

**Town of Chelsea
Board of Selectmen Minutes
November 29, 2017
Executive Sessions at 6:30PM
Regular Meeting at 7:30PM
Chelsea Town Office**

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

The Pledge of Allegiance was recited

IX. Executive Session:

- A. Discussion with Legal Counsel per 1 MRSA §405(6)(E)

Due to unanticipated circumstances the session with Chelsea's Legal Counsel was postponed until December 13, 2017

Regular Meeting

I. Call to order:

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

II. Public Comment on items not part of the agenda: NONE

III. Adjustments to the agenda:

Move Agenda Items:

Executive Session Item B. will be taken up upon the arrival of the individual who has made the tax abatement request.

IV. Consent Agenda:

- A. Approval of Payroll Warrant # 23 in the amount of \$ 7,484.10
- B. Approval of Accounts Payable Warrant # 24 in the amount of \$ 41,959.93
- C. Approval of Payroll Warrant #25 in the amount of \$ 6,342.48

A motion was made by Mr. Pushard that was seconded by Mr. Danforth to approve Consent Agenda Items A, B and C. The vote was unanimous.

IV. Consent Agenda:

- D. Approval of November 8, 2017 Board of Selectmen Meeting Minutes

Approval of Consent Agenda Item D. was tabled until the meeting on December 13, 2017

Present for the regular meeting included Town Manager Scott Tilton, Carol Belanger and Molly Alexander

V. Scheduled Items:

A. New Business:

1. Health Insurance Premium Discussion

The Manager explained how the changes in Health Insurance premiums would affect town employees and the town financially. The Selectmen requested that Health Insurance premiums be discussed during the 2018-19 budget deliberations. No action was taken

2. Deputy Clerk Job Description

There was a general discussion on the new position being proposed. The Selectmen expressed great satisfaction with the current employee and were saddened to see her retire. They requested that the Manager meet with her to take her up in her offer to assist Chelsea a few days a week after she retires. No formal action was taken on the Proposed Job Description. The item would be acted upon if possible at the December 13, 2017 meeting.

A motion was made by Mr. Danforth that was seconded by Mr. Pushard to recess the public portion of the meeting. Vote was unanimous. Recessed at 6:44PM.

IX. Executive Session:

B. Tax Abatement request pursuant to 1 MRSA § 405(6)(F)

A motion was made by Mr. Danforth seconded by Mr. Pushard to go into executive session pursuant to 1 MRSA § 405(6)(F). Vote was unanimous. In at 6:45PM.

A motion was made by Mr. Danforth seconded by Mr. Pushard to come out of executive session. Vote was unanimous. Out at 7:04PM.

No formal action was taken on the tax abatement request

Back in regular session at 7:05PM.

V. Scheduled Items:
A. New Business:

3. Coalition Against Bigger Trucks Letter of Support

The Board reviewed a request and a sample letter from the Coalition Against Bigger Trucks in support of the groups efforts to keep bigger trucks off local roads. No action was taken.

V. Scheduled Items:

B. Old Business:

1. Personnel Policy Amendments

Action on amending the Personnel Policy was tabled until December 13, 2017

2. Payment In Lieu Of Taxes – Contribution Letter of Request

a. Volunteers of America – No letter to VOA

By consensus the Selectmen agreed that since there was no assessed value on the Cabins in the Woods by April 1st, 2017 a payment from the VOA per the agreement with Chelsea a letter of request would not be sent.

b. Spurwink School

By consensus the Selectmen agreed that a letter of request would not be sent to Spurwink to collect some amount of payment in lieu of taxes.

VI. Legal:

A. Assessing Matters

1. Tax Abatements - NONE
2. Supplemental Taxes - NONE

VII. Written Communication:

- A. The Selectmen reviewed the Town Clerks Report for October 2017
- B. The Selectmen reviewed the letter from Charter Communication dated November 9, 2017
- C. The Selectmen reviewed the letter from MDOT regarding resurfacing Route 226 in 2018
- D. The Selectmen reviewed the letter from MOPM regarding the need to report conservation easements
- E. The Selectmen reviewed the Small-Town Forum Meeting November 13, 2017 Minutes
- F. The Selectmen reviewed the October 16, 2017 Planning Board Meeting Minutes
- G. The Selectmen reviewed the December 11, 2017 Planning Board Meeting Agendas
- H. The Selectmen reviewed the note of Thanks from Chelsea Grange

VIII. Verbal Communication:

- A. **Town Manager** – The Manager highlighted items in his written report.
- B. **Chelsea’s RSU #12 Representative – NONE**
- C. **Boards and Committee – NONE**
- D. **Board of Selectmen/Assessors –**
Mr. Pushard - updated everyone on the Christmas Lighting Celebration
Mr. Danforth – announced that he had accepted CEO position with TOPS Club Inc. and that he would be remaining on the Board of Selectmen

X. Adjournment:

A motion was made by Mr. Pushard that was seconded by Mr. Danforth to adjourn the meeting. The vote was unanimous. Mr. Danforth declared the meeting adjourned at 7:40PM.

Approved by the Board of Selectmen on December 13, 2017.

Richard Danforth

Michael Pushard

Absent
Benjamin Smith