

**Special Board of Selectmen's Agenda
Tuesday December 17, 2013 6:30 PM**

4:10 PM

A. Call to Order:

B. Roll Call:

C. Pledge of Allegiance

D. Moment of Silence

E. New Business:

- 1. Executive Session as allowed by 1 MRSA 405.6.A "Discussion or consideration of the employment, appointment, ..." Interviews**

F. Selectmen's Report

G. Executive Session

H. Other Business as Needed

I. Adjourn

NOTE: All times are approximate

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ACTION LIST

Carried over from April 11, 2013

1. **Route 236 Sewer Expansion Project**
Reports, Updates and Schedules – Questions from Route 236 Ad Hoc Committee
Assigned: Dan
2. **Sewer Contract/IMA: Schedule IMA/Kittery**
Meeting for presentation
Assigned: CEO, Jack, Mike, Dan, Joel
3. **Police Union Contract:**
Assigned: Mike, Dutch, Dan, Ted
4. **Community Service Space: Relocation**
to Elementary School
Fit-up costs, Service impacts, Insurance, SAD 35 Contract,
Assigned: Dutch, Grant, Dan & C.S.D. Director
5. **Town Manager**
Schedule Workshop – Include Comp Plan implementation Committee
Job Description – Sample contracts
Assigned:
6. **Dispatch Service/Ambulance Contract**
Contract with Kittery, request from same, costs
Assigned: BOS, Jay, Ted

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7.
 - a. Policy creation/review
 - b. Debit Card
 - c. Video Streaming
 - d. Website Management

Assigned: Park Ban Ordinance

8.

Cross training Charting earned times, job descriptions

Assigned: Employees
BOS

9.

Commissions

Review existing members, try to fill open spots

Committee/Board – Mission Statement Review

Assigned: Liaisons to Boards, Committees and
BOS

10.

Goals, Formats etc.

Assigned: Budget Preparation – Fiscal year 2015 –
BOS

11.

Assigned: Auditor/RHR 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
Mike, Grant

14.

Eliot Shores

Assigned: Legal Issues:
BOS

15.

User rates, reserved allotments, odor, maintenance

Assigned: Sewer:
Sewer Committee, Underwood Eng., Joel

16.

Monthly Reports, Employee Reviews, Financial Oversight, Policy Reviews, and Dept. Reviews

Assigned: Department Heads:
BOS

17.
 - a. Research Grant Opportunities

Assigned: AED's for Town Buildings

18.

Comp Plan Follow Up

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19.

Pending – New Unions

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