

**Board of Selectmen
Regular Meeting
Wednesday November 9, 2016
6:30PM
Chelsea Town Office**

I. Call regular meeting to order:

The meeting was called to order at 6:31PM by Mr. Danforth.

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

Others present included Victor Lawrence, Meagan Packard, Richard Cote, Carol Belanger, Laura Brooks, Courtney Frost, Sanjit Roy, Gilbert Morang Jr., Debbie Morang, Charles "Skip" Skehan and Darby Erickson

- A. The Pledge of Allegiance was recited

II. Public Comment on Items not part of the Agenda: NONE

III. Adjustments to the Agenda:

Chairman Danforth moved the discussion with the School Board Rep. to after the Consent Agenda.

IV. Consent Agenda:

- A. Approval of Payroll Warrant #18 in the amount of \$ 6,525.31
- B. Approval of Accounts Payable Warrant # 19 in the amount of \$ 248,634.82
- C. Approval of Board of Selectmen October 26, 2016 Meeting Minutes

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

VII. Verbal Communication:

RSU # 12 Report – Richard Cote presented the RSU #12 Report to the Selectmen. He explained to that RSU #12 Budget was on track, he reported that collective bargaining would be underway shortly. He informed the Selectmen that the enrollment at CES is 294 students. The Selectmen asked a few questions and thanked Mr. Cote for the report.

V. Scheduled Items:

A. New Business:

**3. Potential Ordinance Violation at Map 16 Lot 34 – 1074 Eastern Ave –
Whateverinme Thrift Shop**

Victor Lawrence, owner, was in attendance to answer questions from the Selectmen. There was concerned expressed regarding the current appearance of the product being stored outside and what appeared to be materials stored outside that could be considered junk. Mr. Lawrence was asked about the mattresses outside and he assured the Selectmen that the mattresses would be cleaned up over the weekend. The Manager explained to the Selectmen that the CEO was working with Mr. Lawrence to correct any violations and that the CEO was monitoring the situation. The Selectmen reminded each other and the Manager that any land use complaints against any property in town should be in writing to the CEO. No formal action was taken or required.

1. Discussion with UMA Students on plans for a new Town Office

Sanjit Roy, Laura Brooks and Courtney Frost were present from UMA. They were in attendance to introduce themselves and explain what the students from UMA would be doing to assist the Selectmen and residents in developing plans for a new town office. The spring charrette is scheduled for Jan 23, 2017 and will last about 3 weeks. During this time the Selectmen have agreed to meet with the students and explain their goals and visions of a new building. No formal action was taken.

2. Appointment to Vacant Elected Office(s) to June 30, 2017 term:

a. Budget Committee – Carol Belanger

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

The vote was unanimous.

b. Planning Board – Henry F. Mastrianno

A motion was made by Mr. Pushard was seconded by Danforth to appoint Henry Mastrianno to the Planning Board for the term ending June 30, 2017.

The vote was 2 – 0 – 1 (Smith).

V. Scheduled Items:

A. New Business:

4. Bid Towing

The Manager presented the Board of Selectmen with a plan to put town winter towing activities out to bid. The purpose of the process would be to contract with a vendor to ensure all law enforcement related towing in Chelsea would be performed by the contractor selected. The cost of the towing could be controlled and the availability of a towing company could be reasonably expected to be responsive. There did not seem to be a need for this type of program. No formal action was taken.

V. Scheduled Items:

B. Old Business:

1. Butternut Park Security and Budget

The Manager presented the Selectmen with a copy of last year's municipal grounds budget excluding cemeteries. The lack of security at Butternut Park continues to be a concern of the Selectmen. In response to the concern the Manager presented the Selectmen with a plan which would budget for 2017-18 the purchase and placement of two solar powered lights at the park. The Selectmen were supportive of this idea and requested the Manager to include a budget request for the security lights. The Selectmen also requested that the Manager attempt to find a local supplier of the light and look into the best placement of the light support. No formal action was taken.

2. Town Office Security and Budget

The Manager presented the Selectmen with the various pricing he has obtained to install a barrier and safety doors in the front office. One quote to supply and install level three bullet resistant glass on top of the counter in the front office was \$20,350. Quotes to purchase and install a new counter, demolition of existing counter and installation of three bullet resistant doors ranged from a low of \$ 9000 to a high of \$19,000.

The Manager explained that reasonable steps have been taken to improve and upgrade town office employee security. Steps taken include staffing changes. Additional reasonable steps to be implemented include Active Shooter training and the installation of CCTV and Town Office cameras. The Selectmen requested that the Manager include a budget request to pay for upgrading fire and security alarms and monitoring along with installation of cameras. No formal action was taken

V. Scheduled Items:

B. Old Business:

3. Solid Waste and Recycling Program and Budget

The Manager reviewed last year's Solid Waste Budget with the Selectmen. There was discussion on the services and needs that should be budgeted next year. Recycling education and awareness received the Selectmen's initial support. The Selectmen requested that the Solid Waste and Recycling Committee meet and develop an plan and budget to undertake public education. Meagan Packard, Solid Waste Committee Member, provided the Selectmen with her ideas on increasing recycling and decreasing what is disposed of at Hatch Hill. No formal action was taken.

VI. Legal:

A. Tax Acquired Property – Map 13 Lot 12

Mr. Morang updated the Selectmen on the progress he was making in cleaning up the property previously owned by, Gilbert and Nancy Morang, his parents. The Selectmen were pleased with his current effort. More remains to be done and Mr. Morang stated all should be completed this weekend. The Selectmen will review clean up again at the meeting November 23. Prior to the meeting the Selectmen will make an effort to visit the property. No formal action was taken.

4. Town Wide Safety and Security Program and Budget

The Manager explained to the Selectmen that until another option can be found to increase town wide safety he was going to continue to contract out speed patrols with the Kennebec County Sheriff. Upon reviewing next year's budget the Selectmen requested the Manager gather details on implementing a law enforcement service operated by the Town. No formal action was taken.

5. Timber Harvesting at Chelsea's Kennebec River Property

The Manager updated the Selectmen on the plans to harvest wood from Chelsea's property along the river. The Selectmen requested that the Manager schedule a meeting between the logging company, Chelsea and the Hallowell Water District to discuss the harvesting plans and to agree on the access point to the woodlot. No formal action was taken.

V. Scheduled Items:
B. Old Business:

6. Chelsea Heating Assistance Program Guidelines Update

The Manager reviewed the 2016-17 Chelsea Heating Assistance Program with the Selectmen. He presented the 2016 Poverty Levels which would be used to determine eligibility. Funds from the program are available beginning December 1. No further action was taken.

VI. Written Communication:

- A.** The Selectmen reviewed the Animal Control Report for October 2016
- B.** The Selectmen reviewed the Treasurer's Report
- C.** The Selectmen reviewed the Town Managers Report
- D.** The Selectmen reviewed the letter from Charter Communications dated November 4, 2016
- E.** The Selectmen reviewed the Notice of RSU #12 Board of Directors Meeting on November 10, 2016

VII. Verbal Communication

Town Manager - The Manager highlighted certain items on the written report

Committees and Boards - NONE

Board of Selectmen –

Mr. Pushard requested clarification regarding the setting of speed limits and how some zones in town have been improperly signed. He asked if the other Selectmen also favor the Senior Building being used as a community center if it is determined the building is a structure the town wants to own.

Mr. Smith - NONE

Mr. Danforth reminded the other Selectmen that he would be at the next meeting.

VIII. Executive Session: NONE

IX. Adjournment:

A motion was made by Mr. Smith that was seconded by Mr. Pushard to adjourn the meeting. Mr. Danforth declared the meeting adjourned at 8:57PM.

Approved by the Board of Selectmen on December 7, 2016.

Richard Danforth

Michael Pushard

Benjamin Smith