

SELECTMEN'S MEETING MINUTES

May 13, 2004

PRESENT: Willis Lord, Eric Herrle, Douglas Foglio, Sr., Nancy Brandt, Pam Witman, Jack Seery, Mark & Beth Cyr, Frank Allen, Terry Lowell, Dave Benton, Bob Fay, Sue Ellen Chamberlain, Don Drew, Kevin Nelson, Paul Verrell, Sr., Sue Dunlap, Dave Woodsome, Diane Herrle and Tara Shanahan.

Nancy announced that taxes are due Monday, May 17th and the vote on the SAD #57 budget will be Tuesday, May 18th 9 am to 8 pm.

APPOINTMENTS

Sue Ellen addressed several issues with the Board. Suggested that for the Rescue Billing we change the money market to a checking account and pay directly from their account instead of us paying the bills then being reimbursed like was done with the Water District. Paul Verrell questioned where the checks & balances are. Sue Ellen explained that they would actually get more accurate information. Doug felt it will be more easily traceable. Motion by Doug and seconded by Eric that we proceed with this upon approval of Frank and Lisa. Voted. Passed. Sue Ellen stated that we do need to keep a balance for the first month to pay that months bills. Doug felt they could approve then run it by the auditor. Discussed the town meeting vote to roll over as of June 30th balance into the Capital Improvement Account. Will review with the auditor and do what needs to be done. Sue Ellen also stated that at the end of March the Rescue has \$88,000 in outstanding bills. Discussed hiring a collection agency. Stated that there are two collection agencies that do collections for municipalities. The Thomas Agency gets 30% of what they collect. The billing service does not go into collections. Did discuss the billing service. Bob questioned if there is a review board for those who can't afford to pay the bills. Willis felt that the billing service should print something on the bills stated that if they have financial difficulties they need to make contact. Sue Ellen felt they need to take the initiative. Doug felt they should establish a policy before proceeding. Should review the list of towns who use Thomas Agency for their policies. Sue Ellen noted that the previous Fire Chief wiped the slate clean four years ago. Also stated that the collection agency would require that the town send out a letter prior to turning the account over to the agency. Can also include personal property in this. Eric suggested that we move forward and see what we can find out about what the other towns do. Sue Ellen also reported that she found an old Lake Arrowhead lien from 1981. Property has been sold three times under warrantee deeds since the lien. Was only for less than \$40. Motion by Doug and seconded by Willis to issue a quitclaim deed immediately. Voted. Passed. Also discussed the town report. Stated that there was an error under the Transfer Station and it was a problem with Excel. Suggested a blueprint on what they want in the report. Willis suggested going back 20 years to see a good report. Sue Ellen explained that some of the information he is looking for is not available with our system. Doug suggested a Tuesday morning hold a workshop and meet with Sue Ellen. Eric suggested a Tuesday morning be the first hour of Selectmen's Meeting and the second hour meet with all Dept. Heads. Eric noted that they did have an interesting meeting with the auditors. The next available Tuesday morning need to meet to discuss internal controls. Will schedule for the Dept. Head meeting the 3rd Tuesday of each month. Doug stated that part of our problem is still errors made by past employees. Need to set a deadline for accruals. Doug explained that they would need to have delivery f product by July 1st not just an outstanding Purchase Order. Sue Ellen explained that if accruals end they can start the audit in September. Discussed the carry forward for the Animal Control. Explained that after receiving the state law it was moved forward and it does not matter what Town Meeting says. State law supercedes.

NEW BUSINESS

1. Motion by Doug and seconded by Eric to approve both liquor licenses to Rogers Restaurant and Lee's Dairy Curl. Suggested that in the future they allow the state to do it all. Discussed the new law and writing a policy which would include that they may hold a public hearing. Voted. Passed.
2. Jack Seery explained the reasons for the Library Boards recommendations for the building committee. Motion by Eric and seconded by Doug to accept the Library recommendations. Doug read the list of members.

3. Kevin read the protocol for chemical capture and explained his training. Stated that this protocol is based on Biddeford & Old Orchard. Also requested a blow gun and some additional equipment amounting to \$1800. Stated that he would only have one vial of each drug and it would be in a safe in his vehicle during the day and in a safe at home at night. Will be in contact with the vet prior to each use. Discussed sending to the attorney to review. Discussed some recommended changes. Motion to approve after review by attorney. Voted. Passed.
4. Discussed the Shoreland Zoning Ordinance change within the General Purpose Zone. Sue Dunlap stated that they recommend 100' as they felt that commercial use is more invasive. Motion by Eric and seconded by Willis to adopt the Planning Board recommendation on the General Purpose Zone. Vote 2-0-1 with Doug abstaining.
5. Discussed making committee appointments so that they don't wait until September this year. Willis recommended waiting until Bob takes office or at least he be allowed to participate. Would be willing to give Bob his vote. Diane Herrle explained that on the school board new members are allowed to attend the meetings but don't participate until their term begins. Discussed the number of Planning Board members who's terms are expiring this year. They need to be staggered. Bob expressed his desire to be involved as they will be in office during his term. Agreed to post the vacancies and advertise immediately so they are ready to make appointments on July 1st. Paul Verrell stated that he feels committees are irrelevant.
6. Discussed Rapid Renewal. Nancy explained that this is only for Motor Vehicle renewals but will lose the agent fees which will amount to approximately \$1,950. People would pay even their excise and it would be placed in the towns account electronically within 2-5 days. We could take credit cards using the state service but will be charged a 2.07% surcharge on every transaction. There is a demo on their web site which takes about 10 minutes to complete. Motion by Doug and seconded by Eric to go to Rapid Renewals and at the end of six months from date of inception that we review the cost of the credit card aspect. Voted. Passed.

OLD BUSINESS

1. Had already voted on the Liquor License for Lee's Dairy Curl under item 1 of New Business.
2. Discussed the 2005 Transit Bonus Program. Paperwork states that we have to apply by 6/1. Agreed that we have been waiting for 2 years for the West Road and not sure when it will be done. Dave stated that there is no incentive to participate until they fulfill their obligations. Discussed the Rte. 5, 202 & Old Alfred Road intersection. Nancy explained that it would have started except it's being held up by the Historical Preservation Society. Currently scheduled to begin in August.
3. Discussed the price received from Millworks for the new doors for Town Hall. Willis would like to get another price as this is very expensive. Even though we know it would be of the best quality, \$5,000 is a lot for two doors. Will put off until next week to try to get another price.

HEARING OF DELEGATION

Dave Benton reported that FR Carroll has proposed a price of \$33.35 per ton for hot top for next year. This has gone up in just a week and afraid to wait until July 1st. Will put on next weeks agenda to vote on this.

Diane Herrle questioned where the engine brake signs are. Dave will find out and contact her tomorrow with a delivery date.

OTHER

Motion by Doug and seconded by Willis to accept the minutes of 4/15/04 as written. Voted. Passed.

Motion by Eric and seconded by Doug to accept the minutes of 5/4/04 as written. Voted. Passed.

Doug read reminders.

Motion by Doug to go into Executive Session at 8:50 pm for a personal matter. Voted. Passed.

Out of Executive Session at 9:25 pm. Motion by Eric and seconded by Doug to review and set policy on documentation retention on Personnel files. Voted. Passed.

ADJOURNMENT

Motion to adjourn at 9:25 pm.

SIGNED:

1. Letters for Joel Patterson & Associates
2. Concealed Weapon Application
3. Minutes of 4/15/04 & 5/4/04

APPROVED:

Date _____
