

**Town of Chelsea
Board of Selectmen Meeting Minutes
Wednesday November 20, 2013
Chelsea Elementary School Library**

I. Call meeting to order

- Selectman Ben Smith called the meeting to order at 6:36 p.m. Present along with Selectman Smith were Selectman Rick Danforth and Town Manager Scott Tilton along with several residents of the Chelsea community. Selectman Mike Pushard was not able to attend and was excused. Selectman Smith then led the attendees in the Pledge of Allegiance.

II. Consent Agenda:

- A. Approve Accounts Payable Warrant #23 for \$ 114,628.98
- B. Approve Payroll Warrant #24 for \$6,718.44
- C. Approve Board of Selectmen Minutes including Executive Session of September 25, 2013
- D. Approve Board of Selectmen Minutes of October 9, 2013
- Motion by Selectman Danforth to approve Consent Agenda Items A, B, C & D, motion seconded by Selectman Smith. Motion carried 2-0.

III. Public Comment on Items not part of the Agenda:

- Barbara Skehan wanted to let the Selectmen and the Town Manager know that the grading on the Windsor Road had been completed and it was well done, better than previous years.
- Ken Tjelmeland who owns property on Togus Road was present to speak about his taxes and the increase it's had in the past year. Mr. Tjelmeland requested this piece of land, which is mostly swamp land, be reduced to the amount of tax from the previous year. A brief discussion followed. Selectmen Smith & Danforth noted that a tax abatement for Mr. Tjelmeland is on the Agenda for this meeting and would be discussed shortly.

IV. Scheduled Items:

- A. New Business:
 - 1. None

Selectman Smith made a motion to have the Board reconsider and reopen discussion for the previously denied abatement applications for accounts #203, 970, 803RE, 283, 1087, 1055RE, 838 & 243; motion seconded by Selectman Danforth. Motion carried 2-0.

- B. Old Business:
 - 1. Action on request from Volunteers of America to support a CDBG application.
 - 2. Reconsideration of Tax Abatement Requests.
 - Selectman Smith made a motion to have the Board reconsider and reopen discussion for the previously denied abatement applications for accounts #203, 970, 803RE, 283, 1087, 1055RE, 838 & 243; motion seconded by Selectman Danforth. Motion carried 2-0.
 - Mr. Tjelmeland addressed the issue of his property taxes increasing over the past year to an assessment that he felt was too high. Discussion followed. Selectman Smith moved to accept the recommendation of the Tax Assessor and deny the application for a tax abatement on Account #1087 owned by Mr. Tjelmeland, motion seconded by Selectman Danforth. Motion carried 2-0.
 - Selectman Smith reviewed the next tax abatement request from Jeanne Pushard, Account #1055. Discussion followed. Selectman Smith made a motion to accept the recommendation of the Tax Assessor and deny the application for a tax abatement on Account #1055 owned by Ms. Pushard, motion seconded by Selectman Danforth. Motion carried 2-0.

- Selectman Smith reviewed the next tax abatement request from John & Dao Plummer, Account #838. Mrs. Plummer briefly spoke about her request for an abatement. Discussion followed. Motion by Selectman Smith to accept the recommendation of the Tax Assessor and deny the application for a tax abatement on Account #838 owned by Mr. & Mrs. Plummer, motion seconded by Selectman Danforth. Motion carried 2-0.
- Selectman Smith reviewed the next tax abatement request for Richard Condon, Account #243. A brief discussion followed. Selectman Danforth made a motion to accept the recommendation of the Tax Assessor and deny the application for a tax abatement on Account #243 owned by Richard Condon, motion seconded by Selectman Smith. Motion carried 2-0.
- Selectman Smith made a motion to accept the recommendation of the Tax Assessor and deny the application for a tax abatement on the following accounts #203, 970, 803RE & 283, motion seconded by Selectman Danforth. Motion carried 2-0.

VI. Legal Issues:

- A. Discuss and Approve Junkyard Permit Applications
 - Code Enforcement Officer Gary Quintal was present to review the applications with the Board. Selectman Smith reviewed the applications for Richard Messer (Map 1 Lot 163CO), Merle & Annie Geroux (Map 11 Lot 78), John Clark III (Map 16 Lot 79) and Robert Strout (Map 6 Lot 164). Mr. Quintal recommended approval for the applications presented to the Board. Selectman Smith moved to approve these Junkyard Permit Applications as recommended by the Code Enforcement Officer, motion seconded by Selectman Danforth. Motion carried 2-0.
- B. Discuss a policy/procedure for enforcement of Minimum Lot Size Ordinance violations
 - The Code Enforcement Officer also reviewed this item with the Selectmen. Discussion followed about the purpose and reasons the town enacted this ordinance. A brief discussion continued. The Selectmen thanked Mr. Quintal for his presentation. No motion made or necessary.

Selectman Smith noted they would now be going back to the Scheduled Items on the Agenda.

3. Action on request from Volunteers of America to support a CDBG application.
 - Manager Tilton read a letter from the VOA withdrawing their application for the CDBG Grant. Discussion followed. No action taken or motion necessary.

Selectman Smith noted they would now be going back to the Legal Issues Item on the Agenda.

- C. Public Hearing and Action on the Adoption of the 2013 General Assistance Ordinance
 - Selectman Smith began the Public Hearing at 8:10 p.m.
 - Town Manager Tilton reviewed this item with the Selectmen, he said the new ordinance includes all the new laws regarding General Assistance that was enacted during this last legislative session. Manager Tilton said this was a routine update of this ordinance. Discussion followed. Selectman Danforth moved to close the Public Hearing, motion seconded by Selectman Smith. Motion carried 2-0, Public Hearing closed at 8:14 p.m.
 - Motion made by Selectman Danforth to approve and adopt the 2013 General Assistance Ordinance which includes the most current legislative updates, motion seconded by Selectman Smith. Motion carried 2-0.

VII. Written Communication:

- A. Treasurers Report
- B. Town Clerk Report
- C. Code Enforcement Officer Report
 - Selectmen Smith & Danforth did not have any comments on the reports that were presented to them.
 - Selectman Danforth requested the Town Manager provide the Selectmen with the same expense sheets that will be presented to the Budget Committee. Selectman Danforth wanted them for review as budget time is approaching.

VIII. Verbal Communication:

- A. Town Manager Report
 - Manager Tilton gave the Selectmen an update on the road repairs that have been made due to the pipeline construction. Selectman Smith said he had seen improvement on the Hallowell Road. A brief discussion followed.
- B. Chelsea's RSU #12 Representative
 - School Board Member Barbara Skehan gave a brief update. She spoke about an after school program that is in the discussion stage right now. She said the Boys & Girls Club is working with the RSU about developing this program. A brief discussion followed. Mrs. Skehan also spoke briefly about the RSU and several of the Towns that are considering withdrawal from the RSU.
- C. Board of Selectmen/Assessors
 - Selectman Danforth briefly discussed the shortage on the Boards & Committees and the need to get those seats filled. A brief discussion followed. Manager Tilton said this information is posted on the Town's website, but agreed that the Town needs to publicize this more in order to fill the vacancies.

The Selectmen briefly discussed the Board of Selectmen Meetings schedule for the month of December and the need to work those meetings around the holiday schedule. The Selectmen decided they would schedule their next meetings for December 11th & 18th.

IX. Executive Session:

- A. None

X. Adjournment:

Motion by Selectman Danforth to adjourn the meeting, seconded by Selectman Smith. Motion carried 2-0. Meeting adjourned at 8:36 p.m.

Approved by the Chelsea Board of Selectmen on December 18, 2013

Benjamin Smith – Chair

Richard Danforth Vice-Chair

Michael Pushard