

**Chelsea Selectboard Meeting  
Wednesday December 9, 2020  
6:30PM  
Via Zoom**

**I. Call Zoom meeting to order:**

The meeting was called to order at 6:30PM by Sanderson.

Selectboard present included Deborah Sanderson, Sheri Truman and Michael Pushard

Others present included Scott Tilton, Rick Danforth, Rob Duplisea, Roger Peppard, Molly Alexander and Jarrod Pinkham.

**II. Public Comment on Items Not on Agenda: NONE**

**III. Adjustments to the Agenda:**

**The Selectboard moved Item:**

**VI. Legal:**

- A. Review and Approve Administrative Consent Agreement with William Davenport

**To after action on the Consent Agenda**

**IV. Consent Agenda:**

- A. Approval of Payroll Warrant #25 in the amount of \$15,132.83
- B. Approval of Accounts Payable Warrant # 24 in the amount of \$254,355.93
- C. Approval of November 24, 2020 Selectboard Meeting Minutes.
- D.

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

**VI. Legal:**

**A. Review and Approve Administrative Consent Agreement with William Davenport**

Jarrold Pinkham (CEO) presented the Selectboard with a draft Administrative Consent Agreement that he and the Town's attorney have drafted to assist with the clean up of a dangerous building on the Davenport Road. The work would be paid for by Chelsea and a Special Assessment taxed to the owner in the amount of \$2,500.

A motion was made by Pushard that was seconded by Truman to approve an Administrative Consent Agreement with William Davenport for the clean up of a building at his property on Davenport Road and to assess a special tax assessment to William Davenport in the amount of \$2,500. The roll call vote was unanimous.

**V. Scheduled Items:**

**A. New Business –**

**1. Moving BOS Meeting to the Chelsea Elementary School**

The Manager and the Selectboard discussed the possibility of moving the meeting to the CES Gym. The meeting would still be conducted via Zoom with no public in person participation. It was determined that meeting via Zoom using the current format would continue.

**B. Old Business:**

**1. Discussion with RJD Appraisals on assessment matters**

There was a lengthy discussion on establishing a method for assessing personal property. Currently Chelsea assesses 32 out of the roughly 150 Chelsea business. There was further discussion to determine a method to improve Chelsea's assessment ratio. The current ratio is 85%. The Selectboard will meet in early next month to establish guidelines for the Assessor Agent to follow to improve business personal property assessments and moving the assessment ratio closer to 100%

**2. Request from Animal Control for a "Slow Farm Animals In Road" Hazard Sign in front of the Jennifer Polley Farm at 168 Hankerson Road.**

The Manager informed the Selectboard of the cost to purchase and install two hazard signs in front of the Polley Farm on the Hankerson Road. The Manager has spoken with Gretchen Patrick about presenting the Polley's with a plan to share the cost. As of this meeting there hasn't been any response. It was decided that due to the time of the year a sign could not be installed until Spring so the decision could wait.

### 3. Review, amend, improve and approve Selectboard Goals for 2020-21

The Manager drafted goals based on the Selectboards input for them to review. The goals presented by the Selectboard were very general. The draft given to the Selectboard to review provided more specificity. The Selectboard would review the draft for further action next month.

#### VI. Legal:

##### B. Approve Municipal Quitclaim Deed for Tax Acquired Property

1. Alfred Weisbacker – Map 16 Lot 172MH – Acct#1639

A motion was made by Truman that was seconded by Pushard to approve a Municipal Quit Claim Deed to Alfred and Kate Weisbacker for a mobile home at Map 16 Lot 172. The roll call vote was unanimous.

#### VII. Written Reports and Communication:

- A. The Selectboard reviewed the November CEO Report
- B. The Selectboard reviewed the report on November 2020 Heart and Soul Activities
- C. The Selectboard letter from MMA Risk Management Services

#### VIII. Verbal Communication :

- A. Town Manager – the Manager shared his report with the Selectboard and those participating via Zoom.
- B. Chelsea’s RSU #12 Representative – **None**
- C. Boards and Committee Reports – **None**
- D. Board of Selectmen/Assessors Concerns –

**Mike** – reported that he was able inspect the roads after the last snowstorm and felt the contractor did a good job. He also reported that he would be making repairs to the Christmas tree.

**Sheri** – reported that she also felt the contractor did a good job plowing snow during the last storm. She also thanked Deb for moving the Christmas parade idea to fruition.

**Deb** – thanked Mike for his hard work on the Christmas Tree lighting

**IX. Executive Session:**

**X. Adjournment:**

A motion was made by Truman that was seconded by Sanderson to adjourn the meeting. The roll call vote was unanimous. The meeting was adjourned at 8:15PM

Approved by the Selectboard on December 23, 2020

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Deborah Sanderson

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Michael Pushard

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Sheri Truman