

**SELECTMEN'S MEETING**  
November 4, 2008

**PRESENT:** TammyJo Girard, Dennis Abbott, Cindy Moore, Nancy Brandt, Pam Witman, David Lowe, Patti Berry, Clint Andrews, Kelsey Brimmer, Frank Allen and Tom Ursia.

Called to order at 7:02 p.m. by Selectman Abbott with the pledge of allegiance.

**ANNOUNCEMENTS**

Selectman Abbott read a notice from the Transfer Station/Recycling Committee regarding Maine Recycles Week which is starting this Saturday. Stated that we should be seeing changes in the Transfer Station recycling program soon.

**APPOINTMENTS**

Opened bids for the work at the Transfer Station results as follows: Dearborn Construction \$42,270.00 and Richardson Trucking - \$62,550.00.

Tom presented the Capital Improvement Plans to the board stating that there are 21 projects included each with an estimate attached. Highlighted what is included but will go into more detail in a future meeting with the Finance Committee. Reported that not many are projected 5 years out because it's difficult to project out that far particularly with the economy the way it is. Discussed return on investment. Selectman Abbott stated that they need to know if we don't do it what would that cost. Tom stated that would be the next stage in the next CIP. Hope this is a huge step forward and will make it better next year. Complimented the dept. heads on their hard work and cooperation. Selectman Girard noted that there is a document missing on Exhibit 21. Will do a supplement. Looking for guidance for the next step. Suggested a joint meeting with the Finance Committee. Tom also suggested including the Dept. Heads. Deadline to get to the Finance Committee is December 12<sup>th</sup>.

**NEW BUSINESS**

1. Motion by Selectman Girard and seconded by Selectman Moore to move Item #3 up on the agenda. Vote 3-0-0. Motion by Selectman Moore and seconded by Selectman Girard to award the septic replacement job to George Proach for \$5,450. Vote 3-0-0.
2. Discussed the bids and noted that we only have about half the funds required. Motion by Selectman Girard and seconded by Selectman Moore based on estimates being much more than funding that's available. Discussed reducing the scope or doing in phases. Vote 3-0-0.
3. Rejected bids so nothing to award. Will send letter to both bidders.
4. Discussed the purchasing policy and Selectman Moore expressed concern that there isn't something in there regarding tabling bids. Would like to be able to table so dept. heads have the opportunity to review prior to awarding. Selectman Girard felt there should be a request for qualifications included in bid packages. Discussed making a two step process, RFQ then bid. Selectman Abbott noted that there are no legal ramifications if awarding pending references, qualifications and compliance. Selectman Girard felt bids need to be more specific. Selectman Abbott stated that is everything is done properly there is no reason not to award immediately. Selectman Moore felt there needs to be something allowing us to go to the second bidder if the qualifications don't check out. Selectman Girard suggested that we include in the bid package a statement that bidders are welcome to attend the opening but will not be allowed to engage in discussion. Nancy will run the suggested changes by the attorney. Under Sec. 12 #8 it states

Dept. Heads shall choose vendors based on responsibility and quality, felt it should be changed to “based on responsibility, quality and competitive pricing. Will get response from the attorney.

5. Discussed a holiday party and felt because of the economy should leave it at pot luck or just desserts held here at the town hall. Discussed inviting employees and committees with their families.
6. Motion by Selectman Moore and seconded by Selectman Girard to accept the auditor’s report. Vote 3-0-0.
7. Motion by Selectman Moore and seconded by Selectman Girard to accept the CIP’s. Selectman Girard questioned if they do not want to accept them all and Nancy explained that would be in their recommendation prior to the Public Hearing. Vote 3-0-0.

### **OLD BUSINESS**

1. No working plans this week.

### **OTHER**

1. Motion by Selectman Moore and seconded by Selectman Girard to accept the warrants for bills and payroll. Vote 3-0-0.
2. Motion by Selectman Moore and seconded by Selectman Girard to accept the minutes of 10/28/08 as written. Vote 3-0-0.
3. Selectman Abbott read the reminders.
4. Selectman Girard reported that when she went to the polls everything was very well organized and running smoothly.

### **DISCUSSION OF AGENDA ITEMS**

1. Sign warrants at 5:00 on Monday, no Selectmen’s Meeting
2. Executive Session – Personnel Issue on 11/18/08

### **ADJOURNMENT**

Motion by Selectman Moore and seconded by Selectman Girard to adjourn at 8:17 p.m. Vote 3-0-0.

### **SIGNED:**

Warrants for bills and payroll

1. Minutes of 10/28/08

### **APPROVED:**

Date: \_\_\_\_\_

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