



**Agenda  
July 12, 2023  
Chelsea Town Office  
Selectboard Meeting  
Regular Meeting  
6:00PM**

Present: Current Chair Michael Pushard, Selectboard Member Jason Mills, Selectboard Member Jacob Soucy, and Town Manager Christine Landes.

**I. Call Meeting to Order | Pledge of Allegiance**

**Action:** Chair Pushard called the meeting to order at 6:00pm. Chair Pushard welcomed the newest member of the board, Jacob Soucy.

**II. Public Comment on Items Not on Agenda**

None

**III. Public Hearing**

None

**IV. Adjustments to the Agenda**

None

**V. Approval Consent Agenda Items**

- A. A/P Warrant #66 in the amount of **\$700.00 (FY2023)**
- B. A/P Warrant #67 in the amount of **\$19,800.11 (FY2023)**
- C. A/P Warrant #68 in the amount of **\$23,974.25 (FY2023)**

- D. Payroll Warrants:**
- a. Week #15- 4/1/23 to 4/12/23: **\$1,188.30**
  - b. Week #17- 4/9/23 to 4/15/23: **\$1,144.93**
  - c. Week #17- 4/13/23 to 4/19/23: **\$4,344.98**
  - d. Week #18- 4/21/23 to 4/27/23: **\$4,047.61**
  - e. Week #19- 4/27/23 to 5/3/23: **\$5,760.86**
  - f. Week #20- 5/5/23 to 5/11/23: **\$4,015.58**
  - g. Week #21- 5/11/23 to 5/17/23: **\$4,036.31**
  - h. Week #22- 5/18/23 to 5/24/23: **\$3,723.31**
  - i. Week #23- 5/25/23 to 5/31/23: **\$3,486.75**
  - j. Week #24- 6/1/23 to 6/7/23: **\$4,767.24**
  - k. Week #25- 6/8/23 to 6/14/23: **\$6,533.46**
  - l. Week #26- 6/15/23 to 6/21/23: **\$14,257.80**
  - m. Week #27- 6/22/23 to 6/28/23: **\$6,570.30**

Manager Landes asked that A/P Warrant #69 in the amount of \$21,298.44 and A/P Warrant #1 in the amount of \$503,682.79.

**Action:** Chair Pushard motioned to approval of the consent agenda as presented and amended. Selectboard member Mills seconded. No discussion. 3-0-0.

## **VI. Scheduled Items**

### **A. New Business:**

1. Elect Chair and Vice-Chair for the Selectboard

**Action:** Selectboard Member Soucy motioned to elect Michael Pushard as the Chair of the Board for the Fiscal Year 2024. Selectboard member Mills seconded. No discussion. 2-0-1. Michael Pushard abstained.

**Action:** Chair Pushard motioned to elect Jason Mills as Vice-Chair. Selectboard member Mills seconded. No discussion. 2-0-1.

2. Review, Discuss and Approve FY2024 Proposed Selectboard Meeting Schedule

**Action:** Chair Pushard motioned to accept the FY2024 Proposed Meeting Schedule as presented. Selectboard member Soucy seconded. No discussion. 3-0-0.

3. Review, Discuss and Approve Contract with KVCOG for Comprehensive Plan

The Town Manager briefly discussed the contract with the board and the plan to have committee members start late summer on the project.

**Action:** Chair Pushard motioned to sign the contract with KVCOG to work on the comprehensive plan committee. Selectboard member Soucy seconded. No discussion. 3-0-0.

4. Board and Committee Appointments for FY2024

- Comprehensive Plan Committee | Selectboard Choice as to Number of Participants

**Action:** Chair Pushard motioned to appoint Scott Grady, Plamer Sargent, Alec Griffin, Dorothy Grady, Michael Lemelin, and Allen Hallett to the Comprehensive Plan Committee. Vice-chair Mills seconded. No discussion. 3-0-0.

- Planning Board (Seven (7) Members) | Staggered Three (3) Year Terms | Needed: Two (2) One (1) Year , One (1) Two (2) Year and Two (2) Three (3) Year
  - Roland Quirion
  - Travis Soucy
  - Dwight Holbrook, Jr.
  - Dustin Freeman
  - Daniel Lambert

**Action:** Selectboard member Soucy motioned to appoint Daniel Lambert for three (3) years, Dustin Freeman for one (1) year, and Dwight Holbrook, Jr. for two (2) years. Vice-chair Mills seconded. No discussion. 3-0-0.

- Board of Appeals (Five (5) Members) | Staggered Three (3) Year Terms | Needed: Two (2) Two (2) Year and Two (2) Three (3) Year

**Action:** None taken

- Cemetery Maintenance Committee (Five (5) Members) | Staggered Three (3) Year Terms | Needed: One (1) One (1) Year Term and Two (2) Three (3) Year Term

**Action:** None taken

- Board of Assessment Review (Five (5) Members) | Staggered Three (3) Year Terms | Needed: All Five with Staggered Terms

**Action:** None taken

- Budget Committee (Seven (7) Members) | Staggered Three (3) Year Terms with Three (3) Members Elected and Four (4) Members Appointed | Needed: One (1) One (1) Year, Two (2) Two (2) Year, and Two (2) Three (3) Year

- Joseph Moore

**Action:** Chair Pushard motioned to appoint Joseph Moore to a three (3) year term on the budget committee. Selectboard member Soucy seconded. No discussion. 3-0-0.

- Road Advisory Committee (Five (5) Members) | Staggered Three (3) Year Terms | Appointed by the Road Commissioner Subject to Approval by the Selectboard | Needed: Two (2) Three (3) Year

- Henry Truman

**Action:** Chair Pushard motioned to appoint Henry Truman to the Road Advisory Committee for three (3) years. Selectboard member Soucy seconded. No discussion. 3-0-0.

- RSU #12 School Board Member (Three (3) Years) | Needed: One (1) Three (3) Year

- Richard Cote

**Action:** Chair Pushard motioned to appoint Richard Cote to the RSU #12 School Board for three (3) years. Vice-chair Mills seconded. No discussion. 3-0-0.

5. Review, Discuss and Approve Submission of MMA Safety Grant for Flooring (\$5,447.25 max award is \$3,000)

The Town Manager briefed the board on the benefits of applying for the safety grant for flooring in the new proposed meeting space.

**Action:** Chair Pushard motioned to submit the MMA Safety Grant for Flooring. Selectboard member Soucy seconded. No discussion. 3-0-0.

6. Review, Discuss and Approve Submission of Dementia Grant for Age-Friendly Group (\$500 max award \$500)

Dot Grady explained what the submission and ultimate award of the grant would include.

**Action:** Chair Pushard motioned to submit the Dementia Grant. Selectboard member Soucy seconded. No discussion. 3-0-0.

7. Review, Discuss and Approve Contract with Eco-Maine

The Town Manager briefed the board on small changes to the new contract.

**Action:** Chair Pushard motioned to enter into a contract with Eco-Maine and allow the Town Manager to sign. Selectboard member Soucy seconded. No discussion. 3-0-0.

8. Review, Discuss and Approve KVCOG Assembly Official Representative(s)

The Town Manager explained that she has been asked to serve on the KVCOG board. The council is looking for an alternate.

**Action:** Chair Pushard motioned to appoint Selectboard member Soucy as the alternate board member. Vice-chair Mills seconded. No discussion. 2-0-1.

## B. Old Business

1. Review, Discuss and Approve the Request for Proposals for Culvert Replacement and Ditching

One bid was submitted from Willett Construction. The bid had various prices for numerous jobs.

**Action:** Chair Pushard motioned to award the culvert replacement and ditching job to Willett Construction. Selectboard member Soucy seconded. No discussion. 3-0-0.

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

**Action:** None taken

## VII. Legal

- A. NONE

### **VIII. Written Communication**

- A. Town Manager Report

The Town Manager reported that the resiliency grant had been submitted and we were awaiting results to see if heat pumps could be installed.

- 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 a couple of board related happenings.

- B. Boards and Committees

Dot Grady spoke of all the Age Friendly events happening.

- C. Municipal Officers/Assessors Comments and Concerns

Selectboard Member Soucy would like to have a discussion with the plow crew at the September meeting. He would also like a sit down with Pittston and Randolph to speak about regionalized services.

### **X. Executive Session**

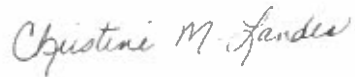
- A. None

### **XI. Adjournment**

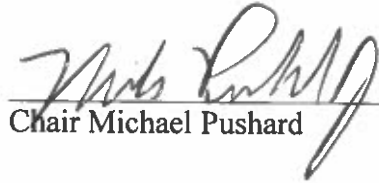
**Action:** Chair Pushard motioned to adjourn. Selectboard member Mills seconded. No discussion. 3-0-0. Adjourned at 7:18 pm.

Selectboard Meeting Minutes July 12, 2023

Respectfully submitted:



Christine M. Landes, Town Manager



Chair Michael Pushard

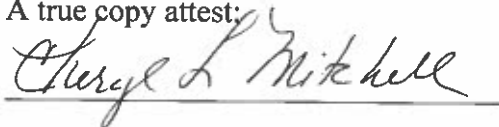


Vice chair Jason Mills



Selectboard Member Jacob Soucy

A true copy attest:



Cheryl Mitchell, Town Clerk