



**Chelsea Board of Assessors  
September 10, 2025  
6:00PM  
Chelsea Town Office**

Board Present: Chair Sheri Truman, Vice-Chair Jake Soucy, Selectboard Member Mike Pushard and Town Manager Christine Landes

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

Chair Truman called the meeting to order at 6:00 p.m.

**II. Review, Discuss, and Approve FY2026 Tax Commitment**

**Action:** Chair Truman motioned to approve the use of \$400,000.00 from undesignated fund balance to offset FY2026 taxes and set the Mil Rate at 16.9. Selectboard Member Pushard seconded. No discussion. 2-1-0

**III. Set Due Date for FY2026 Taxes | Tax Collector/Town Manager  
Recommends October 10, 2025 & April 08, 2026**

**Action:** Chair Truman motioned to set the due date for FY2026 taxes as read. Vice-Chair Soucy seconded. No discussion. 3-0-0

**IV. Any Other Business to Come Before the Board of Assessors**

**V. Adjourn**

**Action:** Chair Truman motioned to adjourn the meeting at 7:00 p.m. Vice-Chair Soucy seconded. No discussion. 3-0-0

**Regular Meeting  
September 10, 2025  
Immediately Following Assessors Meeting**

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

**Action:** Chair Truman called the meeting to order at 7:00 p.m.

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

NONE

**III. Update from Kennebec County Sheriff's Office**

NONE

**IV. Public Hearing**

NONE

**V. Adjustments to the Agenda**

Amend to include ballot for MMA Annual Business Meeting. Mr. Danforth requests to amend the Agenda to include discussion surrounding new Town Office.

**VI. Approval of Consent Agenda Items**

- A. A/P Warrant #4 in the amount of **\$926,534.70 (from last meeting)**
- B. Payroll Warrant Week #35 in the amount of **\$5,982.86**
- C. Payroll Warrant Week #36 in the amount of **\$3,506.90**
- D. Payroll Warrant Week #37 in the amount of **\$5,810.86**
- E. Minutes of the August 20, 2025 Meeting
- F. A/P Warrant #8 in the amount of **\$330,028.94**
- G. A/P Warrant #41 in the amount of **\$2,420.06**

**Action:** Vice-Chair Soucy motioned to approve items B-F as written. Chair Truman seconded. No discussion. 2-0-1

**Action:** Chair Truman motioned to approve item A as written. Selectboard Member Pushard seconded. No discussion. 2-1-0

## **VII. Scheduled Items**

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

#### **1. Budget Committee Appointment | Stephen Macdonald**

**Action:** Chair Truman motioned to approve appointment of Stephen Macdonald to the Budget Committee. Vice-Chair Soucy seconded. No discussion. 3-0-0

#### **2. Discuss Town Lot Backfill Solicitation Bid**

Revisit in November/December 2025

#### **3. Close the Day After Christmas | Friday, December 26, 2025**

**Action:** Chair Truman motioned to approve the office being closed Friday, December 26, 2025. Selectboard Member Pushard seconded. No discussion. 3-0-0

#### **4. Location of Plow Trucks with Willett Family Construction**

Willett Family Construction would like to leave their plow trucks at their business instead of storing at the Sand/Salt shed property. No issue as long as the trucks are not filled with sand

#### **5. KVCOG Election of Officers Ballot to be Cast**

**Action:** Selectboard Member Pushard motioned to cast ballot. Chair Truman seconded. No discussion. 3-0-0

6. Ballot for MMA Annual Business Meeting

**Action:** Chair Truman motioned to nominate Town Manager Landes. Selectboard Member Pushard seconded. No discussion. 3-0-0

7. Discussion surrounding new Town Office

A discussion ensued regarding the new Town Office

B. Old Business

1. Continuation of Discussion Surrounding 10 Searls Mill Road

**Action:** Chair Truman motioned to proceed with the process of an Admin Warrant. Vice-Chair Soucy seconded. No discussion. 3-0-0

**VIII. Legal**

A. NONE

**IX. Written Communication**

A. Town Manager Report

New town clerk has started and is quickly learning our system. Continue to work with auditors as we work towards switching the check reconciliation process over to us once again.

B. Town Office Report

C. Code Enforcement Report

D. Animal Control Report

E. Fire Chief Report

F. SVRSU #12 School Board

**X. Verbal Communication**

A. Boards and Committees

Planning group has formed and will be working on the Christmas Social/Community Dinner/Tree Lighting which will be held November 29, 2025.

B. Municipal Officers/Assessors Comments and Concerns


Concerns regarding traffic on the Town House Road.


**XI. Executive Session**

**XII. Adjournment**

**Action:** Selectboard Member Pushard motioned to adjourn the meeting at 8:04 p.m. Chair Truman seconded. No discussion. 3-0-0

Respectfully submitted:

  
Dorothy L. Grady, Office Clerk

  
Chair Sheri Truman

  
Vice-Chair Jacob Soucy

  
Selectboard Member Mike Pushard

A true copy attest:

  
Samantha M. Peaslee, Town Clerk