



Agenda
Selectboard Meeting
September 14, 2022
6:30PM, Chelsea Town Office

Selectboard members in attendance: Chair Michael Pushard, Vice-Chair Sheri Truman, and Selectboard member Jason Mills

I. Call meeting to Order

Chair Pushard called the meeting to order at 6:33PM.

II. Public Comment on Items Not on Agenda

None

III. Public Hearing:

A. Public Comment on General Assistance Ordinance and Appendices

Chair Pushard opened the Public Hearing at 6:34PM. No public comment. Chair Pushard closed the Public Hearing at 6:35PM.

IV. Adjustments to the Agenda:

Town Manager Landes asked for an adjustment to the agenda to add an Executive Session pursuant to 1 M.R.S.A § 405(6)(A) Personnel Matters | Discussion surrounding employee benefit options. All were in favor of the adjustment.

V. Approval Consent Agenda Item Approval:

- A. Payroll Warrant #12 in the amount of **\$8,141.84**
- B. Payroll Warrant #13 in the amount of **\$7,720.40**
- C. A/P Warrant #14 in the amount of **\$295,736.93**
- D. July 27, 2022 Selectboard Meeting Minutes
- E. August 24, 2022 Selectboard Meeting Minutes

F. September 7, 2022 Selectboard Meeting Minutes

ACTION: Chair Pushard motioned to approve payroll warrant #12, #13, A/P Warrant #14, and the September 7, 2022 Selectboard minutes. Vice-Chair Truman seconded. No Discussion. 3-0-0.

ACTION: Selectboard member Mills motioned to approve the July 27, 2022 Selectboard minutes. Chair Pushard seconded. No Discussion. 2-0-1.

ACTION: Selectboard member Mills motioned to approve the August 24, 2022 Selectboard minutes. Vice-Chair Truman seconded. No Discussion. 2-0-1.

VI. Scheduled Items:

A. New Business:

1. Request to Attend MMA Annual Convention | Close Office on Thursday, October 6, 2022

The Selectboard members approved the closing of the Town Office on Thursday, October 6, 2022 so that the staff may attend the Maine Municipal Association's Annual Convention. The closure will be advertised on the website, social media, and in the office.

2. Appoint MMA Annual Business Meeting Voting Delegate

ACTION: Chair Pushard motioned to appoint Town Manager Landes as the Maine Municipal Annual Business Meeting Voting Delegate. Vice-Chair Truman seconded. No Discussion. 3-0-0.

3. Schedule a Date for a Selectboard and Town Manager Goal Setting Workshop

The Selectboard agreed to meet at 6:00PM on September 28, 2022 to hold a half hour goal setting session. This session may be continued at another meeting in the future.

4. Sign 2022-2023 Tax Commitment Approved on 9/7/2022

The Selectboard signed the 2022-2023 tax commitment that was adopted on September 7, 2022.

5. Approve Updated Version of 2022-2023 General Assistance Ordinance and Appendices

ACTION: Chair Pushard motioned to approve the amended General Assistance Ordinance changes and appendices. Vice-Chair Truman seconded. No Discussion. 3-0-0.

6. Consideration and Possible Approval of a Bottle Club Application for Crystal Falls | 1282 Eastern Avenue

ACTION: Chair Pushard motioned to approve the bottle club application for Crystal Falls. Vice-Chair Truman seconded. No Discussion. 3-0-0.

Moving forward the Town Manager will check with the Code Enforcement Officer verifying any possible violations on applicants of liquor licenses.

7. Discussion of Town of Chelsea's Disabled Veteran Excise Tax and Agent Fee Exemption Policy

The Town Manager asked the Board for permission to work through some proposed changes to the Excise Tax Exempt Policy and Ordinance due to changes at the Bureau of Motor Vehicle level. The policy will be brought back at a future meeting and the Ordinance changes will be brought to the next Town Meeting.

8. Confirm Appointment of Cody A. Swanson as Office Clerk | Deputy Town Clerk

Manager Landes introduced the new Office/Deputy Clerk. Deputy Clerk Swanson spoke briefly. The board confirmed the Manager's appointment of Cody A. Swanson.

B. Old Business:

1. NONE

VII. Legal:

- A. NONE

VIII. Written Communication:

- A. Town Manager Report
- B. Town Clerk Report

- C. Code Enforcement Report
- D. Animal Control Report

The Board reviewed the reports. The Code Enforcement Officer's Report was reviewed and it was noted that he has completed a lot of requests in a short amount of time. The Town Manager will speak to him regarding possibly increasing his hours in the next fiscal year.

IX. Verbal Communication:

- A. SVRSU #12 School Board
- B. Boards and Committees
- C. Municipal Officers/Assessors Comments and Concerns

Chair Pushard spoke about forming a committee to look at the upcoming town anniversary. The Town Manager will do a bit more research surrounding this. He also thanked those that attended the recent dedication at Butternut Park. Chair Pushard also wondered if the annual Christmas tree lighting could be the weekend before Thanksgiving to alleviate conflicts with events at the school. This would be on November 19, 2022. The Board will talk about it at a future meeting.

Vice-Chair Truman didn't have an update.

Selectboard Member Mills noted that the internet company, Fidium Fiber, recently installed internet at his location.

X. Executive Session: (Adjustment to the agenda)

- A. Pursuant to 1 M.R.S.A § 405(6)(A) Personnel- to discuss employee benefit options

Chair Pushard motioned to enter executive session pursuant to 1 M.R.S.A. § 405(6)(A) Personnel- to discuss employee benefit options. Vice-Chair Truman Seconded. No discussion. 3-0-0. Entered at 7:30PM.

Chair Pushard motioned to exit the executive session at 7:41PM. Vice-Chair Truman seconded. No discussion. 3-0-0.

Chair Pushard motioned to have the Town Manager look into possible changes to the Personnel Policy to include in lieu of health insurance premium. Vice-Chair Truman seconded. No discussion. 3-0-0.

XI. Adjournment

Chair Pushard motioned to adjourn. Vice-Chair Truman seconded. No discussion. 3-0-0. Adjourned at 7:45PM.

Chair Michael Pushard

Vice-Chair Sheri Truman

Selectboard member Jason Mills

A true copy attest:

Cheryl L. Mitchell, Town Clerk

Date: _____

(Minutes prepared by Christine M. Landes, Town Manager)