

Chelsea Selectboard Meeting December 15, 2021 @ 6:30PM Chelsea Elementary School

I. Call meeting to order:

The regular meeting was called to order at 6:32PM by Pushard.

Selectboard present in person included Michael Pushard, Sheri Truman and Jason Mills via Zoom.

Also present in person was Scott Tilton, Molly Alexander, Greg Lumbert. Present via Zoom was Carol Belanger, Matt Drost and Cheryl Mitchell

II. Public Comment on Items Not on Agenda:

In the past, there have been a few instances that the staff has felt unsafe due to certain threatening behaviors by residents requesting service. There was one occasion in which the Town Manager in order to intimidate a certain resident who has previously made the staff feel unsafe brought a pistol on to Town Office property. The Selectboard discussed the need to adopt a policy to deal with firearms brought onto Town Property.

III. Adjustments to the Agenda:

Move VI. Legal A. to after V. Scheduled Items A. New Business 2

IV. Consent Agenda:

- A. Payroll Warrant #22 in the amount of \$7,103.62
- B. Accounts Payable Warrant #23 in the amount of \$780.00
- C. Accounts Payable Warrant #24 in the amount of \$280,840.59
- D. November 24, 2021 Selectboard Meeting Minutes.

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

V. Scheduled Items:

A. New Business –

1. Review the implementation of the Chelsea Business Revolving Loan Program

Matt Drost, Chelsea's Economic Development Coordinator, introduced to the Selectboard a proposed Revolving Loan Fund. The fund could be used to assist current businesses and future business to make capital investments, expand and make improvements. The basic outline for the creation of an RLF including the decision-making process and loan repayment guidelines

2. Collaboration with Ampion to encourage residents sign up for Net Energy Billing

The Manager explained that Ampion had approached him about promoting their Net Energy Billing services. The Town would promote the services of Ampion and in return Chelsea and the new customer would receive \$100 each. The Selectboard asked the Town Manager to get certain aspects of Ampions proposal better explained before they could take action.

VI. Legal:

A. Removal of Camper Trailer parked dangerously in Town Right of Way at 18 Hillcrest Drive and next steps

CEO Greg Lumbert was present to explain what was done to remove an apparent abandoned camper trailer left in the Town's Right of Way in front of 18 Hillcrest Dr. The decision to remove the trailer was made in order to eliminate the hazardous condition caused by the camper left in the Right of Way. The cost to remove the camper was \$4500.

B. Old Business –

1. Personnel Policy – Vacation Time Review and Action

The Manager explained to the Selectboard that the Personnel Policy amended back in April in response to the new Maine Employee Paid Leave Act provided full time employees with the ability to earn paid leave. Full time employees already receiving a vacation benefit should not be earning MEPLA leave. The Manager requested that the section of the Personnel Policy providing vacation time be restored back to the December 2017 wording.

A motion was made by Pushard that was seconded by Truman to restore full time employees vacation earned time and accumulation back to the December 13, 2017 levels. The roll call vote was unanimous of those voting.

2. 2022-23 Municipal Budget Priorities

The Manager asked the Selectboard to provide him with their 2022-23 Fiscal Budget priorities. The Selectboard requested the Manager to look into budgeting for a Contract Sheriff Deputy, the establishment of a small roads crew and creation of a job shadowing position at the town office.

3. 2021-22 Selectboard Goal Workshop

The Selectboard set a tentative date of January 16 at 7AM for a Goal Setting Session

4. American Rescue Plan Act – Funding ideas

The Manager asked the Selectboard for ideas on how they would like to budget American Rescue Program Act funds. Two ideas were provided by the Manager: partial payment on a new town office and employee and volunteer firefighter bonuses.

5. ecomaine Silver Bullet Monthly Rental Fee Request

The Manager explained that on January 1, 2022, ecomaine will be implementing a \$125 monthly rental fee on the ecomaine recycling containers. The rental fee is needed so that ecomaine can make repairs and replace malfunctioning containers. The Selectboard expressed support for the voluntary recycling program. A motion was made by Pushard that was seconded by Truman to keep the program and pay the monthly rental as part of the regular recycling operating budget. The roll call vote was unanimous.

6. Town Office Replacement – Review Building Needs and payment methods.

The Selectboard tentatively set a Building Committee meeting date for January 16, 2022 at 7PM. Selectboard would review their schedules and confirm availability.

VI. Legal:

B. Authorize the Town Manager to get garbage at the cell tower property removed.

The person that had been tenting on Chelsea's property adjacent to the cell tower has apparently abandoned their property. The Manager informed the Selectboard that the property left will be removed as soon as the weather permits.

C. Approve loan from CDBG Home Improvement Fund to make temporary repairs to a home at 1244 Eastern Ave.

The Selectboard agreed to pay G.A. Doughty to install heavy duty tarps and strapping to the roof of the property at 1244 Eastern Ave. The owner of the property will be required to make seven \$100 payments beginning in February. When the homeowner successfully makes the seventh payment the remainder of the balance will be forgiven by the Selectboard.

D. Appointment to Board of Appeals – Term to June 30, 2021
1. Fletcher Atkinson

A motion was made by Pushard that was seconded by Truman to appoint Fletcher Atkinson to the Board of Appeals to the term expiring June 30, 2022. The roll call vote was unanimous.

E. Request for Service from Kennebec Sheriff for Speed Detail

The Manager explained his plan to hire the Kennebec Sheriff's Office to provide 4-hour speed enforcement details on various Chelsea roads that require attention. The Selectboard supported the use of speed enforcement details to address speeding in Chelsea.

VII. Written Communicatio:

- A. SVRSU #12 Board of Directors - None
- B. Code Enforcement Office -None
- C. The Selectboard reviewed the Town Clerk's Report
- D. The Selectboard reviewed the Deputy Clerk's Report
- E. The Selectboard reviewed the Animal Control Report.
- F. The Selectboard reviewed the November Heart and Soul
- G. The Selectboard reviewed the Treasurer Report on the TIF Budget.
- H. Boards and Committees - None
- I. Board of Selectmen/Assessors Comments and Concerns

VIII. Verbal Communication:

- A. Town Manager – None
- B. Chelsea’s RSU #12 Representative - None
- C. Boards and Committees - None
- D. Board of Selectmen/Assessors Comments and Concerns
 - Sheri – None
 - Jason – None
 - Mike – None

IX. Executive Session: None

X. Adjournment:

A motion was made by Pushard that was seconded by Truman to adjourn the meeting. The roll call vote was unanimous. The meeting was adjourned at 8:37PM

Approved by the Selectboard on January 12, 2021

Michael Pushard

Sheri Truman

Jason Mills