

Minutes of Select Board Meeting
April 3, 2018

Members Present: Jeff Adams, Tiffany Maiuri, David Leavitt, Ruth Cushman, Keith Swett and Rhonda Irish (Town Manager)

Also Present: Amber Kapiloff, Frank Donald, Dale Roberts, Margaret Profitt and Liz Marquis

Item #1 Minutes of the Meeting March 20, 2018

Ruth/David m/m/s to accept the minutes with the correction on Item #3 typo should say "for" rather than "fro"; vote: unan

Item #2 Public Comment - None received

Item #3 Highway Department -Review of Paving Bid specifications

There were changes made to the paving bid

- *requesting hot mix asphalt *Cross slope of 3-3 1/8" per foot
- *FOB price for machine price the rest of the season *2'-3' wide butt joints
- *Specified 8-ton knockdown *Increase liability insurance to \$1.5 million
- *Contractor liable for one year from date of completion
- *Made sure that personal and general liability was the same

Dale Roberts would like to be able to send out the bid information now so that they can come back by May 1. The plan would be to open them on May 4th at 4 pm and to bring them back to the meeting on May 15 so as to allow reference checks. Packets will be sent to Pike's, Allstate and the Spencer Group.

Ruth/Jeff m/m/s to put out to bid with bids being due prior to 4 pm on May 1; vote: unan

A. Consideration of Main Street Striping of Parking Spots

Lucas Striping has a bid price of \$500 and they will straighten all parking spots in Town and the Highway Department will maintain them afterwards.

Questions/Comments from the Board included:

Ruth: Will they be done with reflective paint? Yes, and with glass beads

Keith: They would paint from where to where? From Food City to the bridge and from the bridge back to the Post Office. They would remove the parking spaces in front of Food City because you can't see to pull out of the parking lot if a car is parked there.

Jeff: What type of paint will they use? Water based latex

Are there safety issues with the spots at Food City? No, if you go in the lower entrance you can come out by the Post Office.

Ruth/Keith m/m/s to accept the quote from Lucas Striping for parking spots on Main St and to eliminate parking between the entrance and exit of Food City; and to add two parking spots between Food City and Beyond Shoe Repair; vote: unan

Item #4 Recreation Department - Recreation Projects - E Wilton Playground Equipment

The docks are about \$54,239, this amount will vary slightly because there is a need to mount brackets in the cement docks. The length of the ramp sitting in the dock or poles may vary by a couple of thousand dollars. They would like to have the payment for this when the docks go into the water.

Questions/Comments from the Board included:

Jeff: Weren't the docks \$40,000 when they were delivered? It has been the \$54,000 figure for a while now, this is the amount that was approved. This includes the kayak slips as well.

*Playground at Kineowatha Park: The Board approved \$14,000 at a previous meeting, other fees will include a chain link fence and wood chips for both Kineowatha Park and East Wilton (Bishop Park). The chain link fence will come from Quality Fence in Rumford. The wood chips will be around \$600.00

Questions/Comments from the Board included:

David: Are they regular wood chips? They are certified wood chips.

Believe that Cousineau also carries them? Frank will check

Jeff: What is the difference in the chips? One is treated and salted so they are softer when you fall on them.

When we were looking at replacing them what would our source be? They would come from a company in Poland. We could work something out with the Highway Department to go pick up the chips, put them in and put the fence around it.

Tiffany: What is a therapeutic swing? It is made so that if someone is in a wheelchair they can be put into a swing.

Jeff: What is the payment date? It is thirty days after it is installed.

*Skating Rink/Office Building: This is up in the air until we can get bid prices. We had hoped to do it for \$60,000 to \$70,000 but that may not happen. It was discovered that you can't tap into a pressurized line without a pump station. It is possible to run a new pipe after the building is completed with a ditch from the garage down the side of the reunion barn and into that pump station. This work will be done by the Highway and Water/Sewer Departments and there will be no charge for the labor, the material will be about \$2,000. There would be drafting fees of about \$2,500 that would come out of the same fund.

Questions/Comments from the Board included:

Keith: There are three pieces of equipment? There is one piece that is \$13,000 and it is a stand alone that will hold up to fifty children.

Some of the pieces from other companies were similar but when you started adding fees for freight it made a big difference. Frank explained that if you don't order a minimum amount that they kill you with freight fees. The one that we chose includes installation, this company also does basketball poles and installs them.

Ruth: What is the cost of the basketball hoops and backboards? Around \$3,000 but that doesn't include installation. There is a group trying to fundraise money to help pay for the basketball equipment.

*East Wilton (Bishop Park) Playground Equipment

They are looking at a climbing structure, slides and a swing set. They would be removing the existing equipment and would also need a certain amount of chips and cement for this area as well. This will need to be paid for within thirty days after the installation.

Questions/Comments from the Board included:

Jeff: What is the timeframe? The playground could be here in six weeks; they will hold the advertised price until April 15, 2018 and then the price will go up. The timeframe would be mid May for the playgrounds and mid June for the docks. The money has already been approved for the docks and the playground at Kineowatha Park.

Tiffany/Keith m/m/s to allow Frank Donald and the Recreation Committee to order the playground equipment for the East Wilton Bishop Park for \$22,000 plus installation costs of approximately \$600 to be paid for by the money from the Trust or from a loan as the Board decides; vote: unan

Item #5 Consideration of Architectural Services for Recreation Department Skate/Office Building

Would like to hire Diversified Drafting from Mt. Vernon, the contract price would be \$2,500 and he could start meeting with the group on April 6, 2018

Questions/Comments from the Board included:

Jeff: We would be required to pay him before he starts the work; we normally pay for the hours worked? That is the way that he usually does it.

Ruth: Don't really have a problem because we are paying half up front and it is really a reasonable rate.

Keith: Does our Purchasing Policy require that he has to give us something before we can pay him? It isn't high enough to kick our policy in.

Tiffany: There are certain professions that there isn't anything to measure by.

*Financing of docks, Kineowatha Park equipment and Bishop Park Equipment

Do we want a loan or to take the money directly from the Trust? If we take out a loan we won't need Special Town Meeting approval until we decide on the building costs. They could wait for bids to come back for the building before they make a decision.

Questions/Comments from the Board included:

Jeff: The idea with the fund was trying to maintain as much as we can and still have some equipment. We could use the interest from the Trust to pay for the interest on the loan. If we spend an estimated amount up front it could reduce what we can spend in the future. What we can anticipate from the trust is 5%.

Did we have any money in the Capital Account for any of this equipment before the gift? The money in the Capital Account went into the truck and roofing.

David: If we pay a three year payment and pay the first payment up front we will deplete the Trust less because you will be leaving more in the Trust.

Tiffany: In agreement as long as the interest rate is making at least 1%, in favor of going out to bid and see what a loan would be.

Keith/David m/m/s to move into the contract for Diversified Drafting

Tiffany/David m/m/s to pay the amount of \$1,250 for architectural services come from the GL - 350-33 account; vote: unan

Item #6 Consideration of Appointments for Assessment Review Committee, Recreation Committee and Ballot Clerks

The Election Clerks need to be appointed for a two year term, they are Hazel Flagg, Jean Rand, Carolyn Smith and Angela Werner

Keith/David m/m/s to appoint the ballot clerks as proposed; vote: unan

Michael DeRusha has moved out of Town and has resigned from the Recreation Committee Ruth/Tiffany m/m/s to accept his resignation; vote: unan

Keith/Ruth m/m/s to appoint James Smith to the Recreation Committee; vote: unan

Item #7 Forster Mill Demolition Update

They are still moving along and have started building four. They will be processing wood and a lot of brick will be going into the hole. They are trying to clean up debris.

Item #8 Report of 2015 Foreclosure Status due to Unpaid Liens

It is after the due date and Rhonda checked with Stu Marcum (Tax Collector and Instructor) and he explained that because at Town Meeting we allowed the Board to do what they deem is in the best interest of the Town we are not required to accept just the total due for the last three years.

There are three that are primary homes:

One has agreed to pay by May 1 and has a payment plan for 2016, another has set up a payment arrangement with the Town.

Questions/Comments from the Board included:

Tiffany: There are two options after we take a property: take the home or allow them to make payments.

If it is their primary home and they are making payments we should do what we can to work with them.

We need to let them know that there is an abatement process.

Ruth: The Town can't trump the State. When the foreclosure date came it was a drop dead date, but as a Board we can do as we determine with them.

We need to charge for the extra fees incurred if they do default because we will need legal council.

We don't want to take homes, but we don't want to continue to be in this situation. We should go through them individually and make a decision on each property. We will want to see an abatement application or a repurchase agreement filed at the registry.

Jeff: What documentation do we need? That they are paying lien costs and interest.

Did people know they were going to lose their property? Yes, they were sent letters.

David: If you set them up with a payment plan and they never get out of the hole, it sets them up to be a perpetual case every year.

Keith: So, the Select Board has the authority to postpone indefinitely?

Would like to see a repurchase agreement brought before the Board.

Ruth/Tiffany m/m/s For Account 328 if full payment is made by May 1, 2018 for the 2015 property taxes then a repurchase agreement will be entered into for the taxes for 2016 and 2017 to be filed at the Registry of Deeds. The amount of the payments will make them current on taxes within two years; vote: unan

Ruth/Tiffany m/m/s For Account 1394 a payment of \$50 every two weeks will be made through a repurchase agreement and as part of the agreement they must apply for a Poverty Abatement. Within six months after that they must submit a new financial report to the Tax Collector to be reviewed to see if they are able to increase the payment amount.

This will be filed with the Registry of Deeds; vote: unan

Account #317 Needs to wait until next meeting

Land:

Keith/David m/m/s to place newspaper ads for Account #565, Account #646, Account #1760 in the area of their last known address and to bring these pieces of property to the Public Hearing on May 1, 2018; vote: unan

Accounts #2067 and #2068: There has been money received from the owners, but not enough to pay full amounts for three years; there is enough to clean up all three years on one property, and make a payment on the other. How do we want to distribute the money that we have received? All on one or some on both?

Questions/Comments from the Board included:

Keith: If the money is applied first to the oldest taxes, we wouldn't even be having this discussion because they wouldn't owe the money.

Ruth: Would rather have one agreement than two agreements.

Jeff: The whole issue is that one person is paying this, do they know? We went through this last year too.

Tiffany/Ruth m/m/s For Account #2067 to accept \$1,103.29 towards the amount due and to allow thirty days to pay the remaining amount for three years or we will foreclose; vote: 3-2 (Keith/David opposed)

Tiffany/Ruth m/m/s For Account #2068 to accept the checks not yet cashed for payments on that account and making it clear that the Board doesn't want this to happen again; vote: 3-2 (Keith/David opposed)

Account # 2482: This is a landlocked piece of property that belongs to heirs. There is some interest from the neighbors in this property.

Questions/Comments from the Board included:

Keith: Is there any such thing as landlocked property? It doesn't have road frontage.

Ruth: Would like to see three abutters receive in the mail a copy of the Public Hearing notice so they can have input too.

Keith/David m/m/s to send Account #2482 to Public Hearing; vote: unan

Secondary Home:

Account #1358

This is a secondary home and has been served notice by the Town for property maintenance issues. The owner has been delinquent on the taxes for the past nine years.

Questions/Comments from the Board included:

David: Does that mean we will take it out of court? If after the Public Hearing we will end up selling it.

Ruth: When we sell it, we need to put in the bid package that it is non-compliant.

Have we contacted our insurance company to get liability insurance? No, but we will do that.

Keith/David m/m/s to send Account #1358 to Public Hearing; vote: unan

Item #9 Update of Current CDBG Grants

There are three grants that are still active:

Carrier Welding has received all of our funds and they have hired all that meet the criteria. They have received all of their money.

Lovett Woodworks have not requested any funds yet

Downtown Façade: There have been no funds extended yet, there are seven businesses in the developmental stage

A. LeBarron Bonney: this is a new business that is requesting CDBG funds for workforce development. This will require a Public Hearing and Special Town Meeting.

Ruth/Keith m/m/s to hold a Public Hearing for LeBarron Bonney on May 1, 2018; vote: unan

Item #10 Manager's Report

A. Budget Meetings: Would like to finish the budget on April 11 and vote on it at the next Board Meeting

B. Nomination papers are still available until April 13. Papers have been taken out for each of the seats and papers have been returned for the one year term.

C. Joint Broadband meeting with Jay, Livermore Falls and Farmington will be held on April 12, 2018 at the North Jay Library at 6 pm.

Item #11 Other Business

David: Have had a complaint about two properties in East Wilton near the Diner, a rat infestation. Rhonda has already been given this information.

Tiffany: Has been made aware of a property on Depot St that has a porch overflowing with trash.

Item #12 Item #11 Executive Session pursuant to 1 MRSA Sec. 405(6)(E) Legal Consultations and 1MRSA § 405(6)(A) Personnel

Legal entered at 8 pm out at 8:11 Ruth/Tiffany m/m/s to sign an engagement letter with Houston Harbaugh; vote: unan

Personnel entered at 8:12 out at 8:17

Other Business

Discussion of Fire Department inventory and the possibility of updating air packs to the 2013 standards. The Select Board would like a full inventory of all equipment and an audit of all Fire Department inventory including annual inspection reports and the date of purchase of the equipment. This is due to an employee complaint. This would include inspections of gear and air packs.

Ruth/Tiffany m/m/s to have an audit of all Fire Department inventory including annual inspection reports and the date of purchase of the equipment, this will also include East Dixfield. Rhonda will contact the Town Manager of Dixfield; vote: unan

Tiff/Ruth m/m/s to adjourn at 8:38 pm