



**Agenda
August 16, 2023
Chelsea Town Office
Selectboard Meeting
Regular Meeting
6:00PM**

Board Present: Chair Michael Pushard, Vice-chair Jason Mills, Selectboard Member Jacob Soucy, and Town Manager Christine Landes.

Board Absent: None

I. Call Meeting to Order | Pledge of Allegiance

Chair Pushard called the meeting to order at 6:01pm.

II. Public Comment on Items Not on Agenda

III. Public Hearing

A. Liquor License: Crystal Falls

Chair Pushard opened the public hearing at 6:02pm. There was no public comment on the proposed liquor license. Chair Pushard closed the hearing at 6:03pm.

IV. Adjustments to the Agenda

None

V. Approval Consent Agenda Items

A. A/P Warrant #70 (FY2023) in the amount of \$5,822.40

- B. A/P Warrant #71 (FY2023) in the amount of **\$2,899.78**
- C. A/P Warrant #2 in the amount of **\$25,646.37**
- D. A/P Warrant #3 in the amount of **\$4,492.00**
- E. A/P Warrant #4 in the amount of **\$42,592.36**
- F. A/P Warrant #5 in the amount of **\$295,402.48**
- G. Week #28- 06/29/2023-07/06/2023: **\$6,288.63**
- H. Week #29- 07/06/2023-07/13/2023: **\$6,373.15**
- I. Week #30- 07/14/2023-07/20/2023: **\$4,582.98**
- J. Week #31- 07/21/2023-07/27/2023: **\$5,123.54**
- K. Minutes of May 10, 2023 Meeting
- L. Minutes of May 31, 2023 Meeting
- M. Minutes of June 14, 2023 Meeting
- N. Minutes of July 12, 2023 Meeting

The Town Manager asked the board to consider adding Payroll Week #32- 7/27-8/3: \$4,849.19, Payroll Week #33- 8/3-8/9: \$4,613.80, A/P Warrant #6 in the amount of \$500.00, A/P Warrant #7 in the amount of \$138,093.57.

Action: Vice-chair Mills motioned to approve the consent agenda as proposed with noted additions. Selectboard member Soucy seconded. No discussion. 3-0-0.

VI. Scheduled Items

A. New Business:

1. Presentation by Raegan LaRochelle Regarding TIF

Raegan LaRochelle gave the board a brief presentation on the aspects of a TIF program and what the Town of Chelsea currently holds in TIF's. This session was educational in nature.

Action: None taken.

2. Presentation by Intern Anna Stolt | RMS Program

Anna Stolt, Chelsea's summer intern gave the board her final presentation on the road situation in Chelsea. The presentation was a cumulative review of all of the town roads.

Action: None taken.

3. Request for a Discussion Regarding Hallowell Road | Ben Smith

Action: None taken as requestor was not present at the meeting.

4. Discuss, Consider and Possibly Approve Liquor License | Crystal Falls

Action: Vice-chair Mills motioned to grant the liquor license to Crystal Falls. Selectboard member Soucy seconded. No discussion. 3-0-0.

5. Discuss, Consider and Possibly Accept Gift of Bench at Chelsea Heights Cemetery

The Town Manager and several residents spoke regarding the bench in the Chelsea Heights Cemetery. There were several concerns regarding the movement to another location and how maintenance was going to occur along with moving the perennial plants.

Action: Chair Pushard motioned to accept the Chelsea Heights Cemetery Bench as a gift to the town and to relieve all boards/committees and individuals of the original committed maintenance. Selectboard member Soucy seconded. No discussion. 3-0-0.

6. Order to Correct:

- a. 20 Gilbert Drive | George P. Willigar, Jr.
- b. 443 River Road | Debra J. & Preston J. Cates

Code Enforcement Officer Lumbert explained to the board the issues that led to the request of having an order to correct issued.

Action: Chair Pushard motioned to sign the order to correct for 20 Gilbert Drive. Selectboard member Soucy seconded. No discussion. 3-0-0.

Action: Vice-chair Mills motioned to sign the order to correct for 443 River Road. Chair Pushard seconded. No discussion. 3-0-0.

7. MMA Annual Election for Vice President and Executive Committee Members

Action: Chair Pushard motioned to accept the state of executive committee members as presented. Selectboard member Soucy seconded. No discussion.

3-0-0.

8. Discuss and Consider Request to Participate in Gardiner Public Library

A letter was received to have the board consider participating in the Gardiner Public Library system. After some discussion concerning the options available to residents in surrounding library systems, the board decided not to take any action.

Action: None taken as the board did not feel the need to participate in the library at this time; maybe at a future date.

9. Set an Additional Meeting Date to Consider Setting Special Town Meeting, Commit Taxes, and Approve Possible RFP for Continued Road Work

The board was in consensus to hold a special meeting on August 30, 2023 so that the tax rate may be set when committing taxes for Fy2024.

10. Sign Cemetery Deed for Gervais, Michael and Carrie

Action: Chair Pushard motioned to sign the cemetery deed for Michael and Carrie Gervais. Selectboard member Soucy seconded. No discussion. 3-0-0.

11. Review, Discuss, and Approve RFP for Mowing

See item twelve for action.

12. Review, Discuss, and Approve RFP for Plowing

The Town Manager briefly reviewed proposed changes to the two noted RFP's.

Action: Chair Pushard motioned to approve the RFP's for both Mowing and Plowing for two years. Vice-chair Mills seconded. No discussion. 3-0-0.

13. Discuss, Consider and Possibly Approve Appointment of Scott Grady to Budget Committee and Road Advisory Committee

Action: Chair Pushard motioned to appoint Scott Grady to a three-year term on the Budget Committee. Vice-chair Mills seconded. No discussion. 3-0-0.

Action: Chair Pushard motioned to appoint Scott Grady to the Road Advisory committee. Vice-chair seconded. No discussion. 3-0-0.

14. Review, Discuss, and Possibly Approve Gardiner Ambulance Service Agreement

Action: Chair Pushard motioned to approve the Gardiner Ambulance Service Agreement. Selectboard member Soucy seconded. No discussion. 3-0-0.

B. Old Business

1. Discussion with Chief Ramage Regarding Future Truck Purchase and Furnace Changeover

Action: None taken as Chief Ramage was not available.

VII. Legal

A. NONE

VIII. Written Communication

A. Town Manager Report

The Town Manager briefed the board on several items of interest.

B. Town Clerk Report

C. Code Enforcement Report

D. Animal Control Report

IX. Verbal Communication

A. SVRSU #12 School Board

Rick Danforth briefed the board on recent school board meetings.

B. Boards and Committees

Dot Grady briefed the board on the reading program and the recent dementia grant that was applied for and received. The last summer concert series had 165+

people. The Age-Friendly luncheon recruited 87 food items that will feed 15-20 families. The 175th committee continues to work on a fundraiser goal.

C. Municipal Officers/Assessors Comments and Concerns

Selectboard member Soucy spoke about the recent improvements on Intervale. Chair Pushard proposed to have the town's annual tree lighting occur on November 25th.

X. Executive Session

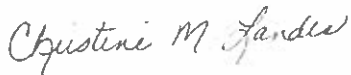
A. None

XI. Adjournment

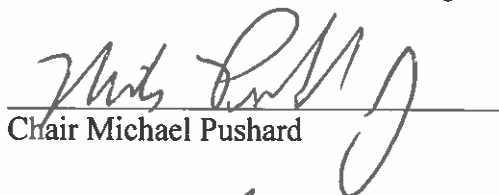
Vice-chair Mills motioned to adjourn at 8:20pm. Selectboard member Soucy seconded. No discussion. 3-0-0.

Adjourned at 8:20pm.

Respectfully submitted:



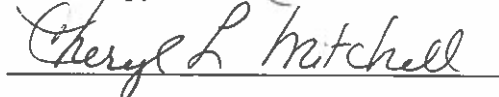
Christine M. Landes, Town Manager


Chair Michael Pushard


Vice-chair Jason Mills


Selectboard Member Jacob Soucy

A true copy attest:



Cheryl Mitchell, Town Clerk