Selectmen's Discussion & Decisions
May 15, 2014

Selectmen present: Tom Hohn, John Norton, Marie Harmon, and John Condon (elect)

1. Selectman elect, John Condon, present for observation.

2. Met with Town Clerk to discuss the parking ordinance and Town Reports.

   A resident made the Town aware that they did not receive the annual Town Report until the Monday following Town Meeting. In the future, Town Reports will me mailed earlier to mitigate such incidences.

   Concerning the parking ordinance, the Town Clerk suggests that, rather than indicating on the ticket if it is for a "warning" or a fee, that tickets indicate, "to be determined" (TBD). There has been confusion in the past between conflicting information and, with this system, a comprehensive list will be held by the Town Clerk, who would collect payment of fees for tickets or inform the ticketee if the ticket was a warning.

3. Met with a resident, David Singo, to discuss fire siren testing.

   The resident reported that he had not heard the siren testing in over a year, previous to which he had heard it every Sunday at noon. The resident considers this to be a safety risk and inquired as to policies concerning the fire siren and what this means for the general public.

   The Board of Selectmen had heard that the sirens were out of service.

   John Condon said that, on Great Diamond Island, the sirens go out frequently because the technology is old.

4. Met with James Wilber to discuss road closure for Memorial Day, portable toilets for the summer, and Transfer Station operations for the summer.

   Discussed closing a portion of Island Avenue for Memorial Day services.

   Discussed portable toilets downfront for the summer.

   Discussed preparing the Transfer Station hours and operations for the summer.

   ACTION: Island Ave. will be closed from 10:00-10:30 AM from the Long Island Store to the top of the hill passed the V.F.W. Hall on May 26, 2014 for Memorial Day Services.

ACTION: The Island Fellow will contact portable toilet rental companies to have one regular and one handicap portable toilet in the municipal parking lot for Memorial Day.

5. Met with the Town Treasurer, Nancy Jordan, to discuss loans, bonds, and budgets.

The Treasurer has fielded several questions concerning current public works expenditures versus how much the Town would have spent with Clark and Sons' proposal.

As of May 9, 2014, the Town's expenditures for snow plowing, road maintenance, and solid waste labor for the year are projected to be $124,783. The Clarke and Sons proposal, adjusted for the snowfall, would have been $173,055. Therefore, the difference between the two contracts is approximately $48,272.

The snow plowing budget was based on 10 snow events. Due to the harsh winter, we experienced 14 plow events; therefore the Town expended $22,000 on more than was budgeted due to the unanticipated snow events this winter. Even though plowing was over budget, the Town saved $14,707 compared to the Clarke and Sons proposal when adjusted for actual snowfall.

Road maintenance contract, plus vegetation management and road sweeping was budgeted at $40,300. We expect to be at approximately $44,000 due to additional ditch work that was done. This compares to $51,300 in the Clarke and Sons proposal.

On solid waste labor, the Town projects to spend $29,600 compared to $54,902 in the Clarke and Sons proposal.

Discussed bonds and loans for CIP projects approved at Town Meeting.

The Town must use the Municipal Bond Bank for projects over $20,000. And, in order for the town to apply for the August 1st bond issue, there must be firm figures by July 15th.

The cemetery project will not have firm figures by this date. The Town can apply for the spring bond issue for this project.

For the $50,000 rescue boat project, the Town could seek a 7-year loan.

The Town will have to discuss contracting for this work with the Fire Department as the Board of Selectmen have sole contracting power.

The school lighting project must have a clear proposal from a lighting engineer before a bond or loan may be issues.
Concerning the Community Center Revitalization Project, the Town has hired the structural engineer and architect and now has the option of awarding the contract to Doten or bid the project to another firm. This project will also have firm figures by July 15th for the August 1st bond issue.

6. Michael Floyd has resigned as EMA Director

   The Board of Selectmen have asked the Interim Fire Chief for recommendations for a new EMA Director

7. Update on Town Administrator applicant search

   The Town has received interest from several individuals.

   Municipal Resources, Inc. may also be useful as a resource for the new Town Administrator.

8. The Town must decide how to proceed with court action against Mr. Clarke, who may be held in contempt of court for not complying with the order to return Town records.

9. Met with the Town Clerk to discuss the Long Island Store liquor license public hearing.

   Because of the change-of-use granted by the Planning Board, the Long Island Store might need additional certifications before being granted a liquor license.

   ACTION: The CEO will discuss the issue with the business owner. The date of the public hearing will remain the same until more information is available.

10. Discussed the Transfer Station summer hours.

    Starting Memorial Day, the Transfer Station will begin using summer hours rather than winter hours.

    The summer hours will remain the same from last summer.

Summer Hours:

Monday: CLOSED
Tuesday: 3-7 PM
Wednesday: CLOSED
Thursday: 3-7 PM
Friday: 3-7 PM
Saturday: 3-7 PM
Sunday: 11 AM – 3 PM

11. Discussed communication between Coleman Clarke to the Fire and Rescue Department and to the Board of Selectmen.

    The letter was deemed inappropriate by the Selectmen as Mr. Clarke seems to be acting as the Fire Chief.

    Mr. Clarke is not the Fire Chief and, as such, he is not at liberty to direct the Fire and Rescue Department in such a manner.

12. Selectman Harmon made a motion to appoint Katie Norton Recreation Department Director.

    Motion 2nd by Selectman Hohn
    Selectman Norton recused himself
    3-0 motion passed

13. Selectman Harmon made a motion to adjourn the meeting.

    Motion 2nd by Selectman Norton
    3-0 motion passed.

Erin Crowley – Deputy Minute Recorder