

**Town of Chelsea
Board of Selectmen Minutes
Wednesday December 21, 2016
6:30PM, Chelsea Town Office**

I. Call regular meeting to order:

The meeting was called to order at 6:34 PM by Chairman Danforth.

Selectmen present were Benjamin Smith and Richard Danforth. Michael Pushard was excused.

Others present: William Butler, Brian Sites and Melissa Morrill

The Pledge of Allegiance was recited.

II. Public Comment on items not part of the agenda:

A. None

III. Adjustments to the agenda:

A. None

IV. Consent Agenda:

- A. Approval of Payroll Warrant # 21 for \$13,806.00
- B. Approval of Board of Selectman December 7, 2016 Meeting Minutes

A motion was made by Mr. Smith that was seconded by Mr. Danforth to approve Consent Agenda Items A and C as presented. The vote was unanimous.

V. Scheduled Items:

A. New Business:

- 1. Town Building Solar Power Conversion Discussion:
 - a. Deferred to next meeting
- 2. Restoration of old Chelsea Land Layout Plan:
 - a. Deferred to next meeting
 - b. Determine estimated cost for restoration
- 3. Payments in Lieu of Taxes Program:
 - a. Reviewed letter, recommend sending to appropriate accounts
- 4. Selectmen 2017-18 Budget Review Schedule:
 - a. Reviewed schedule, confirm at next board meeting.

B. Old Business:

1. Cabin in the Woods Tax Exemption Status:

Brian Sites and Melissa Morrill, representing the Volunteers of America (VOA) shared their concerns on the timing of a tax exemption decision. The Board explained the process of hiring a new assessing agent is still not complete. Various aspects on how Chelsea is involved with this project since construction is on federal land were discussed and how the several organizations interact with each other.

- a. Representatives from VOA will provide to the Board documents such as contracts, deeds and other agreements to further explain tax credits.
- b. Brief new assessing agent when hired.

2. Hiring an Assessing Agent:

Upon reviewing the candidates, a motion was made by Mr. Smith that was seconded by Mr. Danforth to rescind the current contract with Jackie Robbins and to determine the appropriate payout settlement. The vote was 2-0 in favor.

A motion was made by Mr. Smith that was seconded by Mr. Danforth to hire Shirley Bartlett as an Assessing agent and offer a contract not to exceed \$9,000.00 for the remaining term of the current fiscal year. The vote was 2-0 in favor.

3. Cable Franchise Fee Collection:

- a. Recommend discussing options during the next budget review.

4. Town Donation Policy:

- a. Review this at the next board meeting for possible amendments.

VI. Legal:

A. MRS Title 17 – Nuisance Enforcement:

- a. Reviewed legal line fund balance, recommend further discussion during the next budget review.

B. Animal Control Ordinance Review:

- a. Deferred to next board meeting

VII. Written Communication:

Received reports from;

- A. CEO – November 2016
- B. Letter from Charter Communications
- C. Officer Clerks Report – November 2016
- D. Town Clerk – November 2016
- E. Treasurer Expense Summary Report as of December 6, 2016
- F. Chelsea Elementary School – December Newsletter

VII. Verbal Communication:

Town Manager – None

RSU # 12 Report – Notes from Mr. Cote

Committees and Boards -

- a. Mr. Smith reminded the Board of Assessors needed to respond to a pending abatement request on Acct # 1030 – Map 14-115-CO. Letter was written asking for agreement to a sixty-day extension.

Board of Selectmen

- a. Mr. Smith requested a proclamation concerning school choice be ready for signatures at the next board meeting.

VIII. Executive Session: NONE

IX. Adjournment:

A motion was made by Mr. Smith and seconded by Mr. Danforth to adjourn the meeting. Mr. Danforth declared the meeting adjourned at 7:43PM.

Approved by the Board of Selectmen on January 11, 2017.

Richard Danforth

Michael Pushard

Benjamin Smith