

## **SELECTMEN'S MEETING**

**July 26, 2011**

**PRESENT:** Dennis Abbott, Gordon Littlefield, TammyJo Girard, Jon Gale, David Woodsome, Dave Lowe, Frank Allen, Doug Foglio, Sr., and Dianne Holden

Selectman Littlefield opened the meeting with the Pledge of Allegiance at 6:00 PM.

### **SELECTMEN'S REPORT**

1. Gordon met with the Road Commissioner on Dirigo Drive in the Westwinds subdivision off West Road. The situation on the road, is that water is undermining the road and a child on a bicycle broke thru. There is a vacuum being created under the road and the culvert under the roadway is rotted. The road is in danger of collapsing. Doug stated that it is undermined at least 5 ft, as he was able to put a 5 ft. 2X4 under the pavement. The culvert is bent so bad from deterioration and erosion that it has actually bowed the culvert and undermined the road. The culvert currently there is 3 ft., 70 ft. long, galvanized uncoated, that is set 15 to 18 ft. deep. The pavement needs to be removed and an auxiliary road built. The outlet side has been settling for some time and is at a dangerous level, whereas there's only one way in and one way out. Proposes to replace with a reinforced poly culvert that has a 100-200 year life expectancy. Jon stated that one can't project when it will let go, but it comes down to cost and time to fix it, but the need is there to do something about it. Doug stated that he would order the culvert Wednesday morning and start the cutting of brush along the sides. He has approached all property owners involved. The Town has a 30 ft. easement on the outlet of the culvert. The road would be limited to light traffic only while it was being rebuilt. Jon asked the projected cost and time for the project; how fast can the project get started and how long to do the project. Doug said he expects 5 days to do the project. The auxiliary road would be partly on the road ROW and the 30 ft. easement. Talked with abutters and they're ok with work to be done. Should have culvert by first of next week, at the latest. Dennis stated that the work need to be done. Doug stated that the equipment to be used include an excavator, skid steer, town tractor, dump trucks and laborers.
2. Doug reported that this going to be some cutting of trees in No. Waterboro between Rt 5 and Bagley Road. Noted that the guy living on Bagley Road has barrels in the roadway, which has had a letter sent to him from the Town Administrator. He has talked to the wood choppers and discussed the possibility of them cutting Bagley Road from stonewall to stonewall for a fire lane for fire protection. He feels they will do the work at no cost to the town. He will have the Town Administrator check with the Town Attorney to be sure this is ok. He also feels more roads need to be done to create these fire lanes. TammyJo agreed, saying any time the town can open up a fire lane, practically at no cost, it should be done.
3. Doug would like the Road Review Committee (RRC) to continue with their culvert program. They still have a few to mark. He has been told that a handheld GPS can be used to document their locations. He would like to see a sign post set at the end of every culvert in town, which would be an on-going project, maybe doing 25 culverts a year. He will be working with the RRC to gather information on the size, condition, location and life expectancy of the culverts in town. This would give them the information needed to budget for replacing them in the future.
4. Doug stated that there was not any budget line item for crosswalk painting or striping of town roads. They need to be done for safety purposes. Dave stated especially for night travel. Jon feels they need solid information on these items for future budgeting and feels it would be approved. Dennis didn't think it was a big ticket item.

5. Doug spoke in regards to the brush cutting account. They have 6 months of brush cutting ahead of them. He has looked at options but the money approved would only cover about 2 weeks of work.
6. Doug stated that Westwinds needs to be repaved, brushed back and noted that the sides of the roads are breaking away badly.
7. Doug spoke on the crushing monies. With the money that got appropriated, they probably won't find anyone to come in and do the crushing. Most companies want a minimum of 10,000 yds. to move and crush. The town has money to do less than 3,000 yds. He can take some monies out of other accounts and could have enough for 4,500 to 5,000 yds. Been doing 4,500 yds right a long and it gets used. The material is used for washouts, along sides of roads/shouldering material and culvert work. They will be starting to shoulder the roads in town and will be using good gravel to do so. The McLucas Road needs gravel. Grading roads isn't enough; need to bring in material.
8. Doug reported that excavator he was looking to lease is not available. At this time, he has contacted four companies. Gordon asked if there might be one available in town from a private contractor that they could rent. Doug stated it's a money issue, but can get one. There is a town employee who could do a tremendous amount of work ditching with an excavator. He is still looking. The town can save money using it's employee and leasing a tractor. All the ditches done with FEMA monies need to be cleaned. Gordon asked about the need for of an excavator at the Westwinds project site. Doug stated that that project would require a much larger one than would be used for ditching and culvert work. He's looking for a piece of equipment that would be for maintenance, cleaning ditches to keep water flowing. Major jobs he would hire a local contractor with driver to do the heavy work. Prices of a backhoe vs. excavator are both about \$106,000. Will discuss this with the Board another time. Doug reported that the Mast Camp Road project will start next week. There is plenty of work to keep them busy for several weeks. Hoping in the meantime, an excavator will become available for leasing. Dennis stated that they need to make a decision on what they're going to do, but in the meantime they will need to hire equipment if need be.
9. Doug asked the Board if they had decided if the Highway Dept. will help out at the Transfer Station (TS) to compact trash or if the TS will have a tractor. Dennis stated they need to get Doug and Clint together to discuss tractors. The one already up there, do they fix it up? Doug stated that they could use the rubber tire tractor to compact the trash.
10. Dennis reported that he met with the Recycling Committee last evening. A teacher at the Middle School, David Cope, is working on an effort of recycling due to a state-wide challenge sponsored by Poland Spring and the Chewonki Foundation called the Zero Waste Challenge. They are to put together a plan to get to zero waste and the winning school will get funded by Poland Spring to implement their plan. Dennis is going to try to get EcoMaine involved. Dave asked if anything was said at the meeting in regards to the work on the compactor. Dennis reported that the pullout switch will be changed to a regular switch on the lockout and signage will be displayed for the lockout/tagout process and he understands that the state inspector is ok with that being done. Dave stated that he was there and it appeared to be a miscommunication from the start on what had to be done and who was doing what. The state inspector explained to both parties what the law required and both agreed to it. Dennis said the work should be done this week. Dave feels the town should pay for the signage.

**TOWN ADMINISTRATOR'S REPORT** – no report due to recuperating from surgery.

**Workshop** – Gordon noted that the Board would be dispensing with the tentative workshop tonight until committee members are found to fill the open slots. Anyone interested in serving on a town committee should get their application in.

**Other** – Dennis made the motion to add 'Contract for Assessing Agent' to items needing signatures. TammyJo seconded. Voted, passed.

Jon asked where the Board is in regards to the Administrative Assistant. Gordon stated that the folder is in the file cabinet and they need to sit down and go through the applications. He has a list of who's on the Hiring Panel, but not sure if they've been contacted. Dave said they need to get the process rolling. Jon asked if the applicants had been notified of a basic schedule for interviews. TammyJo stated that the Town Administrator sent a letter to all of the applicants, letting them know their application had been received, it will be reviewed and interviews would be set up at the end of the application process. Nancy, Gordon and Dave need to go through the applications and set up interviews. Jon is concerned that people may not still be available due to the time lapse. Dennis stated that the process needs to get done. If Nancy isn't available, they can add a third member of the Board to work on it. TammyJo stated that Nancy is on light duty so can work with Gordon and Dave, who need to go through the folder and pick who to interview. Dave asked if the Hiring Panel goes through them. TammyJo said that the procedure used for the Town Clerk was that two Selectmen went through the applications and discussed them with Nancy. Interviews were set up and the Hiring Panel came in for the interviews. Dennis suggests they go through the file tonight after the meeting. Jon would like to see 6 candidates, or whatever, by next Tuesday's meeting, that have been notified and given a date for interviews; and be contacted to be sure they're still viable candidates.

#### **Items Needing Signature**

1. Warrants for bills & payroll: Dennis made the motion to approve. TammyJo seconded. Voted, passed.
2. Fire Chief Contract: Dennis made the motion to accept as written. TammyJo seconded. Voted, passed.
3. Assessor's Maintenance Agreement and Revaluation Maintenance Agreement: TammyJo made the motion to accept as written. Dennis seconded. Voted, passed.
4. Minutes of July 19, 2011: Dave made the motion to accept as written. Dennis seconded. Voted, passed.

**Reminders** – Gordon read the reminders for the week. TammyJo added that Thursday at 6 PM the Road Review Committee will be meeting and their agenda is posted on the Town's website.

**Adjournment** - Jon made the motion to adjourn at 6:40 PM. Dave seconded. Voted, passed.

#### **SIGNED:**

1. Warrants for bills & payroll
2. Minutes of 7/19/2011
3. Fire Chief Contract
4. Assessor's Contract

**APPROVED:**   **Date:** August 2, 2011

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