

**Town of Chelsea
Charter Commission Meeting Minutes
February 21, 2013, 6:30 PM
Chelsea Town Office**

Members Present:

Barbara Skehan, Charles Skehan, Rick Danforth, Peter Hanson, Ben Smith, Maria Jacques, Beth Cousins

Excused:

Elizabeth Larrabee, Scott Ludwig

1. Call to Order

The meeting was called to order at 6:39 p.m. by Ben Smith.

2. Approval of Minutes—January 24 Charter Commission Minutes and February 11 Charter Commission Public Hearing Minutes

Maria Jacques made a motion that the Commission approve the January 24, 2013 Charter Commission Minutes with minor amendments to clarify that Peter Hanson and Beth Cousins joined the Commission following conclusion of the Cemetery Committee meeting and to approve the February 11, 2013 Charter Commission Public Hearing minutes, which was seconded by Skip Skehan. All members present voted in favor and the motion carried.

Following an affirmative vote on approval of the minutes, a commission member noticed an error in the title of the February 11 Public Hearing Minutes (draft minutes stated “public meeting” instead of “public hearing”). Rick Danforth made a motion to reconsider the approval of the January 24, 2013 Charter Commission Minutes and the Minutes of the February 11, 2013 Charter Commission Public Hearing. A second was made by Barb Skehan. No discussion occurred on the motion to reconsider and the motion was approved by unanimous vote of the members present.

Ben Smith then made a motion to approve the January 24, 2013 Charter Commission Minutes as amended and the Minutes of the February 11, 2013 Charter Commission Public Hearing to clarify that the February 11, 2013 minutes were minutes of a “public hearing.” A second was offered by Rick Danforth. No further discussion occurred and all members present voted in favor of approving the minutes as amended.

3. Discussion of Public Comments and Potential Amendments/Edits to Proposed Municipal Charter

The Commission reviewed the comments of the February 11th Public Hearing and identified two topics that needed further exploration—appointment process of the fire chief to reflect current practice and the requirements regarding the taking minutes of boards and committees and the content of such minutes. The Commission agreed to defer consideration of all other comments made at the February 11, 2013 public hearing until after they reconvened following the second public hearing.

4. Discussion of Schedule for Public Hearing and Finalization of the Charter

The Commission agreed to the following schedule.

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| March 11, 2013, | Public Hearing of the Proposed Municipal Charter
6:30 p.m., Chelsea School in accordance with 30-A M.R.S.A.
§ 2103 (5). |
| March 11, 2013 | Meeting of the Chelsea Charter Commission
(Immediately following conclusion of the Public Hearing)
Chelsea School |
| March 26, 2013 | Meeting of the Chelsea Charter Commission
6:30 p.m., Chelsea Town Office |

5. Adjournment

Peter Hanson moved to adjourn, which was seconded by Beth Cousins. Ben Smith declared the meeting adjourned at 7:47 p.m.