

MINUTES
SELECT BOARD MEETING
Pownalborough Hall
Monday, August 20, 2018
6:00 pm

PRESENT:

Selectmen: Trudy Foss, Dwight Keene, Allan Moeller Sr.
Admin. Assistant: Michael Henderson
Town Clerk/Treasurer: Shirley Storkson
Tax Collector: Ann Pierce
Fire Dept.: Steve Lilly, David Everson, Suzie Lilly, Gerald Lilly, Brendan Parker, and Pean Lilly
Residents: Sonia Lilly, Shari Lilly, Gary Blau, Eleanor Everson, Heather Beasley, and Dick Condon
Reporters: Art Mayers, Jessica Clifford, and Sam shepherd

1. CALL TO ORDER – 1st Selectman Trudy Foss called the meeting to order at 6:03 pm.
2. APPROVE & SIGN MINUTES OF PREVIOUS MEETING – Trudy motioned to approve and sign the minutes of the previous meeting. 2nd Selectman Dwight Keene seconded the motion and all approved.
3. APPROVE & SIGN THE PRESENT WARRANT – 3rd Selectman Allan Moeller Sr. pointed out that the Crooker construction invoice should read 48 cubic yards of 6"-8" stone at \$23/cubic yard, not \$123/cubic yard. This correction did not change the total on the check or warrant. Allan asked if the price of DEP solid waste stations went up. Trudy confirmed that the amount had increased over the last number of years. Allan motioned to approve the present warrant. Dwight seconded the motion and all approved.
4. GENERAL ANNOUNCEMENTS – The next Select Board meeting will be on Thursday, August 30th at the Dresden Town Office at 5:00 pm. The Dresden Town Office will be closed Monday, September 3rd in observation of Labor Day.
5. CITIZEN BUSINESS – Gary Blau asked if any progress had been made with added local newspapers to the Town website. Administrative Assistant Michael Henderson said that it was in progress.
6. OLD BUSINESS
 - a. TOWN OFFICE FURNACE – The furnace was successfully installed Monday, August 13th. Allan mentioned that the propane has been hooked up for the generator as well.
 - b. TOWN OFFICE WALL – Dwight recommended taking the wall down and Allan agreed. Trudy asked if there would still be a space to count cash out of public view. Allan said yes. Town Clerk/Treasurer Shirley Storkson asked if the Select Board had taken a look at the status of the wall and the plan for changes since the last Select Board meeting. Allan motioned to approve taking down the wall. Dwight seconded the motion and the motion passed with a 2-1 vote.
 - c. NEW BUSINESS ORDINANCE AMENDMENTS – Trudy asked if they needed to hold a public hearing. Michael explained that the Select Board would need to hold a public hearing before a Town Meeting vote on the amendment, but the Select Board should

have the Town Attorney review the amendments before the public hearing. Allan said that the Select Board would like to address this concern before the end of the calendar year.

- d. BUILDING CODE AMENDMENTS - Allan said that the Select Board would like to address this concern before the end of the calendar year.
- e. EMA DIRECTOR – Allan motioned to reappoint Wally Staples at EMA Director for another year. Trudy seconded the motion and all approved. Trudy mentioned that she had attended the last meeting with FEMA and that Wally was knowledgeable and an asset to the Town.

7. NEW BUSINESS

- a. AMBULANCE – The Town received an invoice of \$3,450.00 for mutual aided provided to Dresden and a payment of \$9,325.26 for uncollectables from Gardiner Ambulance Service. Dwight asked if the payment can be applied to the Ambulance Account. Trudy said yes because it was a reimbursement for a payment made from the Ambulance Account. Gary Blau asked if the Select Board could find out how many incidents have ambulances responded to. Michael will get in touch with Wiscasset Ambulance Service.
- b. LUDWIG ROAD BOND – Dick Condon is responsible for obtaining a bond for the Ludwig road to cover any damage caused by trucks hauling in and out of his gravel pit according to his Conditional Use Permit. Dick would like the bond to only cover damage caused by trucks working on his gravel pit. Dick would also like an opportunity to fix the road himself if any damage is caused. Allan explained that there is no sure way to verify who damaged the road.

Darby Ericson, a bonding agent, said that he doesn't know how the town could enforce this bond requirement and that he has not seen this happen successfully in other towns. Allan said that the Town had previously required Steve McGee to bond a road when he was bringing in heavy machinery. Darby said that his agency works with McGee and that he would investigate their previous bond in Dresden.

Darby asked if there were any residents on the Ludwig Road with heavy machinery that could also damage the road. Dick said that there was one neighbor with heavy machinery. Darby said that the bonding agency would only cover up the Dick's driveway to the main road and not the rest of Ludwig Road.

Allan said that a one year bond, only for Dick Condon's trucks could work for the Select Board and that if there were reports that someone else is operating heaving machinery on the Ludwig Road, that the Town would investigate it. Trudy said that she wanted the Planning Board to review the bond proposal since the Planning Board wrote the Conditional Use Permit requiring the bond. Darby will send information to Michael to pass along to the Select Board and Planning Board.

- c. PERSONNEL – This issue was tables until after Other General Business.

8. DEPARTMENT UPDATES

- a. Town Roads – Allan said that paving got done on the Common Road and State Paving has ditched from Blinn Hill to East Pittston Road. Tree cutting and roadside mowing was done as well, but the mowers only did half of East Pittston Road. Michael will follow up with the mowers, Aggressive Cuts. Allan asked if the Select Board was interested in removing the hill on the Bog Road. It would cost about \$10,000 to remove the hill, without the cost of paving, but would reduce erosion from storm water. Allan also said that Ben Goodall had someone who might be interested in grading. Heather Beasley thanked Trudy for touring the Ballard Road with her.
- b. Fire Department – Fire Chief Steve Lilly said that one of the wheels on the bay door for Rescue #2 fell off recently. He would have Overhead Door out of Augusta or Kevin repair the door. Six SCBA bottles need to be replaced. SCBA bottles must be replaced after 15 years. The Fire Department is looking to buy used bottles with 12 years life expectancy remaining for \$300 each. Also, the air packs are getting tested. Steve asked who usually works on small engines. Trudy suggested Eugene. Allan asked what was wrong. Steve said that two of the generators on the trucks were acting up.

Steve said that he found replacement locks for Fire Station #2 for \$170 at Lowes. Allan asked if we could have the people who installed the locks originally take a look at them to fix them instead of replacing them. Steve said that they contacted them already, but they only had a one year warranty and after they were unable to walk Steve through making changes over the phone, they recommended buying new locks because they think the circuit board is bad. Allan said that there is a new one, unused at the Fire Station already and asked if they could install that one. Steve said he hasn't seen an unused lock in the office. Gerald Lilly said that there is an extra lock at the Fire Station that they were sent after installation of the two current locks. Allan asked Steve to meet with Michael to advertise the Fire Truck that is for sale. Steve would like to keep the truck in service until it is sold.

- c. Solid Waste – Dwight said that he was anticipating another quote for a waste oil furnace. Dwight also said that if the town wanted to expand the transfer station then it would be covered by the conditional use permit unless the expansion is within 75' of the stream. In that case, the Town would need to apply for a new permit through DEP. Trudy said that this will be an expensive project for something that is only used 14 hours a week. Dwight said that there is not enough room at the transfer station as it is and the need more space for recycling because so much room is devoted to the swap shop. Trudy said that the swap shop is supposed to donate items to Goodwill after 1 year. Allan suggested that the Select Board take a look at the Recycle Center to consider potential expansion.
- d. Town Office – Michel explained that the Copy Shop is closed through Labor Day so if the Select Board wants to Communicator to be sent out on time then Michael can print and fold the Communicator at the office and send it out in September. Allan said that they

would like the Town Office to send out the Communicator this month. Gary Blau and Shari Lilly volunteered to assist with sending out the Communicator.

Michael also explained that it would cost the Town about \$2200 to have TRIO Harris set up and train the staff on payroll and budgeting. Michael explained that if all of our accounting was done in one place the staff would save time, the auditor would save time, and there would be fewer chances for error. Trudy said that the staff is no longer doing cash sheets and it doesn't make sense and there this will create opportunities for theft. Michael explained that since transitioning away from cash sheets, the town office's bookkeeping is more secure and there is more accountability. Cash drawers are counted before and after each shift and the revenue is counted everyday against our TRIO daily audit report so that any errors can be caught immediately. The cash is then counted against the report a second time by the Treasurer or Deputy Treasurer the next day. Each day we record each transaction with amount, name, time, transaction type, and payment type. All deposits and bank statements are also recorded separately by the Treasurer which creates a point of comparison. Michael explained that by transitioning all of our bookkeeping we can save time by not duplicating work and prevent human errors in translation. Allan motioned to approve funds to have all bookkeeping transitioned to TRIO and have Michael trained on the payroll and budgeting modules. Dwight seconded the motion and all approved.

9. OTHER GENERAL BUSINESS

7.c. (revisited) PERSONNEL – Trudy said that she received a number of complaints regarding the service at the Dresden Town Office. She said that the staff needs more training and everyone needs to back each other up. Trudy said that she was shocked with the latest directory came in the mail announcing that the Town Clerk would only be available on Monday and Tuesday and the Treasurer would be available on Thursdays meaning that residents could only get birth, death, and marriage certificates two days a week. Shirley explained that she only has 11 hours of Town Clerk time a week according to her job description. Trudy responded that Shirley had more hours than that. Shirley explained that she has two separate jobs, with separate hours, and separate responsibilities. Trudy said that you were elected to both positions so you have to do both.

Shirley said that she is continuing to get training, she will be at Vital Statistics training Thursday, August 23rd. Allan said that the Town needs to fork over more money for more staff hours and change the positions to hired from elected. Trudy said that the Town hired Michael for 40 hours a week and he should be covering the front desk. Michael agreed that if the Select Board wanted him to work the front counter then he would be willing to, but he will cost more money than it would cost to bring in someone to do the same work and less work behind the scenes will get done. Property and Excise Tax Collector Ann Pierce said that Michael is great, but he isn't going to be able to do everything that she and Shirley do every week. Michael asked if the Select Board wanted him to cover the front desk on Tuesday for motor vehicle registration

