

Selectboard Meeting
Thursday February 13, 2020
6:30PM
Chelsea Town Office

I. Call regular meeting to order:

The meeting was called to order at 6:32PM by Sanderson.

Selectboard present included Deborah Sanderson and Michael Pushard. Absent and excused was Benjamin Smith.

Members of the public present included Scott Tilton, Carol Belanger and Molly Alexander

The Pledge of Allegiance was recited.

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

III. Adjustments to the agenda: NONE

IV. Consent Agenda:

- A. Approval of Payroll Warrant #35 in the amount of \$8,139.58
- B. Approval of Accounts Payable Warrant #36 in the amount of \$265,185.29
- C. Approval of January 9, 2020 Selectboard Meeting Minutes
- D. Approval of January 9, 2020 Board of Assessors Meeting Minutes
- E. Approval of January 23, 2020 Selectboard Meeting Minutes

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

No action on Items B and E

V. Scheduled Items:

A. New Business:

1. 2020 Summer Intern

The Town Manager reviewed with the Selectboard the upcoming 2020 Summer Intern program. The Selectboard expressed concern about the cost of an intern given the potential increases of other higher priority town expenses. It was decided to discuss how to fund the cost of an intern during the upcoming budget review process. No formal action was taken.

2. 2020-21 Municipal Budget and Review Schedule

The Town Manager presented the Selectboard with the proposed 2020-21 Municipal Budget. Possible dates for reviewing the budget were discussed. It was decided that the first review of the budget would be Sunday February 23, 2020 at 4PM at the Town Office. A Doodle Poll would be sent out to invite the Budget Committee and get a count on who would be attending. No formal action was taken.

3. Trial Funding of a Town Newsletter

The Town Manager informed the Selectboard that the new Heart and Soul Coordinators have created a written Town Newsletter and template. The previous newsletter created last summer by Chelsea's intern was an electronic version. The Manager requested that a written newsletter be mailed out to residents on a trial basis so that the newsletters popularity could be determined. The Selectboard supported this idea and requested the project move forward.

B. Old Business:

1. Chelsea Bicentennial Event

The Town Manager and Selectboard discussed several events that could be put together to showcase Chelsea and Chelsea Pride. The Heart and Soul Committee will be working toward organizing a Chelsea Heritage Day. Other events the Selectboard wanted to be scheduled included: working with the Elementary School on a time capsule and planting a tree and tree dedication. No formal action was taken.

VI. Legal:

A. Approval of Malt and Vinous Liquor Sales License for Mughal Palace

The Selectboard reviewed Mughal Palace's request for renewal of their Malt and Vinous Liquor Sales License.

A motion was made by Pushard that was seconded by Sanderson to approve the application for a Malt and Vinous Liquor Sales License for the period January 18, 2020 to January 17, 2021. The vote was unanimous by those present and voting.

B. Tax Abatement

1. 2019-20 Tax Year
Walter Burrill – Map 8 Lot 302– HS \$19,200

A motion was made by Pushard that was seconded by Sanderson to approve a 2019-20 corrective abatement for Walter Burrill at Map 8 Lot 302 in the abated amount of \$19,200 in assessed real estate value. The vote was unanimous by those present and voting.

Randall Strout – Personal Property – PP Acct 237 – \$20,000

A motion was made by Pushard that was seconded by Sanderson to approve a 2019-20 corrective abatement for Randall Strout for Personal Property Acct 237 in the abated personal property value amount of \$20,000. The vote was unanimous by those present and voting

2. 2018-19 Tax Year
Walter Burrill – Map 8 Lot 302 – HS \$20,000

A motion was made by Pushard that was seconded by Sanderson to approve a 2018-19 corrective abatement for Walter Burrill at Map 8 Lot 302 in the abated amount of \$20,000 in assessed real estate value. The vote was unanimous by those present and voting.

3. 2017-18 Tax Year
Walter Burrill – Map 8 Lot 302 - HS \$20,000

A motion was made by Pushard that was seconded by Sanderson to approve a 2017-18 corrective abatement for Walter Burrill at Map 8 Lot 302 in the abated amount of \$20,000 in assessed real estate value. The vote was unanimous by those present and voting

C. Marijuana Adult Use Retail Sales Ordinance Review

A public hearing on the proposed Marijuana Adult Use Retail Sales Ordinance was scheduled for April 9, 2020 at 6:30PM.

D. Emergency Management Ordinance Review

A public hearing on the proposed Emergency Management Ordinance was scheduled for April 9, 2020 at 6:30PM.

E. Town Clerk Appointment
1. Scott Tilton

A motion was made by Pushard that was seconded by Sanderson to appoint Scott Tilton to the position of Town Clerk for the term February 21, 2020 to June 30, 2020. The vote was unanimous by those present and voting

F. Registrar of Voters
1. Scott Tilton

A motion was made by Pushard that was seconded by Sanderson to appoint Scott Tilton to the position of Registrar of Voters for the term February 21, 2020 to June 30, 2020. The vote was unanimous by those present and voting.

G. Motor Vehicle Agent
1. Scott Tilton

A motion was made by Pushard that was seconded by Sanderson to appoint Scott Tilton to the position of Motor Vehicle Agent for the term February 21, 2020 to June 30, 2020. The vote was unanimous by those present and voting.

VII. Written Communication:

- A. The Selectboard reviewed the CEO Report for January 2020
- B. The Selectboard reviewed the Town Clerk Report for January 2020
- C. The Selectboard reviewed the 2020 Spring Bond Bank Schedule
- D. The Selectboard reviewed the Town Manager Report

VIII. Verbal Communication:

- A. Town Manager – highlights from the written report were shared with the Selectboard
- B. RSU 12 Board of Directors – NONE

- C. Boards and Committees – NONE
- D. Board of Selectmen/Assessors – NONE

IX. Executive Session:

- A. Executive session to deliberate over an abatement request (Case # 2020-01) pursuant to 36 M.R.S.A. § 841(2)

A motion was made by Pushard that was seconded by Sanderson to go into executive session to deliberate over an abatement request (Case # 2020-01) pursuant to 36 M.R.S.A. § 841(2). In at 7:23PM

A motion was made by Pushard that was seconded by Sanderson to come out of Executive Session. Out at 7:47PM

A motion was made by Sanderson that was seconded by Pushard to approve a Poverty Abatement for the tax year 2017-18 in the amount of \$1,675.25 for Case 2020-01. The vote was unanimous of those present and voting.

- B. Executive session to discuss a personnel matter pursuant to 1 MRSA § 405(6)(A)

This Executive Session was tabled until February 27, 2020.

X. Adjournment:

A motion was made by Pushard that was seconded by Sanderson to adjourn the meeting. The vote was unanimous of those present and voting. The meeting was adjourned.

Approved by the Selectboard on February 27, 2020

Deborah Sanderson

Michael Pushard

Benjamin Smith