

**Board of Selectmen's Agenda
5:30 PM November 14, 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. Administration – Holiday Schedule**
 - G2. Public Works: Memo from Joel requesting to discuss the following topics:**
 - a. Transfer Station Hours**
 - b. Part time winter personnel**
 - c. Road Management Funding Plan RF results**
 - d. Grant application**
 - e. Sewer Plan**
 - f. Right of Way notices (2)**
- H. New Business: See Correspondence List**
 - H1. Letter of Interest from Charles Rankie**
 - H2. Town Clerk – Charter Commission – Appointment of Members**
 - H3. Letter of interest from Maryann Place – Charter Commission**
 - H4. Action List, #1 – Schedule Workshop and/or form a committee to develop economic development options within the TIF – No Correspondence**
 - H5. Video Streaming Report**
 - H6. FEMA – Flood Insurance rate map and insurance study**
 - H7. Follow-up New building Permit Fees – used manufactured housing**
 - H8. Sweet Peas LLC and Elizabeth Todak – Growth Permit**
 - H9. Update on Air Quality Control Petition**
 - H10. Action List, #6 – Selectmen’s Policies – Workshop November 21**
- I. Old Business: See Action List**
- J. Selectmen's Report:**
- K. Executive Session:**
 - (1) 1 MRSA 405.6.A. Discussion or consideration of the employment, duties, promotion, demotion, compensation, evaluation, disciplining...**
 - (2) 1 MRSA 405.6.A. Discussion or consideration of the employment, duties, promotion, demotion, compensation, evaluation, disciplining...**
- L. Other Business as Needed**
- M. Adjourn**

NOTE: All times are approximate

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ACTION LIST

Carried over from October 24, 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. Explore areas of potential collaboration, cost reductions and enhancements to services
Assigned: Regionalization
Dutch, Grant
12. Assigned: Legal Issues:
BOS
13. User rates, reserved allotments, odor, maintenance
Assigned: Sewer:
Sewer Committee, Underwood Eng., Joel
14. Monthly Reports, Employee Reviews, Financial Oversight, Policy Reviews, and Department
Assigned: Department Heads:
Reviews
BOS
15. Research Grant Opportunities
a. AED's for Town Buildings
Assigned: Fire Chief
16. Comp Plan Follow Up
17. Town Hall/recreation Union Negotiations
Public Works 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