

**Town of Chelsea
Board of Selectmen Minutes
Chelsea Town Office
6:30PM, July 16, 2014**

Selectmen present: Benjamin Smith, Richard Danforth and Michael Pushard.

Others present: Scott Tilton, William Hutton, John Chevalier, Marjorie Robbins, Maurice Robbins, Elizabeth Cousins, Kim Pushard, Gary Quintal, Paula Hutton, Skip Skehan and Edwin West.

Public Hearing:

Chairman Smith declared the public hearing to discuss amending the General Assistance Ordinance open at 6:30PM.

There were no comments or questions raised at this time.

A motion was made by Mr. Danforth and seconded by Mr. Pushard to adjourn the public hearing. The hearing was adjourned at 6:32PM

I. Call regular meeting to order:

The regular meeting was called to order at 6:33PM 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 through H as presented:

- A. Approve Payroll Warrant #61 in the amount of \$ 1,464.57
- B. Approve Accounts Payable Warrant #62 in the amount of \$ 5,147.43
- C. Approve Accounts Payable Warrant #63 in the amount of \$ 11,362.01
- D. Approve Payroll Warrant #01 in the amount of \$ 6,090.64
- E. Approve Accounts Payable Warrant #02 in the amount of \$ 20,085.34
- F. Approve Payroll Warrant #03 in the amount of \$ 6,212.71
- G. Approve Minutes of March 12, 2014 Board of Selectmen Meeting
- H. Approve Minutes of June 25, 2014 Board of Selectmen Meeting

The vote to approve items A, B, C, D, E, F, G and H on the consent agenda was unanimous.

III. Public Comments:

John Chevalier – explained to the Board his understanding of the method used by Chelsea to discontinue a portion of the Dondero Road in 2002. He was concerned that representatives of the town may be misinterpreting the language of the discontinuance and the effect on property owners along the discontinued section.

Marjorie Robbins – (99 S. Dondero Rd) outlined for the Board the history of the problems that have occurred along the discontinued portion and the grief this had caused for residents of the road.

Paula Hutton – (96 S. Dondero Road) agreed that before the gate was placed across the road there were a lot of problems and crime. Life improved after the gate was erected.

IV. Scheduled Items:

A. New Business

1. Election of a Board Chair and Vice Chairman

A motion was made by Mr. Pushard that was seconded by Mr. Danforth to elect Ben Smith as Chairman of the Board of Selectmen for the 2014-15 Fiscal Year.

The vote on the motion was 2 – 0 – 1 (Smith). Motion passed.

A motion was made by Mr. Pushard that was seconded by Mr. Smith to elect Richard Danforth as Vice Chairman of the Board of Selectmen for the 2014-15 Fiscal Year.

The vote on the motion was 2 – 0 – 1 (Danforth). Motion passed.

2. Establish time and place for the regular Board of Selectmen meetings and giving of appropriate notice thereof to the public

A motion was made by Mr. Danforth that was seconded by Mr. Pushard to schedule Board of Selectmen meeting for the 2nd and 4th Wednesday of every month beginning at 6:45PM in the Town Office for the 2014-15 Fiscal Year.

The vote on the motion was unanimous.

3. Discussions with the Planning Board concerning the drafting of a Site Plan Review Ordinance

Beth Cousins outlined for the Board the benefits and reasons the Planning Board felt it was important to adopt a Site Plan Review Ordinance. Board opinions for creating such an ordinance were varied. The Board requested that the public be made aware and be given several opportunities to give their input before the vote goes to the Town Meeting. No action was needed

4. Discussion on consolidation of services to reduce the 2015-16 Municipal Budget

The Board wants to discuss with nearby towns of similar size ways that consolidating and regionalizing services can save money and improve services.

The Board instructed the Town Manager to coordinate and schedule a meeting with the stakeholders in Windsor, Pittston, Randolph and Whitefield before August 21, 2014

B. Old Business:

1. Selection of a consultant to assist Chelsea in preparing a Tax Increment Financing application

The Board discussed the proposals sent to them by the two remaining interested consultants.

A motion was made by Mr. Pushard that was seconded by Mr. Danforth to authorize the Town Manager to enter into an agreement with jpeCED Consulting for the preparation and submission of a Tax Increment Financing District Application to the Maine DECD in accordance with the terms of their proposal. The vote on the motion was unanimous.

V. Legal:

A. One Year Appointments to Vacant Elected Positions

1. A motion was made by Mr. Smith that was seconded by Mr. Danforth to appoint Palmer Sargent to a one year term on the Planning Board. Vote was unanimous.
2. A motion was made by Mr. Smith that was seconded by Mr. Danforth to appoint Edwin West to a one year term on the Board of Assessment Review. Vote was unanimous.

B. Annual Appointments

1. A motion was made by Mr. Danforth that was seconded by Mr. Smith to appoint Carol Belanger to a one year term on the Budget Committee. Vote was unanimous.
2. A motion was made by Mr. Danforth that was seconded by Mr. Smith to appoint Edwin West to a one year term on the Budget Committee. Vote was unanimous.

C. Ad Hoc Committee Appointment

1. A motion was made by Mr. Smith that was seconded by Mr. Danforth to appoint Chris Evans to a one term on the Solid Waste and Recycling Committee. Vote was unanimous.

D. Confirmation of appointments by Town Manager

1. Lisa Gilliam – Town Clerk, Registrar of Voters, Public Information Officer, Deputy Treasurer, Deputy Tax Collector and Deputy GA Administrator
2. Gary Qunital – Code Enforcement Officer, Licensed Plumbing Inspector and E911 Addressing Officer
3. Waldo Gilpatrick – Alternate CEO and LPI
4. Christopher Martinez – Animal Control Officer
5. Andrea Orne – Alternate ACO
6. Shawn Ramage – Emergency Management Director

A motion was made by Mr. Smith that was seconded by Mr. Danforth to confirm the Town Manager’s appointments as presented. The vote on the motion was unanimous.

E. Adoption of General Assistance Ordinance Appendices A and B

The Board discussed amending Appendices A and B of the Chelsea General Assistance Ordinance. The amendments are recommended changes proposed by MMA and DHHS each year.

A motion was made by Mr. Smith that was seconded by Mr. Danforth to adopt Appendices A and B for the period July 1, 2014 to June 30, 2015. The vote on the motion was unanimous.

VI. Written Communication:

- A. The Board reviewed a letter from Time Warner Cable dated July 8, 2014
- B. The Board reviewed a letter from CMP dated June 23, 2014.
- C. The Board reviewed a letter from Gov. Paul LePage concerning General Assistance.
- D. The Board reviewed the draft minutes of the June 26, 2014 Board of Assessment Meeting.

VII. Verbal Communication:

- A. Town Manager Report: None.
- B. Chelsea's RSU #12 Representative: None
- C. Chelsea Department, Board and Committee Reports: None
- D. Board of Selectmen: None

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 8:05PM

Approved by the Chelsea Board of Selectmen on July 30, 2014

Benjamin Smith, Chair

Michael Pushard

Richard Danforth, Vice Chair