

SELECT BOARD MEETING

April 12, 2018 5:30PM

Quorum noted

A. 5:30 PM: Meeting called to order by Chairperson Davis.

B. Roll Call: Ms. Davis, Mr. Murphy, Mr. Pomerleau, Mr. Hughes, and Mr. Donhauser.

C. Pledge of Allegiance recited

D. Moment of Silence observed

The Chair requested remembrance of Mr. Richard Dionne, a long-serving member of the Sewer Committee, who recently passed away.

E. Public Hearing: Shipyard Brew Pub Liquor License and Special Amusement Renewals

5:31 PM Public Hearing opened.

There was no public comment.

5:32 PM Public Hearing closed.

Mr. Lee said that he had emails from the Police Chief and Fire Chief stating they had no concerns.

Mr. Murphy moved, second by Mr. Pomerleau, that the Select Board approve the Shipyard Brew Pub Liquor License and Special Amusement Renewals.

Roll Call Vote:

Mr. Donhauser – Yes

Mr. Murphy – Yes

Ms. Davis – Yes

Mr. Pomerleau – Yes

Mr. Hughes - Yes

Unanimous vote to approve motion.

At this time, the SB signed the pertinent documents.

F. Public Comment:

There was no public comment.

G. Committee Resignations and Appointments

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5:34 PM 1) Application to Aging-in-Place Committee – Nancy Shapleigh

Mr. Murphy moved, second by Mr. Donhauser, that the Select Board approve Ms. Nancy Shapleigh's application to the Aging-in-Place Committee, term to expire June 2020.

Mr. Pomerleau commented that the application was very well done and believes her experience will be a valuable contribution.

Roll Call Vote:

Mr. Donhauser – Yes

Mr. Murphy – Yes

Ms. Davis – Yes

Mr. Pomerleau – Yes

Mr. Hughes - Yes

Unanimous vote to approve motion.

5:35 PM 2) Application to Planning Board (Alt.) – D. Casey Snyder

Mr. Murphy moved, second by Mr. Donhauser, that the Select Board approve the application of D. Casey Snyder to be on the Planning Board as an alternate member, term to expire June 2022.

Mr. Pomerleau said that this applicant brings some nice background to the PB; that he has another piece of the puzzle and glad to have him.

Roll Call Vote:

Mr. Donhauser – Yes

Mr. Murphy – Yes

Ms. Davis – Yes

Mr. Pomerleau – Yes

Mr. Hughes - Yes

Unanimous vote to approve motion.

H. Approval of Minutes of Previous Meeting(s)

5:44 PM Motion by Mr. Murphy, second by Mr. Hughes, to approve the minutes of January 11, 2018, as amended.

Roll Call Vote:

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Mr. Donhauser – Yes
Mr. Murphy – Yes
Ms. Davis – Yes
Mr. Pomerleau – Yes
Mr. Hughes – Yes

Unanimous vote to approve motion.

5:48 PM Motion by Mr. Murphy, second by Mr. Hughes, to approve the minutes of January 25, 2018, as amended.

Roll Call Vote:

Mr. Mr. Donhauser – Yes
Mr. Murphy – Yes
Ms. Davis – Abstain
Mr. Pomerleau – Yes
Mr. Hughes - Yes

Unanimous vote to approve motion.

5:49 PM Motion by Mr. Murphy, second by Mr. Hughes, to approve the special meeting minutes of March 15, 2018, as amended.

Roll Call Vote:

Mr. Donhauser – Yes
Mr. Murphy – Yes
Ms. Davis – Abstain
Mr. Pomerleau – Yes
Mr. Hughes - Yes

Unanimous vote to approve motion.

5:50 PM Motion by Mr. Murphy, second by Mr. Hughes, to approve the joint (Budget Committee) meeting minutes of March 21, 2018, as written.

Roll Call Vote:

Mr. Donhauser – Yes
Mr. Murphy – Yes
Ms. Davis – Yes
Mr. Pomerleau – Yes

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Mr. Hughes - Yes

Unanimous vote to approve motion.

I. Department Head/Committee Reports

5:51 PM 1) Conservation Commission – Vernal Pools Project

Ms. Kimberley Richards, Conservation Commission, said that they were here if the SB had any questions regarding the letter they submitted.

The Conservation Commission will be going onto Town-owned properties and, with permission, private properties in Town to assess/identify vernal pools, which are temporary wetlands often seen in the spring and that are critical habitat for amphibians. The project will take several years.

Mr. Murphy thanked the Conservation Commission for their work on this.

5:54 PM 2) Conservation Commission – By-law Review

Mr. Pomerleau had comments regarding Section VIII. Meetings c. regarding special meetings. He said that, if this is a meeting outside the regular meeting, it requires 7 days' notice, not 24 hours; that if an emergency meeting, then public notice must be provided "as soon as possible" per the Charter. He added that he wasn't sure which they were intending but the language must conform to the Charter.

Ms. Richards said that, when she was developing these by-laws, she looked at Conservation Commission by-laws from surrounding communities and took common elements out of those; that that didn't occur to her. She added that that would be an easy-enough fix.

This will be re-submitted for the next SB meeting.

5:57 PM 3) Ethics Committee Recommendations – Decisions on Waiver Requests

Mr. Lee said that the Ethics panel met, issued recommendations to the SB, and the SB went into executive session at the end of the last meeting to discuss those recommendations; that he believes the SB is prepared to render their decisions tonight.

Mr. Pomerleau said that, regarding the first decision, Amanda Ouellette (Community Service Department) is one step removed from direct supervision

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and she answers to a supervisor between her and her sister; that she met all the waiver criteria and the Manager will oversee the management plan.

Mr. Pomerleau moved, second by Mr. Murphy, that the Select Board approve the waiver request for Amanda Ouellette, as written in the Select Board's decision.

Mr. Donhauser – Yes

Mr. Murphy – Yes

Ms. Davis – Yes

Mr. Pomerleau – Yes

Mr. Hughes - Yes

Unanimous vote to approve motion.

Mr. Pomerleau said this is in respect to James Roy and Eric Ouellette of the Fire Department and the same criteria was used; that because the Fire Department is controlled and managed by very specific written by-laws that require a voting process by all members in the selection of volunteers, as well as the selection of officers, there is no direct influence over those types of matters from the family relationship because members have to participate in that; that it meets all the waiver criteria. He added that we are granting this to these two people, and the Fire Department, in general, should any other such relationships come along because they are elected by the body, provided that they continue to function under their existing by-laws and organizational structure; that, as it stands today, this stands as a permanent waiver. He said that if there is any future change, it will be subject to review by the Town Manager.

6:04 PM

Mr. Pomerleau moved, second by Mr. Murphy, that the Select Board grant the waiver to James Roy and Eric Ouellette of the Fire Department, as written in the Select Board decision.

Mr. Donhauser – Yes

Mr. Murphy – Yes

Ms. Davis – Yes

Mr. Pomerleau – Yes

Mr. Hughes - Yes

Unanimous vote to approve motion.

Mr. Pomerleau said that the third was regarding Mr. Stanley Moulton, working at the Transfer Station, who is working for his son, the Director of the Public Works Department and Transfer Station. He added that there is a team leader at the Transfer Station but the Team Leader carries no supervisory responsibility; that this is a direct relationship and, under this circumstance, there was a

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recommendation that the Town Manager take over that function; that the SB thought that that was impractical and poor utilization of the Town Manager's time.

6:05 PM Mr. Pomerleau moved, second by Mr. Murphy, that the Select Board deny the waiver for Stanley Moulton, as written in the Select Board decision, to include a 60-day implementation period.

Mr. Donhauser – Yes

Mr. Murphy – Yes

Ms. Davis – Yes

Mr. Pomerleau – Yes

Mr. Hughes - Yes

Unanimous vote to approve motion.

6:06 PM **4) Police Dept. – Cruiser Up-fitting Bids**

Mr. Lee read the memo from Chief Moya regarding three quotes provided to up-fit the new Ford Interceptor SUV; that the lowest quote was from 2-Way Fleet Division and recommended by Chief Moya. The price from 2-Way Fleet Division is \$6641.00 and is within the budget.

Mr. Murphy moved, second by Mr. Hughes, that the Select Board approve the selection of 2-Way Fleet Division for \$6,641.00 to accomplish the up-fit of emergency equipment on the new Ford Interceptor SUV.

Mr. Donhauser – Yes

Mr. Murphy – Yes

Ms. Davis – Yes

Mr. Pomerleau – Yes

Mr. Hughes - Yes

Unanimous vote to approve motion.

6:10 PM **5) ECSD – Request to Waive Bidding (Summer Bus Service)**

Mr. Lee said that these were from last year; that we had MSAD #35 and the only other one that would bid was Ledgesmere Transportation out of York; that she looked far and wide trying to find bidders. He added that, by far, the less expensive option for us has been, and continues to be, MSAD #35 service, who charges us pretty much what it costs them; that he doesn't believe the results of any bid would be any different. He added that, in fact, when Ledgesmere didn't receive the bid they were very upset that they were competing against a public

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entity who did not have to have a profit; that he didn't know if we would be able to get them to bid this time around because they were so put out. He said that he believes that we are almost at a sole source-type of situation, here; that the policy asks for a request for waiver of bid and he is asking for that bid waiver.

6:12 PM Ms. Davis said that she assumed that all the prices were staying the same, asking if Ms. Muzeroll-Roy could come in with, if we are going to approve something, current prices.

Ms. Muzeroll-Roy said that she didn't send anything out.

Mr. Lee said that we didn't know if we needed to send out bids; that we will go to MSAD #35 and get a price.

Ms. Muzeroll-Roy said that she believes there will be a difference only because she thinks the hourly bus rates have changed; that that always fluctuates with gas prices. She added that she didn't think there would be a huge difference; that their union contract (drivers) will reflect changes, as well.

Mr. Murphy asked if her expected use this year be similar to last year.

Ms. Muzeroll-Roy said yes.

Ms. Davis said that we would look for the price from MSAD #35 from Ms. Muzeroll-Roy.

J. Public Works

6:13 PM 1) Outsourcing Mechanical Repairs

Mr. Lee said that Mr. Moulton's mechanic would be out on short-term disability for approximately two weeks in June; that Mr. Moulton was requesting to utilize Dover Motor Mart for any and all incidental repairs to Town vehicles and equipment during that time and that any repairs higher than \$4,999 would go out to bid.

6:14 PM Mr. Pomerleau discussed his concern regarding Town employees engaging in any kind of contract with relatives; that he believes the owner of Dover Motor Mart is Mr. Moulton's cousin. He added that bidding is one thing because they are competitive; that this may well be the cheapest way to go and that whole policy is not to preclude a relative, or some member of the Town, doing business with the Town; that it just looks to secure that direct relationship and, in this case, he thinks Mr. Lee needs to provide oversight when this happens.

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Ms. Davis asked Mr. Lee to confirm if he is a relative of Mr. Moulton and, if so, just oversee the process.

6:15 PM Mr. Lee said that he would. He added that we would not be going there unless something happens that is beyond what we can do, that would require serious mechanical background; that he doesn't expect we will then very often, at all, and he will ask Mr. Moulton to advise him any time he uses them and give a brief on why it is beyond us.

6:17 PM **2) Boat Basin Bathroom Estimate/Funding Request**

Mr. Lee said that, when Ms. Muzeroll-Roy put together the bathroom renovation plan, she estimated around \$10,000 but he thinks she had a different scope in mind than did Mr. Moulton; that as Mr. Moulton has looked at it now, in depth, to begin the work and complete it by Memorial Day, that he found there is much more we can and should do, which is described in Mr. Moulton's memo. He added that we do have approximately \$34,000 in a non-lapsing dedicated revenue account (sinking fund) for the sole purpose of funding maintenance projects/needs for the Boat Basin; that Mr. Moulton said that Mr. Moulton sees the need for approximately another \$22,000 on top of the \$10,000 that's been appropriated and is requesting to take it from that sinking fund. He reiterated that the numbers in the memo are just estimates and Mr. Moulton will use a variety of vendors.

6:20 PM Mr. Murphy asked, regarding any plans to have other things done and would this upset that, do we need to pinch pennies in order to get everything done that needs to be done.

Mr. Lee said that he thinks the most critical one is the bathroom; that, in lieu of that bathroom, we have to rent portable toilets and is a major source of complaints and making the grounds a mess. He added that Mr. Moulton included in his memo that he will be developing a comprehensive plan of projects for the Boat Basin this year, such as fencing, paving, landscaping, pavilion, etc.

Mr. Murphy said that he thinks this 'human' necessity properly comes first.

6:22 PM Mr. Pomerleau discussed his concern regarding the estimate numbers, asking why we wouldn't go out to bid on these types of numbers.

Mr. Lee said that, if it's the will of the SB, we can put out a bid on the items we know we can't do; that, for all the trades, we could get one company to be the general contractor for the project; that he is fine with that.

6:24 PM Ms. Davis said that she thought that, before we commit almost all our money to this one project, we should do an assessment of everything; that she thinks the

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report needs to come before the work or a bid; that we need to determine if there are any safety issues with the pavilion or any major problems with the paving to set some priorities. She added that the bathroom may well be the biggest priority but asked if Mr. Moulton could do an assessment; that, maybe, when we're looking at the bidding, we might have a GC suggest things that could be included.

Mr. Lee said that, without pushing back much, it is our intent to open by Memorial Day; so, whatever we get done in the next two weeks, it was his hope that we give Mr. Moulton at least 5 weeks from April 26th for Mr. Moulton to get a contractor in there, if we can; that otherwise we start the season with the same old, nasty bathroom, etc.

6:25 PM Ms. Davis said that somebody may have some ideas that would bring down these prices.

Mr. Lee said that he will see if they can meet with a couple of GC's, tell them we want, we'll be asking for a formal bid but could they can give us some ballpark figures for what we want.

K. Administrative Department

6:27 PM 1) Town Manager Report

Mr. Donhauser asked about **Line 95** regarding drafting public speaking guidelines for the Chair.

Mr. Lee said that he was asked to write out what he has experienced for guidelines in the past for public hearings, regular business meetings, and workshops and the level of public comment that is appropriate at each of those. He added that he could send that around to the whole SB.

6:29 PM Mr. Donhauser asked about **Line 142** regarding a company wanting to donate spring landscaping around the Town office.

Mr. Lee said that it would be a one-time spring clean-up; that Marshall Brothers would like to donate something to the Town and he thought that was a wonderful offer.

Mr. Donhauser asked about **Line 155** regarding the piling at the Boat Basin being straightened out at no cost to the Town.

Mr. Lee said another nice thing that happened is that Doug Anderson came by with his barge, asking the Harbor Master for his help; that the two of them got it done. He added that Mr. Anderson said that the Town should save some money

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for the future because this is a temporary measure, the pilings aren't great, and you will need about \$15,000 to replace them down the road.

6:30 PM Mr. Donhauser asked about **Line 198** regarding Kittery's determination that its sewer department is not in good fiscal shape.

Mr. Lee said that they realized that, for a few years now, they have not been putting into their capital maintenance reserve.

Ms. Davis said that their biggest problem is the new leg of the sewer they just put in; that their payments are going to go from \$500,000+ to \$760,000/year and they haven't made any plans on how they are going to pay that.

Mr. Lee said that he was advised to say that they may be coming to us to say we owe them additional money if we run it through the operating (general) fund or, at a minimum, we need to renegotiate.

6:32 PM Mr. Donhauser also asked for an update on the **Staples fence issue**.

Mr. Lee said that Mr. Staples has not moved his fence, his attorney has stopped contacting us; that last December he had a \$10,400 lien placed on his property, fines of \$250/day, and it appears that there is no end in sight. He added that he has told Attorney Saucier to file with the court every so often with the updated fine amount; that the information goes to Mr. Staples and his attorney, by certified return receipt.

6:35 PM Mr. Hughes asked about **Line 30** regarding a resident upset with her neighbor's house appearance.

Mr. Lee said that he has had a number of these, especially now that spring has arrived; that this is with a person who really does have issues; that we are working with his mother, the police department, and others to try to do the right thing without going heavy-handed on this; that it's a difficult situation.

Mr. Hughes asked if the fixing of this piling fixed the insurance claim we put in.

Mr. Lee said yes. He added that the insurance company was not going to cover it, anyway, because it was ice.

6:37 PM Ms. Davis said that, going back to the **Boat Basin bathroom repairs**, we do have priorities, things we need to have money on-hand for, and she realizes Mr. Moulton has a great vision for how these things are going to be in the end, but we do need to set priorities and order of priorities of how they might be repaired, maybe doing some of it this year and some next year.

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Mr. Lee agreed that we would like to do a bit each year, or every other year, as money accumulates in the fund.

6:38 PM 2) Proposed 2018 Goals

Mr. Lee discussed what seemed to be top and secondary goals from the SB evaluations. He also discussed strengthening the PB and Planner and their work/process.

Ms. Davis suggested we meet quarterly on these goals so that we can adjust priorities or mitigate any overload that might be happening; that we should be more aware of what's going on so that we can help Mr. Lee make adjustments to things; a quarterly review of the goals.

6:42 PM 3) Public Educational and Governmental Cable TV Report

Mr. Lee said that he met with Randy Buccinni and was given good information; that Attorney Buccinni used to work for the cable companies, doing the negotiations, so he had great insight as to how both sides work; that they make it out to be a big deal and your consumers are going to see this on their bill and they're going to come after you; that they will tell you all this type of stuff and Mr. Buccinni said that that is nonsense; that he has sat with expressly-trained cable attorneys and the cable folks quickly changed their tune if they see a good cable attorney in the room.

6:45 PM Mr. Pomerleau said that, at some point, we were going to try to do an advisory question to see if the public would support this and it would be a big piece of information to know that it may have no impact on their rates.

Mr. Lee said that the cable company, at the lowest level, would consider a regional rate but, more often, it's at a state or a multi-state rate, so it's not because of that. He added that Mr. Buccinni said that, whether you go for 1% or 5%, given their revenue stream, it's literally a pittance, so ask for everything.

Mr. Pomerleau suggested it would be a good idea, at some point, to set up a cable committee. He added that he read the most current contract and they have provisions in the contract for this; that they targeted the Town office and elementary school as studio locations; that another, possibly better, option might be the high school because they have looked into an educational program dealing with broadcasting.

It was discussed that the fee for this is incorporated into fees already paid by consumers; that towns not participating lose revenue that is available through this type of thing.

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6:51 PM 4) Town of Kittery Sewer Funding Report

Mr. Pomerleau said that he doesn't think there's a question of whether they are coming to Eliot and suggest they may have been undercharging us for what they believe is some provision in the contract between us that they haven't been applying. He added that they had a consultant there advising them on this and the consultant clearly said that he had not seen that in the contract when he read it so there is a question in Mr. Pomerleau's mind; that it is 40% of their revenue coming between Eliot and the Shipyard. He said that Kittery has some very serious problems and big costs coming to end users; that he thinks the Town needs to be ahead of this, with some review of the contract, so that we know exactly where we stand when they approach us.

6:53 PM Mr. Hughes said that one thing he noticed lacking in this whole report we got was that there are no volumes; that we don't know what the Shipyard, Eliot, or Kittery is producing and he would definitely want to know that before he accepted any kind of a levy.

Ms. Davis said that she thought they believed that we haven't been contributing adequately to their operating expense or their CIP.

Mr. Hughes said that that was fine but he would want to make sure we are sharing that cost based on volume going through their system, not just an arbitrary number.

6:54 PM Mr. Lee said that that is in the contract; that that is how it is factored out – our percentage of total flows that go through the systems.

Ms. Davis said that, when they did pump station repairs to the station just outside our borders, we shared in that expense, so we have been contributing to some CIP expenses.

Mr. Lee clarified that Kittery is saying that they don't have any money for capital maintenance reserves; that we are excluded from having to pay for not having maintained their system in the past; that we do have to share on a going-forward basis as you make an improvement or expand a pump, etc. to better handle our stuff; that we are a party to that; however, their failure to save to replace a bunch of pipes somewhere is not our issue, and that's what we need to be careful we aren't paying. He added that he thinks the plan, going forward, is because we're only obligated to pay a portion of their general fund and not their capital maintenance reserves, what they'll do is increase their operating budget, take \$200,000 out, put it in maintenance reserve, and now say we are on the hook because they started here at the operating budget then transferred it out. He said that he does think we need to be cautious how we proceed; that he's glad that

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Kendra Amaral is straightforward and notified him right away; that he thinks they want to do the right thing but he thinks they're in a bind and they're going to be knocking.

6:56 PM Ms. Davis said that she thinks Underwood needs to do an assessment of our contract to let us know; that we do want to be fair.

Mr. Lee said that he notified Mr. Pratt of this memo; that he thinks we are planning to get together to fashion a response for the SB's consideration. He will email a copy of the IMA with Kittery Sewer to SB members.

6:57 PM 5) Public Bid - Foreclosures

Mr. Lee discussed the two foreclosures, the statutory process, and the recommended minimum bid for each property. He added that he would like to put these in the newspaper, per our policy. Additionally, he said that we would work with the owner if we could get in contact with the one owner they hadn't gotten a response from.

It was the **consensus of the Select Board** to move forward with putting these foreclosures out to bid.

6) Finalize Town Meeting warrant

This was done at the end of the meeting.

7:05 PM 7) Public Approval of Warrants

Ms. Davis moved, second by Mr. Murphy, that the Select Board approve A/P Warrant #98 for \$81,001.48; A/P Warrant #101 for \$151,245.26; A/P Warrant # 103 for \$61,155.73.

Roll Call Vote:

Mr. Donhauser – Yes

Mr. Murphy – Yes

Ms. Davis – Yes

Mr. Pomerleau – Yes

Mr. Hughes - Yes

Unanimous vote to approve motion.

L. New Business:

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7:06 PM Mr. Pomerleau said as a reminder that our marijuana moratorium must be coming close to the end of the 6 months; so, we need to check on that and extend it if that date is approaching.

Mr. Lee will check on the timing.

There was discussion regarding the possibility of CMP replacing LED streetlights without cost. Mr. Lee said that he will check on that, as well.

M. Old Business:

7:10 PM 1) Installation of Gutters at Town Hall (Tabled until Spring)

Mr. Lee said that he didn't think we had money for this right now; that as we go into June 30, the budget will be very tight; that he wouldn't feel comfortable doing anything until we get very, very close to the end of the fiscal year to see if there is any money to do this project.

7:12 PM 2) Reconsideration of Audit Bids

Mr. Lee said, regarding why one bidder was so much higher, that the bidder said that that was the best guess they had; that they look at the whole 5-year timeframe and that every year would be approximately the same, with a modifier for whatever.

Ms. Davis moved, second by Mr. Pomerleau, that the Select Board accept the bid of Smith & Associates for a 5-year contract totaling \$78,900.

DISCUSSION

7:14 PM Mr. Donhauser said that he thought that was absolutely, incredibly silly to do; that the reason is that we are constantly beating ourselves over the head over LD1 and, now, we're going to throw \$14,000 right up against LD1, which makes absolutely no sense; that what we are actually doing is buying an opinion and the opinion is going to look exactly the same whether you pay \$14,000 more or \$14,000 less; that he doesn't understand the reasoning.

7:15 PM Mr. Pomerleau said that he thinks, under the best of circumstances, it's healthy to change our financial relationship with an auditor from time-to-time, anyway, and, in this particular case, he agrees with Ms. Davis in the totally unsatisfactory answers in being late.

Mr. Hughes said that he totally agrees that it is time to have someone else look at our books and our systems and render an opinion on them. He added that, yes, we

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are looking at more money but it's only like \$3,000/year and he thinks we can figure out how to afford that; that he supports going with Smith & Associates.

Mr. Murphy asked for the Town Manager's thoughts.

7:16 PM Mr. Lee said that he has worked with both companies in the past, they are both very-well qualified; that how the SB chooses to spend the money is their choice. He added that meeting LD1 is a challenge and every little bit that goes up against it makes more difficult; however, if the SB is unsatisfied with the service received, they are certainly welcome to change and pay more for hopefully what they consider better, faster service. He said that he doesn't find it helpful for him to render opinions on policy; that he is an administrator.

DISCUSSION ENDED

Roll Call Vote:

Mr. Donhauser – No
Mr. Murphy – No
Ms. Davis – Yes
Mr. Pomerleau – Yes
Mr. Hughes - Yes

Motion passes on a 3-2 vote.

7:17 PM 3) Reconsideration of Town Office Emergency Closing Policy

A question was raised by the negotiating team regarding the formation of a union and general government employees on whether this policy would constitute 'past practice'; that the labor attorney was asked about this and he seemed to indicate that that would not be the case and that it was safe to implement an emergency closing policy; that they still have to negotiate that.

Mr. Lee discussed the changes he incorporated from the input he received.

Mr. Pomerleau said that he has read it through and the changes are fine; that his concern regarding 'past practice' was satisfied.

7:18 PM Mr. Pomerleau moved, second by Mr. Hughes, that the Select Board approve the Town Office Emergency Closing Policy.

Roll Call Vote:

Mr. Donhauser – Yes

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Mr. Murphy – Yes
Ms. Davis – Yes
Mr. Pomerleau – Yes
Mr. Hughes - Yes

Unanimous vote to approve motion.

7:19 PM Ms. Davis said that we had discussed the process to get the **TIF program on the ballot** and we need to finalize that; that there is an informational meeting on April 18th.

Mr. Lee said that on April 26th we will finalize what is in the development program; that he spoke with Attorney Fortin said that she is waiting for the morning after that to make final change to our development program. He added that whatever we're going to say and present on May 10th at the formal public hearing on all things ballot and TIF, you must not change after that; so, you must have your development agreement absolutely rock solid; that that will be the one we maintain all the way through voting.

Ms. Davis said that Attorney Fortin has sent us a relatively finalized form of the program and that needs to go up on the website so that people can review prior to the informational meeting on April 18th. She added that we have considered the fairest way to approach the informational meeting and they were thinking to have Mr. Lee make some introductory comments, for each SB member take about 5 minutes to outline their ideas about the TIF, then the public would be able to, one at a time, ask questions or make comments; that the goal of the meeting would be for everyone to have their say; that we will be there as long as we need to be but we need to approach it in a very calm and structured fashion. She said that it would be good to have a microphone set up. Additionally, she said that they would ask the public if they would like to set any time limits for their portion of the meeting, also asking the public to let everyone have a turn before coming up again.

7:24 PM Mr. Lee said that we missed item K#6, finalizing the Town warrant.

Ms. Davis asked to cover a couple more things and then go back to that. She said that we need a workshop on Stormwater in the future; that she would like Mr. Lee to ask Mr. Moulton to be thinking about it so that we do have a direction when it gets closer to the time when we might have a workshop.

7:26 PM **6) Finalize Town Meeting warrant**

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Mr. Lee said that there were two items, one is the public hearing notice for the public hearing, and he needs a motion to approve. He added that the other action item that Ms. Rawski needs is the final warrant.

Mr. Murphy moved, second by Mr. Pomerleau, that the Select Board approve issuing the Public Hearing Notice giving the information that the Select Board of the Town of Eliot, Maine will hold a Public Hearing on Thursday, May 10, 2018 at 7:00 PM at the Marshwood Middle School Cafeteria.

Roll Call Vote:

Mr. Donhauser – Yes

Mr. Murphy – Yes

Ms. Davis – Yes

Mr. Pomerleau – Yes

Mr. Hughes - Yes

Unanimous vote to approve motion.

Ms. Davis moved, second by Mr. Pomerleau, that the Select Board approve the Annual Town Meeting Election and Referendum Warrant for Tuesday, June 12, 2018, as indicated in the paperwork.

Roll Call Vote:

Mr. Donhauser – Yes

Mr. Murphy – Yes

Ms. Davis – Yes

Mr. Pomerleau – Yes

Mr. Hughes - Yes

Unanimous vote to approve motion.

At this time, the Select Board signed the pertinent documents.

7:29 PM Mr. Lee discussed the need for, or not, an executive session regarding labor negotiations.

The SB agreed to wait until after mediation and consultation with the labor attorney to hold an executive session.

7:33 PM Mr. Hughes said that he wanted to go on record to say that, back in November, we asked Mr. Pratt to provide us with certain information regarding the **new costs on the pump stations repairs**, with one piece being the detail behind the repair costs

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in a format similar to what we had received from them before. He added that APEX has submitted the details Mr. Pratt was waiting for. He said that it was very disappointing that we asked for it in one format and got it in another; that he simply wants to go on record that he is not pleased with what we have received.

7:34 PM Ms. Davis said that we would actually like to see apples-to-apples; that previously when they had given a breakdown in their expense, they had categorized it under somewhat broad categories; that when we got this response, it was very detailed but you can't distinguish the line items to see which line item on the new one goes with the line item on the old one; that we cannot make a comparison. She added that we could ask them to categorize the breakdown they gave us or Mr. Pratt could come in to a workshop to explain it to us.

7:35 PM Mr. Lee said that he thinks the easier, more appropriate thing is to have them do the apples-to-apples, putting the line items into broad categories so that the SB can compare the two.

The SB agreed.

N. Selectmen's Report:

7:36 PM Mr. Pomerleau gave an update on the Aging-in-Place Committee. He said that they are almost done with the survey they are creating to do a needs assessment; that they are getting great help and cooperation from the State Coordinator. He added that they had a representative from Baran Place come in to explain how they would like to be involved with the committee; that there was also a representative from "Off Our Rockers" to inform about their services. He said that this committee is doing a really nice job; that now that the word is getting out, there is increasing community input; that they had a meeting with Judd Knox (York Hospital) updating the committee on what York could provide and services that are available. He added that he is optimistic and enthusiastic about this committee.

O. Committee Vacancy Report

There was no report.

P. Executive Session

There was no executive session.

Q. Adjourn

There was a motion and second to adjourn the meeting at 7:37 PM.

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VOTE
5-0
Motion approved

Approved: June 28, 2018

S: /Mr. Richard Donhauser, Secretary