

**Board of Selectmen's Agenda
March 13, 2014 at 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) - Feb. 19, Feb. 25, & Feb. 27**
- F. Public Comment**
- G. Department Head/Committees Reports**

G1. Administrative Department:

Town Manager Report:

- Re-Drafted Organizational Chart
- Deputy Treasurers Appointed – Verbal, **No Correspondence**
- Tax Collector Job Description / Intention to Promote / Hire Asst. Clerk (July 1)
- Town Clerk as Dept. Head (Union Issue, OT Issue, Non-Union Insurance Contributions); Job Description Revision – Verbal, **No Correspondence**
- Employees w/ Unresolved Comp Time & Non-Union Employees Paying More on Health Insurance (15% vs. 5%)
- Finance Director Job Description Revision
- Appointments: Dana Lee, FOAA Officer
- Town Manager / Goal Setting
- Annual Reports Due 3/28 – Verbal, **No Correspondence**
- 12-Town Group Invites 3/19 and 4/28, 6:30 at Massabesic High
- First Review – 12 / 13 Audit; Meet w/ Auditor?
- BoS Warrant Recommendations
- Personal Property Taxes (Abatement/Settlement) / Collection Update
- Town Owned Properties / Sell / Insurance

G2. Public Works:

- Funding for Upgrades to Two Lift Stations / \$1.5 M / Underwood Engineers – Verbal, **No Correspondence**
- I / I Letter to Residents of South Eliot
- Pay To Throw – Quarterly Report / Update
- Old Field's Road Bridge Action Plan

G3. Public Safety:

- Fire Station Roof – RFP
- Fire Dept. Report
- Hiring of Harbor Master
- Hiring of Two Police Officers / Budget Discussion
- Drug Free Zone Ordinance Draft

G4. Committees:

- Appointment: Jessica O'Donoghue, Comprehensive Plan Implementation Committee

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- H. New Business:**
- I. Old Business: See Action List**
- J. Selectmen's Reports**
- K. Executive Session**
- L. Other Business as Needed**
- M. Adjourn**

NOTE: All times are approximate