

## **SELECTMEN'S MEETING**

**May 22, 2007**

**PRESENT:** TammyJo Girard, Dennis Abbott, Evan Grover, Cindy Moore, Jon Gale, Nancy Brandt, Pam Witman, David Lowe, Bob Gobeil, Jerry Daigle, Jason L'Heureux, John & Wendy Carter, Don & Nancy Johnson, Clint Andrews, Fred Fay, Willis Lord, Dwayne Woodsome, Pam L'Heureux, Julie Giles, David & Kerry Thorne, Glen Willette, Bill Turkewitz and Sylvia Hebert

Selectmen Grover explained the workshop held at 6:00 on emergency procedures and Ledgemere Dam and opened up the meeting at 7:08 p.m. with the pledge.

### **APPOINTMENTS**

7:00 - Jerry Daigle, Assessor's Agent reported on the revaluation. Stated that a notice will be sent to all taxpayers in July which will include their new tax amount. Reported that in 2004 we were at 70%, 2005 at 65%, 2006 at 50% and 2007 at 45% valuation. Currently are at 47% but the state will withhold reimbursement if we are not at 70%. Will be doubling the valuation but will reduce the tax-rate to about \$11.00-\$12.00 so most taxpayers taxes will stay about the same. Town is shooting for 100% but currently already dropped to about 95-97%. Will be holding hearings in August and will hold informal meetings after that to discuss values only. Will also have a separate phone line and someone to answer it so that the incoming calls won't tie up the regular phone lines. Will also have a form in the town hall for those who can't attend the meetings where they can fill it out and drop off for the assessing department to review. If there are adjustments to be made they can be done prior to the tax bills going out. Stated that anyone can call the assessor at 247-2566 to discuss the revaluation.

7:30 - Discussed the application for the Eagle's Club Liquor License Renewal. There have been no complaints in the past year and no public comment.

### **TOWN ADMINISTRATOR'S REPORT**

1. Reported on the court ruling regarding vacancies on boards and stated that the town attorney feels that within 30 days this should be cleared up as the Town of Kennebunk is appealing the ruling but that we should fill any vacancies on Zoning Board of Appeals or Planning Board immediately to be covered. Selectman Girard stated that there is a bill being presented tomorrow in the legislature which may resolve it also.
2. Reported that the pre-audit will begin this week.
3. Announced that the SAD 57 Budget vote will be held here on Tuesday, May 29<sup>th</sup> 9 am to 8 pm. Also stated that the times are set by the district not the town.
4. Reported that the approved budget amounts have been entered into Trio so July 1<sup>st</sup> will be ready to go with current reports.
5. Announced that the York County Budget Hearing will be held on May 30<sup>th</sup> at 7 pm in the York County Jail Community Room. Waterboro's share is \$334,843.70 which is an increase of \$25,632.80.
6. Suggested that they may want to roll over the insurance money received for the

storm damage at the Library in the Special Town Meeting if they haven't gotten all the work done. Selectman Girard stated that Ruth had said that there was a wall damaged by water and questioned if that needs to also be repaired. Nancy stated that the town does have a \$1,000 deductible so will have to make up the difference

7. Reported that Steve Searles will do the counter work when the offices are closed but wants a clear understanding of what the Selectmen want done. Believes he is to drop the desk top 4" and notch the customer side of the counter 3'. Not sure if you can make the notch in the middle one so may have to cut off 10". Selectmen agreed that this is what they want done.

### **NEW BUSINESS:**

1. Selectman Grover reported that he would recommend relocating the server to the top of the room it is currently in. Would cost approximately \$1,000 to move the computer and phone system. Stated that he would like to have a contractor take a look at it and Selectman Girard requested that they get estimates on moving to a couple different locations. Selectman Gale questioned if leaving the server in the administrators office would interfere if it needed to be worked on. Selectman Abbott suggested moving the server to the current administrator's office but stated that they should move forward with moving the cables as they need to come out of the back room anyway. Selectman Grover stated that it can be moved higher on the wall to not affect wall space. Dwayne Woodsome stated that the administrator was moved to the current location for security reasons and that a one way mirror was to be installed. If she is moved to the corner office she can't see the coming and going. Also stated that he called last Thursday to go on the agenda and Mr. Grover removed him from the agenda. Selectman Grover corrected Mr. Woodsome stating that we had relocation of offices and moving of server already on the agenda and he felt it was very repetitive and unnecessary and other people also wanted to speak on the issue. Selectman Gale stated that when they were first discussing this it was for efficiency, confidentiality and security reasons. We don't want our highest paid employee watching the parking lot. Julie stated that moving the administrator to the corner office, once that door is closed it leaves only one way out, behind the counter. Also did not feel that another lunch room was necessary as we have a very adequate lunch room in an unsecured area. Stated that they haven't considered what the employee's do every day and how this will impact them. Stated that it will be very unprofessional if she has to go all the way behind the line then back across the lobby to get to the copier when she uses the large one to print all her reports, some of which are confidential. Also stated that for the first time in 8 years the towns books are up to date and she can tell them what they have to the penny and this will make her job much more difficult. Stated that the only way to her office now will be by the tax collector and this is just going to create a lot more traffic. Suggested they put a door from the meeting room into the Selectmen's Office and can lock the other door, it would certainly be a lot less expensive. Stated that the server should be in a secure location so no one can tamper with it. Requested that they please turn to the employees before making their decision and listen to their concerns. Selectman Grover stated that the copier would be in the

current Selectmen's Office which would mean staff would go through only a single door and agrees with Selectman Gale that the administrator should not be the first line of defense. If security is a real concern perhaps we need a camera system taping. Selectman Abbott stated that if the Treasurer needs to meet with someone in her office she can certainly take them back there and that he is certainly open to meeting with the employees. Selectman Grover requested that Nancy set up a staff meeting. Selectman Abbott stated that the only decision was to look at the possibility of moving Nancy. Pam L'Heureux questioned if Nancy wants to move her office. Bill Turkewitz introduced himself and Sylvia Hebert as business agents for teamsters local 340. Stated that they are talking about changing working conditions for the employees in the town and just wanted to make it clear that instead of direct bargaining with them they have to have the teamsters involved in what is going to have an impact on the employees. Stated that if having a workshop they need to make sure they invite them because they are the spokesman for the employees. John Carter questioned if they can't speak for themselves and Sylvia explained that they did when they voted to be represented. Selectman Abbott stated that once we have a contract that will be the case and we'll cross that bridge when we get there. Not talking about necessarily affecting anyone but the administrator at this point. Bill stated that if you are talking safety reasons that could impact on some of the employees. Selectman Abbott stated that he is sure we'll have some of those discussions and Bill stated that they then want to be involved in them. Selectman Moore stated that some of the employees chose to speak tonight without going through them. Sylvia stated that the question is how do you think we knew about this meeting if not for the employees but they certainly can speak for themselves if they choose. Selectman Gale stated that if we have a public meeting he would rather have a meeting with the employees and we discuss any issues and concerns they have with their own security we may be able in that meeting to do a heck of a better job in making the place more secure than just leaving the administrator out front. Bill stated that they are just saying they have to be involved. Selectman Gale stated that it would be a meeting that the staff would be involved and they would be listening to them.

2. Motion by Selectman Gale and seconded by Selectman Moore to approve the Eagles Club liquor license renewal. Vote 5-0-0

3. Nancy stated that the money to replace the doors will not be available until July 1<sup>st</sup>. Selectman Girard questioned if we don't still have some money so that we could get them ordered. Motion by Selectman Gale and seconded by Selectman Girard to go ahead with the doors based on the estimate by Searles Construction. Nancy to see what funds are available.

4. Pam L'Heureux explained that for funding down the road we have to be NIMS compliant. NIMS is National Incident Management System and this Executive Order just states that we as a town will use this system as the basis for all incident management. Also stated that there needs to be a four hour training for all town employees and it is basically about who's in charge and what they do. Motion by Selectman Gale and seconded by Selectman Moore to put this on the agenda for action. Vote 5-0-0. Motion by Selectman Gale and seconded by Selectman Moore to authorize the appropriate official to sign this Executive Order. Vote 5-0-0. Selectman Girard stated that you can also do this training online and Pam will provide the web-site.

5. Motion by Selectman Gale and seconded by Selectman Girard to accept the Parking & Traffic Ordinance as written. Vote 5-0-0
6. Motion by Selectman Moore and seconded by Selectman Abbott to accept the shelter agreement. Vote 5-0-0.
7. Motion by Selectman Abbott and seconded by Selectman Girard to reschedule the Special Town Meeting for June 26<sup>th</sup> at 7 pm. Vote 5-0-0.
8. Discussed selling the old generators and Pam L'Heureux explained that she doesn't use them anymore now that the town hall and fire dept. have new ones. Also stated that they are only single phase. Did state that they are both on trailers but that the trailers are in bad shape from originally being stored in the old salt shed. Bob Gobeil stated that Old Home Days bought the trailers and paid \$1,500 to do maintenance. Suggested that they go out for bid. Will put to bid and advertise in Uncle Henry's, the town web-site and MMA web-site. Pam to write the description for Nancy.
9. Discussed the fact that the Old Home Days Committee is only one year terms and the term expires about a week before the actual event. Agreed that the terms should be two years and with staggered terms. Selectman Gale suggested just reappointing those currently on the committee. Will bring back next week as appointments for Old Home Days.

#### **OLD BUSINESS**

1. Fred stated that he will be meeting with FEMA on May 31<sup>st</sup> at 8 am.

#### **OTHER**

1. No committee reports.
2. Motion by Selectman Moore and seconded by Selectman Abbott to sign the warrants for bills and payroll. Vote 5-0-0
3. Motion by Selectman Abbott and seconded by Selectman Gale to accept the minutes of 5/15/07 as written. Vote 4-0-1 with Selectman Girard abstaining
4. Reminders read by Selectman Grover. Noted that Tuesday, May 29<sup>th</sup> will be the SAD 57 vote beginning at 9 am at the town hall.

#### **HEARING OF DELEGATION**

1. Fred stated that we are paying Foglio, Inc. their rates but for the past couple weeks we are paying G & F Septic the lower town rates. Selectman Abbott stated that we should treat all contractors the same and suggested treating G & F the same as Foglio. Motion by Selectman Abbott and seconded by Selectman Girard to put this on this agenda that we vote on current rates being paid to contractor's during the road work for storm damage. Vote 5-0-0. Motion by Selectman Abbott and seconded by Selectman Gale that for the storm damage we continue until we vote on a change. Vote 5-0-0.

#### **ADJOURNMENT:**

Motion by Selectmen Gale and seconded by Selectmen Moore to adjourn at 8:50 p.m.  
Vote 5-0-0.

#### **SIGNED:**

Warrants for bills and payroll.

1. Minutes of 5/15/07

**APPROVED:**

Date: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_