

**Board of Selectmen's Agenda  
5:30 PM September 12, 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. Community Service Department:**
    - a. Wade Eisner – volunteering**
    - b. Employee Status Change**
    - c. Update Board – User Rates, Department Activities, etc.**
  - G2. Public Works Department:**
    - a. Week One – Pay Per Bag implementation update**
    - b. Approval items,**
      - Road Salt Bids,**
      - HHHWD Contract,**
      - Discussion about I/I work,**
      - Pump Station Engineering Contract (Board already authorized, just need to sign or allow Dan or Public Works Director to sign the contract),**
      - Discussion about pavement management.**
  - G3. Police Department:**
    - a. Current Department Openings**
  - G4. Administrative Department:**
- H. New Business: See Correspondence List**
  - H1. Linda McGill, Executive Session as allowed by 1MRSA 405.6.E**
  - H2. Code Enforcement Officer, Growth Ordinance Update**
  - H3. MMA – Tax Levy Limit Survey – LD 1**
  - H4. MMA – Voting Credentials for MMA Annual Business Meeting**
  - H5. Communicating Town changes, voting, etc...How to do a better job of reaching more citizens**
  - H6. Budget Letter changes/approval**
  - H7. Fire Works Ordinance, fees**
  - H8. Memo from Town Clerk re: Citizen Petition – Sewer Expansion**
  - H9. Action List #1 Tax increment Finance Program – Next Steps**
  - H10. Action List #15 Sewer User Rates – Underwood recommendation vs. Sewer Committee Review, status?**
  - H11. Action List #10, Budget Preparation - Goals**
- I. Old Business: See Action List**
- J. Selectmen's Report**
- K. Executive Session as allowed by 1 MRSA Section 405.6.F (2 Items)**
  - (1) “Discussion of tax acquired property....”,**
  - (2) Abatement Request on property taxes**
- L. Other Business as Needed**
- M. Adjourn**

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**NOTE: All times are approximate**

**ACTION LIST**

**Carried over from August 22, 2013**

- |     |   |   |
|-----|---|---|
| 1.  | Potential Projects, Next Steps, Sub-Committee<br>Assigned:  | Tax Increment Finance Program:  |
| 2.  | Assigned:   | Good Neighbor Petition  |
| 3.  | Police Union Contract:<br>Assigned:   | Mike, Dutch, Dan, Ted   |
| 4.  | Elementary School<br>Fit-up costs, Service impacts, Insurance, SAD 35 Contract,<br>Assigned:                              | Community Service Space: Relocation to<br>Dutch, Grant, Dan & C.S.D. Director           |
| 5.  | Job Description, Sample Contracts, Hiring Committee   | Town Manager  |
| 6.  |   | Municipal Charter – November Referendum   |
| 7.  | a.<br>b.<br>Assigned  | Policy creation/review<br>Ordinance Governing Boards & Committees<br>Park Ban Ordinance |
| 8.  | Cross training Charting earned times, job descriptions<br>Assigned:   | Employees<br>BOS  |
| 9.  | Commissions<br>Review existing members, try to fill open spots<br>Committee/Board – Mission Statement Review<br>Assigned: | Liaisons to Boards, Committees and<br>BOS   |
| 10. | Goals, Formats etc.<br>Assigned:  | Budget Preparation – Fiscal year 2015 –<br>BOS  |
| 11. | Assigned:   | Auditor/R <sub>H</sub> R Smith<br>BOS   |
| 12. | Informational Sessions<br>Assigned:   | Pay Per Bag Recycling – 6 month trial, Public   |
| 13. | Explore areas of potential collaboration, cost reductions and enhancements to services<br>Assigned:                       | Regionalization<br>Dutch, Grant   |

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14. **Assigned:** **Legal Issues:**  
**BOS**
15. **Assigned:** **Sewer:**  
**User rates, reserved allotments, odor, maintenance**  
**Sewer Committee, Underwood Eng., Joel**
16. **Assigned:** **Department Heads:**  
**Monthly Reports, Employee Reviews, Financial Oversight, Policy Reviews, and Department**  
**Reviews**  
**BOS**
17. **Assigned:** **Research Grant Opportunities**  
**a. AED's for Town Buildings**
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**