

**Town of Chelsea
Board of Selectmen Minutes
February 28, 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, Judy Williams, Dick Condon, Carola Smith, Mike Smith, Marc Fecteau, Hank Mastrianno, Erin Searles, Jennifer Doyle, Maria Jacques, Carol Belanger, Andrea Smith and one other person.

The Pledge of Allegiance was recited

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

III. Adjustments to the agenda: None

IV. Consent Agenda:

- A. Approval of Payroll Warrant # 38 in the amount \$ 6,603.23
- B. Approval of Accounts Payable Warrant # 39 in the amount \$ 31,620.96
- C. Approval of February 14, 2018 Board of Selectmen Meeting Minutes

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

V. Scheduled Items:

A. New Business:

1. Discussion with the Planning Board regarding the draft Site Plan Review Ordinance

This item served as a question and answer period between the Planning Board members and the BOS. The Selectmen worked with the Planning Board to suggest and work toward providing useful changes. No action was taken.

V. Scheduled Items:

2. 2016 Tax Lien Property Foreclosures

The Treasurer presented the Selectmen with a list of 11 properties that were tax acquired due to nonpayment of the 2016 real estate taxes. There were a few interested parties present that expressed an interest in buying the properties back. The Selectmen instructed them to make an appointment with the Treasurer to work out suitable repurchase terms. The Selectmen would review the terms and make decisions at their march 14 meeting. No further action was taken.

3. Canadian Currency Acceptance Policy

There was discussion about if the Treasurer and Tax Collector should accept Canadian currency in paper and coin form as payment for town services.

By consensus it was decided that all foreign currency would not be accepted. Checks would be accepted if US funds were used

4. Discuss Chelsea's need for citizens to seek elected position

The Manager provided the Selectboard with a list containing 16 positions in town government that were up for election in June. The nomination process to be placed on a ballot for consideration begins March 2. No action was taken.

V. Scheduled Items:

B. Old Business:

1. Legal Services

Chelsea received six responses to its RFP for Legal Services. The Selectmen reviewed the responses and determined that the bid from PretiFlaherty, the current provider, was an acceptable amount to pay. The Manager was instructed to discuss with the firm the possibility of reducing the hourly rate to the current rate.

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

The Selectmen and the Manager discussed the need to have someone close to the town office able to respond to an incident when the security alarm is triggered. Current staff have considerable drives to the Town Office when responding to an alarm.

By consensus it was decided that the Selectboard Chairman would be provided a key and alarm codes to respond to alarms more quickly.

3. Discontinuance of a portion of a road – S. Dondero Rd

The Manager informed the Selectmen that there is a 35' section of road at the end of S. Dondero Road that Chelsea currently maintains. The Selectmen noted the concern of the Manager and took no action.

4. Set the date, place and time of the 2018 Annual Town Meeting

Possible dates for the Town Meeting were discussed.

A motion was made by Mr. Smith that was seconded by Mr. Pushard to schedule the municipal election for June 12 at the Chelsea School from 8AM to 8PM. The vote was unanimous.

A motion was made by Mr. Smith that was seconded by Mr. Pushard to schedule the Annual Town Meeting for June 14 at the Chelsea School at 6:30PM. The vote was unanimous.

VI. Legal:

A. Review and Acceptance of 2017 Chelsea Financial Audit and Management Letter

The Selectmen reviewed with the Manager the 2017 Municipal Audit and Management Letter.

A motion was made by Mr. Smith that was seconded by Mr. Pushard to accept the Management Letter with suggestions from the Auditor. The vote was unanimous.

B. Assessing Matters

1. Abatements

a. Michael White RE, LLC – 2017 – Map 11 Lot 96CO

A motion was made by Mr. Smith that was seconded by Mr. Pushard to approve a corrective abatement for Michael White RE for the tax year 2017 in the amount of 12,375 in assessed value. The vote was unanimous.

b. Michael White RE, LLC – 2016 – Map 11 Lot 96CO

A motion was made by Mr. Smith that was seconded by Mr. Pushard to approve a corrective abatement for Michael White RE for the tax year 2016 in the amount of 12,375 in assessed value. The vote was unanimous.

2. April 1, 2017 Real Estate Sales Analysis Review and Approval

The Selectmen have been provided copies of the Sales Review by the Assessor's Agent. No further action was taken.

3. Personal Property Assessment – 706 Requirement and Accounts to Contact

The Selectmen discussed how best to collect information on personal property present in Chelsea. A copy of a Property Schedule Form was provided to the Selectmen to review. Further discussion on this matter will be scheduled for March 14.

C. Shoreland Zoning Ordinance Amendment

At last years Town Meeting, the voters approved a new Shoreland Zoning Ordinance which brought Chelsea into compliance with the State of Maine. The ordinance as approved, however, contained one paragraph that the State would no approve during the certification process. The paragraph in question needs to be deleted from the ordinance and resubmitted to the State of Maine for recertification. The Selectmen instructed the Manager and the Clerk to prepare the ordinance amendment for vote on June 14th.

VII. Written Communication:

- A. The Selectmen reviewed a letter from Governor LePage to 128th Legislature
- B. The Selectmen reviewed a letter from Maine Revenue Services regarding Personal Property
- C. The Selectmen reviewed a letter from Governor LePage for Town Report
- D. The Selectmen reviewed the Treasurer Report – YTD Expenses and Revenues

VIII. Verbal Communication:

- A. **Town Manager – NONE**
- B. **Chelsea’s RSU #12 Representative - NONE**
- C. **Boards and Committee – NONE**
- D. **Board of Selectmen/Assessors –**
Mike Pushard – wanted the two Pines to be removed from in front of the Town Office. He wanted the Manager to contact other towns and find out why they started exploring withdrawal from RSU 12 and later stopped the process.
Rick Danforth – stated that David Spicer, Chelsea’s winter maintenance low bidder, was apparently the low bidder for winter maintenance in Whitefield. He informed the Board of his panned absence from the March 14 meeting. He cautioned Facebook Administrators about responding to Facebook messaging.
Ben Smith – informed the Selectmen that he was working with Rep. Deb Sanderson on getting legislation approved that would give Chelsea seats on the Hallowell Board of Trustees

IX. Executive Session: NONE

X. Adjournment:

A motion was made by Mr. Pushard that was seconded by Mr. Smith to adjourn the meeting. The vote was unanimous. Mr. Danforth declared the meeting adjourned at 9:02PM.

Approved by the Board of Selectmen on March 14, 2018.

Richard Danforth

Michael Pushard

Benjamin Smith