

SELECTMEN'S MEETING

July 13, 2010

PRESENT: TammyJo Girard, Gordon Littlefield, Dennis Abbott, Dave Woodsome, Jon Gale, Nancy Brandt, David Lowe, Bob Gobeil, Jim Gendron, Pam L'Heureux, Jason L'Heureux, Rep. Wagner, Clint Andrews, and Tom Ursia.

Motion by Selectman Abbott and seconded by Selectman Littlefield to go into Executive Session Per 1 M.R.S.A. §405 (6)(A) for a Personnel Issue at 5:35 p.m. Voted. Passed. Motion by Selectman Abbott and seconded by Selectman Littlefield to come out of Executive Session at 6:03 p.m. Voted. Passed.

Meeting opened by Selectman Girard at 6:10 pm with Pledge of Allegiance.

ANNOUNCEMENTS - Selectman Girard opened meeting with a Moment of Silence in memory of Sean Krueger.

APPOINTMENTS

6:00 – Jerry Daigle, Assessor's Agent presented collection agency proposals regarding the collection of personal property taxes. Received three (3) proposals as follows: Susan Swede but she included no fee schedule, Daggett & Parker which is straight forward on fees. Court costs would be extra and gave an estimate of what it could be, anything less than \$6,000 would qualify for small claims court. There would be no recall, once you sign the contract with the collection agency it would be out of negotiations or then would stand to be liable for unpaid time for the collection agency and may end up owing part of the fees. Did not send a contract. Finally the Thomas Agency. Describes the agreement in detail, will do collections with a flat 30% commission. If it went to small claims they have their own attorney that they would recommend which brings in another fee. They consider anything above \$1,500 eligible for small claims. Selectman Girard noted that the Thomas Agency is who we use for the Fire Dept. Jerry will get more information from Susan Swede. Selectman Abbott suggested that an alternative is a municipal lien but Jerry stated that with personal property you may not have a specific description unlike a home and/or land. Selectman Gale stated that he would like more information from Susan Swede before making a decision. Selectman Littlefield explained that the town can, if they want to assign somebody in house, use what they call a statement of claim and it requires a \$50 retainer with the Sheriff's Dept. for service which is recoverable from the debtor. Can then hold onto for a period of time as there is a \$50 r \$60 fee to file with the court which would allow time for the debtor to negotiate payment with the town and not go to court. Would tie up somebody in house to track them but not a large number.

6:15 – Dave Benton not present.

TOWN ADMINISTRATOR'S REPORT

1. Reported that she understands there was some discussion on the paint in the old town hall. Got a lead test kit from Home Depot and tested three locations and no lead was found. Selectman Littlefield admitted that he made the executive decision to purchase the test kit for \$9.99.

COMMITTEE REPORT

Road Review Committee – Jim questioned why their report is always the day before their meeting and questioned if it could be arranged to be after. Reported that with regard to the number of committee members, the Charter states 5, but would like more members if possible. Felt that if they have the interest then he would like more. Also questioned the status of the budget and the road counter they requested and was approved at town meeting. Selectman Girard explained that he should get with Nancy and she will go through the process. Jim reported that he noticed the state put in a new culvert today on Old

Alfred Road by the ballpark. Also reported that the Road Commissioner asked them to look at Old Portland Road and determine whether it meets town specs and whether the town would plow it. Stated that they need supporting engineering reports and may need test borings. There are about 79-80 homes so would fall under collector road status so would need hot top and would need to go before town meeting for acceptance. Selectman Girard questioned if the request came through a resident? Selectman Abbott stated that the request should not be coming from the road commissioner. Selectman Littlefield stated that he would think the request would come from the Lake Arrowhead board. Selectman Girard stated that if there is a request to make that a public road it would come from the board to the committee. Tomorrow the Selectmen, Road Review Committee and Road Commissioner are meeting to discuss Old Alfred Road at 6 pm. Selectman Littlefield questioned the status of Mast Camp Road and Jim was not sure but will find out. Stated that there was some discussion of a culvert but Selectman Abbott stated that they should look at the cost of doing the whole job. Selectman Girard stated that they will talk about swapping with another committee.

Motion by Selectman Abbott and seconded by Selectman Gale to add two Executive Sessions at the end of the meeting. Executive Session Per 1 M.R.S.A. §405 (6)(D) for Labor Negotiations and 1 M.R.S.A. §405 (6)(A) for a Personnel Issue.

NEW BUSINESS

1. Discussed putting the compactor out to bid. Stated that the total project is about \$60,000. Per Charlie Brown at Sebago Technics everything needed for the bid is on the plan. This bid has the steel in it. Selectman Gale questioned if there would be one (1) person overseeing the whole project and Clint stated that the engineer, Charlie Brown, would check on it periodically. Requested that the board pick dates and advertise. Discussed the possibility of expansion at a later date. Motion by Selectman Littlefield and seconded by Selectman Woodsome to approve and direct the Transfer Station Manager to meet with the Town Administrator to coordinate the details for the bid process and get it done. Vote 5-0-0.
2. Pam L'Heureux requested that Tom Ursia, Town Planner be appointed as the Deputy EMA Director. Explained that it will take some time to bring him up to speed and qualified but most of that can be done online. Selectman Gale expressed concern that he is already overloaded. Tom stated that this is a critical piece of the comprehensive plan so is ready and willing, it is all just a matter of good calendar planning. Motion by Selectman Littlefield and seconded by Selectman Abbott to accept the recommendation of the EMA Director for a period of one (1) year. Vote 5-0-0.
3. Discussed committee terms and Selectman Woodsome recommended doing something different with the Transfer Station/Recycling Committee instead of one (1) year terms with all expiring at the same time. Selectman Girard stated that Old Home Days Committee is the same way. Selectman Abbott noted that the Transfer Station is governed by the ordinance. Selectman Woodsome will work with the Town Administrator to reword the ordinance and bring back in two (2) weeks on August 3rd.
4. Discussed putting the electronic sign out and bid and agreed that Dave Lowe and the Town Administrator should come back next week with the specs.
5. Selectman Abbott presented a letter he drafted as a response to a resident who wrote with concerns regarding the summer pass policy and a recommendation for a pass for those with special needs. Will discuss at the Transfer Station/Recycling Committee meeting on July 26th. Motion by Selectman Gale and seconded by Selectman Littlefield to send the letter. Vote 5-0-0.
6. Discussed the July workshop. Selectman Girard suggested making it a budget and reports workshop, invite Dept. Heads and Finance Committee. Nancy can review the budget as approved and invite the Treasurer to go over the new report structure and how to read them. Nancy also has a new Purchase Order Police and can review that. All agreed.

7. Selectman Girard explained that she worked with Dave Lowed on the first PSA. Would like to do one for each individual committee and would like to involve committee chairs and members from each committee to be involved in the spots that highlight their committee as well as each board member choose a couple of committees and work with the committee to do their spot thereby making it a community effort. Stated that David has a lot of ideas and they will start airing the first one.

OLD BUSINESS

1. Discussed the personal property tax collection and stated that they have the proposals and what Selectman Littlefield got for us by doing it ourselves and utilizing the Sheriff's Dept. Selectman Gale stated that he is inclined to go outside even though it will cost us 30%, we'll still gain 70% which we don't have now. Selectman Woodsome agreed with Selectman Gale, thinks it would be hard for someone local to do the collections. Selectman Littlefield stated that in-house would only be tracking the paperwork. Will look at it again on August 3rd.
2. Selectman Girard explained that letters were sent out to four (4) committee members regarding the participation level of 75% and requesting that if they wanted to continue to serve that they contact the Selectmen's Office within two weeks. Received notice from Kurt Clason and Tim Nelson of the Planning Board that they wish to remain but nothing from Ron Perro of Road Review or Steve Eveld of Planning Board and Economic Development. Motion by Selectman Gale and seconded by Selectman Littlefield that Ron Perro and Steve Eveld be removed from their committees. Vote 5-0-0. Motion by Selectman Gale and seconded by Selectman Littlefield to keep Mr. Clason and Mr. Nelson on the Planning Board but revisit at least within six (6) months. Vote 5-0-0.

OTHER

1. Noted that payroll is here to sign but not the warrant for bills. Motion by Selectman Abbott and seconded by Selectman Woodsome to accept the payroll and deal with the warrant for bills once presented at the continuation of this meeting tomorrow during the workshop. Vote 5-0-0.
2. Selectman Girard read the reminders.

Pending Decisions

1. Staff training
2. Training Policy – Selectman Girard stated that these two items are more the Town Administrator than the Board of Selectmen and recommended removing. All agreed.
3. Transfer Station/Recycling Ordinance for committee

Action Items

1. Nancy & Dave to prepare the specs for the electronic sign
2. Clint & Nancy to prepare bid package for compactor
3. Nancy and Selectman Girard to prepare committee letter to go out this week in Pam's absence
4. Invitations on workshop for end of month.

Agenda

1. Request from Friends of Waterboro Public Library to come in next week
2. Workshop tomorrow with Road Review Committee and Monday with Water District Trustees on water issues on Oak & Hemlock.
3. Hamilton Road bridge inspection report

SIGNED:

1. Warrants for payroll
2. Journal Entries

3. Service Contract with Commercial Paving

Motion by Selectman Gale and seconded by Selectman Woodsome to go into Executive Session Per 1 M.R.S.A. §405 (6)(D) – Labor Negotiations at 7:47 p.m. Voted. Passed. Motion by Selectman Gale and seconded by Selectman Littlefield to come out of Executive Session at 7:57 p.m. Voted Passed.

Motion by Selectman Gale and seconded by Selectman Woodsome to go into Executive Session Per 1 M.R.S.A. §405 (6)(A) for Personnel Issue – Employee Absence at 7:57 p.m. Voted. Passed.

Motion by Selectman Gale and seconded by Selectman Littlefield to come out of Executive Session at 8:08 p.m. Voted. Passed.

Motion by Selectman Abbott and seconded by Selectman Littlefield to recess to tomorrow night at 6 pm at 8:08 p.m. Vote 5-0-0.

Reconvened at 6:00 p.m. on Wednesday, July 14th with TammyJo Girard, Dennis Abbott and Gordon Littlefield present. Motion by Selectman Abbott and seconded by Selectman Littlefield to approve and sign the warrants for bills. Vote 3-0-0.

ADJOURNMENT

Motion by Selectman Abbott and seconded by Selectman Littlefield to adjourn at 6:02 p.m.

APPROVED:

Date: _____

