

**Chelsea Selectboard Meeting**  
**Wednesday May 26, 2021**  
**6:30PM**  
**Via Zoom**

**I. Call meeting to order:**

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

Selectboard present included Deborah Sanderson, Sheri Truman and Michael Pushard

Others present included Scott Tilton, Molly Alexander, Cheryl Mitchell, Matt Drost and Marion Bowman

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

**III. Adjustments to the Agenda: NONE**

**IV. Consent Agenda:**

- A. Approval of Accounts Payable Warrant #51 in the amount of \$46,056.18
- B. Approval of Payroll Warrant #52 in the amount of \$7,587.24.
- C. Approval of May 12, 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 –**

**1. 2019-20 Chelsea Financial Audit**

The Manager presented the complete financial audit of Chelsea for 2019-20 Fiscal year. The Selectboard asked to further review the audit at the June 9, 2021 Meeting.

**V. Scheduled Items:**

**B. Old Business:**

**1. Canopy Grant Review and Approval**

Matt Drost, Economic Development Coordinator, informed the Selectboard that Chelsea has received a Project Canopy grant that would pay for 50% of the cost to complete Forest Management Plans at Chelsea three forested parcels of land. The properties include: Salt Shed, Butternut Park and 330 Togus Road.

A motion was made by Sanderson that was seconded by Truman to authorize the Town Manager to sign the sign the financial assistance and obligation document on behalf of the Town of Chelsea.

Also, part of the motion and a stipulation of spending any funds was that a clear plan on how the money will be spent must be approved by the Selectboard before funds are expended.

The roll call vote with the stipulation was unanimous.

**2. Good Citizen Award – CES Student of the Month**

The Town Manager presented the Selectboard with the possible wording of the Student of Month Certificate. Deb Sanderson will refine the wording and send the changes to the Town Manager. The presentation of all the awards will be made at the Annual Town Meeting at beginning at 6PM.

**3. Revised COVID 19 Chelsea Protocols**

The Town Manager recommended that the new COVID 19 Protocol be as followed: in the Town Office social distancing would be eliminated, vaccinated customers would not need to wear a mask, unvaccinated customers would be instructed via signage at the door to wear a mask but there would not be any enforced.

**VI. Legal:**

**A. Central Maine Power Pole Permit Approval**

A motion was made by Sanderson that was seconded by Pushard to approve a Pole Permit for CMP for a new pole on the Hallowell Road. The roll call vote was unanimous.

**B. Review Town Manager's Contract**

The Town Manager presented the Selectboard with a copy of his contract from 2011. In the contract there was language which paid the Manager the full cost of the Health Insurance cost Chelsea avoids by not having to pay coverage.

The Selectboard requested that this language be reviewed at their next meeting.

**VII. Written Reports and Communication:**

- A. The Selectboard reviewed the April 20, 2021 Budget Committee Meeting Minutes
- B. The Selectboard reviewed the written Town Manager's Report

**VIII. Verbal Communication :**

- A. Town Manager – The Manager highlighted important information in his written report.
- B. Chelsea's RSU #12 Representative – NONE
- C. Boards and Committee Reports – NONE
- D. Board of Selectmen/Assessors Concerns –

Sheri – NONE

Mike – Informed the Selectboard and members of the public of the snowmobile clubs recent donation of \$500 to the Chelsea Food Bank

Deb – NONE

**Adjournment:**

A motion was made by Sanderson that was seconded by Pushard to adjourn the regular meeting. The roll call vote was unanimous. The meeting was adjourned. at 7:33PMPM.

**Executive Session:**

- A. To discuss a 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 7:34 PM

A motion was made by Pushard that was seconded by Truman to come out of Executive Session. Out at 7:50P. No action was taken.

Approved by the Selectboard on June 9, 2021

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Deborah Sanderson

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Michael Pushard

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Sheri Truman