

**SELECTMEN'S MEETING MINUTES
JANUARY 15, 2013**

5:30 pm EXECUTIVE SESSION: Selectman Gale moved to go into executive session at 5:32 pm per Title 1 M.R.S.A. § 405(6)(A) to meet with the IT Director, seconded by Selectman Littlefield, voted and passed, **4 yeas**. Selectman Girard arrived at 5:35 pm. Selectman Littlefield moved to come out of executive session at 5:48 pm, seconded by Selectman Girard, voted and passed, **5 yeas**.

PRESENT: Chairman Abbott, Selectmen: Gale, Girard, Littlefield & Woodsome, Town Administrator Nancy Brandt, Planning Board members: Tim Neil, Kurt Clason, Frank Allen, Andy Cote & Dwayne Prescott, Tammy Wells, Town Planner Tom Ursia, Parks & Rec. Director Mike DeAngelis, Administrative Assistant Christina Silberman & IT Manager David Lowe. Code Enforcement Officer Mark Mitchell and Assessing Agent Jerry Daigle were present during their reports.

Chairman Abbott opened the meeting with the Pledge of Allegiance at 6:00 pm.

ANNOUNCEMENTS: None

APPOINTMENTS: Planning Board members Tim Neil, Kurt Clason, Frank Allen, Andy Cote & Dwayne Prescott were present to vote on the Planning Board's recommendation on the revised Growth Ordinance. Andy Cote moved to approve the new growth ordinance as drafted, seconded by Frank Allen, voted and passed, **5 yeas**. Frank Allen moved to adjourn the meeting of the Planning Board, seconded by Andy Cote, voted and passed, **5 yeas**.

Selectman Girard moved to add an item to the agenda to vote on the proposed new Growth Ordinance, seconded by Selectman Woodsome, voted and passed, **5 yeas**. Selectman Girard moved to approve the Growth Ordinance as recommended by the Planning Board, seconded by Selectman Gale, voted and passed, **5 yeas**. Selectman Girard thanked the Planning Board for a job well done.

HEARING OF DELEGATION: Welfare Director Nancy Johnson thanked the people and businesses in the community for all of the help and donations they gave to provide assistance to families in need during the holidays and for fuel assistance. Selectman Littlefield thanked Ms. Johnson for all of her hard work in providing assistance for members of the community. Ms. Johnson was thanked with a round of applause.

CORRESPONDENCE: Chairman Abbott reviewed the following;

1. Treasurer's Weekly Financial Reports
2. 20/20 January 14th agenda
3. Road Review Committee February 13th agenda
4. ECOMaine December recycling report
5. York County Manager, Gregory Zinser on payment option for the six month assessment
6. Ewaste 2012 Municipal Universal Waste Annual Report
7. Abatement review from Assessing Agent –Confidential
8. Newsletter from Sen. Susan Collins

9. Weekly Newsletter from State Rep. Aaron Libby

10. MMA Legislative Bulletin

11. January 2012 – December 2012 Recycling Figures from Grimmel industries

Selectman Girard moved to take New Business item # 4 to discuss/vote to sign a corrective lien release deed out of order and hear it now, seconded by Selectman Littlefield, voted and passed, **5 years**. Selectman Girard moved to approve the corrective deed, seconded by Selectman Littlefield, voted and passed, **5 years**.

REPORTS & STAFF INITIATIVES

1. Code Enforcement Officer: CEO Mark Mitchell reported the following:

- Building has dropped off due to the holidays and winter months. There were 3 new home starts within the past quarter. A lot of septic systems were installed and failing systems were replaced in the fall. Some seasonal homes were raised and had foundations put in, this requires Planning Board approval. The town does not inspect or regulate heating systems or electrical. The State does commercial electrical inspections.
- Mr. Mitchell has done a couple of free energy surveys. These were advertised on the website and in the newspaper but there has not been a lot of interest.
- There was a well done energy audit on some of the town buildings. Mr. Mitchell would like to see some of the recommendations followed through on by doing a little bit each year. The recommendations would save on heating and electric bills and would be a wise investment.
- Letters are being sent to individuals with code issues to encourage their voluntary compliance to resolve the issue.
- Mr. Mitchell has been talking with the Town Planner about the Zoning Ordinance that was approved in 1977. They feel it is time to begin working on a new ordinance with recommendations from the 20/20 Committee. The current ordinance is not clear in some areas.
- Mr. Mitchell would like to survey the Board in the near future on what they see as the priorities of the Code Enforcement Office and things they may see around town that need attention. He will provide a list of things he sees that could be done and the Selectmen can prioritize it.
- Mr. Mitchell has received the following new certifications; Shoreland Zoning, Land Use, Residential Building Code, Commercial Building Code, Residential Energy Code, Commercial Energy Code, Indoor Residential Ventilation Code, Indoor Commercial Ventilation Code, Radon Control, Internal Plumbing and External Plumbing. Each of these represents approximately 30 hours of class training and are good for six years.

Selectman Littlefield asked if it is standard for communities not to require electrical inspections. Mr. Mitchell replied that a lot of communities do not require them. When there is new residential construction, the electrician is required to submit a statement that the work was done to code.

2. Assessing Agent: Assessing Agent Jerry Daigle provided the following report: **FY2013**

Abatement Process: The annual process of reviewing abatement applications filed by property owners, who feel their property assessments are overvalued or overtaxed, resulted in the following actions: The Board of Selectmen/Assessors granted 27 abatements to date, which totaled \$11,259.22. 7 Personal Property abatements amounted to \$1,176.74. (*Most reasons were based on "no longer being in business".*) 20 Real Estate

abatements amounted to \$10,082.38. (Most reasons were unfinished houses, lot divisions/lot size and lot merges.) The Board has also denied 3 applications for abatement since October 1st 2012. **2012 Municipal Valuation Return:** On August 22, 2012, the annual Municipal Valuation Return was filed with the Maine Revenue Services, as required by state statutes. This report contains property valuation totals, amount of property taxes levied, calculations of tax rate figures, certified assessment ratio. There are penalties for the late filing of this return after November 1st. **FY2014- Budget Request:** The initial Request Worksheet was forwarded to the Board of Selectmen by the December 27, 2013 deadline. There was no increase in the Budget Request for the Tax Assessor for FY2014. Mr. Daigle reviewed new business item #2 to discuss/vote on abatement request.

3. Saco River Corridor Commission: None

4. Selectmen's reports: Selectman Girard reported that the York County Budget Committee will hold a public hearing on the proposed budget tomorrow night. She advised people to check to make sure the meeting is not postponed due to the expected inclement weather. The snow date is the following week. Selectman Gale reported that he attended the 20/20 Committee's Village Listening Session on Saturday. The meetings were small but very effective. They reviewed the Conway School report. Chairman Abbott reported he attended the Ecomaine Board meeting and things are going well there. Overall revenues are down 2% and expenses are down significantly also. There is a new electrical contract with an increase of one penny per kilowatt hour. The value of recycling is down. The market for cardboard and newspaper is 18-20% down. The Eco Excellence nominations are due this week.

5. Town Administrator's report: Nancy Brandt reported that the budget notebooks are ready. There is one adjustment and the total budget is \$183,086 above last year and it does not include the CIPs. Rep. Libby called in earlier today to give an update. He has been assigned to the Energy, Utilities and Technology Committee and he is happy about this. The Legislature is working on the supplemental budget first and they hope to have it passed by February 12th. The Governor's biennial budget has been proposed and they will not work on this until after the supplemental budget is done. Rep. Libby said not to get nervous about the proposed budget because it is in the beginning stages and he will work very hard to keep the revenue sharing.

NEW BUSINESS:

1. Discuss/vote to on payment option for six month transition budget for York County: Selectman Gale moved to go with the five year payment option for the assessment on the six-month transitional budget for York County, seconded by Selectman Girard, voted and passed, **5 years.**

2. Discuss/vote on abatement request: Selectman Littlefield moved to approve abatement #13-25 as recommended by the Assessing Agent, seconded by Selectman Gale, voted and passed, **5 years.**

3. Discuss/vote on CDBG certifications: Selectman Littlefield moved to sign the CDBG Survey Certification, seconded by Selectman Gale, voted and passed, **5 years.**

4. Discuss/vote to sign corrective lien release deed: This item was taken out of order and heard prior to Reports & Staff Initiatives.

OLD BUSINESS: None

OTHER:

1. Selectman Girard moved to sign the warrants for bills and payroll, seconded by Selectman Woodsome, voted and passed, **5 yeas.**

PENDING DECISIONS

- 1. Public Service Announcements
- 2. Review Driveway Opening Permit language
- 3. Board & Committee status
- 4. Economic Development Forum: This is scheduled for Thursday, Jan. 17th at 6pm.
- 5. Implementation of Town Charter changes that will be effective July 1, 2013

WEEK'S ACTION LIST

Send a letter to York County on the payment option decision
Check with the Water District about whether or not a Trustee has moved out of town

DISCUSSION OF AGENDA ITEMS

Set the budget meetings schedule
Schedule a workshop for 5:30 pm to discuss the Charter changes
5:15 pm executive session for a poverty abatement

Chairman Abbott read the reminders.

EXECUTIVE SESSION: Selectman Gale moved to go into executive session per Title 1 M.R.S.A. § 405(6)(A) at 6:55 pm to meet with the Town Administrator, seconded by Selectman Littlefield, voted and passed, **5 yeas.** Selectman Woodsome moved to come out of executive session at 7:05 pm, seconded by Selectman Gale, voted and passed, **5 yeas.**

ADJOURNMENT: Selectman Littlefield moved to adjourn the meeting at 7:06 pm, seconded by Selectman Woodsome, voted and passed, **5 yeas.**

SIGNED:

CDBG and applicant certifications
Warrants for bills & payroll
Corrective Lien release deed

APPROVED: Date: _____
