

**Town of Chelsea
Board of Selectmen Minutes
November 12, 2014
Chelsea Town Office
7:15PM**

I. Call regular meeting to order:

The meeting was called to order at 7:15PM by Chairman Smith.

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

Others present: Scott Tilton, Ed Tobias, Marguerite Ridgway, Richard Condon, Dick Condon, John Wilcox, Robert Strout, Mike Simmons, Brian Swift, Skip Skehan, Barbara Skehan and Shawn Ramage.

The Pledge of Allegiance was recited.

II. Consent Agenda:

- A. Approval of Payroll Warrant # 19 in the amount of \$ 4,830.70
- B. Approval of Accounts Payable Warrant # 20 in the amount of \$ 31,133.41
- C. Approval of Minutes of October 22, 2014 Board of Selectmen Meeting
- D. Approval of Minutes of October 22, 2014 Board of Assessors Meeting
- E. Approval of Minutes of the October 22, 2014 General Assistance Public Hearing
- F. Appointment of Marguerite Ridgway to Board of Assessment Review

A motion was made by Mr. Danforth that was seconded by Mr. Smith to approve consent agenda items A, B and F. The vote was unanimous.

A motion was made by Mr. Smith that was seconded by Mr. Pushard to approve consent agenda items C, D and E. The vote was 2 -0 – 1 (Danforth).

III. Public Comment:

Marguerite Ridgway asked if a decision had been made on Margaret Harrison's tax abatement request.

Skip Skehan asked if the new trailer located on the Windsor Road on the former tax acquired parcel was properly permitted.

Dickie Condon asked about the wording at the top of each agenda stating that the agenda was subject to change without notice.

IV. Scheduled Items:

A. New Business:

1. Review the process to be used for discontinuing public roads

The Town Manager reviewed with the Board of Selectmen the method they wanted to begin using when considering road discontinuance. Prior to undertaking the formal process the residents on the road being considered for discontinuance will be invited to a meeting to gather their input. The Selectmen asked the Town Manager to invite residents on the Tasker Road to the December 10 meeting to discuss the discontinuance of the Tasker Road.

2. Review the method used to appoint the E911 Addressing Officer and E911 Officer appointment

The Town Manager reviewed the current practice of having the CEO be appointed the E911 Addressing Officer. He asked if this might be the right time to appoint someone with more time to spend performing this task. Currently according to Charter the duties of the Addressing Officer are delegated to the Code Enforcement Officer. No action was taken.

IV. Scheduled Items:

A. New Business:

3. Review the method used to appoint the Local Health Officer and Local Health Officer Appointment

The Town Manager reviewed the current practice of having the CEO be appointed the Local Health Officer. He asked if this might be the right time to appoint someone with more time to spend performing this task. He further explained that he had a person the Selectmen could appoint.

A motion was made by Mr. Smith and was seconded by Mr. Danforth to appoint Patricia Philbrook as Local Health Officer and to set the annual stipend at \$400. Vote was unanimous.

B. Old Business:

1. Purchase of a replacement Fire Tanker

The Town Manager and Fire Chief discussed with the Selectmen the need to replace the existing fire tanker. There has been a lot of work and research in an attempt to obtain grants to fund the purchase. All of the previous work was not successful. The Selectmen were presented with cost estimates and leasing options. In general the Selectmen did see a need. No formal action was taken except to request that the Fire Chief and Town Manager comes back with a plan to present to a Town Meeting for a vote.

2. Schedule a hearing to finalize the Dondero Road Discontinuance

By consensus it was decided to schedule a meeting with the landowners on December 10, 2014. A letter will be sent containing the required information.

3. Schedule a hearing to finalize the Birmingham Road Discontinuance

By consensus it was decided to schedule a meeting with the landowners on December 10, 2014. A letter will be sent containing the required information.

4. Schedule a hearing to finalize the Allen Avenue Road Discontinuance

By consensus it was decided to schedule a meeting with the landowners on December 10, 2014. A letter will be sent containing the required information.

V. Legal: NONE

VI. Written Communication:

- A. The Board received a letter from Time Warner Cable dated November 5, 2014
- B. The Board received a notice of new Time Warner Cable Service Rates effective September 2014
- C. The Board received an SVRSU #12 Special Resolution
- D. The Board received an SVRSU #12 Board of Directors November 13, 2014 Meeting Agenda
- E. The Board received a Report on RSU #12 Student Enrollment by grade
- F. The Board received a copy the Planning Board October 14, 2014 Meeting Minutes
- G. The Board received a request from the Board of Appeals to develop a unified Land Use Ordinance
- H. The Board received a letter from Maine State Housing concerning the proposed VOA Cabin in the Woods plan
- I. The Board received a copy of the Fire Department Risk Management Scholarship Award notice.
- J. The Board received the Town Manager's Report

VII. Verbal Communication:

Town Manager – reported that the Old Hallowell Days Holiday Fireworks were scheduled for December 5

Chelsea's RSU #12 Representative – Barbara Skehan explained to the Selectmen how the establishment of an Education Committee or Parent Advisory Committee, similar to what other towns are doing, would be useful in improving relations with the RSU and taxpayers.

Board of Selectmen:

Mike Pushard – reported that while the Road Commissioner was on vacation he had needed to cut the lock off the door to the Salt Shed and that he had purchased another lock and made extra keys to give to the plow contractor. Mike requested Scott Arnold trim branches around the power line running from the yard pole to the salt building. Mike explained that the small town consolidation group was looking into a bulk purchase of heating oil.

Richard Danforth – NONE

Benjamin Smith – 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 8:45PM.

Approved by the Chelsea Board of Selectmen on December 10, 2014

Benjamin Smith, Chair

Michael Pushard

Richard Danforth, Vice Chair