

**BOARD OF SELECTMEN'S MEETING**  
**March 24, 2011 6:30PM**

**Quorum noted**

**6:30 PM:** Meeting called to order by Chairman Fernald.

**Roll Call:** Mr. Fernald, Mr. Moynahan and Ms. Place were present.

Mr. McPherson and Ms. O'Donoghue were absent.

**Pledge of Allegiance recited**

**Moment of Silence observed**

**Approval of Minutes of Previous Meeting(s)**

**6:33 PM** Motion by Ms. Place, seconded by Mr. Moynahan, to approve the minutes of March 10, 2011, as written.

**VOTE**

**2-0**

**Chair concurs**

Motion by Mr. Moynahan, seconded by Ms. Place, to approve the minutes of March 17, 2011, as written.

**VOTE**

**2-0**

**Chair concurs**

**Public Comment:**

**6:34 PM** There was no public comment.

**Department Head/Committee Reports**

**6:35 PM** Mr. Hirst discussed a report from the Insurance and Risk Management Committee. He said that, about a year ago, the Selectmen unanimously approved the adoption of a Safety Committee (SC) for the Town and it was set up to have a representative from each department, meeting once a month (2<sup>nd</sup> Monday at 4PM), and they have been doing that. He added that they have made some pretty good progress but interest has waned somewhat on this committee and it has not had as good attendance as he would like to have. Mr. Hirst said that, it seemed to him since they saved roughly \$6,000 last year on insurance, in large part because of the SC and its activities, he thought it might be well for the Board to recommit itself to the practice and maybe make sure that all departments are properly represented.

Mr. Moynahan said that he thought they could send a note to the department heads reminding them to have a representative at these meetings. The Board agreed.

Mr. Blanchette said that he would send the note.

Mr. Beckert, Building Committee (BC), said that they had come to the Board several weeks ago with a draft Capital Improvement Plan (CIP) and were given permission to move forward with that concept. He added that they had pretty much finalized the layout of that document and the rules and guidelines that they would like to see the department heads follow.

Mr. Dunkleberger explained that the cover sheet for the CIP gave general guidance as to what each department should be looking for as to what to put on the spreadsheet and how to plan it out. In discussing the spreadsheet, he emphasized that the numbers he had put in were strictly made up or notional numbers to serve as an example of how it would work. He said that the first page was a worksheet that each department head could use to outline their projects, as well as when they might plan to execute the project, how much their total cost estimate was, if there was a current reserve account balance and any annual contribution into their reserve account over a multi-year plan. He also discussed the

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spreadsheet that would give a visual look to help avoid large expenditures in one single year but over several. He added that he has the spreadsheet broken out into the different departments and, referring to the last page, said that this page would give them a visual look at what the ten-year plan would look like for all the different departments. Mr. Dunkleberger said that they could have this available at their meetings or budget discussions.

**6:38 PM** At this time, Mr. McPherson was present.

Mr. Fernald said that this certainly gave them a good look, over a period of time, what would be needed to put into reserve accounts to accomplish a particular project/goal.

Mr. Dunkleberger added that it could also give them so flexibility to move things around to spread total department requests out.

Mr. Moynahan said that he thought the facilities piece to this was key. He added that he thought they had done a good job with this and asked if the department heads had seen this yet.

Mr. Dunkleberger said no. He said that, once the initial work was done with the CIP for the full ten years, then it would make the annual planning much easier.

Mr. Fernald said that it also gave a good idea of the ramifications of how to make up any cuts made within the ten-year plan – how much money would need to be put in to get the same result.

Ms. Place said that this would promote good planning.

Mr. Moynahan added that this would be a good tool for any new people who came on the Board, bring continuity even with changeovers of Board members.

Mr. Fernald agreed and said that they used to do something like this but, as the years have gone by and there has been turn-over, it has gotten out of sync but this was a good formal way and what should be done all the time.

Mr. Beckert said that the BC would like to get permission from the Board to move forward with this and roll it out to the department heads with the idea of Selectmen backing that department heads would use this. He added that they didn't want this to become an optional tool as, to make it work and work right so that it was a good tool for everyone, it needs to be a tool that is mandated to be used by everyone. He added that they would welcome their feedback and tweak it, if needed.

**6:43 PM** It was the consensus of the Board for the BC to move forward with the CIP to department heads.

Mr. Fernald commented that it would be good for this to be given to the department heads for their review and comment.

Mr. Beckert said that, as the Board knew, he works at the shipyard. He said that he was approached by the shipyard's public affairs office to come to the Eliot Board and ask if the Board would be responsive to hosting a ship. He commented that they had hosted one back in the late 90's and the next ship that would be in for overhaul was the USS Pasadena. Mr. Beckert said that Mr. Jim Foster, Eliot resident, was going to be assigned as the ship's superintendant for that overhaul and he would be greatly honored and tickled to think that Eliot might do this. He reiterated that it would be a great honor for Mr. Foster to have his resident town host the USS Pasadena. He explained for those that might not know that the Town took in the ship's crew, doing things for them, and the crew reciprocated by doing things for the Town, such as helping the ECSD and with projects in the parks. Mr. Beckert said that they were looking for things for the crew to do as a community outreach as well as the Town taking the crew in as their family while the

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ship was here for its 18-month overhaul. He clarified that they would forward a formal request but they wanted him to test the waters with the Board tonight.

Mr. Fernald said that he thought it was a good idea and had very good success with the last one. The Board agreed.

Mr. Beckert said that he would take the word back to the public affairs office tomorrow who would process the formal request to the Board of Selectmen.

**6:45 PM**

Mr. Blanchette said that he had several things for the Board tonight. He said that, at one of the previous meetings, the Board wanted him to investigate Enterprise Funds for the cable fees they might be collecting. He added that the answer came back that, yes, that would be a proper use for the Enterprise Fund. He added that the attorney at MMA said that they (Eliot) should get a vote at Town Meeting to set it up. Mr. Blanchette said that, additionally, they had two pieces of property they had foreclosed on this past February that the Town has payment in hand for from the owners. He added that they would like the Board to formally sell the properties back to the original owners. Mr. Blanchette said that one is a piece of property on Bolt Hill Road and the Town does have a note from the Conservation Commission (CC) that they found no advantage to keeping the property and recommended that the Board sell it back, if they chose. He said that the other one was a mobil home in the mobil home park, so it isn't land with the home.

Mr. Fernald said that they would take the first one.

Mr. Blanchette said that it was Map 17, Lot 12 (Mark Huddleson) and the amount owed for all three years was \$5,688.59.

Mr. Fernald confirmed they had a check for the full amount. Mr. Blanchette said yes.

**6:47 PM**

Mr. Moynahan moved, second by Mr. McPherson, to sell Map 17, Lot 12 back to the original owners for a total of \$5,688.59.

**VOTE**

**3-0**

**Chair concurs**

For the second property, Mr. Blanchette said that it was Map 79, Lot 26-87 (Sheila Katsosanos) and the amount was for \$1790.05.

**6:48 PM**

Mr. Moynahan moved, second by Ms. Place, to sell Map 79, Lot 26-87 back to the original owners for a total of \$1790.05.

**VOTE**

**3-0**

**Chair concurs**

**6:50 PM**

Mr. Moulton, on behalf of the Solid Waste Committee (SWC), said that they would like to meet with the Board at the next regularly scheduled meeting in April.

Mr. Fernald asked Mr. Blanchette to add that to the Board's first April agenda.

Mr. Moulton discussed the information he had given the Board tonight. He said that some of it was informative and some of it was for their review. He added that one was just a note on roadway posting that was discussed between him and Chief Short and the end-result was a concern for oversized trucks on Bolt Hill Road between State Road and Route 236 and they would like to post it on a year-round basis, not including special delivery vehicles, such as fuel and septic removal, due to safety concerns by both departments and residents. Mr. Moulton said that he also provided an RFP result for waste disposal and he would like the Board's review, as he would like to put this into use by the beginning of April.

Mr. Fernald commented that he thought the Board should look at this a little more in depth before making any decisions.

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Mr. Moulton also discussed the handout he included that is a copy of the Single-Stream contract for the Board's review and suggested they review this contract and, maybe, have legal review it, if they chose.

Mr. Fernald asked if it had a deadline.

Mr. Moulton said no, not at this time.

Mr. Fernald agreed that this was something the Board would review.

Mr. Moynahan commented that they were still waiting for a cost comparison and analysis.

Mr. Moulton agreed and added that he thought this would give them a chance to review the contract and get it into legal, if they so chose to do so.

Mr. Moulton said that, at the last budget meeting, he had a request to prioritize the road repairs budget and said that this handout was the roadway prioritization repair list for the Board's review.

The Board thanked Mr. Moulton for all the information he submitted.

Mr. Lemire asked if Mr. Moulton's roadway repair list information would be provided to the Budget Committee.

Mr. Moulton said that, yes, he would get that list to the Budget Committee.

**Old Business (Action List):**

**6:55 PM**

A. Solid Waste Alternatives – Solid Waste Committee

This will be on the next regular meeting agenda.

B. Wild Brook Lane

This was resolved and could be removed from the list.

C. Sewer Contract Committee – Mr. Moynahan, Ms. O'Donoghue, Mr. Murphy and Mr. Blanchette

Mr. Moynahan asked if they had received the contract back.

Mr. Blanchette said that, no, they had not.

Mr. Fernald asked if there was any word as to when that might happen.

Mr. Blanchette said that, the last he knew, they were hoping to have it done within a week or so from this past Tuesday so, hopefully, next Monday or Tuesday.

D. PACE Program – for Town Meeting vote

Mr. Fernald asked if everyone had had a chance to review this. He asked if it was the pleasure of the Board to move forward with the program. The Board agreed to move forward with this program.

E. Job Reviews

- Schedule – Mr. Fernald to schedule
- Where job reviews are kept
- Comp Time – salaried vs. hourly: merit vs. steps

Mr. Fernald said that this would begin in the near future.

F. Comp Plan Action Items

This was ongoing.

**New Business (Correspondence List):**

**6:58 PM**

**#1**

TO : Board of Selectmen

FROM : Michael Dupuis

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REF : Request to be appointed to Sewer Committee

Mr. Fernald clarified that Mr. Dupuis was interested in both the Business Development Committee (BDC) and the Sewer Committee (SC).

Mr. Dupuis agreed and said that he had attended several meetings of both of those committees. He added that he believed his experience and knowledge in the mechanical field would aid him on the SC.

Mr. McPherson moved, second by Mr. Moynahan, to appoint Michael Dupuis to the Sewer Committee, term to last until 2013

**VOTE**

**3-0**

**Chair concurs**

#2

TO : Board of Selectmen

FROM : Jay Muzeroll, Fire Chief

REF : Reimbursement of FEMA Funds

Mr. Fernald read the letter from Mr. Muzeroll, noting that Mr. Muzeroll was unable to attend tonight's meeting. He said that Mr. Muzeroll was asking for the Fire Department to be reimbursed \$7,050.76 through FEMA for EMA expenses.

Mr. Moynahan asked if they had promised to reimburse the department for EMA expenses.

Mr. Blanchette said that, generally, the Town does not reimburse the departments and explained what normally happened. He said that it wasn't really a reimbursement but that they put in a claim for damages, which is reviewed by FEMA and, if they feel the claim is justified, then the Town gets the funds. Mr. Blanchette said that, then, the Town could expend the funds. He added that, if they could get the work done for less, i.e. volunteers (which is what he thinks happened at the Fire Department), then they could still keep the funds.

Mr. Fernald clarified that those funds went back into the General Fund.

Mr. Blanchette explained that the way those funds were handled was that, the expenses for FEMA (for those emergency things) go out of a general ledger account and, then when the Town gets the monies from FEMA, the monies go into that general ledger account in order to zero balance it or bring it to a positive balance. He added that, at the end of the fiscal year, if there are any monies left, then they are in the general fund and they move into the undesignated fund balance.

Mr. Fernald said that what was being asked for was to use those funds for a different purpose.

Mr. Moynahan asked if they could get a more specific breakdown of the actual department labor involved to reimburse...did Mr. Muzeroll have an actual breakdown of labor spent, as it might not be the amount he requested, but something less. He added that then they would be comparing apples to apples for actual labor and not expenditures.

Mr. Fernald reiterated that this request was for a different purpose.

Mr. Moynahan clarified that they paid about \$3,000 in labor last year in addition to what they budgeted for based on EMA activities and, once getting the money from FEMA, his budget could be reimbursed for \$3,000 to offset the shortfall Mr. Muzeroll experienced with his budget for the additional staff, etc. He asked if there was further detail of the expenditures.

Mr. Blanchette said that he didn't have it right now but that there must be those details. He added that he was sure they could get them.

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**7:04 PM**

The Board agreed that that would be necessary, as a Town vote would be needed to authorize reimbursement for a different purpose. He agreed with Mr. Moynahan that the budget shortfall could be reimbursed with supporting details.

**7:05 PM**  
**#3**

TO : Board of Selectmen  
FROM : Dan Blanchette  
REF : Second Reading of Grievance Procedure

Mr. Fernald asked if there were any comments.

Mr. Murphy said that he had found some deficiencies and discussed what he had found. He said that, on page one, it reads that: "employees performance..." sort of suggests generalized employee performance and it was really talking about a particular employee and he suggested putting in the word "and employee's" apostrophe s employees because, further on in the paragraph...it refers to the employee, etc., so it is clearly talking about a singular employee. He discussed the use of the word "supervisor" used on the first page and several others but, later on, on page two under grievance, they talk about department heads and also supervisors and that could be confusing, so asked which it was. He added that the order was somewhat confusing as, right after the A, B, C, D of different kinds of disciplinary actions there is a line saying that "informal counseling shall not be considered discipline and is not subject to this section." and he believes that should come first before A, within that type of disciplinary action. He said that he would like to see the words under A - Oral Reprimand, B - Written Reprimand, C - Suspension With or Without Pay & D - Discharge underlined to break them apart. Mr. Murphy said that, under Discharge, that is all it says and he suggested that, if this was going to be considered on page 23, that a reference, there, should be inserted to termination, which is a separate section, entirely, on the last page - 31 - of the Personnel Policy. He added that, furthermore, he believed that, on the Termination of Employment page, there should be a back reference to this dismissal possibility under Disciplinary Action so that people wouldn't say there were two different ways in which people could be dismissed or terminated - to tie them together to show they worked together. He said that, on the 2<sup>nd</sup> page where it reads Procedure, he believed it should actually read "Disciplinary" Procedure and that current paragraph should precede the paragraph just above it that says "Grievance" because the disciplinary procedure really follows A, B, C & D in a logical sequence of actions. He clarified that it was only after those actions that grievance came in for an employee who feels he or she has been disciplined unfairly. Mr. Murphy said that he does not believe any of the changes he has suggested alters any of the substantive intent or words or the actions that could be done but, instead, just clarified and removed some ambiguity and made the order a little more logical. Mr. Murphy commented that he did not know if his suggested changes were enough to go back to square one or if it could be considered part of the second reading.

Mr. Moynahan said that he brought up a good point on grievance and location order and asked if, where it says "All disciplinary actions will..." on the 3<sup>rd</sup> page, should be put on the first page where they talk about disciplinary actions in the first two headings, then get into disciplinary procedure and grievance, then skip to "All disciplinary actions..." again.

Mr. Murphy agreed that it might be a good idea to put that in earlier. He suggested that, telling them how it would be done, was almost part of the procedure as, when one goes to the page after, there are three paragraphs that were all disciplinary action. He suggested the very last paragraph on the 3<sup>rd</sup> page could stay at the very end regarding the records, agreeing that the 1<sup>st</sup> paragraph regarding disciplinary actions and paperwork requiring signatures, should be part of the procedure. He added that the Board might want to see this typed into a finer version before they accepted his suggestions.

**7:10 PM**

Mr. Fernald said that he would recommend that this go to a second reading after they make changes to it, as they are not under a deadline and need to get it right. Mr. Moynahan commented that he thought Mr. Murphy's suggestions were good and should be included. Mr. Murphy said that he would add the changes tomorrow.

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Mr. Fernald thanked Mr. Murphy for his work.

**7:13 PM**

**#4**

TO : Board of Selectmen  
FROM : Department of Health and Human Services  
REF : General Assistance Reimbursement for FY 2012

Mr. Blanchette clarified that, for General Assistance, there were two basic ways the Town could receive reimbursement from the State. He added that one way was an across-the-board 50% reimbursement of whatever they spent. He explained that the other way was, if the Town believed they were going to attain the threshold (\$260,000 for Eliot), then the Town could elect to get 10% up to the threshold and 100% after reaching the threshold. Mr. Blanchette said that, since the Town does not spend near that amount, the Town has elected, in the past, to stay with 50% and that was his recommendation for this year.

Mr. Moynahan commented that that was pretty logical if they were not exceeding that dollar figure.

Mr. Fernald asked for a motion.

Mr. Moynahan moved, second by Ms. Place, to keep the General Assistance reimbursement at 50% or status quo.

**VOTE**

**3-0**

**Chair concurs**

**7:14 PM**

**#5**

TO : Board of Selectmen  
FROM : MMA  
REF : 2010 MMA Year-in-Review

This was informational.

**#6**

TO : Board of Selectmen  
FROM : Bolt Hill Associates, LLC  
REF : Sewer Allocation – Senior Housing project

Mr. Fernald read the response letter from Bolt Hill Associates, LLC that the Board had asked for regarding the senior housing and assisted living project and the sewer allocation to that project, as they had not seen any activity on that project in recent months and they were concerned.

Mr. Moynahan clarified that the Sewer Ordinance now states that there is a timeline and they indicated in the letter that they were not aware of that. He said that he does not believe it impacted the Town right now and suggested allowing the allocation stay with these folks for a certain time period, asking them to keep the Board up-to-date on their project. He added that this would have them working to follow the changes to their Sewer Ordinance but also to work with business owners.

It was the consensus of the Board to support Mr. Moynahan's sentiment.

Mr. Blanchette will draw up a letter to Bolt Hill Associates on behalf of the Board.

**7:17 PM**

**#7**

TO : Board of Selectmen  
FROM : Shipyard Brewpub I LLC  
REF : Liquor License Renewal Application

Mr. Fernald said that they had a letter from Chief Short that he had no problems with this renewal.

Mr. McPherson moved, second by Mr. Moynahan, to renew the liquor license for Shipyard Brewpub I LLC.

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**VOTE**  
**3-0**  
**Chair concurs**

**7:18 PM** Ms. Fournier asked if she could speak about an issue, apologizing that she had come in late to the meeting.

Mr. Fernald agreed that she could speak.

Ms. Fournier said that this was regarding a procedure with the Planning Board (PB) – that CMP did a presentation to the PB, recognizing that it hadn't gotten to a Public Hearing, yet, and she was concerned that a lot of what she heard at that meeting was not true and she was not allowed an opportunity to clarify. She also discussed her concern that people were not notified, including her and her husband, who were actively involved and directly impacted, as to when these presentations were made. She asked why, if this stands up to any court appeal, our members of the PB aren't notifying people and why aren't members of the public allowed to speak. She emphasized that this issue was serious – that they were talking about putting in concrete foundations in wetlands, among other things, and stressed her concern that the scope of this project was not fully understood.

Mr. Fernald clarified that she was not allowed at the PB meeting to ask questions about CMP. Ms. Fournier agreed.

Mr. Fernald said that he believed that there was a specific question and answer period with the PB. He interrupted his words, inviting Mr. Murphy to speak.

**7:25 PM** Mr. Murphy clarified that he was in attendance to the particular PB meeting. He explained that, what was occurring was that the PB had an applicant who was presenting an application, and they had a right to do that uninterrupted under the aegis of the PB, itself, and Mr. Beckert made it clear to the public that there would be, at an appropriate time, a public hearing, which was scheduled for the next PB meeting but, at the first meeting the other night, it was a first application of this particular aspect of their process and the applicant had a right to present that...this is what they say...and the PB would look at it, etc. He added that, at a later time and based upon the schedule, there would be a public hearing, at which time the public could speak.

Mr. Fernald stressed that the Fournier's would have the opportunity to ask questions at the PB's public hearing.

Ms. Fournier said that there were many things misrepresented and discussed her concern that very few asked any questions, commenting that it was received on March 7<sup>th</sup> in this building...

Mr. Fernald gaveled at this point, saying that no one would be allowed to get

into personalities and reiterating that the public would have the opportunity to express their opinions and ask questions at the PB public hearing.

**7:30 PM**  
**#8**

TO : Board of Selectmen  
FROM : Several  
REF : Budget considerations

Mr. Fernald confirmed that Budget Committee (BC) members were present tonight.

Mr. Reed (BC member) said that he had contacted the Sexual Assault Support Services (SASS) organization, as well as the Sexual Assault Response Services of Southern Maine, and the SASS (based primarily out of New Hampshire) deferred to Southern Maine (SARS) that they were the provider of those services so he was having Ms. Stevens contact the Town withdrawing their application for funding for \$2,000. He confirmed that the SARS agency was requesting \$750 this

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year. He discussed a discrepancy with the Caring Unlimited application where a dollar number in the chart did not match the cover letter and he confirmed that the summary sheet number was correct. Lastly, he said that the Agency on Aging (AOA) actually requested \$8,000 this year, not \$9,000 and explained that it was a typo issue.

Mr. Lawrence Gross, Executive Director, thanked Eliot for their generous support over the years and spoke on the Agency on Aging. He said that they were a private, not-for-profit organization that provided services to help older adults stay as independent as possible. He added that they were probably most well-known for the Meals on Wheels Program, last year providing meals to 23 Eliot residents (almost 2700 meals) four days a week. He discussed that the impact of the budget, nationally and locally, and the rising price of food, forced them to change the way they deliver the meals, cutting one delivery day out and cutting volunteer hours, as well as paid staff hours. Mr. Gross said that, in addition to providing a meal, the volunteers also provide a safety check for that senior, making sure that person is doing well and letting the agency know if there was a problem. He also discussed the Medicare counseling they do. He said that, from 2006 when the Medicare Program was expanded to include prescription drug coverage, it has created quite a bit of confusion for older people who, annually, have to make a decision as to which drug plan they want to choose. He explained that insurance companies, each year under federal law, are allowed the option to reshuffle the deck as to what drugs they cover and for how much, so the plan that was most affordable last year may not be this year. He added that they also provide free counseling with specially trained staff and volunteers in a variety of places throughout the region. Discussing the aging of the population, he said that there would be approximately 20,000 more people (77% increase) over the age of 65 within the next nine years in York County, alone, and they are starting to see that increase now in their Medicare seminars, which they do six times a month. He discussed their Money Minders Program that allows trained and bonded volunteers to visit people who have anxiety around maintaining their money and help them with their finances, insurance forms, budgets, etc. He added that, one of the benefits of this program is that it acts as a break against some of the financial exploitation that happens to a lot of older people. He explained that the principle exploitation tends to come from families and this program allows the seniors to keep control of their checkbooks and retain a positive relationship with their families. Mr. Gross said that they put out a newsletter 6 times a year that provides a lot of information about things in the community and do a lot of work with family care-givers, giving them support and resources to help them.

**7:40 PM**

Mr. Fernald commented about his disappointment that they had to cut back on the number of meals delivered. He added that he believed it was very important that someone delivered five times a week to look in on people, as a lot of these people need someone to just check in on them to make sure everything is all right.

Mr. Gross said that that was one of the reasons they made the decision to close in the middle of the week as opposed to a Monday or Friday, so that there would only be a one-day break in that service. He added that, even with that cut-back, the amount of service they provide here in Eliot is 29% greater than it was the year before. He added that they would like to go back to five days as soon as they could.

John Reed asked if Mr. Gross could estimate the relative administrative costs versus their activities.

Mr. Gross said that their fundraising and administrative costs, combined, are about 14%. He added that, one of the reasons they were able to go to the kind of delivery system they have was that they recently changed their vendor for their Meals Program, for example. He explained that they now had a product that was flash-frozen, being able to serve it immediately or, as requested by  $\frac{3}{4}$  of the seniors, leave it cold so that they could heat it when it was convenient for them. He added that this also allows them to deliver two meals on Friday for those who do need a meal on the weekend. He said that the quality of the meals have improved with this as they are much more nutritionally dense. Mr. Gross said that they can also deliver extra meals when they know the weather is going to be bad and replace them when the weather improves.

**7:41 PM**

Mr. Sinden, District 5 County Commissioner, informed everyone there that this year the County has gotten out of funding outside agencies. He said that they did not do this

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because they believed the agencies should not be funded – the opposite was true. He explained that what they found was, not being a taxing agency, they were simply assessing the towns for the operating taxes and then donating them when, in many cases, that was a duplication. He said that the County has a simple mandate to provide shared services to the towns and then assess property taxes for those costs. He added that, in this particular case, the Town's contribution, over and above what they would normally contribute through the County amounted to about \$400 for this year and he urged the Town to look favorably on this request and even increase it a little bit and still come out ahead. He also added that that held true for five of the major agencies that Eliot funded and he could give them the numbers for those other agencies. Mr. Sinden said that, on a personal note, when they were talking about this at the County, he had a great education in terms of what the other towns were doing throughout the County and the level of contributions, and he took a great deal of pride seeing that Eliot, person-per-person and pound for pound, supported outside agencies as well as or better than any other town. He said that he really felt good about that so he urged "us" to keep up the good work.

Mr. Fernald thanked Mr. Sinden for his input. Mr. Fernald invited Ms. Stelk to discuss the sexual assault agency.

**7:43 PM**

Marla Stelk, Support Program Coordinator for Sexual Assault Services of Southern Maine, said that she brought some outreach materials because there has been some confusion around outreach services and would leave them for people to have. She added that they were the oldest sexual assault program in Maine, having been in existence since 1973 and currently cover all of York County and about 99% of Cumberland County. She explained that they served all ages and groups with two different approaches: they have their reactive, or direct, support services – the foundation of their organization – that is their 24 hour/seven-day-a-week crisis and support line, which is available and staffed primarily by volunteers. She added that they have 10 full-time and one part-time staff members on call on weekly rotating shifts. She discussed the hundreds of calls they answered last year and the support services they gave, including to two Eliot residents. Ms. Stelk said they also have what they call their Sexual Assault Response Team – one for York County and one for Cumberland County – and they have three full-time SART advocates, one for each county and a new grant-supported position for youth. She said the York County Team meets quarterly and is a team that involves law enforcement, medical professionals, the D.A.'s office, legal service providers and assists in training those who do the actual rape kits to retain the crucial chain of evidence. She added that they also have a variety of support groups for both men and women and facilitated by professional therapists. Ms. Stelk said that all their services and programs are free and their primary source of funding was grants. She added that they do a lot of violence prevention programs, including school programs (K-12), and community education and community awareness projects, supporting the Take Back the Night Program held in Portland every year. She discussed a survey taken in 2007 that said that one in five Mainers have been the victim of a sexual assault or attempted sexual assault in their lifetime so, to her, that indicates epidemic numbers and that there is a lot more going on than they know about and is one of the most under-reported crimes in this country, apparently, because it is often done by someone that the person knows. She also discussed the different organizations they were involved with and offered support to and ways in which they were expanding their services into the community.

Mr. Fernald acknowledged how involved they were in Eliot and how much the Town appreciated their support.

**7:50 PM**

Mr. Reed asked Ms. Stelk about the administrative costs percentage.

Ms. Stelk said that it was not more than 11%, which was what they strived for, and that they had actually brought that down a bit, she believed. She added that there was a financial statement from their audit in the packet she handed out tonight.

A member of the audience asked about the impact of services provided with the fact that they were a border community with another state. He asked if she was able to cross the border to provide immediate services to Maine victims.

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Ms. Stelk commented that that was an excellent question and said that they didn't really have a working relationship with hospitals in Portsmouth because their area doesn't technically go beyond York County. She added that they would go if someone called but have not had any requests for that. Ms. Stelk said that she was quite certain that SASS (NH counterpart) was an excellent organization and they have a good working relationship with them. She added that her hunch was that SASS has a good working relationship with those hospitals just as their organization does with the hospitals in Southern Maine. She discussed her hope that SASS would give any Maine residents their hotline number for further advocacy and support but that she did not know that that was happening. She said that, technically, that is what should happen, as they can't help with legal cases in Maine, which is where the Maine organization would be able to intervene.

That same member commented that this has always been a hot-button issue for him because they deal with it over and over again and is almost like that invisible line is more of a barrier than anything. He added that he hoped that agencies they support recognize that and work to overcome that barrier. He also discussed his concern for the very different legal systems involved between the two states. He commented that that initial contact that this agency made is critical for forming the relationship for the rest of the person's treatment and recovery.

Ms. Stelk said that she did call SASS about a year ago, leaving a voice mail, but she didn't receive a response. She added that, once they had had their biggest fundraiser of the year, April 3<sup>rd</sup>, they would contact them again because it is an issue and something that needs to be better facilitated to make sure residents of Eliot are getting the legal assistance that they need, as well as advocacy from their SART Team once they return home.

**7:55 PM**

Mr. Fernald thanked Ms. Stelk for coming and let her know that their work was appreciated. At this time, he invited the Home Health Care representative to speak.

Carol Rivist, Provider Relations Representative for Home Hospice and Nursing, thanked the Board for allowing them to come tonight and present their services. She said that their Home Health Visiting Nursing is fully licensed, Medicare accredited and a not-for-profit organization, providing care to patients served by Medicare, Mainecare and other third-party payers. She added that they do not refuse services to anyone in need of medical care, regardless of their financial situation. She said that their services were offered seven days a week, 24 hours a day throughout Cumberland, York and Southern Oxford Counties and are offered to all ages, from newborn to elderly years. Ms. Rivist said that the care includes skilled nursing, physical therapy, speech language therapy, occupational therapy, mental health services, nutrition and home health aides, along with programs that offer wound and ostomy care, intravenous medication administration and pediatric palliative care, which allows chronically disabled or ill children to stay at home. She said that the rehabilitation team has fully licensed physical, speech and occupational therapists, which allows patients to live at home. She added that they also promote community health through education and prevention of diseases, providing immunizations, foot care and blood pressure screening at public sites throughout the service area. Ms. Rivist said that their presence in the home allows clinicians to identify and address needs, such as fuel assistance needs, inadequate food supplies, transportation difficulties and potential abuse and neglect. She discussed the impact to their agency of unemployment, loss of health benefits and reduction of insurance reimbursements from Medicare and Maincare. She said that, last year, they cared for 23 Eliot residents in their homes and served 149 Eliot clients in their community wellness and health clinics. Ms. Rivist said that financial support from the towns they serve is a key component in maintaining their ability to help all who need home health services, regardless of their ability to pay. She said that she was respectfully requesting Eliot's continued support to help them meet the ever-growing needs of Eliot residents. She added that, last year, the Town allocated \$3,239 to help and was very much appreciated. She said that said that they presented the Board with their total charity and uncompensated care costs this year, which is on the handout, and they hope the Town would support at least a portion of those costs. She said that they understood that reductions in funding were made last year and that budgets are very tight and they certainly appreciate any funding support the

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Town would be able to offer. Ms. Rivist said that it appears they may have overlooked some of the requested attachments in their funding application and, if that was the case, she asked that the Board accept their apology. She added that she brought copies of the items that may have been missing and they could obtain any additional information the Board might need. She said that she was also providing a copy of their annual report and another copy of the report on the services they have provided in Eliot. She said that they appreciate their long-standing partnership with Eliot in caring for residents in need and they would like to enhance their services to Eliot to best meet Eliot's needs.

**8:03 PM**

Mr. Sinden urged the Town to support this agency that has had a long-standing relationship with the County and pointed out that there was a savings to Eliot this year of about \$300. He asked that the Town would look favorably upon their request.

Mr. Fernald commented that this agency has done a very good job with all of the work they have done for the residents of Eliot.

Mr. Sinden talked about other agencies that were not present. He said that York County Community Action (YCCA) – that's almost \$800 that Eliot would give through the County, so there's another savings; Caring Unlimited about \$250 and the York County Shelter Program (YCSP) was \$900 – the County supported them heavily. He said that he noticed that YCSP only asked for \$500 and asked them why they asked for so little and suggested they ask for more. He clarified that they would have been funded through the County for about \$30,000 and that was a heavy hit for them to take. He reiterated that only \$500 came through Eliot so the Town could easily up what they were asking for.

Mr. Fernald agreed that they were all good agencies.

A member of the audience said that he appreciated the County's effort in not spending people's tax dollars on their own but believed the same could also be viewed from the Town perspective and, although they were not giving as much through the County, there are many residents that feel that many of these agencies, although good and very important to a good life in Eliot, it could also be funded through private donations just as well. He added that, although Mr. Sinden has been great to offer that the Town increase their funding, he believed they needed to be diligent in how they fund these service organizations.

Mr. Fernald said that, as far as the budget went, the Selectmen needed to review the budget and make some hard decisions. He suggested that the Board meet next Tuesday, March 29, to finalize the budget.

The Board agreed to meet on March 29<sup>th</sup> at 4:30 PM.

Mr. Blanchette reminded the Board that, at 6 PM that day, the Eliot Festival Day Dinner would be happening. Mr. Fernald said yes and that it would be held at the Eliot Methodist Church on Route 236.

Mr. Lemire (Budget Committee) asked the Board when they had to have everything to do with the budget ready.

Mr. Fernald said that he believed it was the first week of April.

Mr. Blanchette said that they were hoping that the Selectmen would finalize the warrant by April 7. He added that they were hoping to have a preliminary warrant out by the end of next week. He also added that he would have a revised budget out, hopefully, by tonight.

Mr. Moynahan asked if they could send a note out, as Mr. Moulton said that his budget would reflect some changes, to let them know that their budgets need to be in by 4PM on Tuesday, March 29<sup>th</sup>, with any revisions.

Mr. Blanchette said yes.

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Mr. Fernald said that copies needed to go to the Budget Committee.

**8:08 PM**

**Selectmen's Report:**

Mr. Moynahan said that he had the police union contract ready to discuss and thought they might spend a bit of time to discuss this on Tuesday and he had marked it up with all of the changes the Board had previously discussed in open meeting. He added that this was done in-house, though, so they may, where it was a contract, still want an attorney review.

Mr. Fernald agreed it should be reviewed at the March 29 meeting.

Mr. McPherson said that he believed they should take a look at the Town office hours. He said that he has had a number of people talk to him who leave fairly early for work in the morning, getting home at 4:30 or 5 PM at night, and the Town Hall hours were just not convenient for them.

The Board discussed revisiting the effectiveness of being open one day late and one day early, as an earlier survey seemed to indicate an early Friday opening seemed to be the most beneficial to the residents.

Mr. Blanchette agreed and added that they had more people come in on Friday mornings than Wednesday evenings. He suggested that they could ask the question again and they might have one night they were open late and keep early morning opening on Friday. He added that, even on Friday, there are residents that go by here even before the Town Hall is open.

Mr. Fernald suggested they run this by Ms. Rawski for her input.  
The Board agreed.

**8:12 PM**

Mr. Fernald discussed Comcast negotiations and that it has been noted that there would be a cost to each Comcast resident of about \$2.50 dollars if the Town agrees to this contract. He said that, when they talked about this, originally, they were looking at the fact that there would be no cost to the Town, adding that he was somewhat concerned about that, wondering if they should have a straw vote at Town Meeting to see how the residents feel about that issue. He commented that he understood that people wanted to see the BOS meetings and activities in Town but acknowledged that there are others that were struggling every day and another \$2.50 dollars on their Comcast bill, which was continuously going up, would just make it harder.

Mr. Moynahan discussed that the majority of the people wanting video are the same ones attending Town Meeting and the balance of the public cannot afford the additional charge to their bill.

Mr. McPherson asked if they had been given an actual cost estimate for this to get into this as far as the equipment it would take and who would run that equipment. He added that he has talked with others in other towns and they all say it isn't free.

Mr. Fernald said that what they have discussed with the committee is that that was a grant from Comcast – that everything would be paid for. He added that they have seen it happen over the years that money is put forward up front then dwindles and goes away and the town ends up paying for it, in the end.

**8:14 PM**

Mr. Reed clarified that only Comcast subscribers would be charged and that this would only be available to Comcast subscribers.  
The Board agreed.

Mr. Moynahan clarified that the Town just had a rate increase from Comcast and the assumption was that that rate increase included the new negotiations that they were working on. He commented that that was just a hiding factor, he believed, as the rate

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structure they were given at the last meeting indicated a \$2.70 per household increase and that indicated to him that they were already incorporating the contract agreement.

Ms. Place commented that the \$2.70 was not a firm figure yet and they don't know what that will be. She added that the equipment was completely paid for and installed with a grant.

Mr. Murphy commented that this fee was not a new thing, that it was from the very beginning, from his understanding, that this fee would be additional and paid for by the subscribers.

Mr. Lemire clarified that the fee would be charged to Comcast cable customers, only, and not Comcast internet customers, as well.

The Board agreed it would only be Comcast cable customers that would be charged the fee.

**8:17 PM**

Ms. Fournier agreed the \$2.70 would probably be a beginning point, and not a sure thing, and wondered why the live broadcast was necessary. She added that, if people want the live broadcast, then that was one thing, however, if people just want to keep up and be able to see on video and audio then that was another option, wasn't it. She said that, if they had equipment, such as the small digital technology available today and a tripod, such as with this lady here today with her digital recorder taking the minutes, then they could happen in tandem for any of the boards and be made available, for a fee, for whoever wanted a copy on disc, by request. She said that that way, the Town did not have to sign a contract, the Town would be offering a service to those who wanted it and not everyone subscribing would have to pay the fee. She commented that it seemed it would be simple for someone who was already working, like this lady with her recorder, to sit there with her minutes, not having to hold her recorder because it would be set up on the tripod, with the same effect.

Mr. Fernald thanked Ms. Fournier for her input and added that she had made some good points.

**Other Business as Needed**

There was no other business tonight.

**Executive Session**

There were no executive sessions tonight.

**Adjourn**

There was a motion and second to adjourn the meeting at 8:20 PM.

**VOTE**

**3-0**

**Chair concurs**

\_\_\_\_\_  
**DATE**

\_\_\_\_\_  
**Roberta Place, Secretary**