

SELECTMEN'S MEETING
February 26, 2019
5:00pm

1. APPROVAL OF AGENDA:

Selectmen Kimberly Stacey-Horn made a motion to approve the agenda; seconded by Selectmen Ed Walsh. No discussion. All in favor. Approved.

2. MINUTES OF LAST MEETING:

Selectmen Kimberly Stacey-Horn made a motion to approve the minutes February 14 and February 19, 2019; seconded by Selectmen Ed Walsh. No discussion. All in favor. Approved.

3. DEPARTMENT HEAD / COMMITTEE CHAIR UPDATES:

(Animal Control and District 2 – Not Available, & Cemetery Pending Reschedule)

A. Forest/Conservation - No appearance.

B. W/F Committee

Rollin Waterhouse updated the Board that the Cemetery Committee Update will be awhile due to Lois Michaud is extremely ill.

Mr. Waterhouse updated the Board on the W/F Committee. Committee met regarding the upcoming Special Town Meeting and the Article proposed. The Committee recommends by vote of 5 to 1 that this Article ought not to pass. There was no support for it due to lack of information.

As for all other issues in front of W/F Committee, the School Budget is looking very good. Mr. Waterhouse will attend the next School Budget meeting.

4. OLD BUSINESS:

A. Action Plan Maine Municipal Association

The Town Administrator informed the Board that the Transfer Station Employees did their Fire Extinguisher Training this past Friday. Mrs. Roux further updated the Board that the Transfer Station's pricing for the fence to be in compliance came in lower than expected and will be supported out of the current year's budget. Mrs. Roux further stated that the Fire Department was still waiting on one item to be completed and then Selectmen Stacey-Horn will walk through doing an in-house inspection before Maine Municipal is contacted.

B. 19-20 Proposed Budget

The Town Administrator reported that most budgets were in good shape:

- The Treasurer was still waiting for the number from Waterboro.
- The Town Administrator had spoken with the District 1 Road Commissioner and Mr. Langley wanted to remind the Board that the Budget's were on hold due to awaiting the decision of the Board on how the Road Commissioner positions were going to be handled. If there was going to be a Public Works Director or Town Employee then the Selectmen would be working on the Budgets alongside that person. However, since it is getting late and there is not a lot of support, budget numbers were released last week for review. A 2-hour meeting between the Treasurer and Road Commissioners was productive and their budgets are now in and on time.
- There was some confusion regarding W/F Committee's access to budget numbers but it is the Town Administrator's understanding that W/F does not yet have anyone's budget numbers.

C. EMA Director/E911 Operator Job Descriptions

The Town Administrator spoke to Code Enforcement regarding the E-911's job description and got a walk through of what is all done in that position. Since Code Enforcement issues house numbers, it looks like this portion of the position could be incorporated into the Code Enforcement Office. Mrs. Roux was still working on requirements related to the State regarding reporting and the Town Administrator hopes to have more information for next week.

The EMA Director is a more detailed position and the Town Administrator gave a few job description examples for the Board to review. Once reviewed advertising can go out next week.

Regarding the stipend, the Town Administrator was not sure what direction the Board was going to take. Currently \$1,200/month. If E911 is incorporated into the Code Enforcements Secretarial position then maybe there will be a bit more to go to the EMA Director position.

The Fire Chief has not decided if he will be seeking reappointment. The Town Administrator suggested this may be a good time to incorporate the EMA Director into that position. Selectmen Walsh indicated that if a disastrous emergency will occur it is two seats at the table to work on the emergency. Discussion ensued on requirements and need. After the Board decides on an appropriate job description, advertisements for the position will be run. Selectmen Walsh noted if anyone was interested or available, that a Fire Department background would be helpful.

D. District 1 Equipment

Selectmen Walsh had a discussion with Scott Mooney regarding the return of equipment. Mr. Mooney was hoping that Southern Maine Communications would come up and take the radios out for him. There was some scheduling conflicts. Working on getting this resolved. Mr. Mooney had hoped that someone plowing for the Town would purchase the truck along with the Sander; not working out, so Mr. Mooney will get that back to the Town. Come Spring buried equipment (barriers, cones, etc.) will also come back to the Town.

5. NEW BUSINESS:

A. Square Pond Watershed

Mr. Lee Robertor, President of the Square Pond Improvement Association and his wife Marianne, Chairperson of the Steering Committee for the Watershed Survey Update approached the Board to update them on the Square Pond Watershed work. A collaborative effort between the MEDEP, ASYCC, Paid Technicians, and Volunteers is in progress to update the 2007 Watershed Survey. This is a volunteer survey to identify erosion areas into the lakes. The Committee is looking for two things: 1) volunteers to help with the survey on May 4, 2019 and 2) an opportunity to post notices of the survey on the Town's website, Facebook, and in the Town Offices.

The Town Administrator responded that if the Board has no problem with it, her office will assist with those communications.

Mr. Robertor further commented that it is good to have volunteers other than the property owners is when you go for grant money. Both Shapleigh and Acton volunteers will help in the grant process. As for roads, there are also opportunity with the grant money to help offset road issues.

Mr. Robertor will send Mrs. Roux copies of the notices and she will post.

B. Warrant for the Special Town Meeting – 03/06/2019

Selectmen Ed Walsh read out the Warrant for the Special Town Meeting to be voted upon on March 6, 2019 at 7 pm at the School.

Selectmen Kimberly Stacey-Horn made a motion to sign the Special Town Meeting; seconded by Selectmen Ed Walsh. No discussion. All in favor. Approved.

C. Gym

The Town Administrator notified the Board:

- There is a pulley which needs replaced in a piece of the equipment at the gym. The cost is \$35.00. There is no budget line item for this cost. Seeking a donation for this pulley. Discussion ensued on with charging for the use of the gym will some of the money be designated for equipment repair.
- Secondly, the teen who is interested in using the gym has opened up many questions for the insurance company in regards to gym usage. The Town Administrator will report back on this when those questions are answered.

6. PUBLIC COMMENT:

- Susan Meehan approached the Board regarding the RFP for the Auditor. Mrs. Meehan continued to stress her view point that the auditor company needs to be changed and the current auditor should not have been solicited. The Town Administrator responded that she asked the Treasurer whether there was a legal reason to not include them in the solicitation. There was no discrimination on who was one the list or not; it is in the newspaper and on the website and that company whether they received an RFP to quote on or not would still be able to submit a proposal.

Mrs. Meehan continued to reiterate what she stated at the last meeting on changing auditors and her lack of understanding of why the Board included them on the list. Selectmen Walsh and Stacey-Horn stated that there was 10 businesses on the list and they will review each one that comes in.

Selectmen Walsh asked Mrs. Meehan if they chose a higher bidding business if she as a taxpayer was willing to let her taxes be increased to support that choice. Mrs. Meehan responded that not always would the lowest bidder be chosen and that she spoke to a lawyer who told her that the Town should expect a new company to come in at a higher bid because they would have to acclimate themselves and do more work to come up to speed. Then in the course of the next few years the rate should be expected to drop.

- Mrs. Meehan continued to reiterate that she was not going to go away until the right choice is made.

7. ANNOUNCEMENTS:

- Meetings are on the website
- RFP for Auditing Services Available Until 03/12/2019
- Budget Workshop 03/16/2019
- Seeking Members for Capital Improvement Committee

8. MEMBERS PRESENT:

Selectmen Ed Walsh, Selectmen Kimberly Stacey-Horn and Town Administrator Jennifer Roux.

9. OTHERS PRESENT:

Lee Robertor, Marianne Robertor, Susan Meehan, Robin Ham, Rollin Waterhouse , Cindy Hart,
Dennis Long, Brendan Meehan, Eric Dewalzna