

# Special Night

## Chelsea Selectboard Meeting

Tuesday July13, 2021

6:30PM

Chelsea Elementary School Library

In Person

- I. Call regular meeting to Order
- II. Public Comment on Items Not on Agenda:
- III. Adjustments to the Agenda:
- IV. Consent Agenda:
  - A. Approval of Payroll Warrant #01 in the amount of \$9,178.71
  - B. Approval of Accounts Payable Warrant #02 in the amount of \$
  - C. Approval of Accounts Payable Warrant #58 in the amount of \$9,033.52
  - D. Approval of Accounts Payable Warrant #59 in the amount of \$
  - E. Approval of June 23, 2021 Selectboard Meeting Minutes.
  - F. Approval of 2021-22 Investment Policy
  - G. Approval of 2021-22 Credit Card Policy
  - H. Approval of 2021-22 Returned Check Policy
  - I. Approval of 2021-22 Fund Balance Policy
  - J. Approval of 2021-22 Policy for Contacting Town Attorney
  - K. Approval of 2021-22 Maine Municipal Association Legal Services Contact Policy
  - L. Approval of 2021-22 State Fee Reimbursement Policy
  - M. Approval of 2021-22 Wages and Benefits Disbursement Policy
  - N. Approval of 2021-22 Social Media Policy
  - O. Approval of 2021-22 Tax Receipting Policy
- V. Scheduled Items:
  - A. New Business –
    - 1. Selection of Selectboard Chair and Vice Chair
    - 2. Set Date and Time of Regular Meetings
    - 3. Selectboard Members Ad Hoc Committee and Board Assignments
    - 4. Review draft Tax Commitment
  - B. Old Business –
    - 1. Adoption of the Workers Compensation Safety Incentive Program Resolution.
    - 2. Approve a letter of support for Community Concepts application for a 523 Self Help Home Ownership application.

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## **VI. Legal:**

- A.** Crystal Falls Bottle Club Registration Approval
- B.** Annual Appointment(s)
  - 1. Shawn Ramage – Fire Chief
  - 2. Cheryl Mitchell – Registrar of Voters
- C.** Annual Confirmation of Appointments by Town Manager
- D.** Annual One Year Appointments effective July 1, 2021 to June 30, 2022
  - 1. Planning Board – 4 Vacancies
    - a. Benjamin Smith
  - 2. Budget Committee – 3 Vacancies
    - a. Benjamin Smith
  - 3. Board of Appeals – 2 Vacancies
  - 4. Board of Assessment Review – 3 Vacancies
- E.** Annual Three-Year Appointments
  - 1. Cemetery Committee
  - 2. Road Advisory Committee
- F.** New Town Office Update and next steps

## **VII. Written Communication:**

- A.** Town Clerk
- B.** Deputy Clerk
- C.** Code Enforcement
- D.** Historical Society
- E.** Heart and Soul Coordinator
- F.** Animal Control
- G.** Town Manager

## **VIII. Verbal Communication:**

- A.** Town Manager
- B.** Summer Intern
- C.** Economic Development Coordinator
- D.** Chelsea's RSU #12 Representative
- E.** Boards and Committees
- F.** Board of Selectmen/Assessors Comments and Concerns

## **IX. Executive Session:**

## **X. Adjournment:**

To maintain meeting effectiveness, the following guidelines are set forth:

Board members speaking during discussion on any item will be limited to two minutes and may speak only once until each member has spoken or been given an opportunity to speak.

Members of the public speaking during discussion on any item will be limited to two minutes and may speak only after each Selectboard member has spoken or been given an opportunity to speak.