

**Board of Selectmen's Agenda  
5:30 PM August 22, 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 Director**
    - Pump Station Upgrades**
    - Transfer Station Hours**
  - G2. Town Clerk**
    - Proposed Hours for Town Clerk's Office**
- H. New Business: See Correspondence List**
  - H1. RHR Smith – Auditors**
    - a. Please bring your Auditor Report**
    - b. Management Letter**
    - c. Service Agreement – Need to approve**
  - H2. Corrected Good Neighbor Petition**
  - H3. Memo from Grant Hirst on concerns of filing**
  - H4. Senator Dawn Hill on the Good Neighbor Petition**
  - H5. Video Streaming Report**
  - H6. Pricing for Electricity**
  - H7. Report from Kate Pelletier, Planning Assistant on Villages on Great Brook – approvals and allocations**
  - H8. Letter from Charles Rankie, Jr. regarding Town Manager Search Committee**
  - H9. Sanborn development – Sewer allocation**
  - H10. Mark Phillips – New Building Permit Fees**
  - H11. Code Enforcement, Map 1, Lot 143**
  - H12. Department of Agriculture, Conservation and Forestry – Flood Plain Management Ordinance**
  - H13. Tax Increment Financing Program – Next Steps, no Correspondence**
- I. Old Business: See Action List**
- J. Selectmen's Report**
- K. Executive Session as allowed by 1MRSA Section 405.6.C “Discussions or consideration of the acquisition or the use of real or personal property...” such as Tax acquired property.**
  - Executive Session as allowed by 1MRSA Section 405.6.F “Discussions of information contained in records made...”**
- L. Other Business as Needed**
- M. Adjourn**

**NOTE: All times are approximate**

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**ACTION LIST**

Carried over from August 8, 2013

1. **Potential Projects, Next Steps, Sub-Committee**  
Assigned: **Tax Increment Finance Program:**
2. **Good Neighbor Petition**  
Assigned:
3. **Police Union Contract:**  
Assigned: **Mike, Dutch, Dan, Ted**
4. **Elementary School**  
**Fit-up costs, Service impacts, Insurance, SAD 35 Contract,**  
Assigned: **Community Service Space: Relocation to**  
**Dutch, Grant, Dan & C.S.D. Director**
5. **Job Description, Sample Contracts, Hiring Committee**  
Assigned: **Town Manager**
6. **Municipal Charter – November Referendum**
7. **Policy creation/review**
  - a. **Ordinance Governing Boards & Committees**
  - b. **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. **Goals, Formats etc.**  
Assigned: **Budget Preparation – Fiscal year 2015 –**  
**BOS**
11. **Assigned:** **Auditor/R<sub>H</sub>R Smith**  
**BOS**
12. **Informational Sessions**  
Assigned: **Pay Per Bag Recycling – 6 month trial, Public**
13. **Explore areas of potential collaboration, cost reductions and enhancements to services**  
Assigned: **Regionalization**  
**Dutch, Grant**
14. **Legal Issues:**

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**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**
20. **Treasurer Hiring Committee**

**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**