

**Chelsea Selectboard Meeting  
January 12, 2022 @ 6:30PM  
Chelsea Elementary Cafeteria**

- I. Call meeting to Order:**
- II. Public Comment on Items Not on Agenda:**
- III. Adjustments to the Agenda:**
- IV. Consent Agenda Approval:**
  - A. Accounts Payable Warrant #25 in the amount of \$47,361.22
  - B. Payroll Warrant #26 in the amount of \$13,901.36
  - C. Accounts Payable Warrant #27 in the amount of \$7,936.23
  - D. Payroll Warrant #28 in the amount of \$7,025.29
  - E. Accounts Payable Warrant #29 in the amount of \$306,808.86
  - F. December 15, 2021 Selectboard Meeting Minutes.
- V. Scheduled Items:**
  - A. New Business –**
    - 1. Contracted Law Enforcement with Kennebec County Sheriff's Office
    - 2. Town Report Dedication
    - 3. Spirit of America Volunteer Selection
  - B. Old Business –**
    - 1. TIF District creation discussion with Raegan LaRochelle
    - 2. Chelsea Cell Tower Lease/Sale presentation by Nigel Paxson
    - 3.
- VI. Legal:**
  - A. Tax Abatement Request
  - B. Supplemental Assessment
  - C. Appointment to Budget Committee – 2 Vacancies
    - 1. Roland Quirion – 06/30/22 Term
  - D. Appointment of Ballot Clerks per Title 30A

**VI. Legal: continued**

- E. Appointment of Election Clerks per Title 21A
- F. Renewal of Assessing Contract with RJD Appraisal

**VII. Written Communication:**

- A. Animal Control
- B. Town Clerk
- C. Code Enforcement
- D. MMA Property and Casualty Insurance Letter dated 12/09/21
- E. MMA Unemployment Compensation Letter dated 12/20/21

**VIII. Verbal Communication**

- A. SVRSU #12 School Board
- B. Boards and Committees
- C. Town Manager
- D. Board of Selectmen/Assessors Comments and Concerns

**VIII. Executive Session:**

**IX. 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.

Warrant 25

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
<b>00263 ALEX SARGENT</b>						
0266	34667	12	PLOWING			
NOVEMBER			E 1-15-20-15		285.00	0.00
			WINTER ROADS / PLOW YARDS			
DECEMBER			E 1-15-20-15		285.00	0.00
			WINTER ROADS / PLOW YARDS			
NOVEMBER			E 1-15-30-75		270.00	0.00
			FIRE DEPART / SNOWPLOWING			
DECEMBER			E 1-15-30-75		270.00	0.00
			FIRE DEPART / SNOWPLOWING			
Vendor Total-					1,110.00	
<b>00286 ALMIGHTY WASTE</b>						
0266	34672	12	INV 101010			
18 HILLCREST DEMO			G 1-2100-00	18 HILLCREST DE	4,500.00	0.00
			ACCOUNTS PAY			
Vendor Total-					4,500.00	
<b>00216 BEAN &amp; SONS PUMPS</b>						
0266	34673	12	INV 1652			
TOGUS FS PUMPING			E 1-15-30-47	TOGUS PUMPING	200.00	0.00
			FIRE DEPART / STAT MAINT			
Vendor Total-					200.00	
<b>00241 BRENDA ARNOLD</b>						
0266	34674	12	MILEAGE			
2 TRIPS TO BANK			E 1-15-11-90	24 MILES BANK	10.80	0.00
			ADMIN EXPEN. / MILEAGE			
Vendor Total-					10.80	
<b>01153 CARDMEMBER SERVICE</b>						
0266	34670	12	XXXXXXXX59594271			
ELECTIONS			E 1-15-13-20	TOWN CC	210.97	0.00
			ADMIN MISCEL / ELECT/MEETIN			
GA RENT			E 1-15-50-20		1,593.00	0.00
			GEN ASS'T / RENT			
POSTAGE			E 1-15-11-20		107.65	0.00
			ADMIN EXPEN. / POSTAGE			
CHRISTMAS			E 9-01-92-11		186.37	0.00
			MISC / TAX INCREMEN			
Vendor Total-					2,097.99	
<b>00197 CAYER CIVIL ENGINEERING CONSULTING, LLC</b>						
0266	34675	12	INV 2021-2			
HILLCREST AND MUD MILL			E 1-15-21-08		2,565.00	0.00
			SUMMER ROADS / ROAD CONST			
Vendor Total-					2,565.00	
<b>00316 CENTRAL MAINE POWER</b>						
0266	34486	12	SALT SHED PREPAID10/26/21			
DUPLICATE PAY 10/26/21			E 1-15-20-40		40.17	0.00
			WINTER ROADS / ELECTRICITY			
Invoice Total-					40.17	
0266	34676	12	TOGUS STAT -EPAY			
TOGUS FS ELECTRIC			E 1-15-30-20	EPAY	48.28	0.00
			FIRE DEPART / CMP RT226			
Invoice Total-					48.28	
0266	34677	12	TO - EPAY			
TO ELECTRICITY			E 1-15-12-15	TO ELECTRICITY	106.84	0.00
			T/OFFICE EXP / ELECTRICITY			
Invoice Total-					106.84	

Warrant 25

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description	Account	Proj				
				Invoice Total-	106.84	
0266	34678	12	STREET LIGHTS - EPAY	STREET LIGHTS		*** SEPARATE ***
STREET LIGHTS	E 1-15-37-10			72.01		0.00
	STREET LIGHT / CMP ST LIGHT					
				Invoice Total-	72.01	
0266	34679	12	HALLOWELL FS - EPAY	ELECTRICITY		*** SEPARATE ***
HALLOWELL FS ELECTRICITY	E 1-15-30-10			114.51		0.00
	FIRE DEPART / CMP HALLOW					
				Invoice Total-	114.51	
0266	34680	12	30010899513	BUTTERNUT		*** SEPARATE ***
BUTTERNUT LIGHT	E 1-15-60-40			54.12		0.00
	CEMTRY & PAR / MAINT OTHER					
				Invoice Total-	54.12	
				Vendor Total-	435.93	
<b>00788 CHELSEA GRANGE #215</b>						
0266	34681	12	TOWN MTG APPROP	HALF		
TOWN MEETING	E 1-15-70-10			500.00		0.00
	DONA/CONTRIB / GRANGE DONAT					
				Vendor Total-	500.00	
<b>00905 CHELSEA HISTORICAL SOCIETY</b>						
0266	34682	12	TOWN MTG APPROP	HALF		
TOWN MEETING	E 1-15-70-45			250.00		0.00
	DONA/CONTRIB / HIST.SOCIETY					
				Vendor Total-	250.00	
<b>00287 CHELSEA P.T.A.</b>						
0266	34683	12	CHRISTMAS SIGNS	REINBURSEMENT		
CHRISTMAS ADVERTISING	E 9-01-92-11			316.50		0.00
	MISC / TAX INCREMEN					
				Vendor Total-	316.50	
<b>01301 ELLIS CONSTRUCTION INC.</b>						
0266	34684	12	7/1 - 12/31 SEXTON			
SEXTON PAY	E 1-15-60-11			500.00		0.00
	CEMTRY & PAR / SEXTON					
				Vendor Total-	500.00	
<b>00436 ERNIE SHAW</b>						
0266	34685	12	INV 6260	MISC PROJECTS		
ROAD WORK	E 1-15-21-04			1,950.00		0.00
	SUMMER ROADS / GEN RD MAINT					
				Vendor Total-	1,950.00	
<b>01056 GREATER AUGUSTA UTILITY DISTRICT</b>						
0266	34669	12	98006638 DEC	DECEMBER		
DEC HYDRANT	E 1-15-30-97			149.88		0.00
	FIRE DEPART / HYDRANT RENT					
				Vendor Total-	149.88	
<b>00280 GREG LUMBERT</b>						
0266	34686	12	MILES 12/5 TO 12/18	2 WEEKS		*** SEPARATE ***
Mileage	E 1-15-35-30			170.00		0.00
	CODE ENFORCE / OTHER					
				Invoice Total-	170.00	
0266	34687	12	MILEAGE 12/19 - 1/01	2 WEEKS		*** SEPARATE ***
Mileage	E 1-15-35-30			170.00		0.00
	CODE ENFORCE / OTHER					

Warrant 25

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description	Account	Proj				
				Invoice Total-	170.00	
				Vendor Total-	340.00	
<b>00043 HARRIS COMPUTER CORPORATION</b>						
0266	34688	12	INV TRIMN0000720	ANNUAL LICENSE		
ANNUAL LICENSE			E 1-15-11-42		11,332.39	0.00
			ADMIN EXPEN. / COMPUTER SYS			
				Vendor Total-	11,332.39	
<b>00046 HYGRADE BUSINESS GROUP</b>						
0266	34689	12	INV 732336	TAX FORMS		
W2 AND 1099'S			E 1-15-11-10		124.57	0.00
			ADMIN EXPEN. / OFFICE SUPP.			
				Vendor Total-	124.57	
<b>00031 KENNEBEC COUNTY REGISTRY OF DEEDS</b>						
0266	34690	12	9 DISCHARGES	19. PER		
1253,1063,491,492,728			E 1-15-13-60		95.00	0.00
			ADMIN MISCEL / LIEN COST			
946,1005,1006,106			E 1-15-13-60		76.00	0.00
			ADMIN MISCEL / LIEN COST			
				Vendor Total-	171.00	
<b>00003 KENNEBEC COUNTY SHERIFF'S OFFICE</b>						
0266	34691	12	INV 21-49-DV	ELECTION DETAIL		
ELECTION SECURITY			E 1-15-13-20		666.25	0.00
			ADMIN MISCEL / ELECT/MEETIN			
				Vendor Total-	666.25	
<b>00115 MAINE COMMERCIAL TIRE</b>						
0266	34692	12	INV 200342215	ACCT 4775		
TIRES			E 1-15-30-60		472.50	0.00
			FIRE DEPART / TRUCK MAINT			
				Vendor Total-	472.50	
<b>00147 MAINE COMMUNITY DEVELOPMENT ASSOC.</b>						
0266	34693	12	MCDA DUES TILTON	2022 DUES		
MCDA 2022 DUES TILTON			E 9-01-92-11		100.00	0.00
			MISC / TAX INCREMEN			
				Vendor Total-	100.00	
<b>00212 MARION BOWMAN</b>						
0266	34694	12	NOVEMBER H AND S	NOVEMBER		
NOVEMBER HANDS			E 9-01-92-11		1,000.00	0.00
			MISC / TAX INCREMEN			
				Vendor Total-	1,000.00	
<b>00044 MEGFOA</b>						
0266	34695	12	TILTON DUES	8255 22 DUES		
8255 2022 TILTON DUES			E 1-15-13-30		45.00	0.00
			ADMIN MISCEL / MMA DUES			
				Vendor Total-	45.00	
<b>00004 MMTCTA</b>						
0266	34696	12	DUES MITCHELL			*** SEPARATE ***
2022 DUES			E 1-15-13-30		30.00	0.00
			ADMIN MISCEL / MMA DUES			
				Invoice Total-	30.00	
0266	34697	12	TILTON DUES	2022 DUES		*** SEPARATE ***
2022 TILTON DUES			E 1-15-13-30		30.00	0.00
			ADMIN MISCEL / MMA DUES			

Warrant 25

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description	Account	Proj				
			Invoice Total-		30.00	
			Vendor Total-		60.00	
<b>00144 MORTON SALT</b>						
0266	34698	12	INV 5402453245	3685104		
WINTER SALT 33.9 TONS			E 1-15-20-20		1,710.60	0.00
			WINTER ROADS / SAND/SALT/CA			
			Vendor Total-		1,710.60	
<b>00185 NEW ENGLAND RENT TO OWN LLC</b>						
0266	34666	12	EXCISE TAX REFUND OVERPAY	2020 FORD		
REF EXC 2020 FORD E11795			R 1-4201		550.89	0.00
			EX TAX AUTO			
			Vendor Total-		550.89	
<b>00164 OAKES &amp; PARKHURST GLASS</b>						
0266	34699	12	INV I038849	FD DOORS		
HALLOWELL STATION			E 1-15-30-47		750.00	0.00
			FIRE DEPART / STAT MAINT			
TOGUS STATION			E 1-15-30-46		750.00	0.00
			FIRE DEPART / STAT. MAINT			
			Vendor Total-		1,500.00	
<b>01377 P.D.Q. DOOR</b>						
0266	34700	12	INV W184545	D\	S/S OHD REPAIR	
OH D REPAIR S/S SHED			E 1-15-20-50		559.85	0.00
			WINTER ROADS / OTHER SERVIC			
			Vendor Total-		559.85	
<b>00990 PIKE INDUSTRIES INC</b>						
0266	34701	12	INV 1168772	PATCH		
COLD PATCH .75 TONS			E 1-15-21-14		103.50	0.00
			SUMMER ROADS / MAT/SUPP/SIG			
			Vendor Total-		103.50	
<b>00761 RADIO COMMUNICATIONS MGMT, INC</b>						
0266	34702	12	INV 90887			
RADIO/PAGER/MOBILES			E 1-15-30-94		73.15	0.00
			FIRE DEPART / RADIO PAGER			
			Vendor Total-		73.15	
<b>01110 RHR SMITH &amp; COMPANY</b>						
0266	34703	12	INV 2021-1799	AUDIT		
PROGRESS BILLING			E 1-15-13-40		3,000.00	0.00
			ADMIN MISCEL / AUDIT/BOOKKE			
			Vendor Total-		3,000.00	
<b>01070 RIVERSIDE DISPOSAL</b>						
0266	34704	12	INV 50733	ECOMAIN CAN		
ECOMAIN CONTAINER			E 1-15-36-20		800.00	0.00
			LANDFILL / RECYC/RESERV			
			Vendor Total-		800.00	
<b>00242 RJD APPRAISAL</b>						
0266	34705	12	DECEMBER ASSESSING	DECEMBER		
ASSESSING CONTRACT			E 1-15-14-25		1,200.00	0.00
			ASSESSOR / ASSES- AGENT			
			Vendor Total-		1,200.00	
<b>01257 SCOTT D. ARNOLD</b>						
0266	34706	12	BEAVER DAM TOWNHOUSE	1 HR		
BEAVER DAM REMOVAL TOWNHO			E 1-15-21-04		125.00	0.00

Warrant 25

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
SUMMER ROADS / GEN RD MAINT						
Vendor Total-					125.00	
00900 TIME WARNER CABLE						
0266	34668	12	678468301112521	FD INTERNET		
INTERNET SERVICE			E 1-15-30-20		69.95	0.00
FIRE DEPART / CMP RT226						
Vendor Total-					69.95	
01381 TIM'S RV SERVICE						
0266	34707	12	7.4 GALLONS PROPANE	CHRISTMAS LIFT		
LIFT FUEL			E 9-01-92-11		22.50	0.00
MISC / TAX INCREMEN						
Vendor Total-					22.50	
00174 TRANSCO BUSINESS TECHNOLOGIES						
0266	34708	12	IN3153051	B400DN		*** SEPARATE ***
400DN			E 1-15-11-41		24.02	0.00
ADMIN EXPEN. / COPIER MAINT						
Invoice Total-					24.02	
0266	34709	12	IN3163917	XWC5335		*** SEPARATE ***
5335 CONTRACT			E 1-15-11-41		49.46	0.00
ADMIN EXPEN. / COPIER MAINT						
Invoice Total-					49.46	
Vendor Total-					73.48	
00032 TREASURER, STATE OF MAINE						
0266	34665	12	11/24 TO 13/3/21	BMV REPORT		*** SEPARATE ***
MV tags			G 1-2401-00		1,487.00	0.00
MV TAGS PAYA						
Sales tax			G 1-2401-00		247.50	0.00
MV TAGS PAYA						
Title Fee			G 1-2401-00		66.00	0.00
MV TAGS PAYA						
Invoice Total-					1,800.50	
0266	34671	12	12/3 to 12/10	BMV REPORT		*** SEPARATE ***
MV tags			G 1-2401-00		1,189.50	0.00
MV TAGS PAYA						
Sales tax			G 1-2401-00		3,748.31	0.00
MV TAGS PAYA						
Title Fee			G 1-2401-00		198.00	0.00
MV TAGS PAYA						
Invoice Total-					5,135.81	
Vendor Total-					6,936.31	
01255 TREASURER, STATE OF MAINE						
0266	34710	12	INV 22CL0126596	FD FUEL		
FD FUEL			E 1-15-30-40		127.09	0.00
FIRE DEPART / GASOLINE						
Vendor Total-					127.09	
00202 WILLET FAMILY CONSTRUCTION INC.						
0266	34711	12	INV 810	EDGING NEW PAVE		
EDGING			E 1-15-21-08		1,550.00	0.00
SUMMER ROADS / ROAD CONST						
Vendor Total-					1,550.00	
00278 WILMA WARE						
0266	34712	12	SENIOR LUNCH EXP			
NOVEMBER LUNCH			E 2-27-92-21		13.07	0.00

Warrant 25

Jrnl	Check	Month	Invoice Description	Reference		
Description			Account	Proj	Amount	Encumbrance
		MISC / GEN EXPENSES				
DECEMBER LUNCH			E 2-27-92-21		48.02	0.00
		MISC / GEN EXPENSES				
				Vendor Total-	61.09	
				Prepaid Total-	10,955.19	
				Current Total-	36,406.03	
				EFT Total-	0.00	
				Warrant Total-	47,361.22	

ACCOUNTS PAYABLE FOR TOWN OF CHELSEA

CHELSEA MUNICIPAL OFFICERS

_____ Michael Pushard	Date	_____ Sheri Truman	Date
_____ Jason Mills	Date		



WARRANT: 26

Check	D / D	Check	Employee	Gross Pay
34713	0.00	200.54	F49 JACOB M ANTWRORTH	217.15
34714	0.00	921.98	59 BRENDA L ARNOLD	1,273.00
34715	0.00	368.61	F56 ROGER T BEESLEY	399.15
34716	0.00	254.78	F3 BRIAN J BOSSIE	275.89
34717	0.00	334.95	F4 NORMAN P BOSSIE	362.70
34718	0.00	86.71	F5 MICHAEL H CAMPBELL	93.89
34719	0.00	646.45	F10 JAMES E GAGNON	700.00
34720	0.00	433.11	F11 SPENCER J GAGNON	468.99
34721	0.00	65.04	F45 DUSTIN D GREGOIRE	70.43
34722	0.00	738.80	F54 JOSHUA S. HOWE	800.00
34723	0.00	200.54	F59 JOSHUA ALLEN JONES	217.15
34724	0.00	341.05	71 GREGORY J LUMBERT	480.00
34725	0.00	390.27	f48 MICHAEL R MATHIEU	422.60
34726	0.00	86.71	F50 CRAIG A MAXIM	93.89
34727	0.00	968.72	58 CHERYL LYNN MITCHELL	1,407.00
34728	0.00	254.02	56 LAUREL J MULLENS	315.00
34729	0.00	81.30	F61 AUSTIN J NICHOLAS	88.04
34730	0.00	65.04	F34 MICHAEL NICHOLAS	70.43
34731	0.00	265.59	F47 CONNOR M OSBORNE	287.59
34732	0.00	162.77	F25 JOHN A PERKINS SR	176.26
34733	0.00	1,154.37	F1 SHAWN RAMAGE	1,250.00
34734	0.00	195.14	F20 ROBERT A RILEY	211.30
34735	0.00	1,962.34	99 SCOTT M. TILTON	2,826.50
34736	0.00	216.80	F22 HENRY S TRUMAN	234.76
34737	0.00	44.19	F51 JAMES W WORCESTER	58.68
34738	0.00	2,710.76	T & A 23 Bangor Savings Inst	
34739	0.00	259.68	T & A 18 TREASURER OF STATE	
34740	0.00	226.12	T & A 20 Vantagepoint Transfer Agents-303751	

WARRANT: 26

Check	D / D	Check	Employee	Gross Pay
<b>Total</b>	<b>0.00</b>	<b>13,636.38</b>		<b>12,800.40</b>

<b>Put into A/P</b>	<b>3,461.54</b>
<b>Taken out of A/P</b>	<b>(3,196.56)</b>
<b>Total Payroll</b>	<b>13,901.36</b>

<b>Count</b>	
Checks	28

ACCOUNTS PAYABLE FOR TOWN OF CHELSEA

CHELSEA MUNICIPAL OFFICERS

_____ Michael Pushard	_____ Date	_____ Sheri Truman	_____ Date
_____ Jason Mills	_____ Date		





Warrant 29

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description	Account	Proj				
<b>01151 ALBISON'S PRINTING, INC</b>						
0300	34754	01	INV 32788	NEWSLETTER		
NEWSLETTER DECEMBER			E 9-01-92-11		730.79	0.00
	MISC / TAX INCREMEN					
			<b>Vendor Total-</b>		<b>730.79</b>	
<b>00263 ALEX SARGENT</b>						
0300	34755	01	JAN PAYMENT			
TOWN OFFICE PLOWING			E 1-15-20-15		285.00	0.00
	WINTER ROADS / PLOW YARDS					
TOGUS FS PLOWING			E 1-15-30-75		135.00	0.00
	FIRE DEPART / SNOWPLOWING					
HALLOWELL FS PLOWING			E 1-15-30-75		135.00	0.00
	FIRE DEPART / SNOWPLOWING					
			<b>Vendor Total-</b>		<b>555.00</b>	
<b>00634 AUGUSTA- CITY OF</b>						
0300	34756	01	INV 26552	HATCH HILL		
HATCH HILL			E 1-15-36-10		6,802.50	0.00
	LANDFILL / HATCH HILL					
			<b>Vendor Total-</b>		<b>6,802.50</b>	
<b>00916 BENEFICIAL TECHNOLOGIES, INC</b>						
0300	34757	01	INV 6067			
MONTHLY UPDATES AND BACKU			E 1-15-11-42		271.80	0.00
	ADMIN EXPEN. / COMPUTER SYS					
			<b>Vendor Total-</b>		<b>271.80</b>	
<b>00316 CENTRAL MAINE POWER</b>						
0300	34758	01	SALT SHED - EPAY			*** SEPARATE ***
SALT SHED ELECTRICITY			E 1-15-20-40		37.21	0.00
	WINTER ROADS / ELECTRICITY					
			<b>Invoice Total-</b>		<b>37.21</b>	
0300	34759	01	HALLOWELL FS - EPAY			*** SEPARATE ***
HALLOWELL FS			E 1-15-30-10		133.39	0.00
	FIRE DEPART / CMP HALLOW					
			<b>Invoice Total-</b>		<b>133.39</b>	
			<b>Vendor Total-</b>		<b>170.60</b>	
<b>01047 CHERYL MCFARLAND</b>						
0300	34760	01	482595	CLEANING DEC		
CLEANING DECEMBER			E 1-15-15-10		240.00	0.00
	CONT LAB/SER / OFFIC CLEAN					
			<b>Vendor Total-</b>		<b>240.00</b>	
<b>01107 DEAD RIVER COMPANY</b>						
0300	34761	01	ACCT 3883094	HALLOWELL FS		*** SEPARATE ***
159.8 GALLONS			E 1-15-30-50		371.54	0.00
	FIRE DEPART / HEATING FUEL					
			<b>Invoice Total-</b>		<b>371.54</b>	
0300	34762	01	ACCT 3883078			*** SEPARATE ***
BOILER SERVICE			E 1-15-12-20		202.30	0.00
	T/OFFICE EXP / REPAIR/MAINT					
FUEL OIL TO			E 1-15-12-10		713.65	0.00
	T/OFFICE EXP / HEAT					
			<b>Invoice Total-</b>		<b>915.95</b>	
			<b>Vendor Total-</b>		<b>1,287.49</b>	
<b>00204 GORDON LIBBY FOREST PRODUCTS INC.</b>						

Warrant 29

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
0300	34763	01	JANUARY PLOWING		PAYMENT 4 OF 7	
JAN PLOW PAYMENT			E 1-15-20-10		33,692.86	0.00
			WINTER ROADS / PLOW CONTRA			
			<b>Vendor Total-</b>		<b>33,692.86</b>	
<b>00280 GREG LUMBERT</b>						
0300	34764	01	1/2 TO 1/15			
Mileage			E 1-15-35-30		85.00	0.00
			CODE ENFORCE / OTHER			
MILEAGE			E 1-15-35-30		85.00	0.00
			CODE ENFORCE / OTHER			
			<b>Vendor Total-</b>		<b>170.00</b>	
<b>00026 GRETCHEN PATRICK</b>						
0300	34765	01	ACO MILEAGE		78.5 MILES	
ACO MILES			E 1-15-33-90		35.33	0.00
			ANIMAL CTRL / MILEAGE			
			<b>Vendor Total-</b>		<b>35.33</b>	
<b>00085 GWI</b>						
0300	34766	01	INV 6186780		FAX & SECURITY	
FAX AND SECURITY TO			E 1-15-11-30		44.95	0.00
			ADMIN EXPEN. / TELEPHONE			
			<b>Vendor Total-</b>		<b>44.95</b>	
<b>00268 HIGGINS OFFICE PRODUCTS</b>						
0300	34767	01	INV 134847		FD	
FD CLOTHES			E 1-15-30-85		260.71	0.00
			FIRE DEPART / OTHER			
			<b>Vendor Total-</b>		<b>260.71</b>	
<b>00035 MAINE, TREASURER STATE OF - AG</b>						
0300	34768	01	DEC REGS			
DOG TAGS			G 1-2403-00		409.00	0.00
			DOG TAGS PAY			
			<b>Vendor Total-</b>		<b>409.00</b>	
<b>00036 MAINE, TREASURER STATE OF - HF</b>						
0300	34769	01	DEC MOSES		LICENSES	
REC TAGS PAY			G 1-2404-00		2,785.31	0.00
			REC TAG PAY			
			<b>Vendor Total-</b>		<b>2,785.31</b>	
<b>01259 MTCMA</b>						
0300	34770	01	ORD 1000415400		TRAINING	
TRAINING			E 1-15-11-70		50.00	0.00
			ADMIN EXPEN. / CONF/SEMINAR			
			<b>Vendor Total-</b>		<b>50.00</b>	
<b>00271 PIONEER TELEPHONE</b>						
0300	34771	01	ACCT 536127		CHELSEA TO	
TO PHONE LEASE			E 1-15-11-30		181.40	0.00
			ADMIN EXPEN. / TELEPHONE			
			<b>Vendor Total-</b>		<b>181.40</b>	
<b>00010 RANDOLPH HARDWARE</b>						
0300	34772	01	ACCT: TOWO30		SUPPLIES	
FIRE PIT CHRISTMAS			E 9-01-92-11		139.99	0.00
			MISC / TAX INCREMEN			
CHAIN SAW EQUIPMENT			E 1-15-30-70		35.98	0.00
			FIRE DEPART / EQUIP MAINT			

Warrant 29

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
ROCK SALT			E 1-15-30-46		29.97	0.00
			FIRE DEPART / STAT. MAINT			
ROCK SALT			E 1-15-30-47		29.97	0.00
			FIRE DEPART / STAT MAINT			
<b>Vendor Total-</b>					<b>235.91</b>	
<b>01110 RHR SMITH &amp; COMPANY</b>						
0300	34773	01	INV 2021-1894	BOOKS		
BOOK KEEPING			E 1-15-13-40		400.00	0.00
			ADMIN MISCEL / AUDIT/BOOKKE			
<b>Vendor Total-</b>					<b>400.00</b>	
<b>01214 SCOTT M. TILTON</b>						
0300	34774	01	DECEMBER MILEAGE	121 MILES		
Mileage			E 1-15-11-90		54.45	0.00
			ADMIN EXPEN. / MILEAGE			
<b>Vendor Total-</b>					<b>54.45</b>	
<b>01120 SHEEPCOT VALLEY RSU 12</b>						
0300	34775	01	LOCAL PORTION	SCHOOL TAX		<b>*** SEPARATE ***</b>
REGULAR EDUCATION			E 1-15-40-15		216,795.35	0.00
			EDUCATION / LOCAL A/P			
ADULT EDUCATION			E 1-15-40-30		594.75	0.00
			EDUCATION / ADULT ED			
<b>Invoice Total-</b>					<b>217,390.10</b>	
0300	34776	01	HS BUSSING			<b>*** SEPARATE ***</b>
HS BUS CONTRACT - JANUARY			E 1-15-40-18		2,697.87	0.00
			EDUCATION / HIGH SCH TRA			
<b>Invoice Total-</b>					<b>2,697.87</b>	
<b>Vendor Total-</b>					<b>220,087.97</b>	
<b>00900 TIME WARNER CABLE</b>						
0300	34777	01	TOWN OFFICE - EPAY	INTERNET		<b>*** SEPARATE ***</b>
INTERNET SERVICE			E 1-15-11-35		49.99	0.00
			ADMIN EXPEN. / INTERNET SER			
<b>Invoice Total-</b>					<b>49.99</b>	
0300	34778	01	FD INTERNET	DECEMBER		<b>*** SEPARATE ***</b>
INTERNET SERVICE			E 1-15-30-30		69.95	0.00
			FIRE DEPART / TELEPHONE			
<b>Invoice Total-</b>					<b>69.95</b>	
<b>Vendor Total-</b>					<b>119.94</b>	
<b>00032 TREASURER, STATE OF MAINE</b>						
0300	34779	01	12/23 TO 12/30	BMV REPORT		<b>*** SEPARATE ***</b>
MV tags			G 1-2401-00		2,309.25	0.00
			MV TAGS PAYA			
Sales tax			G 1-2401-00		1,488.85	0.00
			MV TAGS PAYA			
Title Fee			G 1-2401-00		231.00	0.00
			MV TAGS PAYA			
<b>Vendor Total-</b>					<b>4,029.10</b>	
<b>01203 TREASURER, STATE OF MAINE</b>						
0300	34780	01	VITALS REPORT DEC	DECEMBER		
STATE SHARE			G 1-2416-00		94.00	0.00
			VITALS			
<b>Vendor Total-</b>					<b>94.00</b>	
<b>00098 U.S. BANK EQUIPMENT FINANCE</b>						
0300	34781	01	COPIER LEASE			

Warrant 29

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
COPIER LEASE			E 1-15-11-41		114.25	0.00
			ADMIN EXPEN. / COPIER MAINT			
<b>Vendor Total-</b>					<b>114.25</b>	
<b>00202 WILLETT FAMILY CONSTRUCTION INC.</b>						
0300	34782	01	REISSUE CHECK #34664	INV 793		
INV 793 REIS CK STOP PAY			E 1-15-21-04		33,985.50	0.00
			SUMMER ROADS / GEN RD MAINT			
<b>Vendor Total-</b>					<b>33,985.50</b>	
<b>Prepaid Total-</b>					<b>0.00</b>	
<b>Current Total-</b>					<b>306,808.86</b>	
<b>EFT Total-</b>					<b>0.00</b>	
<b>Warrant Total-</b>					<b>306,808.86</b>	

ACCOUNTS PAYABLE FOR TOWN OF CHELSEA

CHELSEA MUNICIPAL OFFICERS

_____	Date	_____	Date
Michael Pushard		Sheri Truman	
_____	Date		
Jason Mills			



**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 staff there have been a few instances that the staff 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 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

## Cost Analysis, January 2021

Averages based on 12 month period 1/20 to 12/20

	Month	Year	Total
<b>Deputy Wage and Benefits, Estimate</b>			
- Wage, 2 year Lateral, 21.38/hour	3,891.16	46,693.92	
- Holiday Compensation		3,335.28	
- Health - County Contribution, Family Plan	1,300.00	15,600.00	
-Dental	72.00	864.00	
-Pension @ 10.6%	412.46	4,949.56	
- Workers Comp @ 2.13%	82.88	994.58	
-Liability Insurance		1,001.00	
- County FICA # 6.2%	241.25	2,895.02	
- County Medicare @ 1.45%	56.42	677.06	
			<b>\$ 77,010.42</b>
<b>Deputy Setup</b>			
- Uniform Clothing		2,200.00	
- Vest		800.00	
- Rifle		1,480.00	
- Handgun		469.00	
- Taser		1,200.00	
- Portable Radio		1,200.50	
- IMC Licensing		100.00	
- JPMA Training		75.00	
- Computer		2,500.00	
- Phone	42.88	514.56	
- Wireless Access	33.49	401.88	
			<b>\$ 10,940.94</b>
<b>Vehicle</b>			
- Vehicle		25,000.00	
- Cruiser Upfit		1,500.00	
- Lettering		580.00	
- Mobile Radio and Installation		1,450.00	
			<b>\$ 28,530.00</b>
<b>Vehicle Maintenance</b>			
- Fuel	525.00	6,300.00	
- Repairs and Service	60.00	720.00	
			<b>\$ 7,020.00</b>
<b>Total Cost Analysis</b>			<b>\$ 123,501.36</b>



Scott Tilton <chelseamanager@chelseamaine.org>

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## cell site lease consulting and assessment services for lease easement purchases

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Gypsy Mims <Gypsy@steelintheair.com>  
To: Scott Tilton <chelseamanager@chelseamaine.org>

Fri, Dec 31, 2021 at 12:17 PM

Scott,

Thank you for your time yesterday and the opportunity to learn about the Town's consideration to sell a long-term easement for the US Cellular Lease.

I'm not sure how much you and the other decision makers for the Town may be familiar with Steel in the Air, but I'd like to take a moment to provide you with some background about our company. Since 2004, Steel in the Air has served over 3,500 clients including private landowners, corporations and local, state, and federal governmental entities nationwide. We are an independent company that strongly believes in the rights of landowners, and our true successes involve helping our clients to achieve the fair market value of any negotiations regarding their cellular assets. We are unique in that, unlike other lease consultants, we do not represent tower companies or wireless carriers, which means that our final assessments are always fair, and exclusively focused on our clients' objectives.

In your case, we would recommend the following type of assessment:

### Cell Site Lease Purchase Assessment

This would consist of:

- 1. An examination of the subject cell site to determine its present value** – including its competitive value as well as its immediate value to the existing tenants on the tower. This component considers many factors – from engineering metrics that measure the site's coverage capacity to unique location metrics that measure the scarcity/availability of alternative infrastructure. Additionally, our assessment includes a thorough review of:
  - **Zoning Regulations** regarding of local zoning regulations as the pertain to communication towers and the option tower relocation. We seek to determine whether your tenant could relocate the tower or not.
  - **Replacements Costs** – the cost US Cellular would incur should they choose to relocate or shut down the site – costs such as removing their equipment and realigning the network communicating with the site, permitting and startup at another location before being able to turn-off and decommission your site.
  - **Replacement Incentive** – the likelihood that US Cellular would choose to shut down operations on the subject tower. This risk will be evaluated based on their current and future infrastructure needs and will be a viable factor in our final recommendation of what your asking price should be.
  - **Purchase terms** -our staff will review the business terms and conditions in the Purchase documents such as a Letter of Intent and Purchase to ensure the terms are balanced and in your best interest.
- 2. Bringing you up to date on wireless industry dynamics.** The wireless telecommunications industry is a major player in global economics. Innovative technological solutions emerge daily from a myriad of competitive companies who seek to meet consumer demand for data transmission. Our wireless infrastructure knowledge base is second to none. We know who the players are, what motivates them, and how their deployment strategies will affect you, and we believe that any decision you make should be well-informed in consideration of these dynamics.

**3. An analysis of comparable cell sites with similar expiration dates, locations and number of sublease tenants.** Our cellular asset database is updated daily. It spans all fifty states and includes lease rates data from every wireless carrier (regardless of size). We have currently tracked over 13,000 cell site leases – more than any other private lease consultant, and hundreds of lease extension proposals. This allows us to position you within a context of other similar landowners that results in a fair market valuation of your cellular asset.

### **SITA Recommendation**

Based on all the above, we will provide you with a final, formal valuation of your assets, along with a recommendation on how to proceed. This assessment will include specific numbers – in the case where we believe you should negotiate for an increase in the purchase price, as well as an identification of terms that might be changed in your favor. We will never propose an unreasonable or biased amount, simply to put money in our own pockets. These tactics often lead to losing an offer altogether, so if we believe that it's in your best interest to maintain the status quo, we will gladly advise you to do so.

I have prepared and attached for your review and consideration our standard service agreement for our work. Should you choose to have us begin our work on the project, I would ask that the Service Agreement be signed and returned to me. I will then have a fully executed copy returned to you for your files. Receipt of the Agreement will allow me to activate my team members for their assignments. We will also need copies of the documents and the site photos as outlined on the attached *Document Request and Photo Request Form*. Our work will require approximately 4-5 weeks for completion, we will of course provide the report-of-findings sooner if possible but not at the expense of integrity and accuracy of our recommendations.

As we discussed, I will forward you references for our work once I have confirmation of their availability.

I hope we can work with you. Please let me know what questions you may have for us.

Thank you,

Gypsy

**\*Please note my new mailing address**

**Gypsy Mims, SHRM-CP**

Vice President

**Steel in the Air, Inc.**

Remittance/Document Address:

**1880 O'Shea Lane**

Marietta, GA 30062-5438

T: (877) 428-6937 | E: [gypsy@steelintheair.com](mailto:gypsy@steelintheair.com)

**Direct : (813) 695-4292** Fax: 866-335-4053

W: [www.steelintheair.com](http://www.steelintheair.com)

Stay informed: [Twitter](#) | [LinkedIn](#)

Cell Tower Lease Newsletter – **Sign-Up**



Town of Chelsea  
Application for Boards, Committees & Commissions

To the Town Manager:

I hereby request to be considered for membership to the following board(s) and/or committee(s):

Please check:

- |  |   |
|--|---|
| <input type="checkbox"/> Board of Assessment Review  | <input type="checkbox"/> Planning Board         |
| <input checked="" type="checkbox"/> Budget Committee | <input type="checkbox"/> Economic Development   |
| <input type="checkbox"/> Cemetery Committee          | <input type="checkbox"/> Solid Waste Committee  |
| <input type="checkbox"/> Cemetery Development        | <input type="checkbox"/> 9V124 #12 School Board |
| <input type="checkbox"/> Road Advisory Committee     | <input type="checkbox"/> Board of Appeals       |
| <input type="checkbox"/> Road Advisory Sub-Committee |   |

*Roland Quirion*  
Signature of Applicant

12/23/21  
Date

Preferential Information

Name (Print): \_\_\_\_\_  
Residence address: \_\_\_\_\_ Phone: \_\_\_\_\_  
City: \_\_\_\_\_ Cell Phone: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
E-mail address: \_\_\_\_\_  
Work address: \_\_\_\_\_

If you have been in community and other organizations:

Organization	Date	Activities

Additional comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Form prepared by \_\_\_\_\_, Town Manager, 123 Street St., Chelsea, MA 01936

PhotoScan by Google Photos

Roland Quirion  
Budget Committee

# Election Clerks

274

	A	B	C	D
1	FIRST NAME	LAST NAME	ONE NUME	PARTY
2				
3	JOYCE	ACHESON	582-8928	D
4	CAROL	BELANGER	458-0023	U
5	GUY	BERTHIAUME	622-0832	D
6	MARION	BOWMAN	588-0008	D
7	JENNIFER	BROWN	215-2821	R
8	SHARON	BURNS	242-1004	R
9	BRUCE	COOPER	248-7756	U
10	DEB	DANFORTH	622-5860	D
11	CATHY	DOYLE	446-6512	D
12	ED	DRISKO	582-6659	D
13	KAREN	EDWARDS	588-0264	U
14	PATRICIA	FINALE	512-2771	D
15	JENNIE	FISHER	458-3679	R
16	PATTI	FREDETTE	978-852-5262	D
17	SHERRILL	HALLETT	430-5694	R
18	PETER	HANSON	622-4256	D
19	TRUMAN	HENRY	446-3558	U
20	TOM	HEYNS	582-6101	R
21	SHIRL	JAMES	446-8551	R
22	KATHRYN	LATULIPPE	242-7851	D
23	DORCAS	MILLER	622-2795	D
24	SANDRA	MILLS	242-8203	D
25	SHARON	MORANG	582-5960	D
26	JOYCE	PRINGLE	582-4034	U
27	KIM	PUSHARD	441-2022	R
28	ROLAND	QUIRION	646-894-0580	D
29	DIANE	RICHARD	462-1750	U
30	ARLENE	RODERICK	582-7893	D
31	DEBORAH	SANDERSON	376-7515	R
32	PALMER	SARGENT	582-7041	D
33	SUSAN	SARGENT	582-7041	D

	A	B	C	D
34	SANDY	SOUCY	582-5781	R
35	DOROTHY	THIBODEAU	582-3966	R
36	BARBARA	THOMPSON	441-1287	R
37	HENRY	TRUMAN	446-3558	U
38	TRUE	TIMOTHY	215-3173	D
39	CELESTE	TURNER	582-7416	D
40	WILMA	WARE	582-5058	U
41	EDWIN	WEST	215-9074	D
42	LINDA	WESTON	215-8233	D
43	JUDY	WILLIAMS	588-0727	U
44	MEGAN	WILLIAMS		D

# Ballot Clerks

-1.17.12 304

	A	B	C	D
1	FIRST NAME	LAST NAME	ONE NUME	PARTY
2				
3	JOYCE	ACHESON	582-8928	D
4	CAROL	BELANGER	458-0023	U
5	GUY	BERTHIAUME	622-0832	D
6	MARION	BOWMAN	588-0008	D
7	JENNIFER	BROWN	215-2821	R
8	SHARON	BURNS	242-1004	R
9	BRUCE	COOPER	248-7756	U
10	DEB	DANFORTH	622-5860	D
11	CATHY	DOYLE	446-6512	D
12	ED	DRISKO	582-6659	D
13	KAREN	EDWARDS	588-0264	U
14	PATRICIA	FINALE	512-2771	D
15	JENNIE	FISHER	458-3679	R
16	PATTI	FREDETTE	978-852-5262	D
17	SHERRILL	HALLETT	430-5694	R
18	PETER	HANSON	622-4256	D
19	TRUMAN	HENRY	446-3558	U
20	TOM	HEYNS	582-6101	R
21	SHIRL	JAMES	446-8551	R
22	KATHRYN	LATULIPPE	242-7851	D
23	DORCAS	MILLER	622-2795	D
24	SANDRA	MILLS	242-8203	D
25	SHARON	MORANG	582-5960	D
26	JOYCE	PRINGLE	582-4034	U
27	KIM	PUSHARD	441-2022	R
28	ROLAND	QUIRION	646-894-0580	D
29	DIANE	RICHARD	462-1750	U
30	ARLENE	RODERICK	582-7893	D
31	DEBORAH	SANDERSON	376-7515	R
32	PALMER	SARGENT	582-7041	D
33	SUSAN	SARGENT	582-7041	D

	A	B	C	D
34	SANDY	SOUCY	582-5781	R
35	DOROTHY	THIBODEAU	582-3966	R
36	BARBARA	THOMPSON	441-1287	R
37	HENRY	TRUMAN	446-3558	U
38	TRUE	TIMOTHY	215-3173	D
39	CELESTE	TURNER	582-7416	D
40	WILMA	WARE	582-5058	U
41	EDWIN	WEST	215-9074	D
42	LINDA	WESTON	215-8233	D
43	JUDY	WILLIAMS	588-0727	U
44	MEGAN	WILLIAMS		D



PO Box 99  
Pittsfield, ME 04967

November 3, 2021

Town of Chelsea  
560 Togus Road  
Chelsea ME 04330

**RE: 2022/2023 Assessing Service Proposal.**

Dear Selectmen,

I would like to take this time to offer our proposal for assessing service for next year's budget. I propose to continue to work under the same contracted agreement. I am asking for an increase to \$15,000. If the total number of days spent exceeds 24, the Town will be charged \$625.00 per agent per day. If you have any questions or concerns, please feel free to contact me at 416-7246.

Sincerely,

Robert Duplisea

Robert J Duplisea CMA

1. December

Chelsea

ANIMAL CONTROL LOG

Fax (207) 588-0025  
Gretchen Patric  
(207) 458-8361

DATE	TIME	NAME	LOCATION AND NATURE	ACTION TAKEN	MILES	HOURS
12/11	8:45 A	Chuck T.O.	Sharon Armstrong Appexbors 117 Dr. Mann Rd Cattle headed toward Ste 9	Got there & tried to get people to let #119 get her cow back in inspected the farm - ok	10	1 HR
12/13	Various times	Susan Girard	Mary terts 21 Girard lane	Cow still at Girards lane having trouble catching them	0	1 HR
12/16	11:30 A	Sells to Doug Burke	45 Brook lane Has not caught Rooster yet	He will check in with me + I can go out + help him.	0	15 min
12/16	10 A	Emily Allen	221 Toga - Rd. Seb. 6 pm Her cat missing - has anyone called about a cat.	Got description - advised me lost pet. com/posters / KITHS neighbors keep advised.	0	15 min
12/17	5:45 P	Emily Allen	159 Olbe Haven Farm We lost cat recently contacted her - reported cat dead in Rd.	I had not gotten any calls I went out by to look in Rd. - Found No thing	5	1/2 HR
12/19	9:06 A	Brenda T.O.	Arbours 149 Dr. Mann Rd. butchered Neighbor complains about COO	I called Dept of Ass. 9:42 A The told me to check where of rd Researched + inspected property goes.	10	1 1/2 Hrs
12/19	1 P	Linda Edwards 220 rd	I went by there to see about if Kittys (Notice to oee) unvaccinated	She will surrender after Xmas says she has 3 left I will go gave me her phone # I will go they can't afford a vet. Will recede after Christmas	8.5	1/2 HR
12/10	1:50 P	Sick to Jennifer Jimp	152 Collier Rd. "Jasmine" Wellness check on "Jasmine"	First time reported "12/23/21" keeping record of chicken will go back	5	1/2 HR
12/13	10:55 A	Lee Gunn	52 Dondens Rd Cauchare dog loose again		0	15 min
12/13	2:30 P	Sell at Carbone	401 Tallonwell Rd Cythere residence No one home		13	45 min
12/15	2:25 P	Selling on issue	on my way to 45 Brook Ln to get help net - loaned to Patk Rooster	No one home so I called Doug - I found net Rooster caught	T	T
12/15	2:45 P	↓	At T.O. (Town Office) 560 Toga Rd	Kept Net and talked to Scott	↓	↓

Gretchen Patric  
(207) 458-8361

Chellean

ANIMAL CONTROL LOG

December

DATE	TIME	NAME	LOCATION AND NATURE	ACTION TAKEN	MILES	HOURS
12/15	3:15p	self (continued)	From Town Office to 401 Hallowell Rd Crochene residence - dog	Gave Jill written warning Advised her to let my friends any time dogs get loose.	14	1 1/4 HR
12/17	12:11p	Jill Crochene	called me to say dogs 401 Hallowell Rd got loose	Told her she had to look for dogs until she found them.	0	1 HR
12/17	12:59p	Lee Burns	called me about dogs 26 Dondero Rd	I told her that owners were trying to get them.	0	1 HR
12/17	1:13p	Maura Burns	*I called Crochene 1:01p 26 Dondero Rd	Dogs get by her property I let Jill know	0	1 HR
12/17	1:47p	Jill Crochene	*I called Crochene 1:15p Jill toyted + left voicemail that Shea still searching Dondero + Hallowell Rds.		0	1 HR
12/17	2:00pm 2:08p	Jill Crochene	Jill Crochene left message that she got them.	I called her at 2:08 to make sure	0	1 HR
12/26	9-10p 10p	Adelaide Chapman	275 Nelson Rd Dog kept outside + barking neighbor came home in cold	Dogs brought in from last year - since 2010 will go out after holidays	0	15 min
12/27	10:02 A	Ryan Carpenter Lewes ACO	called to say Randolph resident complaining about loose dog Birmingham Rd → calling 152 Collins Rd - Dogs were just yelling back I woke Danielle up	Pottle dog - "Jasmine" "Melodia" he sent me info by text	0	1/2 HR
12/27	10:30 A	self to Pottles residence	401 Hallowell Rd 1 dog loose - found "Ruthie" 2 calls then grandmother trapped for weeks to get trap + carrier 21 Grand Lane back	I barked horn called Danielle knocked on door on phone she finally came out.	5	1/2 HR
12/28	1:08p 2:01p	Jill Crochene	she got her back within 10-20 hr sending the hour called me to say they got dog she finally letted me + left them at 21 Grand Lane I reminded her that they call when vaccinated.		0	1/2 HR
12/29	1:38p	self to Sub Grand			0	1/2 HR
12/30	11A	self	21 Grand Lane - went to pick up my trap + carrier	Get trap + carrier back Will bring me to T.O. on Tues.	13	1/2 HR



December

Chalaea CONTINUING EDUCATION COURSES  
 Gretchen Patricia  
 (207) 458-8361

ANIMAL CONTROL LOG

DATE	TIME	NAME	LOCATION AND NATURE	ACTION TAKEN	MILES	HOURS
11/22	11:20-12:29	self	CLASSES FOR 2021 VIRTUAL SHELTER MEDICINE	How to keep from getting Burnout	0	1 HR CE
11/22	9:30-9:50	self	"LEADING & MANAGING A BUSY SHELTER"	leadership training	0	1 HR CE
11/22	6:57-7:30	self	"Challenging Behavior Cases in the Shelter Setting"	How to HANDLE A CHALLENGING DOG	0	1.5 HR CE
11/23	6:40-7:19	self	"CORONA VIRUS IN ANIMALS"	COVID-19 EDUCATION	0	1 HR CE
11/23	8:55-9:55	self	"VISUAL MEDIA"	How to PROMOTE SHELTER ADOPTABLES	0	1 HR CE
6						
7						
8						
9						
10						
11						
12				TOTALS	78.5 MILES	17 HRS



## MAINE MUNICIPAL ASSOCIATION

### Risk Management Services

60 Community Drive  
P.O. Box 9109  
Augusta, Maine 04332-9109

### Telephone No.

(207) 626-5583  
(800) 590-5583 Maine Only  
Fax No. (207) 626-0513

December 9, 2021

Members of the MMA Property and Casualty Pool:

Attached is your copy of the Pool's audited financial statement for the fiscal year ending June 30, 2021. The Pool currently has 374 municipal members and 98 quasi-municipal entities in the program.

The financial stability of the Pool remains strong. The highlights for the combined Pool years and the developments in the fiscal year ending June 30, 2021, are:

- The Net Position as of June 30, 2021 was \$49,351,002, an increase of 2.5% over the prior year.
- Cash and investments totaled \$51,388,650, a decrease of 4.8%.
- Operating revenues in 2021 totaled \$15,332,964, a decrease of 7%.
- Operating expenses in 2021 totaled \$14,119,109, an increase of 10.2%.

Several coverage changes were made to the program for the July 1, 2021 – July 1, 2022 coverage period. The changes include, but are not limited to:

- **Unscheduled Tools and Equipment** – coverage for loss or damage on an "Actual Cash Value" basis up to \$5,000.
- **Flood** – Increased the Special Flood Hazard Areas (SHFA) from \$51,000,000 to \$66,500,000. The total amount we will pay to ALL Named Members in the annual aggregate remains at \$101,000,000.
- **E-Commerce Extortion** – E-Commerce Extortion Expense coverage has been added, up to \$25,000 subject to a \$1,000 deductible. The most we will pay under this Extension is \$50,000. It is a condition precedent of the coverage provided by this Extension that the Named Member must immediately inform us of the "E-Commerce Extortion," and, in any event, no later than seven (7) days after it has occurred.

New this year, EXCLUSIVE TO PROPERTY AND CASUALTY POOL MEMBERS' Risk Management Services announced the following two new grant opportunities:

- The Risk Reduction Grant Program (RRGP) where eligible members can receive 100% of the costs up to \$3,000 (subject to program rules), and
- The Law Enforcement Grant where 10 law enforcement agencies are awarded up to \$5,000 to assist with certain costs associated with developing or updating Standard Operation Procedures and relevant training specific to their Agency; to support those Agencies that want to improve policy management and officer training; to achieve certification in the Maine Law Enforcement Accreditation Program (MLEAP).

The Property and Casualty Pool Board is comprised of representatives from the local governments it serves. The mission of the Pool is to provide a stable source of risk financing and loss prevention services. Risk Management Services is committed to the Pool's long term financial success. If you have any concerns, issues, or suggestions, please contact Michelle Pelletier, Director of Risk Management Services at 1-800-452-8786. She would be pleased to speak with you to answer any questions you may have about the program.

The Board wants to thank you for your participation and continued support of this program.

Sincerely,

James Gardner, Chair  
Property & Casualty Pool Board of Directors



## Maine Municipal Association

### Risk Management Services

60 Community Drive  
PO Box 9109  
Augusta, Maine 04330-9486

### Telephone No.

(207) 626-5583  
(800) 590-5583 Maine Only  
Fax No. (207) 624-0130

**TO:** Town of Chelsea  
**FROM:** MMA Unemployment Compensation Fund  
**SUBJECT:** 2022 MMA UNEMPLOYMENT COMPENSATION FUND CONTRIBUTION  
**DATE:** December 20, 2021

The MMA Unemployment Compensation (UC) Fund is pleased to report that the MMA Executive Committee voted to approve a distribution of \$100,000 in excess balances and \$300,000 in dividends this year. Due to sound fiscal management, the UC Fund continues to be financially stable, even during these unprecedented times. The average contribution rate will decrease by 1.5% of taxable wages. However, some members may still see an increase in their rate because their UC Fund Balance is below actuarial recommended levels.

All members that have individual balances above the maximum will receive an excess balance credit. Excess balances are credited against the 2022 contribution (as noted below). Furthermore, the UC Fund has applied the dividend distribution to your 2022 contribution as an additional service benefit. If your final contribution is a credit, a check will be issued, and no payment will be due in 2022. Please keep in mind, if your individual balance is below your calculated minimum (or is a negative balance), a dividend and/or excess balance return will not apply.

#### Your 2022 contribution is calculated below:

Estimated Taxable Wages (1 <sup>st</sup> \$12,000/employee)	\$ 74,677
Contribution Rate	1.82%
Contribution (gross)	\$ 1,359
Excess Balance Return (-)	\$ 0
Dividend (-)	\$ 226
<b>Annual Contribution for 2022 (net)</b>	<b>\$1,133</b>

- Net Contributions of over \$400 are invoiced in four equal installments, due March 15, June 15, August 15, and October 15 (first invoice mailed in February).
- Annual contributions of less than \$400 are due March 15 (Invoice mailed in February).
- Members with negative account balances are surcharged in their rates to the extent of the negative balance, subject, however, to the applicable maximum rate.
- MMA accepts Direct Deposit via ACH (ACH Credit) for all contribution payments to MMA including contribution payments for your UC Fund. If you would like to take advantage of this payment option, or if you have any questions regarding this process, please contact the MMA Finance Department at [finance@memun.org](mailto:finance@memun.org) for proper instructions.

If you have questions or wish to discuss your UC Fund Account, please contact Denise Kolreg, Unemployment Coordinator, at (207) 623-0192 or [dkolreg@memun.org](mailto:dkolreg@memun.org). We appreciate your continued participation in the MMA UC Fund and look forward to serving you in the future.