

SELECTMEN'S MEETING MINUTES
March 16, 1999

PRESENT: Willis Lord, Dale Witman, Brenda Charland, Patti Berry, Brenda Huntress, Elias Smith, Jason L'Hereaux, Millard Genthner, Tim McCoy, Frank Allen, Bob Gobeil, Mike Curly, Dianne Holden, Nancy Brandt, Bertha McAloon, Margaret Beavis, Steve Foglio, Jerry Daigle, Fred Fay, Carol Look, Roland Denby

Dale opened the meeting at 7:00 PM.

STAFF MEETING

Nancy reports that she is hard at work on Town Meeting Minutes. It is agreed that there is a need for more microphones at next year's meeting. There is discussion regarding using the money from cable TV for new microphones and upgrading the sound system.

There is some discussion in regard to a suggestion by Willis for the staff to begin tracking their time so that when the new committee is formed they will have this information to work with. It was agreed that elected officials, Finance Committee, and Selectmen each choose one citizen at large for the committee.

Steve Foglio reports that the Code Office has been busy. Lisa is working 2 1/2 days, and he is putting in 20 hours a week and requiring meetings by appointment only. He reports that the new hours are working out well. Regarding certification, Steve reports that the state begins testing next month. There is a new universal plumbing code that the state is going to adopt. Steve states that three more certifications are needed and will be certified by July.

Jerry Daigle reports that things are moving along well in the Assessor's office. He is now taking permits from the Code Office, and by April 1st if the snow is off the ground, he will be ready to start assessing new buildings.

Margaret reports that Motor Vehicle is steady and going well, though back-up training is not moving along as hoped. She is doing more this year due to no back up, so can't compare against last year as Bertha was her back up then. Margaret reports new registrations are about 1/3 of all she does.

Mike Curly reports that rec basketball has 140 kids this year, as opposed to 60 last year. There are 11 teams and not much space. They will begin playing this weekend. Parks and Rec continues work on Friendship Park. Mike will be checking for a tractor at John Deere this week. Parks and Rec is also running a pottery class.

Willis questions Bertha on her thoughts regarding the report from Great America Insurance Company of the problems with her work station. Bertha states that due to such limited space, it would require a whole new work station and with plans for a new building, she questions whether or not it should be done at this time.

Dale questioned Elias regarding the new truck and suggested a meeting to discuss. Dale states that our relationship with Key Leasing is in peril. Elias states he has information on a leasing company for the new truck that some neighboring towns have used. Dianne suggests contacting Linda Smith at Key in Portland to make her aware of our situation with Key Leasing and see if she can help. Elias reports there are 3 more physicals left, with 2 on medical hold due to colds or pneumonia.

Millard reports they will be setting the SAD 57 budget by 3/31 and that work is progressing in steps. Millard reports that the silver bullet for cardboard is at the dump and it is being used, and used correctly.

Fred Fay reports all is going well, winter sand is in good shape.

Dianne requested that next year a draft copy of the Town Report go to each department head for review before printing. Dianne also requested that we have a representative from our health insurance carrier in for an informational meeting regarding our insurance coverage. There was question also as to whether they offer other options for coverage. Patti will arrange this meeting with a representative from Maine Municipal Employees Health Trust.

Dianne and Bertha will be out tomorrow at a tax lien workshop.

It is agreed that staff meeting will continue on the 3rd Tuesday of each month from 7:00 - 7:45 for all employees.

APPOINTMENTS

7:30 Roland Denby is present to continue discussion from the March 9 Selectmen's Meeting regarding a dry hydrant on his property which is causing problems to his pond and property, and to address repairs to the fencing around the hydrant pipe. Elias states that the hydrant was tested last month and is functional. Fred questions going to the DEP. Steve states he will have a rep from the DEP come out and look at the situation, though if DEP rules this as part of a stream, our hands are tied. Roland states that a DEP permit has been issued in the past. Dale states that FEMA mitigation money may be available and suggests Bob Bohlman for possible funding. After discussion it is concluded that Steve will contact Will Cook from DEP for options. Fred will need to build a berm, will need to stone and rip rap for drainage, and will repair the fence after the frost is out of the ground. Elias will see that the Fire Department keeps the

hydrant flushed temporarily. Dale requests that as information is gathered that it be channeled through Patti and she will set up a meeting for next month.

NEW BUSINESS

February 23rd Selectmen's Meeting Minutes: Patti reports that there was a problem with the signed February 23 Selectmen's Minutes. Due to the fact that the minutes were saved in two places, there was a final copy and an incomplete draft. The draft mistakenly got printed and signed. The final/completed copy is now attached to the February 23rd Selectmen's Minutes. Brenda directs Patti to attach the changes as an addendum and stresses the importance that in the future, for proper document control, we consistently put the date and time on all documents.

At this time Patti reports that in the February 23 Minutes the motion by Brenda, 2nd by Willis, and unanimous vote that Mike McAlevey be Moderator for Town Meeting was worded incorrectly. Patti states that the motion made by Brenda at that time was to "ask Mike McAlevey to be Moderator".

March 23 Council Meeting: Patti reports that the Recycling Committee would like to recognize the winners of the recycling poster contest by inviting the winners and their parents to the March 23 Council Meeting and to present the children with certificates and ribbons. It is agreed that the presentation will take place at the beginning of the meeting and that after next Tuesday, the Recycling Committee can then display the winning posters at different locations on a rotating basis.

Brenda reports that the Municipal Complex Study Committee Meeting she attended disturbed her in that she feels that they need more focus. Brenda reports that some members are not attending meetings and they are not doing their work. She feels that this is now a lopsided committee which is not being used well, and that the charge of the committee has been turned over to the consultant. Brenda requested that Charles Niles be appointed ASAP. Dale states there is a need for a member with construction knowledge as well.

Brenda motions that Charles Niles be appointed to the Municipal Complex Study Committee Study Committee. Willis seconds. Motion carries with a vote of 3-0-0 in favor.

Brenda stressed that each and every idea and option offered, from expanding our current building to constructing a new building, should be looked at by the committee, and also that this is not to be a "Selectmen's project". Patti will check to see if the committee has regular meetings set up. Frank Allen states that the public doesn't realize the reasons for the need for space and suggests a public meeting be presented as "How to Plan the Future of Waterboro" and offer options to the public.

Dale requests that the Board take a look at the current membership, get a survey in place, and set up a meeting with the committee to get something ready for the public. Willis will speak with Steve Kasprzak to see if he wants to continue to participate on the committee. Patti will set up a meeting with the committee the week after next.

OLD BUSINESS

Regarding the Key Leasing situation, Patti presents a chronology of events relating to the leasing of Engine 3 from June 16th to the present, noting that she takes ownership for some of the delay. Brenda Charland argues that Key should have followed up more closely. Patti reports that Key will honor the first rate of interest they quoted of 5.77 and states that, at some point during the delay, the interest rate had dropped to 5.38. Patti will be checking other options, stating that rates should be lower than 5.77. Dale requests that she also contact Linda Smith at Key Bank to see if she can be of any help.

SELECTMEN'S ASSISTANT REPORT

Patti reports that we have received a rebate check from MEMIC for \$6,000.

Patti reports that an employee has a large number of sick days accumulated and has been allowed to take personal days. Patti questions the new personnel policy with 2 side letters for grandfathering, and does "sick days" mean "sick" only. There is discussion and agreement that the old time be subject to the new policy and the employee can use the old time as personal days.

There is discussion at this time regarding Mike Curly's request for time off from 3/24 - 2/26. Brenda motions that Mike Curly's request be referred to the Personnel Director for approval. Willis seconds. Motion carries with a vote of 3-0-0 in favor.

Brenda motions that in the future the Personnel Director approve requests for time off unless deemed in excess or out of the ordinary. Dale seconds. Motion carries with a vote of 3-0-0 in favor.

Brenda motions that the March 2nd Selectmen's Minutes be approved as written. Dale seconds. Motion carries with a vote of 3-0-0 in favor.

Brenda motions that the March 9th Selectmen's Minutes be approved as written. Willis seconds. Motion carries with a vote of 3-0-0 in favor.

SIGNED:

The Board of Selectmen signed the Warrant for bills and payroll. They also signed the following:

1. Background Check for Firearms Permit

ADJOURNMENT

Board adjourned at 8:50 P.M.

APPROVED

Date: 3-23-99

Dale A. Weston

Willis A. Ford