

**MINUTES**  
**SELECT BOARD MEETING**  
**Pownalborough Hall**  
**Monday, August 6, 2018**  
**6:00 PM**

**PRESENT:**

Selectmen: Trudy Foss, Dwight Keene, Allan Moeller Sr.  
Admin. Assistant: Michael Henderson  
CEO: James Valley  
Fire Dept.: David Everson, Suzie Lilly, Gerald Lilly, Brendan Parker, and Pean Lilly  
Residents: Shari Lilly, Dave Probert, Eleanor Everson, and Heather Beasley  
Reporters: Art Mayers  
Dirigo Waste Oil: Jason Labbe

1. CALL TO ORDER – 1<sup>st</sup> Selectman Trudy Foss called the meeting to order at 6:00 pm.
2. APPROVE & SIGN MINUTES OF PREVIOUS MEETING – 3<sup>rd</sup> Selectman Allan Moeller motioned to approve and sign the minutes of the previous meeting. 2<sup>nd</sup> Selectman Dwight Keene seconded the motion and all approved.
3. APPROVE & SIGN PRESENT WARRANT - Allan motioned to approve and sign the present warrant. Dwight seconded the motion and all approved.
4. GENERAL ANNOUNCEMENTS – The next Select Board meeting will be on Monday, August 20, at the Pownalborough Hall at 6:00 pm.
5. CITIZEN BUSINESS – Art Mayers informed the Select Board that the Wiscasset Newspaper editor was comfortable with the Town posting Wiscasset news articles on the Town website or in the monthly newsletter as long as they were properly credited. Administrative Assistant Michael Henderson added that a link to all local newspapers could be added to the site which would save time while still directing the public to local news.

Shari Lilly asked why the Communicator came out late this month. Michael explained that the Communicator wasn't delivered until Thursday June 2<sup>nd</sup>, at which point he was out of the office at Property Tax School, so the Communicator was not mailed until Monday, June 6<sup>th</sup>. Allan said that the town would look into getting the Communicator delivered sooner so that they are delivered on time consistently going forward.

Brendan Parker asked why the EMA Director was not on the agenda for the meeting. Trudy explained that the item was removed from the agenda at the last minute because the Select Board doesn't have all of the answers. Allan added that Wally Staples, the current EMA Director is doing a great job and the Select Board would like to keep them in the position. Brendan asked what is the process for appointing the EMA Director? Allan said that the Select Board usually reappoint the current director if they are still interested in the position.

Someone asked when the <sup>Everson</sup>Common Road will get graded? Allan said that the <sup>Everson</sup>Common Road is on his list and it will get done as soon as he can. The schedule has been pushed back because of the heat and the rain.

Heather Beasley mentioned that she was no longer on the agenda and asked if she could meet with Trudy to further discuss the Ballard Road. Trudy said yes and they scheduled a meeting for Wednesday, August 8<sup>th</sup> at 11:00 am.

6. OLD BUSINESS
  - a. TOWN OFFICE GENERATOR – Installed successfully on July 24<sup>th</sup> by AB Electric. Allan mentioned that the propane still needs to be hooked up and would be done so by Main Street Fuel when they install the furnace.
  - b. WASTE OIL FURNACE – Jason Labbe from Dirigo Waste Oil presented an offer for a new waste oil furnace for the Transfer Station. The estimate was for \$7006.78 for the furnace and installation. The service cost for our current waste oil furnace is about \$500 annually. Dave Probert said that he was still in favor of using a waste oil furnace as long as the town purchases a good product and it is serviced annually. Allan asked if it could be done before fall. Jason assured the Select Board that it could be installed before the

first frost. Allan said that the Select Board would consider their options and thanked the sales representatives.

- c. AMBULANCE – No changes with Wiscasset Ambulance Service.
- d. NEW BUSINESS ORDINANCE AMENDMENTS – James Valley explained the new amendments to the Select Board. Applicants for new businesses would meet with the Planning Board to get approval for a conditional use permit, and then the application is submitted to the Select Board for the actual business permit. The Select Board said that the amendments looked good. James clarified that before amendments could be officially made there would need to be a public hearing and the decision would be made by Town Meeting, either special or annual.
- e. BUILDING CODE AMENDMENTS – James Valley
- f. LOCAL HEALTH OFFICER APPOINTMENT – Trudy explained that someone else had interest in the position, but the Select Board had already appointed her so she planned to continue to serve in the position for the three year term.

## 7. NEW BUSINESS

- a. CREDIT CARD – The Select Board approved and signed the Credit Card Use Policy. Trudy asked if the QuickBooks account could be paid with the Town credit card instead of her personal card. Allan also motioned the pay the QuickBooks account with the credit card. Dwight seconded the motion and all approved. Michael asked if the Whitepages account could also be paid with the credit card and the Select Board approved.
- b. PUBLIC HEARING – Dwight explained that there are not enough staff hours between the tax collector, treasurer, and town clerk to get all of their work done. Trudy Foss said that the staff needs more training and to focus on their work. Heather asked when the Budget Review Committee begins to meet because their input could be useful in this matter. Trudy said they usual begin meeting in October. Gerald Lilly asked if this was related to the issue that the staff is elected and not hired. Brendan Parker asked who is responsible for getting trained. Trudy said that they are each responsible for getting trained, but the town pays for all training. Art asked if there would be a public hearing to discuss the matter further. Dwight said that he thought the town should hold a public hearing. Dave Probert mentioned that it might be less confusing to the public is the language was around hired staff positions as opposed to appointed positions and that he agreed that a public hearing would be good to get the conversation started before the annual Town Meeting next June.

## 8. DEPARTMENT UPDATES

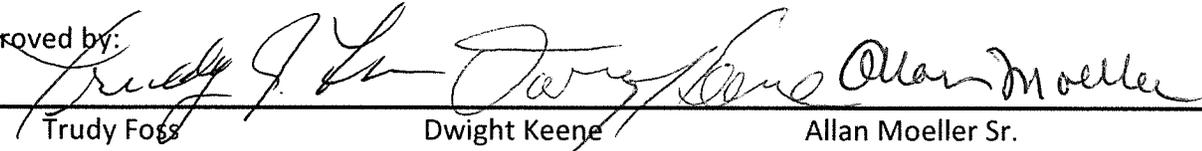
- a. Town Roads – Allan said that Blinn Hill Road was getting ditched, and then East Pittston Road and Common Road were next. Eleanor asked if there was money allotted to get the roads graded and if the town was going to hire someone to grade the roads. Allan said there was no one he could find to grade the roads so he is continue to do them himself. Eleanor asked if Roy Stilford would be interested in grading. Allan said he would look into the matter further and that the roads will get graded. Heather asked if we could post the grading position to the public. Allan said he doesn't want to waste town money on bringing someone else in.
- b. Fire Department – Allan said that one of the fire department pager was lost and has been found and returned to the Fire Chief. Allan still has the battery for the pager.
- c. Solid Waste Issue – Dwight said there was an issue with the lights in the Recycling Center. Allan suggested that they go to Sam's Club to buy new LEDs to replace the lights. Dwight informed the Select Board that it would cost \$7,000 for building materials for a 10'x30' extension to the Recycling Center. There may already be too much impervious surface to expand the building, Michael will further research the matter.
- d. Town Office – Allan said that the wall in the Town Office is falling apart and looks terrible and the Town needs to do something. Trudy said the wall had been falling down since it was installed, but if you take the wall down then people will be constantly bombarding the Administrative Assistant with questions. Michael recommended taking the wall down. Allan asked if there was an estimate to replace the ramp outside the Town Office. Michael said that he hadn't seen an estimate for the ramp. Pean Lilly asked if

the Select Board had considered buying a corrugated steel ramp from Hammond Lumber. Allan said they would look into the matter. Heather recommended researching who the VA gets their ramps from. Allan mentioned that he would put up the Handicap parking spot sign soon and that the Select Board will come up with something for the wall.

9. OTHER GENERAL BUSINESS – No other business.

10. ADJOURNMENT – Trudy motioned adjourn the meeting and all approved. The meeting adjourned at 7:36 pm.

Approved by:

  
Trudy Foss                      Dwight Keene                      Allan Moeller Sr.

**Select Board**