

**Board of Selectmen's Agenda
June 27, 2013 5:30 PM**

5:30 PM

- A. Election of Officers**
- B. Call to Order**
- C. Roll Call:**
- D. Pledge of Allegiance**
- E. Moment of Silence**
- F. Approval of Minutes of Previous Meeting(s)**
- G. Public Comment**
- H. Department Head/Committees Reports:**
- I. New Business: See Correspondence List**
 - 1) Discussion of Budget – Results of Town Meeting**
- J. Old Business: See Action List**
- K. Selectmen's Report**
- L. Executive Session**
- M. Other Business as Needed**
- N. Adjourn**

NOTE: All times are approximate

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ACTION LIST**

Carried over from June 13, 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**

10. **Budget Preparation – Fiscal year 2015 –**
Goals, Formats etc.
Assigned: **BOS**

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11. **Auditor/RHR Smith**
Assigned: BOS
12. **Pay Per Bag Recycling – 6 month trial, Public**
Informational Sessions
Assigned:
13. **Regionalization**
Explore areas of potential collaboration, cost reductions and enhancements to services
Assigned: Mike, Grant
14. **Legal Issues:**
Eliot Shores
Assigned: BOS
15. **Sewer:**
User rates, reserved allotments, odor, maintenance
Assigned: Sewer Committee, Underwood Eng., Joel
16. **Department Heads:**
Monthly Reports, Employee Reviews, Financial Oversight, Policy Reviews, and Department
Reviews
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

Additional Board Directives/Decisions

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