

**SELECTMEN'S MEETING**  
**August 16, 2011**

PRESENT: Dennis Abbott, Gordon Littlefield, Jon Gale, TammyJo Girard, Nancy Brandt, Dave Woodsome, Dave Lowe, Clint Andrews, Roger Macomber, Cindy Durney, Lucas Beaubien, Mike D'Angelos, Jerry Daigle, Jill Smith, Julie Giles and Dianne Holden

Meeting called order at 6 PM, by Chairman Gordon Littlefield with the Pledge of Allegiance

**ANNOUNCEMENTS:** None

**APPOINTMENTS:** None

**HEARING OF DELEGATION:** None

**TOWN ADMINISTRATOR'S REPORT:** Nancy reported that the tax bills this year will have an insert on *PACE loans*. The insert is at no cost to the Town due to a state grant. The *tractor* is being worked on and expected to be back on Friday. The *Tax Club* deadline for enrollment is Sept. 1, 2011.

**SELECTMEN'S REPORT:**

1. TammyJo reported that the *12 Town Group* met with eight towns being represented. MMA was granted a 20 minute meeting, that lasted an hour, with Gov. LePage after numerous requests since January. The Governor expressed his dislike for MMA due to overcharging on insurance rates, opposition to his tax issues, etc. He stated he as not interest in working with them unless they are of his like mind. MMA explained to him that they don't take positions on State issues, but rather municipal issues. Their discussion included excise tax, Revenue Sharing and Home Rule. He fells the county level works better and gets it done cheaper than local government. The York County Manager will be retiring at the end of September and Greg Zinser, Town Manager of Damariscotta will begin on October 3<sup>rd</sup> as County Manager. He wants to meet all involved in local and county Government and the 12 Town Group has invited him to their November meeting. The County's audit shows a Fund Balance of 2.1 M; \$317,000 in CIP, not budgeted; 1.8M are the Undesignated Funds.  
At the next 12 Town Group meeting they will cover committees.
2. Jon reported that the *Waterboro Fire & Rescue* are working on a conditioning program for their members. He requested any resident that might have any exercise/weight equipment to give, contact the Fire Department.

**COMMITTEE REPORTS:**

1. Mike reported on the *Parks & Rec Dept*. They are winding down summer camp, revenues were up a little this year due to a higher enrollment and expenses were about the same. Funenergy will start on August 31<sup>st</sup>. with 28 kids. The fall programs for basketball, cheering, baton and art will be coming out soon. They continue to hold the adult lunches with 40 attending. They have had guest speakers at the luncheons and will be organizing trips for the seniors. Maintenance will continue on fields due to requests to use for soccer and football. This year's budget contains a new set of buoys at the boat launch on Little Ossipee Lake. TammyJo suggested an adult art class.
2. Cindy Durney reported on *Old Home Days*, which was very successful. The fireworks company donated the end display in observance of the 25<sup>th</sup> year. Fundraising for next year has started. There is currently a committee of seven but invite everyone to join them. Gordon thanked the committee for their work. (Attached is the financial report)

**NEW BUSINESS:**

1. *Review Accruals:* Dennis presented the review and stated he was disappointed that there were 2 or 3 departments that did not end up where the Board wanted them to be. They were hoping for \$70,000 underspent in expenditures, in reality it's \$26,900. +/- Public Safety had \$23,000 underspent going into the June; but, ended up with about \$20,000. in accruals. The Transfer Station came in with less underspent than anticipated. Will need to work closely with the departments and Finance Committee another year. The \$26,000 + will be credited against the \$67,000. on failure to ratify at the Special Town Meeting for FYE 2010, and the remainder will be put into the FYE 2012 expenses and be able to balance the budget numbers by June 30, 2012. Dennis stated he would like the Auditor's input also. Discussion of revenues received after June 30, 2011 as reimbursements for General Assistance and Fire Department for expenses/revenues received prior to year end. There is a need to better manage the accruals. Jon noted that income can't be predicted, but they should be dead on with expenses. Gordon suggested that all bills/payroll has to be in by June 15<sup>th</sup>., so by the time the 1<sup>st</sup>. week of July comes, there should only be a couple of weeks accruals to deal with. Dennis stated that a big piece of the Fire Dept. accruals was \$10,000 for call pay that covered Jan. 1 to June 30 and not received until July. Feels it should be changed and turned in quarterly or monthly. Julie noted that \$5,600. in expenses was to be disregarded in Dept. 75, as it was also posted to Dept. 70. With adjustment, the underspent expenditure figure would be \$30,300. Dennis noted that Auditor will keep the \$314,000. in overlay in revenues which will offset any revenues undercollected. Gordon stated that once the figures are received from the Auditor, a workshop discussion will be scheduled.
2. *Discuss/Vote on updated equipment rates:* Jon made the motion to accept the recommended rates received from the Road Review Committee. TammyJo seconded. Dave questioned the 8 yd. dump truck figures, were they correct. Roger answered yes. Dave noted that the skid steer is \$10 less than low. Roger answered that was correct. Discussion. Voted, passed.
3. *Discuss/vote on proposed tax rate:* Assessor Jerry reported that the format was the same as they have used in recent times with three rate proposals being presented to the Board for them to select from. The 100% ratio the taxable valuation is \$747,379,800. a 1.3 M increase over the prior year. Personal property valuation has taken an 8% loss from the prior year. Following last year's schedule in regards to due dates, the bills should be sent out Sept 8-9, with the 1<sup>st</sup> payment due Oct. 6 and 2<sup>nd</sup> payment due April 6, 2012. The late fee is 7% per annum, set at Annual Town Meeting. Discussion of the 3 proposed rates \$12.00, \$12.05 and \$12.10 per thousand. Dennis stated that last years rate of \$11.70 would not cover this year's budget. TammyJo made the motion to set the tax rate at \$12.00. Dave seconded. Voted, passed. Jerry will finalize the form and bring into next weeks Board meeting for their approval.
4. *Workshop request from Hollis Selectmen on August 23<sup>rd</sup>. at 5 PM:* Nancy reported that Dayton is no longer interested. Agreed to meet with the Hollis Selectmen on August 23<sup>rd</sup>, at 5 PM.
5. *Discuss/Vote on quotes re: recycling compactor:* Clint reviewed the quotes with the Board. (Ironman Fabrication \$1500 to \$2100; Atlantic Recycling Equipment \$6,735.) The scope of the work is to remove the extension on front and ram bring it back to factory specs, and raise the compactor roof. Noted that Atlantic Recycling had added an extra day (\$1,833.) to their quote in case it is needed, if not used, will deduct. Discussion held on why the repair is

needed and noted that Atlantic Recycling will not warranty the machine the way it is due to the retrofit made to it. Noted the frustration that exists, but they need to put the machine back to it's original state and move on. Clint reported that the Electrical Inspector is due tomorrow. Dave noted that if once the work is completed and it doesn't push the tonnage they were it would, then they can go back to Atlantic Recycling. Dennis made the motion to go with Ironman's bid, then have Atlantic Recycling come in to make adjustments, if necessary; work to include raising the roof with the work to be done as expeditiously as possible. (Lucas stated it would be 2-3 days of work) Dave seconded. Voted, passed. Clint was advised not to start machine up for use after Electrical Inspection, rather wait until all work is completed.

6. Jon made the motion to add discussion of the *Eagle Scout* project to the agenda under Old Business. Dave seconded. Voted, passed. Dave stated that an Eagle Scout participant would like suggestions from the Town on a project for his badge. Agreed to have him on the agenda for the September 6<sup>th</sup> meeting.

#### **OLD BUSINESS**

1. *Committee Attendance:* Attendance records received from the committees were review. TammyJo noted one member of the Road Review Committee that has not attended since 12/8/10 whom has called to be removed from the e-mail list but refuses to submit a resignation. Dennis suggested giving an official letter from the Board, to include the Charter Commission also. Gordon stated that the Board should take the week to review the reports and make recommendations at next week's meeting. Dennis asked that all the reports be put on one spread sheet in one format.
2. *Update on Administrative Assistant process:* Nancy reported that she has the recommendation from the interviews held last Saturday, when 5 candidates were interviewed. Each candidate was scored, the scoring was reviewed and comments were put together to come up with the top two candidates. A recommendation to the Board was made. Dennis recommended that the Board endorse the Town Administrator's decision, noting that a background check will need to be done. Nancy stated that letters will be sent out to all candidates. Jon made the motion to accept the Town Administrator's recommendation in regards to the Administrative Assistant position. Dennis seconded. Voted, passed.
3. *General Assistance presentation:* Jon reported that there's nothing that can be reported/discussed in public. Nancy J. is welcomed to talk with YCCAC at her convenience.

#### **OTHER:**

1. *Warrants for bills and payroll:* TammyJo made the motion to approve. Dennis seconded. Voted, passed.
2. *Minutes of August 9, 2011:* Dave made the motion to approve. Dennis seconded. Voted, passed.

#### **PENDING DECISIONS:**

1. Public Service Announcements
2. Performance Bonds
3. Committee Self-evaluations

**WEEK'S ACTION LIST:**

1. Letter to Committee member

**DISCUSSION OF AGENDA ITEMS:**

1. Announcement of Administrative Assistant
2. FYE 2011 Accruals
3. 5 PM – Hollis Workshop
4. 6 PM – Public Hearing – Wellhead Ordinance
5. Attendance of Committee Members
6. Compactor update
7. Planning Board correspondence in regards to Performance Bonds
8. Selectmen's Workshop, August 30<sup>th</sup>: Road Commissioner & office space
9. September 6: Eagle Scout

**REMINDERS:** Dave read the reminders for the week.

**ADJOURNMENT:** TammyJo made the motion to adjourn at 7:55 PM. Dave seconded. Voted, passed.

**SIGNED:**

1. Warrants for bills & payroll
2. Minutes of 8/9/2011
3. Committee appointments
4. Waiver Form for Partial Payment

**APPROVED: Date:** \_\_\_\_\_

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