Smith