

SELECTMEN'S MEETING

February 16, 2016

5:00pm

SALUTE TO THE FLAG

1. **APPROVAL OF AGENDA:** Motion by Bill Shields, seconded by Ed Walsh, to accept the agenda as presented. The motion passed 2-0.
2. **APPROVAL OF MINUTES OF LAST MEETING:** Ed Walsh mentioned that in the previous weeks' minutes the titles of Chief Deputy and Major were reversed, motion made by Bill Shields, seconded by Ed Walsh, to approve minutes with those changes. The motion passed 2-0.
3. **DEPARTMENT HEAD / COMMITTEE CHAIR UPDATES**

Town Clerk/Office Manager

- A. **Caucus Information:** The Town Clerk, Jennifer Roux, announced that the Republicans will caucus on Saturday, March 5th at 1:00 p.m. at the Biddeford Middle School and the Democrats will caucus on Sunday, March 6th at 4:00 p.m. at the Acton Town Hall. She noted that because the State of Maine caucuses and does not hold a primary election, voters must be present at the caucuses in order to participate; they cannot vote by absentee ballot.
 - B. **Nomination Papers:** Mrs. Roux reported that nomination papers for the June election for one three-year Board of Selectmen / Assessor / Overseer of the Poor position, one Road Commissioner, Northern District and one School Committee Member will be available on March 18th to be returned no later than April 29th.
 - C. **School Election Dates:** The actual Town Meeting for the School will be held on Tuesday, April 12th and the referendum validation will be held the following Tuesday, April 19th.
4. **OLD BUSINESS:**
 - A. **Fire Chief Hire Update:** Ed Walsh noted that there he doesn't have any new information to be reported. He affirmed that the process is proceeding well.
 - B. **Abandoned Properties:** Mrs. Roux stated that Ken Paul, CEO, informed her that he has been working with one of the property owners in an effort to resolve the problem.
 - C. **Winter Sand - Salt Shed:** Mrs. Roux reported that David Winchell has applied for a building permit and has that document in hand so he will be proceeding with the project.
 - D. **Foreclosures:** The Tax Collector reminded Board Members that there are three properties for which they signed Foreclosure Letters which allows a repurchase date of March 9th. She noted that there is a structure on one of the properties, therefore, insurance liability insurance must be secured for that property after that date.

5. NEW BUSINESS:

- A. **Gym Request:** Mrs. Roux reported that Gail Boisvert requested that the Board of Selectmen consider purchasing mats for the gym. Ed Walsh noted that many citizens use the facility and in his

opinion, maintenance of the building should be included on the Warrant of the Annual Town Meeting. Mrs. Roux stated that many of the Fire and Rescue personnel use the facility when they are on call. Board Members requested that Jennifer research and report information regarding membership and the difference between the dues generated and gym related expenses.

B. Deputy Chief Opening(s): Ed Walsh reported that the guidelines have been established for the two stipend positions reporting directly to the Fire Chief. Responsibilities include assisting the Fire Chief in the management of the Department's operations and resources including both fire and emergency medical services programs. This position requires all-hazards response and mitigation activities in addition to administrative duties as requested by the Fire Chief. Preferred qualifications include:

- No less than four years as a Line Officer with progressive increases in responsibilities for supervision;
- Licensed Maine EMT (Advanced preferred) or paramedic status;
- Experience in fire prevention and Inspection (NFPA certification preferred);
- Good interpersonal communication abilities;
- Customer service philosophy;
- Valid Maine driver's license, Class B CDL preferred or ability to obtain CDL within 6 months;
- Experience in assisting Fire Chief in preparing financial budgets or willingness to learn mechanics of such preparations;
- Successfully undergo a strength/agility test and criminal background check.

Jennifer Roux noted that the deadline to apply for either of these positions is 3:00 p.m. on Friday, February 26, 2016.

C. Dog Late Fees: Ed Walsh outlined the State of Maine sections 3922 §1 and 3923-C §1 which mandate that dog registrations after January 31 are subject to a late fee of \$25.00 in addition to the annual registration fee. Mrs. Roux noted that as of March 1st, the fee increases to \$50.00.

D. Field Shelter Training: Ed Walsh read an EMA notice that a Basic Disaster Shelter Operations Field Shelter Training session will be offered on Thursday, April 7, 2016 at 5:30 p.m. at the York County EMA Facility.

E. Volunteers Needed - Recreation Committee: Mrs. Roux reported that two of the most active members of the Committee have expressed the desire to resign from serving on the Committee, therefore, new members are vitally needed.

6. OTHER BUSINESS: none

7. PUBLIC COMMENT: David Langley reported that the Fire Department's Annual Training program took place on Monday evening and that the members are working well together.

8. ANNOUNCEMENTS:

A. Public Hearing / Planning Board: The Planning Board will hold a Public Hearing in accordance with the Zoning Ordinance on Thursday, April 7th at 7:00 p.m. to discuss the Board's proposed amendment to the Ordinance relative to Resource Protection exceptions which will be included on the Warrant of the Annual Town Meeting in June.

9. MEMBERS PRESENT: Ed Walsh, Bill Shields

10. OTHERS PRESENT: Jennifer Roux, Eric Dawagna, David Langley, Paul Poyant, Jim Driscoll

11. ADJOURNMENT: 5:23pm