

SELECTMEN'S MEETING MINUTES
April 6, 1999

PRESENT: Elias Smith, Bob Gobel, Jason L'Heureux, Patti Beny, Willis Lord, Brenda Charland, Brenda Huntress, Dale Witman, Millard Genthner, Andrea Lefebvre

Dale opened the meeting at 7:00 P.M.

NEW BUSINESS

Andrea Lefebvre was present to discuss her offer of free assistance to Patti on design and maintenance of a web page for the Town. The Board accepts Angelyn's offer to work with Patti on this project, and the Board thanked Angelyn for her willingness to help.

There is discussion in regard to replacing a scanner in the Town Clerk's Office which was destroyed by rain coming in around windows that aren't solid. It was questioned if this will be replaced by the Town due to Nancy being on the rescue. Brenda Charland requested to vote against this, as it is not a town need. Willis suggested looking at accounts with funds which might be available and then to address at a future meeting. Patti suggested taking this out of incidentals or building supplies and maintenance. Brenda made the motion to deny the request. Willis motioned that Brenda's motion be amended to state that this is due to lack of funds. Dale seconded. Vote 2-0-1 with Brenda voting against. Willis motioned to approve the amended main motion which carried with a vote of 3-0-0 in favor.

There is discussion regarding two resignations. Mike Carter has given his resignation as Waterboro Stump Dump Attendant with his last day of work to be 4/11. Willis motioned that the Board accept this resignation with regret. Dale seconded. The motion carried with a vote of 3-0-0.

Millard has given his resignation as Waterboro Stump Dump Attendant and as Representative to the Board of Directors of Regional Waste Systems which will become effective 6/30. Millard notes that he will provide coverage for the second attendant's opening from 4/12 through 6/30 and states his resignations are due to his 7/1 move into his new role of Selectmen. Dale requests that Millard document this in writing and for future discussion. Brenda Charland motioned to accept this resignation with regret. Willis seconded. Motion carried with a vote of 3-0-0. Millard reports that the Town of Hollis has been notified of his resignation from RWS and notes that Leonard Van Gasbeek is being considered as a replacement at this time.

There is discussion regarding correspondence from DHS on General Assistance Reimbursement with options for FY 2000 reimbursement. Dale motions that we stay at the 50% reimbursement rate. Brenda Charland seconds. Motion carried with a vote of 3-0-0.

The fee schedule was presented to the Board to be reaffirmed. There were no suggested changes. Brenda Charland motioned that this schedule be referred to all of the different department heads for their recommendation. Willis seconded. Motion carried with a vote of 3-0-0.

Committee Appointments:

- Richelle Hammond appointment to Parks & Rec: Brenda Charland motioned to accept. Dale seconded. Vote 3-0-0 in favor.
- Brenda Huntress appointment to Old Home Days: Willis motioned to accept. Dale seconded. Vote 3-0-0 in favor.
- Tonya Sanders appointment to Old Home Days.: Brenda Charland motioned to accept. Willis seconded. Vote 3-0-0 in favor.

At this time there is discussion about a memo received from the Town Clerk regarding the Board of Selectmen's request for information on procedures regarding commercial dump permits. This case involves a situation questioning where Emie Roberge hadn't renewed his permit and went in and dumped at the transfer station. Patti states that Mr. Roberge does now have his permit and that she will copy Nancy's memo and give to the Selectmen.

OLD BUSINESS

Patti reports that we received an update from the Tax Collector telling us that the four outstanding property tax payments have all been paid. There is discussion regarding Town workers paying for errors in circumstances such as this. Patti notes that she is aware of a situation in the past where a Town worker has paid for a monetary error, and she will research to see if there have been others. This will be addressed again at Selectmen's Meeting next week. Dale notes that he has knowledge of purchase order errors that have been paid for by employees in the past. Brenda questions if Town employees should be held responsible for monetary mistakes. Patti will contact MMA to get clarification on this issue. This is tabled until next week.

Mike Curley is requesting a rollover of vacation time to attend a brother's wedding and for his own wedding. Brenda asks Patti for her recommendation, and Patti states she feels that this bears consideration because of the situation. Brenda motions to approve this request due to the fact that it is not open ended, is for a specific reason, and for a specific time. Willis questions whether we should stick to our personnel policy that we have in place, and Brenda argues that we should consider this request on its own merits and, due to the time and circumstances, she requests that the Board support this. Willis seconds. Vote 3-0-0 in favor.

Mike Curley requested discussion regarding the purchase of new playground equipment being purchased before July 1st to get the most use of them. Patti will check with MMA for their opinion and report back next week

Mike explains his request for the increase in pay for summer rec counselors is due to the fact that this is a self-sufficient program, supported by fees. Mike stresses the need for qualified counselors due to the fact that this is for the care of children. Willis motions to accept Mike's proposed rate schedule as presented. Brenda seconds. Vote 3-0-0.

SELECTMEN'S ASSISTANT REPORT

Brenda Charland states that she cannot sign the Financial Reporting Review submitted by the Treasurer because she doesn't clearly understand it and asks if Dianne could come and explain or give a written overview.

Patti reports that she has invited the new State Police Lieutenant, Theodore Short, from Troop A, to next week's Selectmen's Meeting, at 7:15. There will be discussion regarding giving the Animal Control Officer the authority to write summonses.

Patti states that she is researching the Bagley Road situation and reports that, though abandoned, it is a Town road. She will come back with more information next week.

Patti has received more information regarding recycling cardboard and will report back next week. She notes that the Recycling Committee received a Volunteer of the Year Award and that the committee was invited to the presentation. Patti will write a letter thanking them for the invitation and let them know that the Committee couldn't attend due to the short notice.

There is discussion regarding a previous request for rollover of vacation time that was denied. The department head has called and asked for reconsideration. Brenda Charland motions to deny this request due to the fact that departments should be tracking vacation in regard to the personnel policy. Dale seconds. Vote 3-0-0.

OTHER

Brenda Charland noted that we need to schedule Roland Denby and other involved participants at next week's meeting. Brenda also questioned an ad in the Smart Shopper which wasn't approved by the Board of Selectmen. Patti states that the request was made over the phone and not in a public meeting. Brenda states that this should have been addressed and decided in a public meeting and objects to the way it was handled due to the non-urgency of the issue and the fact that this was "not a Town project". Dale states that Brenda was out of town and unavailable at the time this was decided. Patti notes that this was not decided at a Selectmen's Meeting but at a Finance Committee Meeting.

There is discussion regarding Water District bids. Out of eight bids requested, three came back and at this point the job has not yet been awarded.

Willis reminds everyone that the consultant for the Municipal Complex Building will be present at the 4/12 Municipal Complex Meeting.

EXECUTIVE SESSION

- 8:20 PM Willis motioned to go into Executive Session to address a personnel matter. Brenda Charland seconded. Vote 3-0-0 in favor.
- 9:30 PM Brenda Charland motioned to go out of Executive Session. Willis seconded the motion. Vote 3-0-0 in favor.

Brenda Charland made the motion to offer the Selectmen's Secretary a permanent position. Willis seconded. Vote 3-0-0 in favor.

It was agreed that the Personnel Director will set goals for Selectmen's Secretary and record progress in her personnel file, and that there will be a 30, 60, and 90-day review meeting to include Selectmen, Secretary and Personnel Director.

SIGNED:

The Board of Selectmen signed the Warrant for bills and payroll. They also signed the following:

1. Selectmen's Minutes 3/23 & 3/30
2. SAD 57 Warrant - 13 Copies
3. Request for Background Check

ADJOURNMENT

The Board of Selectmen adjourned at 9:40 P.M.

APPROVED

Date: 4-12-99

Dale A. Willis

William A. Lord