

Chelsea Selectboard Meeting
Thursday April 23, 2020
6:30PM
Via Zoom Conference

I. Call meeting to order:

The teleconference was called to order at 6:33 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, Jarrod Pinkham, Carol Belanger, Rick Danforth and Lee Burns

II. Adjustments to the Agenda:

Move B. Old Business 1 and 2 to after action on the Consent Agenda

III. Consent Agenda:

- A. Approval of Payroll Warrant #45 in the amount of \$6,748.11
- B. Approval of Accounts Payable Warrant #46 in the amount of \$15,010.58
- C. Approval of April 9, 2020 Selectboard Meeting Minutes

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

IV. Scheduled Items:

B. Old Business:

1. Review Building Permit and Occupancy Ordinance

Jarrold Pinkham, CEO, compared the language of the proposed Building Permit and Occupancy Ordinance with the three existing ordinances being replaced. No formal vote was taken. Instead it was decided that the proposed ordinance would be sent to the Town Attorney for review and editing.

2. Discussion with CEO concerning the cleanup properties

Jarrod Pinkham, CEO, discussed with the Selectboard his plans to undertake formal enforcement action to gain compliance with Chelsea's Solid Waste and Junk Ordinance against five properties in Chelsea determined by him to be in violation. The Selectboard did not take any formal action.

IV. Scheduled Items:

A. New Business:

1. Town Report Dedication

The Selectboard discussed who the Town Report should be dedicated to. After much discussion it was decided that this year's town report would be dedicated to Genevieve "Tobey" Whittier. The Selectboard agreed that Tobey had done a lot for Chelsea and was certainly worthy of the dedication. Chairperson Sanderson agreed to write the dedication and provide a picture for the Town Report. An additional Honorable Mention would be including thanking all of Chelsea's First Responders for their efforts throughout the year and especially during the COVID 19 outbreak.

2. Town Office Reopening Plan

The Selectboard and the Manager discussed reopening the Town Office to residents. The Manager agreed to work with experts to create a plan for the Selectboard to review at their May 14 regular Selectboard Meeting. There was not a formal vote taken on a date to reopen.

B. Old Business:

3. Assessor Agent Hiring Discussion

The Selectboard discussed last Thursday Zoom Interviews with the three prospective Assessor Agents. It was decided to have further discussion with Deanne Cray and Rob Duplisea before deciding. The Board instructed the Manager to schedule a Zoom meeting with both Assessors for April 30 beginning at 6PM.

4. Reconsideration of the Vote Scheduling Annual Municipal Election and Open Town Meeting.

The Manager informed the Selectboard of the recent change in the Primary voting day made by Gov. Mills. The new date of the State election is July 14. Traditionally, Chelsea holds its town vote on the same date. This assists with turnout and saves money by only having election workers work one election. The Annual Business meeting is held generally held after the elections. The decision to reconsider the vote to change Chelsea's local election date and Town Meeting date was tabled until May 14, 2020.

5. Approval of updated MMA Legal Authorization Policy

The Manager presented the Selectboard with proposed changes to the MMA Legal Authorization Policy. The Selectboard provided different language that would additionally allow for the Town Manager and Board/Committee Chairs or a designee to contact MMA Legal. The policy will be changed and go into effect immediately.

V. Legal :

A. Collection of Personal Property Tax 706 Declarations

The Manager presented the Selectboard with a revised and updated Personal Property Declaration Letter. The Selectboard discussed if the Letter would be sent out and to whom it should be sent to. The Selectboard instructed the Manager to send out a Letter and the Declaration Form to every Chelsea Property Owner.

B Deferred Property Tax Ordinance Review

The Manager presented the Board with a draft Deferred Property Tax Ordinance for their consideration. The ordinance would need to be approved by voters at the Annual Town Meeting before it become effective. The Selectboard reviewed the ordinance and decided to table any action until May 14, 2020.

C. Amendments to Fire Department Billing Ordinance

The Selectboard were provided with a further opportunity to review the proposed amendments to the Fire Department Billing Ordinance. Chief Ramage has also reviewed the ordinance but was unable to be on available to answer questions from the Selectboard. Action on the ordinance was tabled until Chief Ramage could be available to answer questions on May 14, 2020

VI. Verbal Communication :

- A. Town Manager – The Manager highlighted items in his written report for the Selectboard and the public.
- B. Chelsea RSU #12 Representative – NONE
- C. Boards and Committees – NONE
- D. Selectboard

Ben Smith – NONE

Mike Pushard – NONE

Deb Sanderson – asked that representatives form the Planning Board be placed on the agenda for May 14, 2020

IX. Executive Session: NONE

X. 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 of adjourn. The meeting was Adjourned at 8:31PM

Approved remotely by the Selectboard on May 14, 2020

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.