

Board of Selectmen's Agenda
5:30 PM January 9, 2014

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- 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:**
 - 1. Community Service:**
 - Hiring Kids Play employee – Funds from Kids Play
 - Boat Basin Launch Fees etc.
 - 2. Police Department:**
 - Dispatch Service – Kittery, notice of potential increase fee
 - Creature Comfort housing costs
 - Overtime expenditures – No Correspondence
 - 3. Administration:**
 - Eliot Charter Commission – Ordinance Governing Boards/Committees – McEachern & Thornhill
 - MMA response – Skyping
 - Tony Manero – Attendance at BOS Meetings
 - Workers Comp – Budget Suggestion
 - Melissa Albert – General Assistance Administrator – Potential Compensation Increase
- H. New Business: See Correspondence List**
 - 1. Action List #20 – Code Office Vacancy – Advertise? Third party inspections? We have received two applications**
 - 2. Action List #11 – Regionalization Update**
 - 3. Action List #1 – Tax Increment Finance Program – Sub Committee – 7 Members?**
- I. Old Business: See Action List**
- J. Selectmen's Report**
- K. Executive Session**
- L. Other Business as Needed**
- M. Adjourn**

NOTE: All times are approximate

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ACTION LIST

Carried over from December 26, 2013

1. **Tax Increment Finance Program:
Potential Projects, Next Steps, Schedule Workshop with Shana Cook Mueller December 19, 2013
Assigned:**

2. **Good Neighbor Petition
Assigned:**

3. **Police Union Contract: - In Mediation
Assigned: Mike, Dutch, Dan, Ted**

4. **Community Service Space: Relocation
to Elementary School
Fit-up costs, Service impacts, Insurance, SAD 35 Contract,
Assigned: Building Committee**

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

6. **Policy creation/review
a. Selectmen's Policies
b. Consent Agreements**

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

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

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

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

11. **Explore areas of potential collaboration, cost reductions and enhancements to services**
Assigned: **Regionalization
Dutch, Grant**

12. **Unfair Labor Practice Complaints**
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 Reviews**
Assigned: **Department Heads:
BOS**

15. **a.**
Assigned: **Research Grant Opportunities
AED's for Town Buildings
Fire Chief**

16. **Comp Plan Follow Up**

17. **Mediation
Town Hall/recreation Union Negotiations – In Mediation**
Assigned: **Public Works Union Negotiations – In
Mike, Dutch, Dan, Dave Barrett**

18. **a.**
Public Hearings Scheduled –

19. **– Notify affected residents**
FEMA – Updated Preliminary Flood Insurance – Review Findings

20. **Code Enforcement Office Vacancy**

21. **Planning Board – Review 1,000' language in Ordinance – Review reducing 250' IWWF Setbacks per DEP**

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Notes: