

Board of Selectmen Meeting
Wednesday July 11, 2019
6:30PM
Chelsea Town Office

I. Call to regular meeting to order:

Selectboard present included: Deborah Sanderson and Benjamin Smith. Mr. Pushard was absent and excused

The meeting was called to order at 6:31PM by Sanderson.

Members of the public present included Scott Tilton, Richard Cote and Shirley Bartlett

The Pledge of Allegiance was recited.

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

III. Adjustments to the agenda:

This was an abbreviated meeting due to Mr. Pushard absents and Mr. Smith need to leave early. Therefore, only items requiring the Selectboard's immediate attention will be acted upon tonight.

IV. Consent Agenda:

- A. Approval of Accounts Payable Warrant #61 in the amount of \$5,162.56
- B. Approval of Payroll Warrant #01 in the amount of \$8,198.33
- C. Approval of Accounts Payable Warrant #02 in the amount of \$38,289.26

A motion was made by Smith that was seconded by Sanderson to approve Consent Agenda Items A, B and C as presented. The vote was unanimous of those present and voting.

V. Scheduled Items:

A. New Business:

1. Review Preliminary 2020 State Valuation.

The Selectboard reviewed Chelsea's 2020 Preliminary State Valuation. The 2020 valuation lists Chelsea's assessment ration at 84%.

The assessments will be discussed again in the Spring of 2020 and possible adjustments to made at that time.

B. Old Business:

1. CMP Transmission Line and Sub Station Valuation

The Selectboard requested that CMP's Transmission line values be adjusted this year to accurately reflect their worth.

2. 2019 Personal Property Assessments

The Selectboard requested that all personal property have a value assessed to it. Those properties not declaring a value on the 706 will be assessed a non-declare value.

3. Update on restoration of 1865 Plan of Chelsea

Action on the how to proceed with the restoration of the 1865 Plan was set aside.

VI. Legal:

A. Annual Review and Adoption of Chelsea Financial Policies

- 1.** Investment Policy
- 2.** Credit Card Policy
- 3.** Tax Receipting Policy
- 4.** Wages and Benefits Disbursement Policy
- 5.** State Fees Disbursement Policy
- 6.** Returned Check Policy

Action on the adoption of financial policies was set aside.

B. Annual Review of Legal Services Use Policy

1. Town Attorney Use Policy

Action on the Town Attorney Use Policy was set aside.

2. MMA Legal Services Use Policy

Action on the MMA Legal Services Use Policy was set aside.

C Confirmation of Town Manager Appointments

Action on the MMA Legal Services Use Policy was set aside.

D. Appointments to Vacant Elected Positions

1. Sheepscoot Valley RSU #12 School Board Director

Action on the appointment of a Sheepscoot Valley RSU #12 School Board Director was set aside.

2. Planning Board

Action on appointments to the Planning Board was set aside.

3. Budget Advisory Committee

Action on appointments to the Budget Advisory Committee was set aside.

4. Board Assessment Review

A motion was Sanderson that was seconded by Smith to appoint Peter Hanson, Marion Bowman and William Hiltz to the Board of Assessment Review. The vote was unanimous of those present and voting.

5. Board of Appeals

Action on appointments to the Board of Appeals was set aside.

E. Schedule a Medical Marijuana Ordinance Public Hearing

A public hearing on the proposed Medical Marijuana Ordinance was scheduled for August 22, 2019 at 6PM at the Town Office.

F. Approve a Quit Claim Deed to Jeffrey Kincaid – Map 11 Lot 130

A motion was made by Smith that was seconded by Sanderson to sell the tax acquired property at Map 11 Lot 130 to Jeffrey Kincaid and to approve a Municipal Quit Claim Deed for Jeffrey Kincaid for payment of 2017 and 2018 tax liens. The vote was unanimous.

VII. Written Communication:

- A. The Selectboard reviewed the Town Clerk June Report
- B. The Selectboard reviewed the Deputy Clerk June Report
- C. The Selectboard reviewed the Code Enforcement June Report

VIII. Verbal Communication:

- A. **Town Manager** – NONE
- B. **Chelsea’s RSU #12 Representatives** – NONE
- C. **Boards and Committees** – NONE
- D. **Board of Selectmen/Assessors** – NONE

IX. Executive Session: None

X. Adjournment:

A motion was made by Smith that was seconded by Sanderson to adjourn the meeting. The vote was unanimous of those present and voting. Sanderson declared the meeting adjourned at 7:24PM.

Approved by the Board of Selectmen on July 25, 2019

Deborah Sanderson

_____Absent_____
Michael Pushard

Benjamin Smith