

**Town of Chelsea
Board of Selectmen Minutes
February 14, 2018
6:30PM
Regular Meeting
Chelsea Town Office**

I. Call to order:

The regular meeting was called to order at 6:30PM by Chairman Danforth.

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

Members of the public present included Scott Tilton, Molly Alexander, Carol Belanger, Richard Cote, Lee Burns and Dick Condon.

The Pledge of Allegiance was recited

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

III. Adjustments to the agenda:

Move Agenda Item VIII. Verbal Communication B. Chelsea 's RSU#12 Representative to before Consent Agenda.

VIII. Verbal Communication:

B. Chelsea's RSU #12 Representative –

Richard Cote, one of Chelsea's Representatives provided the Selectmen with a on various RSU #12 topics.

IV. Consent Agenda:

- A. Approval of Payroll Warrant # 36 in the amount \$ 6,885.52
- B. Approval of Accounts Payable Warrant # 37 in the amount \$ 255,908.32
- C. Approval of January 10, 2018 Board of Selectmen Meeting Minutes
- D. Approval of January 24, 2018 Board of Selectmen Meeting Minutes

A motion was made by Mr. Smith that was seconded by Mr. Danforth to approve Consent Agenda Items A, B and D as presented. The vote was 2 – 0 – 1 (Pushard).

A motion was made by Mr. Pushard that was seconded by Mr. Danforth to approve Consent Agenda Item C as presented. The vote was 2 – 0 – 1 (Smith).

V. Scheduled Items:

A. New Business:

1. Approval of Dispatch Agreement with the State of Maine

The Agreement for Emergency Dispatch Services from the Maine Department of Public Safety was discussed. The agreement terms and conditions will remain. The cost has increased due to the increase in call volume.

A motion was made by Mr. Smith that was seconded by Mr. Pushard to authorize the Town Manager to sign the dispatch agreement on Chelsea's behalf for the 2018-19 contract year. The vote was unanimous.

2. Review policy concerning access to the secure portion of the Town

Office.

Currently there is not a formal policy for controlling access to the secure portion of the Town Office. There have been recent false alarms that have required staff to travel from their home to respond to the call from the security company. A policy may be needed whereby a Selectmen be provided with a key so that in emergencies someone closer can respond. No action was taken on this matter

3. Presentation of the 2018-19 Municipal Budget

The Town Manager presented the Board of Selectmen with the proposed 2018-19 Municipal Budget. A budget workshops to begin the review process are scheduled for February 15, March 1 and March 15. No action was taken on this matter.

V. Scheduled Items:

B. Old Business:

1. Legal Services Bid Results

Several responses to the Legal Services RFP were received. The Town Manager reported that h has not had to open and tabulate the responses. The Board asked that the Legal Services RFP's be opened before the start of the budget review process. No action was taken on this matter.

2. Road Discontinuance Public Easement Update

There was further discussion on the public easement status of discontinued roads. No action was taken on this matter.

VI. Legal:

A. Recyclers License Renewal - Clark's Eastside Scrap

The Board of Selectmen reviewed the application from Clark's Eastside Scrap for a renewal of a Recyclers License. An inspection was done by the CEO that revealed no violations of town ordinances

A motion was made by Mr. Smith that was seconded by Mr. Danforth to approve Clark's Eastside Scrap Recycler permit #2-2018. The vote was unanimous.

B. Assessing Matters

1. Abatements

a. David Brunelle – M 8 Lot 172 APT (Part2) – No action. Awaiting more information from taxpayer.

b. David Brunelle – M1 Lot 151 – No Action. Awaiting more information from taxpayer.

c. Laurier Brunelle – M 8 Lot 180 (Part2) – No Action. Awaiting more information from taxpayer.

d. Michael White Real Estate – Map 11 Lot 96-CO

An application for an abatement was received from the taxpayer claiming that the property is being assessed for more acres than are owned.

A motion was made by Mr. Smith that was seconded by Mr. Danforth to issue a corrective abatement for the 2017-18 tax year on Map 11 Lot 96-CO in the amount of 12,735 in assessed value and \$249.35. The vote was unanimous.

C. Quit Claim Deed – 2014 Tax Lien – Map 11 Lot 86 CO – Michael White RE LLC

The Manager explained that according to a recent title search the 2014 Tax Lien was never discharged. Due to the length of time a Quit Claim Deed must be recorded instead of the usual Lien Discharge. A motion was made by Mr. Smith that was seconded by Mr. Pushard to execute a Municipal Quit Claim Deed for the 2014 Tax Lien on Map 11 Lot 96-CO.

The vote was unanimous.

D. Appointment of Carol Belanger to the Planning Board

The Board of Selectmen received a request from Carol Belanger to be appointed to the Planning Board. A motion was made by Mr. Smith that was seconded by Mr. Danforth to appoint Carol Belanger to the Planning Board to a term ending June 30, 2018. The vote was unanimous.

VII. Written Communication:

A. The Selectmen reviewed the CEO Report for January 2018

B. The Selectmen reviewed the letter from MDOT

C. Treasurers Report - NONE

D. The Selectmen reviewed the Town Clerks Report for January 2018

VIII. Verbal Communication:

- A. Town Manager – NONE**
- C. Boards and Committee – NONE**
- D. Board of Selectmen/Assessors –**

Mike Pushard – asked about the proposed Site Plan Review Ordinance. He also stated that by not removing the ice at Butternut Park left there by the recent flood it has prevented the park from being used for the wrong reasons.

Rick Danforth – requested updates on the following: the FOAA request to the Hallowell Water District, installation of solar lights at Butternut, enhanced speed patrols from Sheriff Dept. and the policy for purchasing land for future use of Chelsea. He also informed the other Board members that the sales Ration Analysis for assessing was nearing completion.

IX. Executive Session:

- A. Enter Executive Session pursuant to 1 MRSA § 405(6)(F)**

A motion was made by Mr. Smith that was seconded by Mr. Pushard to go into executive Session pursuant to **1 MRSA § 405(6)(F)**. The vote was unanimous. In at 7:35PM.

A motion was made by Mr. Danforth that was seconded by Mr. Pushard to come out of executive session. The vote was unanimous. Out at 7:38PM.

A motion was made by Mr. Smith that was seconded by Mr. Pushard to approve an abatement of the 2016 taxes in the amount of \$3097.12 and \$538.24 in costs and interest for Acct 789. Vote was unanimous.

X. Adjournment:

A motion was made by Smith that was seconded by Pushard to adjourn the meeting. The vote was unanimous. Mr. Danforth declared the meeting adjourned at 7:39PM.

Approved by the Board of Selectmen on February 28, 2018.

Richard Danforth

Michael Pushard

Benjamin Smith