

**Board of Selectmen  
Regular Meeting  
Wednesday September 28, 2016  
6:30PM Public Hearing  
Regular Meeting to follow  
Chelsea Town Office**

**I. Call regular meeting to order:**

The meeting was called to order at 6:32PM by Chairman Danforth.

Selectmen present were Mr. Danforth, Mr. Pushard and Mr. Smith.

Others present were Leonetta Burns, Dolly Lathrop, Ed Tobias, Carol Belanger, Gilbert Morang, Debbie Morang and Lisa Kalloch

**A.** The Pledge of Allegiance was recited

**B.** Public Hearing

**1. General Assistance Ordinance Amendments and Appendices Adoption**

Mr. Danforth called the public hearing to order at 6:33PM. The Town Manager explained the need to adopt the ordinance and basic necessity maximums in the appendices. There wasn't any comment or questions asked by the public.

**II. Public Comment on Items not part of the Agenda:**

There wasn't any public comment

**III. Adjustments to the Agenda:**

There wasn't any adjustment to the agenda.

**II. Consent Agenda:**

**A.** Approval of Payroll Warrant #10 in the amount of \$ 5,887.38

**B.** Approval of Accounts Payable Warrant # 11 in the amount of \$ 415,918.30

**C.** Approval of Payroll Warrant # 12 in the amount of \$ 5,867.31

**D.** Approval of Accounts Payable Warrant # 13 in the amount of \$ 24,951.78

**E.** Approval of Board of Selectmen August 24, 2016 Meeting Minutes

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

### III. Public Comment: NONE

### IV. Scheduled Items:

#### A. New Business:

1. Appointments to Boards and Committees filling unelected term vacancies.

- a. Edwin West – Term 6/30/17 – Budget Committee

A motion was made by Mr. Smith that was seconded by Mr. Pushard to appoint Edwin West to the Budget Committee for the term ending June 30, 2017

The vote was unanimous.

- b. Edwin West – Term 6/30/17 – Board of Assessment Review

A motion was made by Mr. Smith that was seconded by Mr. Pushard to appoint Edwin West to the Board of Assessment Review for the term ending June 30, 2017.

The vote was unanimous.

2. Request Use of Cemetery Fund Interest Account for improvements at Allen Cemetery.

The Manager explained to the Selectmen about the tremendous amount of work recently completed by Kennebec Jail Trustees and volunteers to clear brush and trees at Allen Cemetery. The work to cut down the bigger trees and clear the property to prepare it for the sale of lots is all that is left. BHS, Inc. presented a quote to complete the work that is needed. The Manager explained that there is over \$10,000 in the Cemetery Interest Reserve Account which could be used with Selectmen approval to finish the project.

A motion was made by Mr. Danforth that was seconded by Mr. Smith to authorize the Town Manager to transfer up to \$3500 from the Cemetery Interest Reserve Account to hire BHS Inc. to complete the work in accordance with the estimate dated August 26, 2016.

The vote was unanimous.

3. Hiring an Assessors Agent

The Manager explained that the current Assessors Agent had resigned but would be available to assist until a new Assessors Agent was hired. The Selectmen reviewed the RFP for an Assessor Agent that was used to fill the position last time. The RFP will be sent out to a select group of vendors. The responses are due back by October 28, 2016. No formal action was taken

#### **IV. Scheduled Items:**

##### **B. Old Business:**

###### **1. Senior Citizen Building Donation Update**

The Manager explained that there wasn't any updates to be presented at this time. This item was passed over.

###### **2. Town Office Safety Enhancements**

The Manager presented the Selectmen with various options and pricing to install a new counter and security barrier with a door at the front office. The total cost with materials and labor would be around \$10,000. The Selectmen expressed concern that what was being presented was not secure enough and further security upgrades should be looked at. The enhancements to be looked at include: bullet proof glass, counter top security measures and heavy duty doors. No action was taken at this time.

###### **3. Harvesting Timber from Chelsea's Kennebec River Property**

Per the Selectmen's instructions, the Manager contacted the two surveyors most familiar with the boundary lines to obtain a price to mark the lines every 50 feet. The marks would provide the wood cutter with clear references points to avoid cutting on abutters land. The lowest price to do this work was received from Kane Coffins from E.S. Coffin Engineering. The Manager will contact Mr. Coffin to request he perform the work. No formal action was taken.

###### **4. Annual MMA Meeting voting credentials**

Upon review of the ballot and because no one from Chelsea would be attending the MMA Convention to vote the item was passed over.

#### **V. Legal:**

##### **A. Gilbert and Nancy Morang Estate Tax Acquired Sale – Map 13 Lot 12**

Two of the Selectmen had visited the Morang Property to determine for themselves the amount of cleanup that would be required prior to the Selectmen agreeing to sell the property back to the Estate of Gilbert and Nancy Morang. All three Selectmen reviewed the pictures taken and asked questions of Mr. Morang. Based on the answers provided it was determined that Mr. Morang would be given additional time to clean up and the matter would be reviewed again for possible action on October 26. No formal action was taken.

**B. Albert Belanger Jr. Estate Tax Acquired Property Sale – Map 5 Lot 16**

Lisa Kalloch, the realtor hired by Chelsea, presented the Selectmen with the two bids that were received. The high bid was \$15,920 and included the additional payment of all back taxes, interest and costs.

A motion was made by Mr. Smith that was seconded by Mr. Danforth to accept the bid of \$15,920 plus back taxes, interest and costs and to further authorize the Town Manager to sign on behalf of Chelsea any and all required documents necessary to complete the sale.

The vote was unanimous.

**C. Adoption and Approval of General Assistance Ordinance for Oct. 1, 2016**

The Selectmen having previously reviewed the General Assistance amendments and associated appendices at the public hearing held earlier had no further questions.

A motion was made by Mr. Smith that was seconded by Mr. Pushard to adopt the new General Assistance Ordinance as amended

The vote was unanimous.

**D and E. Tax Request(s)**

Due to the number of tax related matters it was decided to schedule an Assessors Meeting at 6:30PM October 12 and to invite the Assessors Agent taxpayers requesting the abatement to attend. No formal action was taken.

**F. E911 Road Naming – “Mountain Road” off Eastern Avenue near Allen Ave.**

A private drive is being constructed that qualifies for a name under the E911 Ordinances. The property owner has requested that the name be “Mountain Road”.

A motion was made by Mr. Smith that was seconded by Mr. Danforth to approve the road name of Mountain Road.

The vote was unanimous.

**VI. Written Communication:**

- A.** The Selectmen reviewed the BMV, Moses and Dog Licensing Agent Report
- B.** The Selectmen reviewed the Treasurer Report(s).
- C.** The Selectmen reviewed the Town Managers Report
- D.** The Selectmen reviewed the letter from MMA P&C and WC Insurance
- E.** The Selectmen reviewed the letter from Maine Local Roads
- F.** The Selectmen reviewed the letter from Maine Municipal Employers Health Trust
- G.** The Selectmen reviewed the CEO Report for August 2016
- H.** The Selectmen reviewed the letter from Charter Communications dated September 21, 2016

- VII. Verbal Communication:**  
**Town Manager – NONE**  
**RSU # 12 Report – NONE**  
**Committees and Boards – NONE**  
**Board of Selectmen – NONE**

**Mr. Danforth declared the meeting recessed at 8:15PM**

**VIII. Executive Session Action:**

- A. Request for a Poverty Abatement in accordance with 1 MRSA §405(6)(G)**

A motion was made by Mr. Danforth that was seconded by Mr. Pushard to go into executive session in accordance with 1 MRSA §405(6)(G).

The vote was unanimous. In at 8:16PM

A motion was made by Mr. Smith that was seconded by Danforth to come out of executive session in accordance with 1 MRSA §405(6)(G).

The vote was unanimous. Out at 8:37PM

A motion was made by Mr. Smith that was seconded by Mr. Pushard to grant a portion of the abatement amount requested of \$1,226.34 due to hardship on the taxpayer.

The vote was unanimous.

**IX. Adjournment:**

A motion was made by Mr. Smith that was seconded by Mr. Danforth to adjourn the meeting. Mr. Danforth declared the meeting adjourned at 8:42PM.

Approved by the Board of Selectmen on October 12, 2016.

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Richard Danforth

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Michael Pushard

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Benjamin Smith