

SELECTMEN'S MEETING
October 9, 2019
6:00 pm

1. CALL MEETING TO ORDER / PLEDGE OF ALLEGIANCE.

2. TOWN ADMINISTRATOR WEEKLY UPDATE

- Proposed holding monthly staff meetings on Wednesday from 4:30 to 5:30 pm to avoid closing the office.
- Fire Chief Applications – Where does the Board want the Town Administrator to proceed. Ad ran in the Journal Tribune, Main Municipal, Cable, Smart Shopper, and Website; went well outside our normal area. All original applicants received letters indicating the part time parameters. Only one applicant was received. Selectmen decided to interview the one applicant.
- The Town Administrator and Road Commissioner Joe Letourneau had a conference call with Colette Robbins at Maine Municipal regarding claim. There was a list of 15 questions which were answered and the requested pictures were reviewed. All is in the process of being sent to her for review.
- The ceiling work in the Treasurer's office was completed on Tuesday. The small office will be done on Friday. The work requested by Code Enforcement for downstairs is waiting on some measurements but Jonathan has been spoken to regarding what needs done.
- Class for Selectmen David Winchell is all set for next week.
- The Town Administrator confirmed that the work costs for the work done on Balch gate will be shared with Newfield. They will be paying half of the bill.
- The Town Administrator shared a positive note received from a resident regarding taxes.
- Absentee ballots for November 5th are now available.
- Recreation forms for basketball and cheer-leading have been distributed and are available in the Town Hall.
- Abutter notice was received because of Mary Grant for a new enterprise going in on H Road.
- Website – The Town Administrator updated the Selectmen on pricing to improve or replace the website. Asked they be reviewed.
- The Scouts requested use of hall on Mondays. Accommodations will be made for Rec Committee meetings when scheduled and any scheduled Elections.
- The Animal Control Officer will be signed up for an ACO online training class; \$50 fee.
- Sales & Use Tax class in Portland on December 2nd; will be signing herself and Sarah up for that class.

3. WARRANTS/BILLS

4. APPROVAL OF AGENDA

A motion was made by Selectmen Kimberly Stacey-Horn to approve the agenda; seconded by Selectmen David Winchell. No discussion. All in favor.

5. MINUTES OF LAST MEETING

A motion was made by Selectmen Kimberly Stacey-Horn to approve the minutes of October 2, 2019 as written; seconded by Selectmen David Winchell. No discussion. All in favor.

6. DEPARTMENT HEAD / COMMITTEE CHAIR UPDATES

- Will Langley, District 1 Road Commissioner updated the Board of the following being completed or projected to be done:
 - Dump project started. It is slow going but they are taking their time. Should be finished by next week.
 - Lines were painted in front of the Town Hall
 - Abbott Hill will be here to remove trees on H Road and Acton Ridge. Also included in this work will be the large pine tree at the edge of the Sand Shed.
- Joyce Bakshi reported to the Board regarding her attendance at the MMA Conference. Mrs. Bakshi state that the person running the booth from MMA strongly urged that all communications did not go through Town Administrator. The Town Administrator explained why the Board put this policy in place, and asked who Joyce spoke to. Mrs. Bakshi didn't recall. Classes were excellent especially highlighting the need for due diligence. Mrs. Bakshi presented celebration Maine 200 sign to the town along with a resource of what can be done during the 200 celebrations.
- Leslie Berlan reported to the Board that her attendance of the conference was phenomenal. Her take away was all the information she received from her ability to be able to chat with all of the technological vendors. She will be sharing this information with the Road Committee on Tuesday. Subjects encompassed crack ceiling, innovation surface solutions and all the workshops available and representatives willing to come talk to the Board and Committees. There were grant sessions which were informative; especially sketch designs. Mrs. Berlan recommends that the Board go to a MMA Conference in the future.

7. OLD BUSINESS

A. HEB Meeting

The Town Administrator asked the Board if they wanted to pursue having a meeting with HEB. Selectmen Winchell indicated the numbers were too high to entertain to facilitate this. Mrs. Berlan's thoughts were to bring them in to find out why they even proposed these solutions. Selectmen Winchell thought it would be a waist of time and money. Discussion ensued regarding state requirements, costs, bridge standards and length of solutions. The Board decided to reach out to another outfit and the gentleman Ben Foster recommended. The Town Administrator will schedule conference calls with both companies to get the basic questions answered.

B. 13th Street Article 43

- Received an application from the Ridge.
- The Town Administrator asked if the article needed to be revisited before looking at the new application.
- The Road Committee is willing to assist by looking into anything the Selectmen needs.
- Mrs. Berlan will get in touch with DEP to get guidance; York County Soil & Water for clarification and talked with AWA.
- Selectmen David Winchell wants the Board to have something a little more thorough put into place so that it doesn't look like the monies are just used for private road maintenance. DEP has a list of maintenance and repair details.
- Selectmen David Winchell laid out how he would like to see things done in order to receive grant monies for roads impacting the lakes:
 - Summary from DEP after a site visit with Road Association
 - Three quotes

8. NEW BUSINESS

A. Introduction of New Employee

Dave Langley, Interim Fire Chief approached the Board to introduce Mr. Michael Doe as the new Firefighter/Paramedic. Mike is a great fit and brings a lot of experience to the team. Welcome.

B. Salt Bids

Will Langley, District 1 Road Commissioner and Mr. Joe Letourneau, District 2 Road Commissioner were informed of the salt bid and both recommend accepting Granite States bid for \$51.90/ton delivered to Acton.

A motion was made by Selectmen David Winchell to accepted Granite State's bid of \$51.90/ton delivered to Acton; seconded by Selectmen Kimberly Stacey-Horn. No discussion. All in favor.

C. Fire Dept Hose

Board policy for any amount over \$5,000 to receive 3 bids via sealed bid. For this situation, the Town Administrator asked that the Board make an exception and take one of these quotes instead of going back out to bid. The Fire Department recommended the price quoted by HSE for the best hose on the market; hose is a large diameter hose, has longevity through wear and tear, and it is a higher quality value.

A motion was made by Selectmen David Winchell to accepted HSE's bid of \$10,875 for 1,500 feet of 5" hose based on the one time situation of 3 quotes received as non-sealed bids; seconded by Selectmen Kimberly Stacey-Horn. No discussion. All in favor.

D. Freedom of Information Act

A media company reached out and requested public information on all current employee contact information. The Town Administrator will email information to said company.

E. Executive Session 405 6.A

A motion was made by Selectmen David Winchell to go into Executive Session 405 6 A; seconded by Selectmen Kimberly Stacey-Horn. No discussion. All in favor.

A motion was made by Selectmen David Winchell to come out of Executive Session 405 6 A; seconded by Selectmen Kimberly Stacey-Horn. No discussion. All in favor.

9. PUBLIC COMMENT

None.

10. ANNOUNCEMENTS

- Open seats on Boards/Committees:
 - Cemetery Committee
 - Lincoln School
 - Capital Improvement Committee – 2 interested individuals
 - Conservation / Forestry

- Videographers are wanted.
- Mary Grant, Pumpkin Festival, October 19 at 2 pm – looking for donations.

11. ATTENDANCE

William Langley, Dennis Long, Dave Langley, Rick Smith, Wayne Ham, Michael Doe, Susan Meehan, Cindy Hart, Joyce Bakshi, Leslie Berlan