

Board of Selectmen's Agenda
5:30 PM June 13, 2013

5:30 PM

- A. Call to Order:**
- B. Roll Call:**
- C. Pledge of Allegiance**
- D. Moment of Silence**
- E. Approval of Minutes of Previous Meeting(s)**
- F. Public Comment**
- G. Department Head/Committees Reports**
 - G1. Public Works – Request dated June 6, Overtime Concern dated May 24th**
 - G2. Police – Overtime concern dated May 24th**
 - G3. Fire – Memo dated May 23 regarding Ambulance Committee**
 - G4. Administration –**
 - G5. Community Service Dept. Report**
 - G6. Solid Waste Recycling – Memo dated June 7 regarding pay to throw Public Informational Meetings**
- H. New Business: See Correspondence List**
 - H1. Code Enforcement Office – Great Hill Update**
 - H2. Code Enforcement Office – Marshwood Estates Update**
 - H3. Code Enforcement Office – Seeking input from Board of Selectmen**
 - H4. Ambulance Contract – Final Draft**
 - H5. Grant Hirst – MMA and MDOL Action Plans**
 - H6. Public Notice – Granite State Gas Transmission**
 - H7. Letter from Treasurer**
 - H8. Re-assignment of treasurers duties**
 - H9. Attar Engineering – Eliot Commons Elderly Housing Development**
 - H10. Gregory Zinser – Six Month Transitional Tax**
 - H11. Article vs Expense as of May 31**
 - H12. Municipal Bond Post – Issuance Compliance – Shana Cook Mueller**
 - H13. Assignment of Warrant Articles for Town Meeting**
 - H14. Town Hall Streams – Video Streaming**
 - H15. Robert Pomerleau Correspondence with George Kathios, Superintendent of Waste Water Services**
 - H16. Police Chief – Proposed Contract between Eliot, Kittery and current Eliot Police Chief**
- I. Old Business: See Action List**
- J. Selectmen's Report**
- K. Executive Session as allowed by 1 MRSA 405,6.A – Discussion or consideration of the employment, appointment, assignment... Personnel Issue**
- L. Other Business as Needed**
- M. Adjourn**

NOTE: All times are approximate

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ACTION LIST

Carried over from May 23, 2013

1. **Route 236 Sewer Expansion Project**
Reports, Updates and Schedules – Questions from Route 236 Ad Hoc Committee
Assigned: Dan
2. **Sewer Contract/IMA: Schedule IMA/Kittery**
Meeting for presentation
Assigned: CEO, Jack, Mike, Dan, Joel
3. **Police Union Contract:**
Assigned: Mike, Dutch, Dan, Ted
4. **Community Service Space: Relocation**
to Elementary School
Fit-up costs, Service impacts, Insurance, SAD 35 Contract,
Assigned: Dutch, Grant, Dan & C.S.D. Director
5. **Town Manager**
Schedule Workshop – Include Comp Plan implementation Committee
Job Description – Sample contracts
Assigned:
6. **Dispatch Service/Ambulance Contract**
Contract with Kittery, request from same, costs
Assigned: BOS, Jay, Ted
7. **Policy creation/review**
 - a. **Debit Card**
 - b. **Video Streaming**
 - c. **Website Management**
 - d. **Park Ban Ordinance****Assigned**
8. **Employees**
Cross training Charting earned times, job descriptions
Assigned: BOS
9. **Liaisons to Boards, Committees and**
Commissions
Review existing members, try to fill open spots
Committee/Board – Mission Statement Review
Assigned: BOS

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10. **Goals, Formats etc.** **Budget Preparation – Fiscal year 2015 –**
Assigned: **BOS**
11. **Assigned:** **Auditor/RHR Smith**
BOS
12. **Informational Sessions** **Pay Per Bag Recycling – 6 month trial, Public**
Assigned:
13. **Explore areas of potential collaboration, cost reductions and enhancements to services** **Regionalization**
Assigned: **Mike, Grant**
14. **Eliot Shores** **Legal Issues:**
Assigned: **BOS**
15. **User rates, reserved allotments, odor, maintenance** **Sewer:**
Assigned: **Sewer Committee, Underwood Eng., Joel**
16. **Monthly Reports, Employee Reviews, Financial Oversight, Policy Reviews, and Department Reviews** **Department Heads:**
Assigned: **BOS**
17. **Research Grant Opportunities**
a. **AED's for Town Buildings**
Assigned:
18. **Comp Plan Follow Up**
19. **Pending – New Unions**

Notes:

For Administrative Assistant and Chairman use: Follow-up required

Agenda/Correspondence Items

Next Meeting Date – Items discussed for that agenda

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Additional Board Directives/Decisions