

**Chelsea Selectboard Meeting  
Thursday March 26, 2020  
6:30PM  
Via Zoom Conference  
and Town Hall Streams**

**Closed to Public Attendance**

**I. Call meeting to order:**

The meeting was called to order at 6:45 PM by Sanderson

Selectboard present via teleconference included Deborah Sanderson, Benjamin Smith and Michael Pushard

Members of the public present via teleconference included Scott Tilton and Brenda Arnold

**II. Consent Agenda:**

- A. Approval of Payroll Warrant #41 in the amount of \$7,666.51
- B. Approval of Accounts Payable Warrant #42 in the amount of \$17,413.79
- C. Approval of March 12, 2020 Selectboard Meeting Minutes.

A motion was made by Smith that was seconded by Pushard to approve Consent Agenda Items A and B as presented. A roll call vote was taken. The vote was unanimous.

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

### **III. Scheduled Items:**

#### **A. Town of Chelsea – Emergency Operations**

##### **1. Town Office schedule adjustments and service provided to citizens in response to State of Maine and Federal Guidelines**

The Manager expressed concern to the Board regarding a lack of social distancing at the Town Office even with Chelsea's small staff. He requested the approval from the Board to implement flexible scheduling. The new scheduling would provide a way for staff to alternate the days they would work in the office. This would limit social contact with each other, and the public yet allow for continued services. The Selectboard wanted assurance from the Manager that he would be available to help staff and to also assist the public even if he was working at home. There was consensus but no formal action taken.

##### **2. Suspension of all public meetings of Town Boards and Committees**

The Selectboard discussed the need to have other town Boards and Committees meet via Zoom Conferencing. The consensus of the Selectboard was that meetings by Town Boards and Committees would be suspended another 30 days.

#### **B. Adoption procedures in response to economic slow down**

##### **1. Property tax second half due date**

The Manager and the Selectboard discussed the stress that the COVID-19 restrictions were putting residents under. The Manager informed the Selectboard that Chelsea was receiving tax payments from companies paying escrow accounts on behalf of many residents. This influx of money would allow Chelsea to cover its expenses for the next 30 days. Everyone agreed this was favorable news.

A motion was made by Smith that was seconded by Pushard to waive the interest rate on the second half of the taxes for 30 days. The new date of May 8 would provide more time for taxpayers to pay their taxes without worrying about the added interest expense. A roll call vote was taken. The vote was unanimous.

##### **2. Suspend dog licenses requirement for new dogs and late dogs**

The Selectboard discussed PL 2019, c 617 and the lessening of State regulations that pertain to municipalities and school districts. The Selectboard wanted to make sure that Chelsea residents would receive the benefits that PL 2019, c 617 provides.

A motion was made by Smith that was seconded by Pushard to require the provisions in PL 2019, c 617 be offered to Chelsea residents. A roll call vote was taken. The vote was unanimous.

### 3. Suspend sending out 45 Day Foreclosure Letters

The Selectboard discussed having the Tax Collector delay sending out 45 Day Tax Foreclosure Notices. It was determined that this would be another helpful benefit to residents.

A motion was made by Smith that was seconded by Pushard to delay the mailing of the notices for 45 days. A roll call vote was taken. The vote was unanimous.

#### C. Other Emergency Matters requiring Select Board action

It was determined that there weren't any other emergency matters for the Selectboard to act on.

### IV. Verbal Communication:

#### A. Selectboard

**Ben Smith** – stated that given the critical times that Chelsea is facing he wanted to make sure that Selectboard members were kept updated on town matters.

**Mike Pushard** – agreed with Ben. He also wanted to thank our new employee and welcome Brenda Arnold to the team.

**Deb Sanderson** – offered her services to Chelsea senior citizens who needed help running errands and doing other tasks made more difficult by COVID-19.

### V. Adjournment:

A motion was made by Pushard that was seconded by Smith to adjourn the meeting. A roll call vote was taken. The vote was unanimous. The meeting was adjourned.

Approved remotely by the Selectboard on April 9, 2020

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Deborah Sanderson

\_\_\_\_\_  
Michael Pushard

\_\_\_\_\_  
Benjamin Smith

This meeting, due to the State of Emergency currently in effect, will not be open to public attendance. Selectboard and the public will be participating via a Zoom audio and video conference.