

Chelsea Selectboard Meeting
Wednesday April 28, 2021
Regular meeting 6:30PM
Via Zoom

I. Call meeting to order:

The Zoom Meeting was called to order at 6:31PM by Sanderson

Selectboard present included Sheri Truman , Michael Pushard and Deborah Sanderson Sanderson

Others present included Scott Tilton, Deb Large, Jarrod Pinkham, Jason Mills, Matt Drost, Tammy Pierce and Carol Belanger

II. Public Comment on Items Not on Agenda: NONE

III. Adjustments to the Agenda:

Move the following Items to after the Consent Agenda

V. Scheduled Items:

B. Old Business

2. Review Chelsea Solar Array Ordinance with final changes

VI. Legal:

- A. Easement and approvals w/ abutter of 330 Togus Road Property – Deb Large

V. Scheduled Items:

B. Old Business

1. Review grant opportunities with the Economic Development Coordinator

IV. Consent Agenda:

- A. Approval of Payroll Warrant #46 in the amount of \$7,875.20
- B. Approval of Accounts Payable Warrant #47 in the amount of \$36,585.84
- C. Approval of April 14, 2021 Selectboard Meeting Minutes.

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.

V. Scheduled Items:

A. New Business –

2. Review Chelsea Solar Array Ordinance with final changes

Jarrold Pinkham, CEO, discussed and explained the recent changes in the Solar Array Ordinance made by the Town Attorney. No action.

VI. Legal:

- A. Easement and approvals w/ abutter of 330 Togus Road Property – Deb Large.**

Deb Large discussed with the Selectboard her need to obtain a Right of Access to use the Driveway entrance for the property owned by the Town at 330 Togus Road for the septic installer, well driller and the company delivering the tiny home. She also discussed her need to get an easement from Chelsea to install aerial wires over a portion of the Town Property.

A motion was made by Sanderson that was seconded by Truman to **approve an aerial easement** for Deb Large, Gordon Large, Tyler Large and Mellanie Large for electrical service to their proposed tiny home being place on Map 13 Lot 52 and to authorize the Town Manager to sign the easement on behalf of the Selectboard. The vote was unanimous.

A motion was made by Sanderson that was seconded by Pushard to **approve a Right of Way License** for Deb Large, Gordon Large, Tyler Large and Mellanie Large which authorizes their contactors and vendors to use the driveway on the Town Property to access the Map 13 Lot 52 Property and to authorize the Town Manager to sign the license on behalf of the Selectboard. The vote was unanimous.

V. Scheduled Items:

B. Old Business:

1. Review grant opportunities with the Economic Development Coordinator

Matt Drost, ED Coordinator, updated the Selectboard on his activities the past month. He asked for some guidance from the Selectboard on their economic development priorities.

V. Scheduled Items:

A. New Business –

1. Review draft 2021/22 Town Meeting Warrant

The Manager presented the Selectboard with a draft of the June Annual Town Meeting Warrant. Suggestions and changes were made and the Selectboard had questions. No action was taken.

B. Old Business:

3. Discuss location of new Town Office

The Selectboard discussed each other's plans for location and type of construction regarding the updated Town Office. It was agreed that plans needed to get underway, and a location selected. No action was taken.

VI. Legal:

B. 2021 Chelsea Personnel Policy – Maine Employee Paid Leave Benefit

The Manager provided the Selectboard with the revised Personnel Policy wording. The new section and changes are required for Chelsea's to be in compliance with the Maine Employee Paid Leave Act. The new law took effect January 1, 2021. The Selectboard asked the Manager to contact other Town's similar in size to determine what steps they are taking. No action was taken.

C. Town Office COVID Service to resident's protocol

The Selectboard requested the steps, if any, the Manager was taking to relax COVID 19 protocols and improve service to residents at the Town Office. The Manager acknowledged that the current procedures have remained the same for over 6 months. A review of procedures will be undertaken to determine if protocols can be reduced.

VII. Written Reports and Communication:

- A. The Selectboard reviewed a report on the TIF Budget.
- B. The Selectboard reviewed the Manager's Report.

VIII. Verbal Communication:

- A. Town Manager Report – The Manager provided a verbal report to emphasize some of the important matters on his written report.

- B. Chelsea's RSU #12 Representative – NONE
- C. Boards and Committee Reports – NONE
- D. Board of Selectmen/Assessors Concerns –

Sheri – Asked when in person meetings of the Selectboard would commence.

Mike – Requested a report from the CEO regarding properties on Collins, Tasker and Davenport Roads for the next meeting.

Deb – Requested that the Manager send the information she had collected regarding message signs to Jen Brown.

Adjournment:

A motion was made by Truman that was seconded by Pushard to adjourn the meeting. The roll call vote was unanimous to adjourn. The regular meeting was adjourned 8:05PM.

X. Executive Session:

- A. Discussion of Personnel Matter pursuant to 1 MRSA§405(6)(A)

A motion was made by Pushard that was seconded by Truman to go into Executive Session pursuant to 1 MRSA§405(6)(A). In at 8:07PM

A motion was made by Pushard that was seconded by Truman to come out of Executive Session. Out at 8:27PM.

No formal action was taken.

Approved by the Selectboard on May 12, 2021

Deborah Sanderson

Michael Pushard

Sheri Truman