

**Chelsea Selectboard Meeting
Thursday May 14, 2020
Executive Session at 6:00PM and
Regular Meeting at 6:30PM
Via Zoom Conference**

Executive Session

Pursuant to 1 MRSA § 405(6)(E) for a consultation with legal counsel

A motion was made by Smith that was seconded by Pushard to go into executive session Pursuant to 1 MRSA § 405(6)(E) for a consultation with legal counsel. In at 6:31PM. Vote was unanimous.

A motion was made by Smith that was seconded by Pushard to come out of executive session. 6:16PM. Vote was unanimous.

No action was taken.

Regular Meeting:

I. Call meeting to order:

The Zoom meeting was called to order at 6:37 PM by Smith.

Selectboard present included Deb Sanderson, Ben Smith and Mike Pushard

Others present included Scott Tilton, Jarrod Pinkham, Terry Mitrenga, Shirley Bartlett, Alec Giffen, Lee Burns, Palmer Sargent, Mike Lemelin and Carol Belanger.

II. Adjustments to the Agenda: None

III. Consent Agenda:

- A. Approval of Payroll Warrant #47 in the amount of \$7,133.50
- B. Approval of Payroll Warrant # 48 in the amount of \$7,088.28
- C. Approval of Accounts Payable Warrant #49 in the amount of \$237,299.33
- D. Approval of April 23, 2020 Selectboard Meeting Minutes

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

IV. Scheduled Items:

A. New Business –

1. Discussion with members of Chelsea Planning Board

Terry Mitrenga explained to the Select Board the need for a possible moratorium on solar array installment in Chelsea. Currently Chelsea does not have any guidelines for the siting of a solar farm in Chelsea. A moratorium would provide Chelsea voters with some time to develop an ordinance with guidelines.

Carol Belanger explained that she wanted to make sure that the Planning Board was involved in the decision to develop a moratorium.

Terry Mitrenga agreed to develop a moratorium ordinance for the Selectboard to review at the May 28, 2020 meeting.

No formal action was taken

2. 2020-21 TIF Budget Review

The Manager reviewed the June 30, 2019 TIF Budget balances with the Selectboard. The Selectboard were also given with a year to date balance including all the expenses.

Following the review of the past and current expenses, the Manager discussed proposed 2020-21 TIF Budget expenses. Including the hiring of a Summer intern. The Selectboard have the final decision as to funds are expended with the TIF Guidelines.

No formal action was taken.

B. Old Business:

1. Town Office Plan to Reopen

The Manager presented the Selectboard with 3 possible reopening scenarios. All three options contained social distancing, personal protection, and office cleaning. The Selectboard reviewed the plans. There was discussion on when reopening would occur.

The Selectboard further discussed setting a goal date of June 1 as a reopening date contingent upon: Virus outlook at the next meeting, procurement of cleaners, personal sanitation supplies and PPE and Barriers being in place. The Manager will continue to work on the plan with a goal of opening as soon as is practical.

No formal action was taken.

2. Assessor Agent Hiring Discussion

The Selectboard each discussed their first choice for Chelsea's new Assessors Agent. Before taking a vote the Selectboard requested that references for both candidates be obtained and shared with the Selectboard.

No formal action was taken

3. Hiring a Summer Intern

A decision to hire an intern will be delayed until a Job Description can be developed which outlines what the intern will be working on over the summer. The Manager will develop a Job Description for the Selectboard to review at the next meeting.

4. Decision to demolish and clean up 330 Togus Road Property

Part of the decision to demolish the building at 330 Togus Road hinged on what the Selectboard wanted to do with the property. They were presented with 4 options ranging from selling the whole property to keeping the whole property.

A motion was made by Sanderson that was seconded by Pushard to keep and manage the tax acquired property at 330 Togus Road in its entirety. A roll call vote was taken. The vote was unanimous. There wasn't a decision on demolition.

5. Town Office Relocation or Renovation Discussion

Mike Lemelin (RSU 12 BOD) explained the result of the recent vote taken by the RSU regarding the property the town office is occupying. The RSU voted to provide Chelsea with 2+/- acres for the Town Office. The cost for surveying and legal services would be borne by the town. Mike Lemelin agreed to assist with this project. The surveying and legal work would be paid for out of legal services budget line.

No formal action was taken

V. Legal:

A. Building Permit and Occupancy Ordinance

A second reading and review of the proposed Building and Occupancy Ordinance was provided to the Selectboard. The latest version of the ordinance will be sent to the Town Attorney for review and approval prior to Selectboard certification.

No formal action was taken.

B. Deferred Property Tax Ordinance

A second reading and review of the proposed Deferred Property Tax Ordinance was provided to the Selectboard. The latest version of the ordinance will be sent to MMA Legal for their review prior to Selectboard certification.

No formal action was taken.

C. Amendments to Fire Department Billing Ordinance

A second reading and review of the proposed amendments to the Fire Department Billing Ordinance was provided to the Selectboard. The latest version of the ordinance will be sent to The Town Attorney for review and approval prior to Selectboard certification.

No formal action was taken

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

A motion was made by Sanderson that was seconded by Smith to reconsider the vote taken on March 12 to set the dates for the Annual Town Meeting. The roll call vote was 2 – 0 – 1(Pushard) to reconsider.

A motion was made by Pushard that was seconded by Sanderson to schedule the municipal elections for July 14 from 8AM to 8PM at CES and to schedule the Town Meeting for July 16 at 6:30PM at CES to set the dates for the Annual Town Meeting. The roll call vote was unanimous.

VI. Verbal Communication :

- A. Town Manager – NONE
- B. Chelsea RSU #12 Representative – NONE
- C. Boards and Committees – NONE
- D. Selectboard - NONE

Adjournment

A motion was made by Sanderson that was seconded by Pushard to adjourn the meeting. A roll call vote was taken. The vote was unanimous to adjourn. The meeting was adjourned at 9:19PM

Approved remotely by the Selectboard on May 28, 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.