

MINUTES
Board of Selectmen Meeting
JANUARY 04, 2022

1. CALL TO ORDER

Attendees:

Town Officials: 1st Select Board member, John Rzasa (JR), 2nd Select Board member, Gerald Lilly (GL), 3rd Select Board member, Allan Moeller (AM), Interim Town Administrator, Lisa Hewitt (LH), Daniel Swain (DS) New Town Administrator.

General Public: Jeff Bickford, Amanda Pendleton, Jeff Pierce, Bisi Cameron, Joe Wiley, Pean Lilly, Dave Probert.

Meeting called to order at 5:03.

2. PLEDGE OF ALLEGIANCE:

Led by JR

3. APPROVE & SIGN THE MINUTES OF THE PREVIOUS MEETINGS

Motion made by AM to approve, 2nd by GL, passed 3-0

4. APPROVE & SIGN THE PRESENT WARRANTS

Motion made by GL to approve, 2nd by AM, passed 3-0

5. GENERAL ANNOUNCEMENTS -

- A. The next regular Select Board meeting will be Tuesday, January 18, 2022, at 5:00 PM at Pownalborough Hall.

6. OLD BUSINESS

- A. Exterminator – quotes received. LH gave the two quotes from Advanced Pest Solutions and Modern Pest Control. LH to provide a comparison of prices on spreadsheet and give to the Board for a decision.

7. NEW BUSINESS

- A. Wiscasset Recreational Department renewal – Motion made by AM to renew contract and pay out of the recreational fund budget, 2nd by GL, passed 3-0.
- B. Planning Board
 - i. Ordinance Update – Jeff Pierce. Working ordinances. With the building codes not being under the Maine Universal Building and Energy Code (MUBEC) any more we are updating. Do not issue a certificate of occupancy anymore. Certificate of completion. Also the new business ordinance; putting a good framework in place. The SB was at the meeting also. Had a good session. Business permit all set for town meeting. Looking at February.
 - ii. Mobile Home Park Ordinance for Review – Mobile home park ordinance for compliance for property tax, selling, personal property tax.
 - iii. Discussion on what can be moved in for mobile home. Nothing over 20 years can be moved in unless there have been many updates. AM – ours is the year (e.g. years, Jeff agreed but the ordinance will read 20 years. ~~It is understood if it is on private land this would not apply.~~
- C. RSU #2 Exploratory and Review Committee – Jeff Pierce. The committee met and the next step is the survey. Jeff asked if the SB if they wanted to continue with the survey and they said yes. Jeff then explained the next step would be to work with the DOE criteria for withdrawing. He as for budget to send out the survey – he thought \$500 would cover it with approximately 1100 residents, but it could be more. He asked the SB to review the survey and provide feedback by Friday and if there is none he would send out. He said the survey would be sent

to the Town Office. LH asked when they were do back as there was not a date, Jeff said Jan. 20. LH recommended putting a firm date on the survey.

Motion was made by GL to approve a budget to support the paper, hours to fold by the recording secretary, postage, etc. 2nd by JR, passed 3-0.

- D. Discussion of structure burning by FD – DS looking out for town, no issues as covered by tort but mistakes happen, burn wrong building or start fire. Recommend writing up an agreement. Discussion on issues had by Wiscasset. AM said the fire chief needs to look at the structure- there could be asbestos, shingles, etc. GL said there has to be training and it is not free. MS said there should be discussion on setting up a fee structure. Sounds like everyone in favor and he will talk to the chief. JR wants to hear from the chief. Dave Probert said the state has a list of criteria that needs to be adhered to. Discussion on what needs to be done in preparation. Nothing was voted on, considered pending.
- E. Electronic Signs – JR called Northern signs, said something close to what Richmond has and told around \$20K. AM can take out of COVID money and JR said yes. They want the sign next to the town office. Should be getting information in next couple of days from Northern Signs.

8. DEPARTMENT UPDATES

- A. Transfer Station – GL reported that the staff will no longer come in 15 mins. Early which will save 3 hours a week, but will still be over budget.
Motion made by GL to do away with the 15 minute early requirement, 2nd by AM, passed 3-0. Was asked by resident why there are 4 people and not 3 as original. It was explained that Dave Everson was out and had to bring Ernie in and Dave back but on restrictions. It was mentioned by resident the Transfer Station looks good since Ernie started.
Stating rink was brought up and the liability it could cause. DS offered as it is town property the town would not be liable, but it was agreed a sign should go up that is clear skating is at their own risk. DS will order.
 - i. Update on Damages – not discussed
 - a. Casella for damage at Transfer Station (refuse dumpster building)
 - b. Salt and Sand Shed – This was brought up out of turn, but AM brought sand and salt shed fixed-\$285 (still waiting for rail). AM said will be hauling in more sand. GL just reminded to make sure there is budget. AM added we were all set with salt.
- B. School Report – Moved to after ‘F. Water Department’– Jeff Bickford late. RSU #2 meeting 1/6/2022, virtually. Encourage people to check it out. The link is posted. Hot topic is CDC guidelines. They are continuing to work on the budget. All principals should have turned in budgets. Still not anticipating budget going down as everything is going up. Teachers are expecting to get the standard raise. Offered to take questions if anyone had them. Joe Wiley asked if he could submit by email and Jeff said what ever works to get them. Discussion on impacts and how they are affecting teachers and getting kids to school, etc.
- C. Town Office
 - i. Town Administrator/Treasurer priorities –
 - 1. MS would like to know what the SB would like – he did not want to be working on something to find out the board did not think that the priority. GL said straightening our Trio and getting the budget right should be the priority. DS offered he has straightened out the budget and it is accurate. DS also said the accounting for the Town is very messy and he needs time to figure it out. Also would like to discuss bringing someone in to help out, someone beyond his knowledge level; general fund, capital projects, reconciliation not done for a year

and it all has to be undone and redone. AM asked if he (DS) had someone in mind and he does. A business associate who is a treasurer and auditor. She would charge \$50/hr and would like to be hired as an employee – wants earning put through payroll. Start her at 20 hours-approximately \$1K. What needs to be done is time consuming. GL asked if 20 hours would get it done. DS will meet with her and discuss and report back. The work would be done remote.

2. DS also mentioned having hard time with Town auditors. They are not forthcoming with information requested. They want him to send one thing at a time and they will send back. He said he wants it all at once. JR offered to assist if needed.

3. DS said he wanted to update policies, starting with the personnel policy.

LH asked how long as acting Town Admin in helping out. DS said hopefully this would be only this week, would like to start taking things back.

- ii. Budget – AM asked when DS to start next year budget. DS said need to straighten out what we have first and then will concentrate on. AM said wanted by 3/31.
- iii. Update Agenda with adding Committees and combining with Department Updates
- iv. Snow Days – LH asked how snow days were to be handled, whether paid or not. JR said not paid, can use vacation or something.
- v. Generator – LH brought up that the town office did not have an agreement with Brunswick for yearly scheduled maintenance, the fire station did. AM mentioned this was discussed with previous Town Admin. and yes they want yearly maintenance. JR would like to see that they come out quicker than they did this time. LH will look at contract.

AM motioned to add the Town Office to the maintenance schedule, 2nd by GL, passed 3-0.

- vi. Town Clerk - DS updated on position in that there were over 20 people that applied. He will whittle down to top 3 and get those to the SB.
- vii. Fuel Prices – DS starting to get some fuel prices. Confusion on who asked, but AM said we have the prices for the Town Office and we have prices for fire station. AM mentioned Dead River owned Main St. Fuel. JR talked with Main St. Fuel and they told him nothing will change and will remain Main St. Fuel.
- viii. Notice sent out on broadband. People are signing up. DS will have list next time.

D. Roads

i. Road signs

- a. Update on sign for Hunter Road – AM will order.
- b. Ann received call on other 2 – they are private roads. LH though Ann called one but did not have the person name on other. LH will follow up.

E. Fire Department

- i. Budget sent – DS fixed and the AP is correct
- ii. Pump Test Complete and Passed - okay
- iii. Engine 2 moved – GL brought up he has concern on budget. DS talked with Chief and explained that they could not go over the budget without SB approval. Same applies with paying bill from another line item. GL will speak with Chief.

AM brought up surprised town has not paid on the Wiscasset ambulance service. LH will look up payment terms.

F. Water Department

- i. Discuss process – DS at some point once settled in a month or two need to address this. It is a weird situation, we have access to bank information but do not have oversight,

but do. The fact they are not part of our audit but use our tax id number they should be.

9. CITIZENS BUSINESS

- A. Dave Probert brought up he heard a rumor that the Tax Assessor was leaving. AM confirmed and it would be the end of March but said Dave is going to point us in the right direction . AM spoke up that David Ledew has done a heck of a job, but the maps are a mess. Joe Wiley asked when we would have revised tax maps. AM offered Dave is going to get things to Digital to start.
- B. Joe Wiley asked about status of Morton Road, it is by Steve’s Auto Body. GL said it is a ROW. Clarified it is at the other end of the Malloch Road. The road has been discontinued by the town. Joe is asking as it is the road for access to the Morton cemetery. He went in by the Malloch Rd., but blueberry fields but could make it. Just wondering. Joe also brought up there is some land for sale up there, kind of funky but has frontage on the Easter River.

10. OTHER GENERAL BUSINESS - None

11. EXECUTIVE SESSION

Entered into Executive Session at 6:28

- A. Personnel Discussion

Motion made by AM to exit Executive Session, 2nd by GL, passed 3-0.

Exited Executive Session at 6:46

12. ADJOURNMENT

Motion made by AM to adjourn, 2nd by GL, passed 3-0.

Meeting adjourned at 6:47.

Approval of minutes for January 4, 2022

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<i>Gerald Lilly</i>	of
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<i>Alan Mollu SA</i>	Selectman

