

**Board of Selectmen's Agenda
October 10, 2013 5:30 PM**

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**
 - **Tree Maintenance**
 - **Pavement Management RFP**
 - **Discussion on Alternative days for Transfer Station Closure**
 - **Update on Pay as you Throw**
 - G2. Administration – Code Enforcement – 15 Park Street ADU**
- H. New Business: See Correspondence List**
 - H1. Fireworks Permit – Accept Changes**
 - H2. Proposed 2014 State Valuation**
 - H3. Video Streaming Report**
 - H4. Letter of interest to Conservation Commission, Kimberly Richards**
 - H5. Xfinity – Increased reactivation fee**
 - H6. Annual Gas Emergency Preparedness Meeting**
 - H7. Grant Hirst – Request for Audit of the Assessing Department**
 - H8. Ordinance Governing Boards...etc. – Page 5, item 10, Video Teleconferencing**
 - H9. Letter to Planning Board – 1,000-foot requirement**
 - H10. Sewer User Rates – Action List #13 – Report from the Sewer Committee**
 - H11. Regionalization – Action List #11 - Update**
 - H12. Employee Cross Training – Financial – Action List #7 – Dan, Grant, Jack, Norma - Update**
 - H13. Parking Ban – Final Reading/ acceptance**
 - H14. Policy Review – Selectmen’s Policies – New**
- I. Old Business: See Action List**
- J. Selectmen’s Report**
- K. Executive Session Executive Session in accordance with 1 MRSA 405.6.D “ Labor Contracts”**
- L. Other Business as Needed**
- M. Adjourn**

NOTE: All times are approximate

**Board of Selectmen's Agenda
October 10, 2013 5:30 PM**

ACTION LIST

Carried over from September 26, 2013

1. **Potential Projects, Next Steps, Schedule Workshop**
Assigned: **Tax Increment Finance Program:**

2. **Assigned:** **Good Neighbor Petition**

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
Building Committee**

5. **Job Description, Sample Contracts, Hiring Committee** **Town Manager**

6. **Policy creation/review**
Ordinance Governing Boards & Committees
Park Ban Ordinance
a.
b.
Assigned

7. **Cross training, charting earned times, job descriptions**
Assigned: **Employees**
BOS

8. **Commissions**
Review existing members, try to fill open spots
Committee/Board – Mission Statement Review
Assigned: **Liaisons to Boards, Committees and**
BOS

9. **Goals, Formats etc. – Department Head Workshop**
Assigned: **Budget Preparation – Fiscal year 2015 –**
BOS

10. **Informational Sessions** **Pay Per Bag Recycling – 6 month trial, Public**
Assigned:

**Board of Selectmen's Agenda
October 10, 2013 5:30 PM**

11. **Regionalization**
Explore areas of potential collaboration, cost reductions and enhancements to services
Assigned: Dutch, Grant
12. **Legal Issues:**
Assigned: BOS
13. **Sewer:**
User rates, reserved allotments, odor, maintenance
Assigned: Sewer Committee, Underwood Eng., Joel
14. **Department Heads:**
Monthly Reports, Employee Reviews, Financial Oversight, Policy Reviews, and Department
Reviews
Assigned: BOS
15. **Research Grant Opportunities**
a. AED's for Town Buildings
Assigned: Fire Chief
16. **Comp Plan Follow Up**
17. **Public Works Union Negotiations**
Town Hall/recreation Union Negotiations
Mike, Dutch, Joel, Dave Barrett
Mike, Dutch, Dan, Dave Barrett
18. **Public Hearings Scheduled – November Referendum:**
Municipal Charter
Sewer Improvements
Sewer Ordinance

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

**Board of Selectmen's Agenda
October 10, 2013 5:30 PM**