Selectmen's Discussions & Decisions
January 16, 2014

Selectmen present: Tom Hohn, John Norton, and Marie Harmon

1. Motion made by John Norton to accept the meeting minutes from 1/9/2014
   2nd by Marie Harmon
   Vote: 3-0 motion passed

2. Met with Brenda Singo to discuss the Town Clerk's portion of the Government budget.

3. Discussed establishing a more advanced network system to conduct Town business and maintain records.

    a. Developing a more advanced computer network would allow all Town documents to be stored in one central location and reduce the risk of information being lost or scattered.

        Action: Selectmen will write a CIP to present to the Finance Committee for equipment for a new computer network.

4. Discussed exempting Trust transfers from septic inspections.

    a. Due to the environmental impact, it is important that these properties continue to have septic inspections conducted.

5. Met with Ralph Sweet concerning the Cemetery budget.

    a. Discussed CIP for cemetery expansion. As the need arises, the Town will have to expand the cemetery by clearing and developing land reserved for funerary purposes.
    b. Discussed the maintenance of the Perpetual Care Fund. This Fund has previously been listed under the "revenue" portion of the cemetery budget, however, as it is a negative revenue, it has been moved to the "expense" portion of the budget.
    c. Discussed increasing plot prices.

6. Discussed writing a CIP for repairs to the cement block at the Fire Station.

        Action: Selectmen will begin by getting quotes for the project.

7. Discussed the budget for road maintenance.

    a. Crack sealing and shoulder scalping to be included in budget expenses rather than as a CIP.

8. Discussed update from Attorney Matthew Tarasevich concerning teleconferencing for Planning Board meetings.

    a. Tarasevich advised that, legally, all members must be able to hear all other members and all participants must have all handouts and materials at the time of the meeting. Furthermore, all participants must agree to allow a member to attend the meeting via conference call.
    b. Delivery of handouts and materials may be done through email.
    c. Selectmen requested that the member contact the Planning Board Chair for his input on the matter.

    Action: Selectmen suggest allowing a test period during which problems may be worked out. Selectmen will also draft a policy to allow teleconferencing going forward.

9. Met with Treasurer concerning applying for a bond to obtain the promised $150,000 to be applied to the Community Center Revitalization Project.

    a. The spring deadline for bonds through the Maine Municipal Bond Bank is February 5, 2014. Once the bond has been approved, the Town is legal obligated to use it.
    b. There were concerns that, because the Article approving the Town to contribute $150,000 stated that the spending limit for the project be $600,000, that the bond would not be approved if the contract stated otherwise before having the Article amended at Town Meeting in May.

        i. The contract may be worded in such a way that the project will initially not exceed $600,000 but with the option to continue dependent on vote at Town Meeting.

    Action: The Selectmen directed the Treasurer to go forward with the bond application through the Maine Municipal Bond Bank.

10. John Norton apprised the Board of updates from his discussions with L&L Engineering concerning the Community Center Revitalization Project.

    a. The Community Center will need to include a fire suppression system, which was not in the original plans, in order to pass inspection by the State Fire Marshall.
    b. The project will not need to meet the new energy standards because the total population of the Town does not exceed 2,000 residents.

11. Attorney Matthew Tarasevich to be engaged to employ a forensic computer specialist to investigate town records wiped from a computer. Selectmen approved expenditure of approximately $500.

12. John Norton distributed a draft of a Winter Roads Policy for review by the Board.

13. Discussed correspondence from the Recreation Director concerning the Department meeting on 1/15/2014.

    a. Selectmen have received a letter of resignation from a member of the Recreation Committee as a result of this meeting.

14. Discussed certified mail from Maine EMS to the Fire Chief from Dec. 12, 2013, which received no response.

    a. Selectmen received communication from Chief Clarke on Jan. 14, 2014 that included an email from Alan Leo, of the Maine Emergency Management System, concerning a certified letter that Chief Clarke had received concerning non-compliance with MEMSRR reporting.

       Action: Selectmen to contact Chief Clarke concerning the communication and explanation as well as engage Attorney Matthew Tarasevich to investigate this issue with Maine EMS.

15. Discussed correspondence from Margaret Cushing, Cumberland County Emergency Management Planner

    a. Cumberland County Emergency Management Planner requesting update from EMA Director on projects subsidized by Road Hazard Mitigation Fund.
    b. Selectman Hohn contacted the former Road Commissioner and current EMA Director who stated that the projects were not done.

       Action: Selectmen to investigate Road Hazard Mitigation Funds from FY12. Selectmen to contact Cumberland County Emergency Management Planner to discuss Hazard Mitigation Projects.

Erin Crowley – Deputy Minute Recorder