

Board of Selectmen's Agenda
October 24, 2013 5:30 PM

5:30 PM:

- A. Call to Order:**
- B. Roll Call:**
- C. Pledge of Allegiance**
- D. Moment of Silence**
- E. Executive Session as allowed by 1MRSA Section 405.6.E "Consultations between a body or agency and its attorney concerning the legal rights and duties..." Meet with attorney**
- F. Approval of Minutes of Previous Meeting(s)**
- G. Public Comment**
- H. Department Head Reports**
 - 1. Police Department – appointments (Ted should have a memo coming)**
 - 2. Administration – appointment of Warden for November 5, 2013 election**

6:30 PM:

- I. New Business:**
 - 1. Public Hearing on referendum questions to be voted on November 5, 2013 election**
 - 2. Eliot heating assistance program**
 - 3. Maine State Housing Authority – Eliot comments on proposed Senior Housing**
 - 4. Parking Ordinance with changes, final reading/approval**
 - 5. Response to community EEE concerns – Swamp Inc.**
 - 6. Financial projections from Treasurer – Route 236 Tax Increment Finance District**
 - 7. Re-alignment of duties – Administration – Preparation for phasing out**

- J. Old Business: See Action List**
- K. Selectmen's Report**
- L. Other Business as Needed**
- M. Adjourn**

NOTE: All times are approximate

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ACTION LIST

Carried over from October 10, 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. **a.** **Policy creation/review**
Assigned **Selectmen's Policies**
7. **Cross training, charting earned times, job descriptions** **Employees**
Assigned: **BOS**
8. **Commissions** **Liaisons to Boards, Committees and**
Review existing members, try to fill open spots
Committee/Board – Mission Statement Review
Assigned: **BOS**
9. **Goals, Formats etc. – Department Head Workshop** **Budget Preparation – Fiscal year 2015 –**
Assigned: **BOS**
10. **Informational Sessions** **Pay Per Bag Recycling – 6 month trial, Public**
Assigned:

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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

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Additional Board Directives/Decisions