

Minutes of Select Board Meeting
July 12, 2016

Members Present: John Black, D. Scott Taylor, Tiffany Maiuri, Jeffrey Rowe, Jeffrey Adams and Rhonda Irish (Town Manager)

Also Present: Ann Bryant, Justin Futia, Leland Buzzell, Lauren Abbtate, and Siiri Stinson

Item #1 Minutes of the Meeting June 28, 2016

Ruth/ Jeff Adams m/m/s to accept the minutes as written; vote: unan

Item #2 Public Comment: None received

Item #3 Request for Waiver for opening of Road (Eastern Avenue) for Water/Wastewater installation

Leland Buzzell owns the property and would like to be able to sell it. It does not have water and sewer on it and he would like to have it run to his property. Our Street Ordinance states that it has to be an emergency situation in order to reopen a road that has recently been paved. Mr. Buzzell explained that health issues have prevented him from being able to develop the lot and he has a buyer for the property. He is now looking at options to resolve this issue and considers it a hardship because he cannot do anything for 3-5 years.

Questions/Comments from the Board included:

Jeff Adams: Is it an emergency? Rhonda and Dale Roberts didn't believe that it was.

Tiffany: Does it go through the Planning Board? Believes that the authority lies with the Planning Board and then with the Appeals Board rather than with the Select Board.

It is explained in our Street Standards Ordinance that the authority lies with the Planning Board.

Jeff Rowe: Believe we would be overstepping the Planning Board if the Select Board ruled on this.

Item #4 Committee Appointments by Board

Finance Committee: There are three people interested in two positions on the Finance Committee, two of them are currently serving on the Finance Committee: Barry Hathaway and Kyle Ellis. Vernon Marden has expressed an interest in being on the Committee. Ruth Cushman abstained from the discussion as Vernon Marden is her son. There are no issues with either of the people who are already on it, but Kyle Ellis may not be able to attend meetings based on his work schedule.

John Black/Jeff Rowe m/m/s to appoint Stephen Davis and Vernon Marden as members of the Finance Committee; vote: 4-0 Ruth abstain

Board of Assessment Review: Joanne Bradbury has expressed an interest in remaining on the Committee, there have been no issues.

Ruth/John m/m/s to reappoint Joanne Bradbury to the Board of Assessment Review; vote: unan

Health Officer: Dr. Michael Parker has agreed to serve as our Town Health Officer. Jeff Rowe/Ruth m/m/s to appoint Michael Parker as Health Officer; vote: Unan

Rhonda announced that Wayne Atwood will be resigning as Animal Control Officer on August 31, 2016 and Rolly Tourtelotte will be retiring on September 30, 2016. There will be an RFP done for the cleaning of the Public safety Building and the Town Office. If an individual is hired they would

go on payroll and if a company were hired they would be contracted and provide their own liability insurance.

Item #5 Acceptance of EPA Brownfields Clean-up Grant for Forster Mill

Rhonda wanted it put on record that we did receive the grant for Forster Mill Parcel #1. Would like permission for the Chair to sign the paperwork that is required for the EPA Grant. Rhonda has asked for authority to get started early. She needs to have the RFP for an Environmental Consultant approved by DEP and EPA before it can go out; she would like to get moving on that part of it. We will have Public Meetings as we go forward explaining what the process is to allow the Board and Public to have input. Rhonda has checked into prices for fencing and has a quote of \$1300, for used fencing and this would close up the areas that are not closed in at this point. The money could come from the Demolition fund.

Questions/Comments from the Board included:

Jeff Adams: We would need to front \$50,000 to get the grant; and what is our plan? We would be using the money that was raised and set aside last year and this year, if we do cleanup in the free standing wall we can't use our matching funds for that, they have to be used for Parcel 1.

Jeff Rowe: Our intent with the fence is to keep people off the property.

John: People can still get on the property if they want to.

Tiffany: If we acknowledge there is an issue and we try to do something that is better than doing nothing.

Ruth/John m/m/s to accept the EPA Brownfields Clean-up Grant and to let the Chair of the Board (Tiffany) and the Town Manager (Rhonda) sign the necessary paperwork; vote: unan

Ruth/Jeff Rowe: m/m/s to spend \$1300. 00 to close in the remaining part of the fence; vote: unan

Item #6 Requests for Street speed limit reviews - DOT information

We can't put up a sign that says 25 miles per hour even if the Police Department knows that the road is 25 mph without the DOT doing a study. They have given Rhonda a speed limit guideline sheet and Rhonda will request that the sheet be filled out before a decision is made. Tiffany explained that she has had three different requests to step up Police presence to help with speeders since the last meeting, maybe that presence would mitigate any issues.

Item #7 Signing of Warrant for Regional School Unit No. 9 Election

Rhonda reminded the Board that the hours would be from 8 am to 7 pm.

Ruth/Jeff Adams m/m/s to sign the Warrant for Regional School Unit No. 9 Election; vote: unan

Item #8 Hourly wage consideration for part-time employees

A. The swim program instructors were paid salaried wages until this summer so their wages have been converted to hourly wages because of the upcoming salaried employee law changes. All of the Recreation Department employees are part time.

B. Crossing Guards: The students have been learning to use the caution lights at the end of the Weld Rd. and we will transition to using only one Crossing Guard at the intersection between Academy Hill School and Cushing School.

Questions/Comments from the Board included:

Jeff Adams: What would the percentage raise be from last year? 2%

John: Have we given raises in the past? Yes, we have every year.

Ruth/Jeff Adams m/m/s to approve the raises as presented; vote: unan

Item #9 Consideration of Policy of Treasurer's Disbursement Warrants

Ideally we would sign the warrants before disbursing the checks but State law allows some checks to be disbursed prior to that: payroll, insurance, motor vehicle, Inland Fisheries, retirement and money that is owed to the State of Maine. At the next Town Meeting we will present an Ordinance to require signatures before checks are sent out, we will also give options for the payroll, benefits and State fee checks.

Jeff Rowe/John m/m/s to allow any one of the current Municipal Officers (Tiffany Maiuri (Chair), John Black (Vice Chair), Jeffrey Adams, Ruth Cushman, Jeffrey Rowe) acting alone, may review, approve, and sign such warrants; vote: unan

Item #10 Maine Municipal Association Elections

Need to choose someone for the Legislative Policy Committee and Richard Davis of Farmington has been nominated. Ruth/Jeff Rowe to mark the official ballot for District 17 for Richard Davis, Manager, Farmington; vote: unan

Ruth/John m/m/s to vote for the candidates as presented on the MMA slate and designate Rhonda to sign the official ballot; vote: unan

Item #11 Manager's Report

A. Public Hearing on August 2: Rhonda has posted notices in the newspaper because we can't make contact with the homeowner.

B. Weld Street Cemetery workshop in August: There is a workshop for four days and there is a waiting list to get into the workshop. There will be some costs involved such as providing a porta potty, pea stone, a meeting room and some other small expenses. This money can be taken out of the Cemetery Account. There will be Highway Dept. employees at the site each day.

C. Schedule of summer work: The Colby Miller road will be completed by July 13. Paving will be done on the in-town streets, Sunrise/Sunset and the Temple Rd and the intention is to complete paving by the end of July. Butterfield Rd., Colby Miller Rd. and Orchard Dr. are anticipated to be completed by the end of August. Sidewalks will be done in August.

D. Senior Survey: Rhonda recently attended a workshop that focused on senior issues and has created a survey that she would like to Board to look over and modify (if needed) to share with the Public.

E. Waste Treatment Budget: The water and sewer budgets are currently in two separate budget years, water must follow a calendar budget per the PUC and sewer follows the Town's fiscal year. This budget is designed to be a six month budget so as to align the two budgets in the same timeframe. They are two separate budgets; but could be combined in a Trio Budgetary system if the Board approves the purchase of this system.

Questions/Comments from the Board and Audience included:

John: What is the cost of the new system? How many man hours would it save? There is a \$3,100 purchase fee and an annual maintenance fee of \$700. In terms of man hours Justin didn't have the numbers for Michelle, but it would be a minimum savings of four hours per week for him. This would eliminate doing several items manually, and there is also nothing to tie the manual reports back to.

Tiffany: The handwritten report at this time would almost be faster.

Siiri Stinson: Will there be a public meeting about the rate increase? There will be a meeting between the architects, the Town and the Superintendant on the budget, more information will be known after that date.

F. Dangerous Building Ordinance: The Ordinance Committee suggestions were infused into the draft that Rhonda would like the Board to look over and be ready to review next month.

Item #12 Other Business

A. Consideration of Overdue Personal Property Taxes: A few years ago the Town wrote off some personal property taxes that were past due from Northeast Paving and Rhonda is trying to work with them to pay off the rest of the taxes. The Kings' would like to know if the Board would agree to allow them to pay off just the principal of the taxes and waive the interest that is due. This would allow them to go forward with a clean slate. These are taxes that go back to before Rhonda was the Town Manager and we are working on ways to recover overdue taxes. Personal property taxes don't go to lien like real estate taxes and they need to have the liens filed with the State within a certain period of time.

Questions/Comments from the Board and Audience included:

Jeff Adams: What did we already write off? The Board wrote off the taxes owed for 2000-2006. Are these repeat offenders? We are trying to work on this not happening, and keeping people caught up going forward.

Siiri Stinson: What does doing the liens through the State do?

John Black/Jeff Rowe: m/m/s to accept the principal only payment and abate the overdue interest on the Personal Property for Northeast Paving; vote: unan

B. Wright & Pierce received three bids for the lighting that will be installed Downtown. The bids were from: Gilman Electric \$37,175 Graybar \$37,580.41 Rockingham Electric \$38,371.58 These are part of the Community Development Block Grant.

Ruth/John m/m/s to go with Wright & Pierce's recommendation of Gilman Electric at \$37,175; vote: unan

Item #13 Approval and signing of Disbursement Warrants

Jeff Adams/John m/m/s to approve and sign the Disbursement Warrants and enter into Executive Session pursuant to 1MRSA Sec. 405(6)(A) Personnel (Salaried employees wages and Town Manager Contract)

Item #14 Executive Session pursuant to 1MRSA Sec. 405(6)(A) Personnel (Salaried employees' wages and Town Manager Contract)

Entered at 7:55 pm out at 9:01 pm

The Board voted the following wages retroactive to July 1, 2016

Rhonda: \$62,500 vote: 3-2 Heidi \$56,250 vote: 5-0

Justin 1% on his annual hire date vote: 5-0

Frank: \$37,000 vote: 5-0 Dale: \$51,500 vote: 5-0

Adjourn at 9:18 pm