

**BOARD OF SELECTMEN'S MEETING**  
**December 11, 2014 5:30PM**

**Quorum noted**

**5:30 PM:** Meeting called to order by Chairman Beckert.

**Roll Call:** Mr. Beckert, Mr. Hirst, Mr. Fernald, Mr. Murphy and Ms. Davis.

**Pledge of Allegiance recited**

**Moment of Silence observed**

**Approval of Minutes of Previous Meeting(s)**

**5:31 PM** Motion by Mr. Fernald, seconded by Mr. Murphy, to approve the minutes of November 6, 2014, as amended.

**VOTE**

**4-0**

**Chair concurs**

Motion by Mr. Fernald, seconded by Mr. Murphy, to approve the minutes of November 13, 2014, as amended.

**VOTE**

**4-0**

**Chair concurs**

**Public Comment:**

**5:42 PM** Ms. (Cindy) Lentz asked if they could have an update on any talks between the BOS and the school board.

Mr. Lee said that they have been tending not to talk about things directly related to school budgets and that sort of thing but projects. He added that the coming meeting we will be discussing a couple of things: one would be if we can collectively bid out the maintenance and operation of all of our alarm systems and, secondarily, with all the work our Energy Committee has been doing, we want to offer our help to the schools to begin to motivate them to do more in the way of energy efficiency to help them reduce their energy costs.

Mr. Hirst said that this past year we have been meeting almost monthly with the school board and South Berwick. He added that it has been very useful and we set up a very good communication system. He said that he anticipates that we will find other things of common interest that we can collaborate on.

**5:45 PM** Ms. (Carol) Selsberg said that we are a town with a substantial population of older people and challenged people and, to her knowledge, we have no emergency preparedness handbook. She added that we have a lot of people that don't know

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what to do in emergencies, given what has happened in the past decade. She suggested we ask our local businesses to underwrite such an effort; that it wouldn't cost that much; it could be part of the annual report or picked up here (Town Hall), however way we can do it without cost. She also suggested we task our blooming artists in Marshwood Schools, or even Great Works, to illustrate such a book so it is something that people want to look at on a regular basis. She said that she was talking about homes, families, pets and what to do and when to do it.

Mr. Lee said that those handbooks might exist at the county EMA office and that they are routinely put out by FEMA; that it may be as simple as requesting a stock of them for our residents.

Ms. Selsberg agreed FEMA has that online; that there are also many towns of our size and character that also have them but she thought just to add a little oomph to it to task the kids so that they are aware of it, as well; make it a challenge, a contest, and have the kids illustrate what to do and when to do it; then everybody knows about it.

Mr. Beckert said that he knew we have an emergency management team.

Mr. Moulton said that we have an emergency management plan, also, that we could build off of.

Mr. Lee said that he did that very same thing in another town; that they found internet resources that really boiled it down; that they could do the same thing here – this is where you call in Eliot, this is where you would go if there is a shelter in Eliot, what you should have in your pantry.

Ms. Selsberg agreed; that if you could have the kids illustrate then they are very much aware of what they have to do if something happens during school.

Mr. Lee said that he could probably get our EMA Director and Mr. Muzeroll to undertake this and try to get those books out.

Ms. Selsberg suggested that it would be nice to have the businesses involved and they could put their commercial endorsements in the book – through the generosity of...

Mr. Beckert agreed it was a good idea.

**5:48 PM**

Mr. (Bob) Pomerleau said that when they lost power for a few days he was without water and he wasn't sure where he could go to get water. Regarding the

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November ballot with the citizen petition on voting the budget by referendum, he asked what was being done.

Mr. Lee said that that was on the agenda – G. 2 (12). He added that he started reaching out to other towns and found a number of them had done this by adoption of an ordinance; that he spoke with MMA about this and got at least one that he has been working on that he wanted to share with the Board on December 22<sup>nd</sup>; a draft ordinance that spells out the form of the articles and does all the things that Mr. Fisher is seeking to do but really structures the rules behind doing this; that it may be that the two can work hand-in-hand. He added that Mr. Fisher has spoken with the Clerk and said that, if we are willing to go ahead with this, then he might be willing to withdraw the petition. He said that you will be seeing a draft 'Budget by Referendum' ordinance that has been working well in this one town for many years.

**5:51 PM** Mr. Pomerleau said that he understood where you're headed to make that an official process and asked if there was any hope or intent of having that done for the upcoming budget being voted by referendum rather than Town Meeting.

Mr. Beckert said that that would mean that everything would have to be done and in place by June.

Mr. Lee said that June would be tough; that he was hoping that this June that we can settle if we are going to do it by referendum going forward but he didn't know if they could, having only brought it up a couple of months ago and trying to get everything together on it.

Mr. Beckert suggested asking the Town Clerk what the timeframe would be to hold a special election to possibly have this effective for the June vote; to have the process in place and approved so we could do the June vote that way.

Mr. Lee said that he could find out but, with citizen education, it will be a tall task.

**G1. Department Head/Committee Reports**

**5:53 PM 1) Creation of TIF Alternatives Committee**

Mr. Lee said that this was a little revision; that it has the names of the volunteers that signed up from the workshop, a motion that the BOS might make; that it goes on to talk about how we would compose the membership and a proposed mission statement; notes regarding TIFs and a timeline, which begins December 31<sup>st</sup>, and an application for membership, which has a number of certifications. He added that he would recommend that the Board, at least, create an ad hoc advisory

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committee named the 'TIF Alternatives Committee' and adopt this as your organizational document for that ad hoc group. He added that, then, he would begin to try to populate that committee; that we only have until mid-May, at the very latest, to have this wrapped up if we are going to put it on a ballot and get a mailer out. He added that this timeframe would most likely be the same as for Mr. Pomerleau's question.

Ms. Davis said that it seemed an awful lot of appointed people; that we had a lot of people who expressed an interest and we haven't widely advertised this. She added that it seemed to her that they should be looking at the ones who have an interest rather than us choosing them.

Mr. Lee said that we would advertise that we are looking for people to join and/or if not enough people come forward we still need to populate it.

Mr. Beckert said that they had to be appointed by the Selectmen, regardless.

Mr. Lee said that he needed the structure so he could inform people what they would be doing.

Ms. Davis was not in favor of hand-picking people for this committee and the sense that she got from the TIF alternatives workshop was that residents are interested; that we should come up with some other way of choosing them rather than the six of us hand-picking people to be on this committee; that it needs to be left more to the people.

Mr. Beckert clarified that, no matter what the committee, if it is an ad hoc committee to the Selectmen, the Selectmen appoint. He agreed that they should advertise and have people come forward; that then they would appoint from that list of people.

Mr. Lee said that that would mean that we would want to amend this because that's a little different system. He agreed and said he was fine with that but recognized it was hard to have consensus on who to appoint; that he was trying to make it easier on the Board to prevent a perception of bias or whatever it might look like.

**5:59 PM**

Ms. Davis said that we had a lot of people apply for the Harbor Commission and we sort of picked names that were familiar to us and the sense she got, there, was that a lot of people got left out; that she would almost rather see it go to a lottery rather than for us to hand-pick our favorite people that we pick for these committees. She said to see what kind of response we get if we advertise it and then maybe let those people come to some kind of a consensus.

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Ms. Selsberg said that, as she remembered, we discussed this at length at the workshop; that there were 14 who signed up at that workshop then, later, we discussed eliminating those who currently serve on boards because we wanted to keep this slate as clean as possible; that it was then agreed that we would put it online to ask who else might be interested, once we had a format down for what it would be.

Mr. Lee agreed regarding the format and said he was here with the format.

Ms. Selsberg agreed that we have a fairly good degree of rules for the potential; that she agreed with Ms. Davis that you really need to pick different, new people for this.

Mr. Beckert said that he didn't think anyone was saying we're not going to; that these are the rules and guidelines.

Ms. Selsberg said that she didn't remember establishing an 8-person committee.

**6:01 PM** Mr. Lee said that that was a proposal; that 10 or 11 was too big and 4 or 5 may be too small; that it was a consensus model so it doesn't need to be an odd number; that it could be an even number.

Mr. Murphy said that he would prefer an odd number. He added that we are not appointing anyone tonight but just establishing that a committee exists.

**6:03 PM** Ms. (Roberta) Place said that, after the last meeting on this, she approached people on her street that don't usually do things like this and some of them seemed interested but expect someone to come knocking on their door; that they were uncomfortable putting themselves out there. She added that she thought we all should ask people on our streets and in our neighborhoods and let them know what's going on.

Mr. Lentz agreed.

Mr. Fernald asked Mr. Lee why he picked 8.

Mr. Lee said that it was based on organizational theory; that there is a point at which you don't have enough people to give broad views and then there is a point where you have so many people that you get nothing accomplished. He added that he thought that a committee of 7 or 8 was about as big as you could get, that it's about the right size to get a good mix of people and a good mix of expertise; that if this is truly a consensus model he purposely made it an even number.

Mr. Fernald said that we had talked about a number of 7 with 2 alternates.

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Mr. Lee said that we did discuss that and, again, this is just for the Board's consideration; that he had to propose something. He added that the Board could modify this in any way they choose; that he just wanted a whole bunch of unaffiliated people to come forward wanting to dive in and help this process and he knew that was what you folks want.

Mr. Beckert said that we need to set up the rules.

**6:04 PM**

Mr. Lee said that this mission statement, the timeline, and that sort of stuff, is pretty much the best he could do. He suggested making it simple; that we already have some people who have come forward and he could reach out to them and ask them to fill out an application and, then, put out a general notice for others to make a general application, give all the names over to you over the next 3 to 5 weeks and, then, you pick the best candidates.

Mr. Fernald said that we haven't decided how that will be done.

Mr. Murphy reminded everyone that our Comprehensive Plan started out with, he thought, 23 members and it worked down to about 19, with a Selectwoman as Chair and we produced what he thought was a very fine document.

Mr. Lentz asked about the breadth of this committee in terms of the entire project.

Mr. Lee listed the 'Mission Statement' criteria and said that what he was proposing was quite a big menu – to go crazy, brainstorm, and zoom that down to one or two that the committee believes are the one or two that we recommend; that these might really work.

**6:07 PM**

Ms. (Donna) Murphy said that, looking at the list and the mention of a lottery, she would like to see a balance between sewer users and non-sewer users, as that has been such a hot item; that the focus still could possibly be steered towards a project that would continue to offer sewer in a different area, to just be mindful of the maintenance piece of that.

Mr. Pomerleau commented that he thought they had a solid core foundation to begin; that he didn't have any real issue with anything except the timeline and asked for clarification; that he thought this was very ambitious to have before the voters in June; that he wasn't opposed to it as long as everyone recognized the timeline had to be flexible.

Mr. Lee said that the idea was that, sometime in June, we would have a Town Meeting and it might not be a finalized plan but might just be a straw poll.

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Mr. Pomerleau agreed, saying that if June was nothing more than what the committee has come up with and they could have a straw poll of what they liked from what the committee came up with...but a finished TIF alternative by June he thought was impossible.

Mr. Lee agreed.

**6:10 PM** Ms. Selsberg said that she thought it was an excellent job description and, given the amount of tasks for this committee, she thought the Board could not consider less than 9 on the committee and, potentially, several more because of the responsibilities of each member.

**6:12 PM** Mr. Fisher discussed including demographics of different areas of the Town.

Board members and people in the audience agreed.

Ms. Davis moved that the Board of Selectmen put out the application, as written by Mr. Lee, and that we withhold a decision regarding how the appointments are made and how many will be on the committee until we gather a number of applications and see what the situation is at that time.

**DISCUSSION**

Mr. Lee asked Ms. Davis, before a second is made, if her motion could include the structure, starting at "Participation on the committee will require:...", of what people are being asked to do, so that when he asked people to apply he could at least give them a job description; that the top two paragraphs they could scratch that talk to the number of members and how they would be selected; scratch those and let him put out the rest of it and let's go out and find people.

Mr. Beckert asked Ms. Davis if that was her motion.

Ms. Davis said yes.

Mr. Beckert asked if he had a second to that motion.

Mr. Murphy seconded the motion.

There was no further discussion on this motion.

**VOTE**

**4-0**

**Chair concurs**

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Ms. Murphy said that she would like to see, as this process moved forward, that the committee would be open to encouraging the public to attend and be open to listening to their thoughts and participating in this process.

Mr. Beckert said that he thought that was a given.

Mr. Fernald asked Mr. Lee to clarify what the marks meant on the volunteer list.

**6:13 PM** Mr. Lee said that he highlighted people who were already affiliated with something and then asked around the office if anyone knew Jason Graves or Ralph Spear, as it may be a new face out there and someone who is unaffiliated; that he just didn't know who they were and that's what that means. He added that he would reach out to anyone on this list who was unaffiliated to ask them to come in and fill out an application if they still wanted to continue.

**2) Harbor Commission Minutes of 10/20/14**

This was informational.

**3) Sewer Committee Minutes of 11/19/14**

This was informational.

After discussion, the Board agreed that this type of information could be put in the Selectmen boxes for their review and not on the agenda.

**G2. Administrative Department**

**6:18 PM 1) Town Manager Activities Report**

Mr. Lee said that the tax analysis we did and found we had a 93% collection rate, which is very good. He also said that we are about 42% of the way through the year and our General Assistance (GA) budget is running at 12% and that is 12% of a number that was \$21,000 lower than the year prior; that he wanted to thank our G.A. Administrator for doing a dynamite job and keeping costs down in that area.

Ms. Murphy said that line 35 from the previous report says, "Discuss Eliot Commons TIF payment with finance." and she was wondering what that was.

Mr. Lee said that we do budget to make payments from the TIF fund to the Eliot Commons as part of the agreement; that he and the Finance Director are relatively new here and so we sat down to make sure we got it right.

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Ms. Davis asked where we were at with the Audit Management Letter, etc.

**6:22 PM** Mr. Lee said that the audit is all wrapped up except for the ECSD; that they are still doing some reconciling on that. He added that he would send out an email to the auditors reminding them of their drop-dead date and that we are ready to see our financials.

Ms. Davis asked about the Comp Plan Implementation Chart.

Mr. Lee said that the Comp Plan makes many, many recommendations; that each is time-coded and they are assigned to different boards and committees; that he created a spread sheet to clarify who had what tasks to help the Comp Plan Implementation Committee organize everything they need to ask every other group and ask them to report back on where they were with their tasks.

Ms. Davis asked about trying to find a good utility lawyer to help with the PV solar array sharing agreement.

Mr. Lee said that if we generate so much power that all of our Town buildings are satisfied and we have more beyond that and we want to, for example, share that good fortune with MSAD #35 then there needs to be some sort of interlocal agreement in place. He added that if we could generate enough someday to do all of South Berwick and all of Marshwood, cutting out all electric costs for people living in these two towns and their school district – that Eliot is putting up the money, we have the facility, we are creating this opportunity so what does Eliot get back; what discount on school tuition, how would the formula change; that that was what he was getting at. He said that, to structure that, because it is a power purchase agreement and it's net metered and has all this technical jargon in it, we needed someone who really speaks utility-speak. He added that, before we get too far with this, we are going to have to get people at a table; that on the 17<sup>th</sup> we are going to talk about this and that we are going to do this project and that we may need to collaborate very closely to work out an agreement to share this good fortune power with them.

Ms. Davis asked if this would cover the street lights.

**6:26 PM** Mr. Lee said that he thought it was everything; traffic lights, street lights, every single building that we have to pay for and the original proposal would have covered 85% of the electrical needs of MSAD #35. He added that we are getting in proposals, now, and they are telling us that they can only build about half the size of what we had hoped and that would drop the MSAD ratio down to maybe 30% or 35%.

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Mr. Beckert clarified for the public that this was regarding the solar array that would go on the old land fill.

Mr. Pomerleau asked if the TIF District were changed to include the Transfer Station would there be some potential for paying for that with TIF funds.

Mr. Murphy said that he thought that Ms. Fortin said that generation of power at the PW would not be coverable as that is not economic development.

**6:30 PM**      **2) Monthly Financial Reports**

Mr. Lee said that most of these budgets are right on task; that none of the departmental budgets, on the whole, look bad at this point; that different budgets will show different balances depending on the season, such as paving and winter roads; that we pay our insurances up front, for example, so you have to be careful when you look at this not to make too many assumptions.

Ms. Davis said that she got a revised report via email and there were a lot of credits regarding salaries under Admin. She asked if Mr. Lee could explain where those credits came from.

Mr. Lee said that the Finance Director had to re-allocate the Medicare, OAS – the benefits portion – a re-allocation of benefits because, since July, we have been carrying them incorrectly, and we knew it, and in the updated one they are distributed correctly. He added that he would get the specifics for her.

Mr. Murphy said that he had noticed that, under the Budget Net column, there are a number of zeros; that there are 36 zeros covering five different departments as saying that nothing was budgeted for these expenses that added up to almost \$59,000. He asked if this suggested our budget break-out needed to be better done or do we have to find ways to actually budget monies for those to make the accounting easier.

**6:33 PM**      Mr. Lee said that it was both and that is why we are undertaking this; that is why we are redoing the chart of accounts; that that's why we are making the article you vote on at Town Meeting is exactly as it shows up in TRIO. He added that some of these zeros are truly zeros; that they are duplications in the chart of accounts and need to go away. He also said that some budgeting was not being plugged in properly, as well, and that is why he is emphasizing the budget so strongly this year.

**3) Comcast Communication – Rate Adjustments**

This is informational.

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**4) Xfinity Communication – Rate Adjustments**

This is informational.

**5) Update: Bond Bank Meeting, Marshwood Estates**

Mr. Lee said that they went to that meeting and testified to members of the bond bank about the importance of this; that we had some of the wonderful water that comes out of the tap to show them. He added that they were on their way to basically a six-month delay because by the time they made their decision the ground would have been frozen and we would have to wait until spring. He said that the bond bank reduced the requirements of the borrower such that they were willing to meet in two more weeks to re-vote on Mr. Phillips' loan. He added that the last he knew about a week ago Ms. Beavers called to tell him that Mr. Phillips had not yet turned in the paperwork that he needed to get them to reconvene; that he doesn't know where that stands, now, but he will follow up on this. He said that he thought we were influential in getting them to understand the importance of this such that they were looking for a number of things, some of which he had already submitted; that then they said to just give them three thorough years of tax returns and we will reconvene. He added that they did bend and he doesn't know if Mr. Phillips is complying with their willingness to bend.

**6:40 PM      6) Request: Close Town Office: Friday 12/26/14**

Mr. Lee said that the staff would use their own benefits. He also said that the Transfer Station personnel have asked if they could close down at 4PM instead of 6PM on December 24<sup>th</sup> and use their own benefits.

Mr. Hirst moved, second by Mr. Fernald, that the Board of Selectmen close the Town Office on December 26, 2014, with the Town employees using their benefits, and that the Eliot Transfer Station close two hours early on December 24, 2014, with the Transfer Station employees using their benefits.

**VOTE**

**4-0**

**Chair concurs**

**7) Personnel Policies – Workshop – 12/18 @ 5:30 PM?**

It was the consensus of the Board to hold this workshop during their regular meeting scheduled for Monday, December 22<sup>nd</sup> and to have an executive session regarding 10) on the agenda for the entire Board to give instructions to the people who will be negotiating the upcoming contract as to what you, as a group, would like to see; that he thought it was important that the Board have front-end participation.

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Mr. Lee will email/hard copy updated personnel policies/current police contract to members.

Mr. Fisher said that the BudCom would like copies of those two documents.

Ms. Murphy, speaking as Chair of the BudCom, said that that was not discussed by the BudCom.

Mr. Beckert agreed that she should discuss it with the BudCom; that they did have rules in the Town ordinance that say that any request for materials is supposed to go through the chairman.

**6:45 PM      8) Abatements on Redeemed Foreclosed Properties**

Mr. Lee said that these were the last of the foreclosed properties; that one got sold in order to redeem their principal property; that this had the same math errors we had before; that this is about \$15,000 in collections against \$200+ in abatements.

Mr. Murphy moved, second by Mr. Fernald, that the Board of Selectmen approve the abatements of account # 746 in the amount of \$119.74 and account # 1671 in the amount of \$103.97, for a total of \$223.71.

**VOTE**

**4-0**

**Chair concurs**

Mr. Lee said that he notified the insurance company to take these properties off now that they are cleaned up and gone.

**6:48 PM      9) Draft: Consolidated Financial Policies**  
**a. Investment Policy – 4<sup>th</sup> Revision**

Mr. Lee said that this is an enormous document and wanted to get it into the Board's hands early so you can begin to review it. He added that, once we get through workshops on personnel policies and investments, this would be next. He also said that some of the changes the Board made to the investment policy two weeks ago Key Bank wanted to discuss with the Board; that he thought they should set that workshop up to talk about investments, as a whole, including what's wrong with the policy.

Mr. Murphy said that there is an individual organization chart in this document that doesn't include the Police Department.

Mr. Lee said that this was an enormous document and he was sure there were oversights and asked Mr. Murphy to continue to doctor it up.

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It was the consensus of the Board to hold a workshop with Key bank in January.

Ms. Davis said that she got the sense from an email she couldn't find right now that they have already started to do some investing and asked how far along they are.

Mr. Lee said that Key Bank has asked us to approve the investment strategy policy; that we have signed off on that and that is as far as we have gone. He added that currently it is being invested; that we are just not maximizing it because we haven't authorized the details.

**10) Workshop: Police Union Contract Goals: 12/18? @ 5:30 PM**

This was addressed earlier in the meeting.

**6:50 PM 11) General Assistance SSD Refund – Disposition of Funds**

Mr. Lee said that this was a request that a SS Disability Reimbursement Check, getting paid back for help we had given this person, in the amount of \$3,875.16 be deposited into the Eliot Fuel Fund to help the other residents of the Town who might not qualify for G.A. and State Li-heap during this winter.

Mr. Murphy moved, second by Mr. Fernald, that the Board of Selectmen accept Ms. Albert's suggestion and deposit the refund check of \$3,875.16 from the General Assistance line into the Eliot Fuel Fund.

**DISCUSSION**

Ms. Davis asked how much money was in the Fuel Fund at this time.

Mr. Lee said that he wasn't sure; that they had been doing fund-raising but he doesn't think there is that much; that he wanted to say about \$5,000 or \$6,000 and, with the cost of fuel, that didn't go too far.

Ms. Davis said that, however, this is the people's money and we have in the past said that things that come in we have certain policies already in place; that this is money that the taxpayers should, logically, be paid back for; that it should go into the General Fund.

Mr. Fernald agreed that it should go back to the people and thinks that is exactly what it is doing.

Ms. Davis said that she believed the Fuel Fund was a voluntary program and the people have not authorized this expenditure.

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DISCUSSION ENDED

**VOTE**

**2-2 (Davis & Hirst)**

**Chair concurs in the affirmative.**

**6:53 PM      12) Receipt of Citizen's Petition – Date of Vote?**

Mr. Lee said that this memo from the Town Clerk certified the citizen's petition. He added that he mentioned earlier that the Board may or may not want to look at an ordinance that would back up his efforts that would add some clarity and structure to it; that maybe we could work together to come up with an ordinance that satisfies what Mr. Fisher is trying to achieve.

Mr. Fisher said that he didn't believe he could change the referendum but he would be glad to put a letter out that said the Selectmen followed the guidelines and it came around the way we expected it to (in support of ordinance).

The Board thanked Mr. Fisher.

**G3.      Public Works**

**6:55 PM      1) Missing PW Vehicle Repairs Budget**

Mr. Lee said that it recently came to our attention that a spreadsheet addition error omitted the PW Maintenance and Repair Account, which would have had \$75,500; that it never got calculated into the master spreadsheet and, therefore it never got raised in taxes. He added that they tried to find ways to fill this budget deficit; that they found, at the same time, that the Summer Maintenance Salary was apparently put in both Summer Maintenance and PW Salary and that was \$23,600; that there will also be a savings in benefits with this shift of funds. He added that, due to the signing of the Public Works Union Contract, their new medical insurance package saves us \$17,000. He discussed that, in the 15-16 budget, we had been planning to create a revenue from sewer fees to support the staff that actually administers the sewer system. He said that in order to fill this deficit we would like to recommend that you authorize the staff to immediately implement that revenue inclusion of just the PW Director's compensation package for the balance of this year, which would reduce the PW salary line by a total of \$17,241.40; that that would get us a total of \$57,841 of the missing \$75,000. He added that we would still be \$17,600 short so we would have to put off some of the less pressing planned repairs.

Ms. Davis said that she thought that we already included that when Underwood did a rate study.

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Mr. Lee said that she was partially correct; that the rate study anticipated that there should be some salary coming out of sewer revenues to pay for the administration of the system so they figured this in in anticipation of this 15/16 budget; that he was suggesting that we could do it even now because we have done those fee increases even now. He said that he was going to make it timed with July 1, the start of the new budget, but he would like to start it right away, at least with regard to Public Works Salary Line Item – 25% of the PW Director compensation package beginning to come out now.

Ms. Davis said that they went over those increases several months ago and thought they had already been implemented.

Mr. Lee said that they had not; that they were authorized in preparation for the 15/16 budget.

Mr. Murphy asked if there might be anything else like this.

Mr. Lee said that when we were going through the chart of accounts we were looking for things like this, just double-checking; that we did this in a real rush last time and it was chaotic with all the changes. He added that we didn't see anything; that he was not worried about Administration but worried about PW because that would blow us out of the water if we don't do something. Mr. Lee said, as an FYI, that one of the PW trucks has some damage.

Mr. Moulton said that the damage was between \$5,000 and \$10,000 and described what happened to the truck engine.

Mr. Lee said that he would be coming to the next meeting on how we handle that; that he thought it was critical to try to do something to fill this budget hole.

**7:03 PM**

Mr. Murphy moved, second by Mr. Hirst, that the Board of Selectmen approve the Town Manager's request in supplementing the Public Works Department maintenance budget.

DISCUSSION

Ms. Davis stated her opposition to the fee impact to sewer users.

DISCUSSION ENDED

**VOTE**

**3-1 (Davis)**

**Chair concurs in the affirmative**

**BOARD OF SELECTMEN'S MEETING**  
**December 11, 2014 5:30PM (continued)**

**7:08 PM      2) HHW: Kittery Information – Follow Up**

Mr. Lee said that he got the Kittery waste disposal fee list for the Board and out of discussions between the two PW departments, Kittery suggested a system where they get a form from the Eliot Town Office, pay us for whatever they're going to take to Kittery or they can take the form, not pay us but pay Kittery directly and, then, they would bill us quarterly for us still covering the cost of people's HHW. He added that he tried to explain that part of the goal was to shift the cost from everybody to just people who create HHW. He said that it would more likely work that people would come in and get a form from the Town Office and tell us what they're taking down there; that we would fill it out, and so forth, and be able to track it that way then they would pay down there. He said that this was basically a follow-up of what we might be able to do down the road and that there's a willingness to do it; that it would involve people either paying at the Kittery site and Kittery would charge us a small administrative fee for quarterly billing or we could continue to pay for it but they would take it down with a pre-paid form that says they paid at the Eliot Town Office up to a certain amount. He added that it will be up to us to figure that out as we get closer to it, maybe in the spring, try to hammer this down and make sure we get it locked in for next year.

Mr. Moulton said that some people don't really know what they are taking for HHW and that cost won't be known until the bill is given to the disposal unit; that as part of this whole thing in budget season he is looking at potentially doing something here, keeping it here; that he has been working with Mr. Lee to draft a proposal around the rules and regulations involved in HHW to protect Eliot from potential liability; that this is a bigger thing than just passing off a cost to people but to make sure that people don't have a certain liability of what they are actually handling and creating a bigger problem. He said that he was trying to put together a whole package so it is more informative than just shifting everything to Kittery. He added that he continues to express those concerns and he will continue until he has all the answers.

Mr. Beckert said that, in looking at Kittery's list, he didn't see fertilizer and that kind of stuff; that he knew that stuff has been brought to Eliot's HHW Day in the past; that if they don't cover all the categories or at least have some provision for disposal of it then who is liable.

Ms. Davis asked if we were still looking into the various alternatives.

Mr. Moulton said that that would all be part of the discussion with Mr. Lee as the budget season comes so we can look to see how it was going to be budgeted then have that discussion with you folks.

**7:12 PM      3) Old Field's Bridge Cost Analysis**

**BOARD OF SELECTMEN'S MEETING**  
**December 11, 2014 5:30PM (continued)**

Mr. Lee said that this was something we promised we would get to you after the project was complete and all the bills were in. He added that the two DP Directors for the two towns put together a memo for all parties and, essentially, the total project cost for the bridge replacement was \$160,919.70 and included wages, benefits and engineering. He said that the direct project costs, excluding wages and benefits, were \$130, 250.88 and included engineering. He added that the cost estimate that they started with for a contractor, plus engineering, was going to be \$238,405.00; that it appears that by utilizing Town forces and equipment and being our own general contractor that we saved \$49,749.12; that South Berwick still owes us \$5,893.11 as their portion of their half. He said that we did want to note that it did get done on time and within the allotted budget; that it was a very good project and both towns should be proud of it.

Ms. Davis said that she received the breakdown of costs from South Berwick but there is no description of what those items are and asked if she could get that information.

Mr. Lee said yes.

**G4. Public Safety**

There was nothing under this.

**New Business:**

There was no new business.

**Old Business**

There was no old business.

**Selectmen's Report:**

**7:17 PM** Ms. Davis asked if it was apropos to ask if there were any recent votes taken and what the results were.

Mr. Lee said yes and that he could tell them a bit. He added that he knew that the people of the would-be General Government Union got ballots and the ballots have to be back by the 30<sup>th</sup> of this month so we should know the outcome of that vote sometime in the new year.

Ms. Davis discussed the budget on the ballot item, saying that her work has prohibited her attendance and Ms. Rawski was out for a while and asked if that was still something that was open for discussion that we could get together on.

**BOARD OF SELECTMEN'S MEETING**  
**December 11, 2014 5:30PM (continued)**

Mr. Lee said very much and that he has been trying to collect samples of other towns that are using the referendum-style, how they do it, how it looks, how it's formatted; that they are all over the place and gave some examples. He reiterated that he was collecting it now; that Ms. Rawski would be out the beginning of the new year for a while; that he didn't know when they would be able to get more work done on it but he would like to work with Ms. Davis on it.

Mr. Fisher said that he thought that York was closest to what we are trying to do.

**7:19 PM**

Ms. Davis said that she was going to be meeting with Mr. Stewart from the school district on Monday to get an overview of the school budgets so, if anybody has any questions that they would like to pose please feel free to email her and she will add that to her list.

Ms. Davis asked for clarification on the TANS issuance policy because she is still not clear; that that policy seems to be referencing the Town issuing a bond and, yet, every time we discuss it it's related to the Town borrowing short-term funds to cover expenses, so, how do the two things fit together.

Mr. Lee said that a bond has been issued in our name; that we have issued a bond and we got money for it and we promised to pay it back with interest; so, in a sense, we are issuing a bond – it's a post-bond issuance policy; that they (bank) arrange to issue a bond for us so that we can borrow money against the value of that; that at the end of the term we have to pay it all back plus the interest. He added that this is one of those banking technical-type things, just like when we talk about cable TV – that we are the franchisee; that we kind of franchise things in that we give a right to a monopoly.

**7:20 PM**

Ms. Davis said that we are paying sewer abatements. She added that she knew that the shellfish company had come in regarding the meters that were going to be prohibitively expensive and she had heard rumors that a community was having trouble because they couldn't get a meter in for watering their lawns and asked what the status was on that.

Mr. Lee said that the shellfish company managed to work it out for very little money and they were very pleased. He added that the Cole Brown Estates has mandatory or automatic lawn watering-type stuff; that they are all on one line and it's not metered and, so, they are unable to get the abatements unless they go to fairly great expense of putting their own individual meters on their own individual lawn-watering systems; that they are of the mind that the developer makes us do this so you put in the meter, you pay for it, you apply for the discount, but, if he doesn't do it where do you think they end up next; that he doesn't know what we are going to do about it at this point.

**BOARD OF SELECTMEN'S MEETING**  
**December 11, 2014 5:30PM (continued)**

**7:25 PM** Mr. Beckert backed up because he missed the cost allocation for the sewer bond workshop (under Old Business) that we needed to include on the workshop night.

Mr. Lee said that he thought we don't need to do anything now because he has a letter coming from Underwood Engineering that gives us a couple of different premises on which we might allocate the costs for this bond; that he would wait until the meeting of December 22 to see if we still need a workshop or if one of these two bases work for you folks.

Mr. Beckert said that the Town had its' tree-lighting ceremony on Sunday and it was cold; that there was one Selectman there; little things that we used to support and we should have supported this more than we did. He added that the kids that came really enjoyed it; that Santa was delivered to the gazebo, with the Christmas Tree lit, via the fire truck and two cruisers; that it was a good crowd.

Ms. Murphy suggested sending out notices to chairs of the boards and committees about this event.

Ms. Lentz discussed the upcoming Annual William Fogg Victorian Tea and said tickets were selling out fast.

**K. Executive Session**

**7:27 PM** Mr. Lee said that it appeared we didn't have anyone waiting for us on the final item of the evening.

Mr. Beckert said that if there was nobody here then there was no need for an executive session.

**Other Business as needed**

There was no other business.

**Adjourn**

There was a motion and second to adjourn the meeting at 7:28 PM.

**VOTE**

**4-0**

**Chair concurs**

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**DATE**

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**Mr. Grant Hirst, Secretary**