

SELECT BOARD MEETING
September 27, 2018 5:30PM

Quorum noted

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

B. Roll Call: Mr. Murphy, Mr. Lytle, Mr. Donhauser, and Mr. Orestis.

C. Pledge of Allegiance recited

D. Moment of Silence observed

E. Public Comment:

5:31 PM 1) Introduction of New Police Auxiliary Member – Tiffany Norton

Mr. Lee introduced the new VIPS (Volunteers in Police Service) members – Ingrid Kelly lives in Kittery and belongs to the Kittery Lions Club and loves people and volunteering help in any way she can; Crystal Colson lives in Eliot and volunteers with the Eliot Community Service Department and loves crafts, singing, and playing Pickle Ball, as well as singing the National Anthem for Eliot Festival Day and Memorial Day; and Tiffany Norton lives in South Berwick and works for the Portsmouth Naval Shipyard and has been a huge help in the National Night Out and doing a program called “Coffee with a Cop”. He asked Ms. Colson to speak to that program.

Ms. Colson said that it’s basically helping law enforcement and the community bridge the gap; that some people do it quarterly and others annually, as every department is different.

Chief Moya said that we’ve already done one; that we planned it pretty quickly, with Ms. Colson taking the lead and doing a fantastic job. He added that Dunkin Donuts allowed us to be there and hit it on a good day when we had a lot of regulars. He added that we’re going to keep doing it because the information we got was good, valuable information; that it was nice just to have a cup of coffee with local people.

5:34 PM Mr. Lee thanked them for helping out with our Police Department and doing service to the Town of Eliot.

Mr. Lytle said it has always been important to him that, if a resident takes the time to wave to a police officer, then the police officer should take the time to waive back.

The Police Chief agreed.

SELECT BOARD MEETING
September 27, 2018 5:30PM (continued)

5:35 PM Mr. Lytle said that, in the past, it was good for a while but it seemed to have gone away; that, lately, he's noticed since he has been bringing it up that they have been getting better at it. He added that what they are doing is making a difference.

The Police Chief agreed that it does. He added that he may have had a conversation with Officer Galloway explaining that sometimes, when we're in the car, we're working and we kind of catch that wave at the last second; so, it may seem like we're not there and we don't care but that is why these programs are so important and everyone gets to know us; that we have a good crew over there and fantastic volunteers, who consistently give at least 400 hours/year, and are doing a lot to help in our community.

5:37 PM 2) Introduction of New Code Enforcement Officer – Mark Mitchell

Mr. Lee introduced the new Code Enforcement Officer and asked him to speak.

Mr. Mitchell said that he started his career in the City of Portland and his district was the "Old Port" area, which was kind of fun. He added that he has been doing code enforcement for almost 40 years; that he worked for Saco for 17 years and his most recent job was in Scarborough for 5 years. He said that he relocated to Kittery almost 8 months ago and found the commute pretty miserable and this was an opportunity to change his hour-and-15-minute-commute to 8 minutes. He added that he had forgotten what it's like to work in a small town, saying that it is nice and you get to know a lot of nice people really quickly. He said that he was looking forward to working in Eliot and that it was nice to meet all the SB members.

Mr. Lee said that we are very pleased to have Mr. Mitchell, as he has a wealth of experience.

F. Approval of Minutes of Previous Meeting(s)

5:40 PM Mr. Orestis moved, second by Mr. Lytle, that the Select Board approved the regular meeting minutes of July 12, 2018, as amended.

Roll Call Vote:

Mr. Donhauser – Yes

Mr. Murphy – Yes

Mr. Lytle – Yes

Mr. Orestis - Yes

Unanimous vote to approve motion.

SELECT BOARD MEETING
September 27, 2018 5:30PM (continued)

At this time, Mr. Lee asked to take Item H.1. out of order, so that Ms. (Pamela) Mondshein, who is here, could get to the event she is hosting at 6:30 PM. He added that she has applied for both the Energy Commission and Solid Waste/Recycling Committee and is interested in being on both if the SB would be interested in appointing her to both.

The SB agreed to take this out of order.

5:45 PM Ms. Mondshein said that she has lived here for about 5 years; that she had previously lived in Israel and, before that, in Chicago; that she was active in community affairs in her town of Wilmette. She added that she thought it was time to jump in. She said that the Town of Eliot has a really great reputation; that she works in Rye and the people who go to the church she works at hold up Eliot as an example of people who have done really well with recycling.

Mr. Murphy said that the Energy Commission is going to be talked about later on in this meeting as we're trying to expand what it can do.

Mr. Donhauser moved, second by Mr. Orestis, that the Select Board appoint Ms. Pamela Mondshein to the Energy Commission, for a term to expire June 2021, and Solid Waste & Recycling Committee, with no term of expiration.

Roll Call Vote:

Mr. Donhauser – Yes

Mr. Murphy – Yes

Mr. Lytle – Yes

Mr. Orestis - Yes

Unanimous vote to approve motion.

At this time, the SB signed the pertinent documents.

5:50 PM Mr. Orestis moved, second by Mr. Lytle, that the Select Board approved the regular meeting minutes of August 9, 2018, as written.

Roll Call Vote:

Mr. Donhauser – Yes

Mr. Murphy – Yes

Mr. Lytle – Yes

Mr. Orestis - Yes

Unanimous vote to approve motion.

SELECT BOARD MEETING
September 27, 2018 5:30PM (continued)

G. Public Works

There were no items.

H. Committee Resignations and Appointments

1) Appointment: Pamela Mondschein – Energy Commission and/or Solid Waste & Recycling Committee

This was taken out of order and voted on earlier.

5:52 PM 2) Resignation: Conservation Commission – Douglas Warrender

Mr. Murphy read Mr. Warrender's resignation letter.

Mr. Orestis moved, second by Mr. Lytle, that the Select Board accept Mr. Douglas Warrender's resignation from the Conservation Commission, with regret.

Roll Call Vote:

Mr. Donhauser – Yes

Mr. Murphy – Yes

Mr. Lytle – Yes

Mr. Orestis - Yes

Unanimous vote to approve motion.

I. Department Head/Committee Reports

5:53 PM 1) Energy Commission: Recommendation to Amend the Energy Commission – Capital Improvement Commission

Mr. Lee said that we have an active Energy Commission and they are still interested in energy topics but the group is finding that, when they look at energy, they end up looking at facilities, buildings, what's needed, how improvements could be made. He added that the group agreed, during their last meeting, that they wanted the name of their group to be Capital Improvement and Energy Commission, to combine the two. He invited Mr. Henningsen to speak to this.

5:55 PM Mr. (Ed) Henningsen, Energy Commission (EC), said that they were proposing to expand the extent of the EC to help the Town out, which includes facilities, grounds, etc. He explained that we are a project-oriented Commission; that we've done a lot of energy improvements and we are down to a few things right now that are energy-related; that for the Commission to survive it needs more things to

SELECT BOARD MEETING
September 27, 2018 5:30PM (continued)

look at. He added that he is hoping, by expanding the scope of the Commission, we can attract some other residents to come in and help out, to help the municipal departments with building issues and researching ways to resolve those issues, citing the report he did on the issues at Dead Duck Inn.

Mr. Lee said that he would have to revise the draft by-laws and bring them back in two weeks, as amended, based on the EC meeting, for SB consideration. He added that he thought this would help because we do have a pretty comprehensive capital improvement plan, the Budget Committee asked great questions, and some of that could be referred to this Commission to help put together priorities, why ‘these’ priorities, and help with using what money we have available to get the best/important things first; that it would help in the budget process, as well, to have some depth of understanding of these projects.

5:59 PM Mr. Henningsen said, as an example, there is a lot of work that has to be done at Dead Duck Inn if we want to conserve that asset for the Town, and it doesn’t have to all be done in one year, but there are structural issues, landscaping issues, etc. and we could help develop a work scope.

Mr. Lytle asked about the possibility of getting grants for the work needed at Dead Duck Inn.

Mr. Lee said that some grants are available but we have to apply and have a purpose, suggesting that the EC’s 12-photo report is the type of thing you send in, asking if the State can help us keep their facility in shape. He added that, if we had more hands and ideas, we can start writing those grants; that one of our members on the Commission is a grant-writer.

6:03 PM Mr. Orestis said that he thinks this sounds like an awesome idea, changing it up and expanding the scope of projects but, before you do any more work, he asked if what the EC is looking for is where we’re at as a Board to say yes to moving forward with this idea.

Mr. Henningsen said yes; that this is the way the EC wants to go.

The Select Board was in agreement to move forward with this proposal.

6:04 PM Chief Muzeroll asked for clarification as to where this EC is looking to go with non-energy related items. He added that one thing he sees is equipment upgrades and he is tasked, as a department head, to submit CIP’s for anything greater than \$5,000 on a yearly basis. He asked if we are heading in the direction of, no matter what he does, we’re going to be running this through another board.

Mr. Lee said no, that’s not the intent.

SELECT BOARD MEETING
September 27, 2018 5:30PM (continued)

Chief Muzeroll suggested that, as they move forward with this, and he's sure it's a good idea to do, they give some clarification as to what the scope of equipment upgrades may be and how it relates to the individual department.

Mr. Lee said that that was a good idea.

6:05 PM Mr. (Denny) Lentz said that he is 100% in favor of this proposal; that one of the things that strikes him immediately is how we structure this into the budget process; will these projects be under the Commission name, for example, as we go forward and how do they tie with the issues that are out there on CIP right now in that portion of the budget.

6:06 PM Mr. Henningsen said that he doesn't propose to tell Chief Muzeroll what fire engine he should buy or tell Chief Moya what police cruiser he should buy; that the point is if a department head comes to them saying they want to redo something in their building, they can ask the EC to help look into it. He added that where it goes, budget-wise, is up to you guys. He used the example of getting information for Chief Muzeroll on the possibility of replacing the siren; that the EC would do research on that but he would expect the project to be under Chief Muzeroll's budget; that he isn't trying to usurp anybody's authority but just be there to help out however we might be able to do that.

Mr. Lee said that those were good comments and suggested they consider those questions.

6:09 PM **2) Planning Board: Contracting with SMPDC – No Correspondence**

Mr. Lee said that, with our Planner moving to a different position elsewhere, he has contracted with Southern Maine Planning & Development Commission (SMPDC) who has a pair of planners that are available on a per hour basis; that Ms. (Abbie) Sherwin will be the contracted planner servicing the Town of Eliot until we can hire our own Planner and is here 4 hours on Mondays and Wednesdays.

J. Administrative Department

6:11 PM **1) Town Manager Report**

Mr. Lee listed several events coming up:

- National Night Out – October 2 from 4:30PM to 6:30PM at the Boat Basin
- Police Department Awards Program – October 4 at the Regatta at 5:30PM
- Maine Municipal Convention – October 3&4 (staff/Town Manager will attend)

SELECT BOARD MEETING
September 27, 2018 5:30PM (continued)

6:12 PM Mr. Murphy asked about **Line 37** regarding an impromptu Dept. of Labor inspection.

Mr. Lee said that there was a complaint of the Public Works Department potentially doing something unsafe so they had to come down to check on that; that, in so doing, they did a full inspection of the facilities, training programs, documentation, etc. He added that she ended up being here two days, pointing out some things we need to work on, and he thinks it was helpful; that we are expecting a report from her in about 60 days and we are already working on things that need to be updated. He said that we will know more when we see the letter and he will keep the SB posted.

6:15 PM Mr. Orestis asked about **Line 9/Line 16** regarding meeting/research on Spinney Creek Shellfish expansion with Planner.

Mr. Lee said that it was simply that he met with our Planner at that time and asked questions regarding whether she was aware if they were planning to expand their facility, the number of boat trips per day and the number of trucks a day, is that considered an expansion of use. He added that our ordinance doesn't speak to those things but to the facility, itself. He said that we followed up on something else but came up empty-handed, as did Kittery.

6:17 PM Mr. Donhauser asked about **Line 37** regarding speaking with the TIF attorney and the State's review.

Mr. Lee said that the State had a few generic comments and the attorney wanted to speak with him to get more detail on what exactly we're thinking on particular menu items and whether they are valid or not, such as elder care or a joint-use building; that she would talk with the State to explain and dispel any concerns.

6:18 PM Mr. (Bob) Burns, Meadow Lane, asked if Spinney Creek Shellfish expanded dock space, does that come under Eliot control.

Mr. Lee said that that is what they were trying to talk about – at what point does Eliot have jurisdiction over an enlargement or expansion of that facility; that he even asked about hours; that we define it by the building and he doesn't know if the dock actually qualifies, as he didn't ask that question but it is a very good question.

Mr. Lytle asked for a status update on the fence.

Mr. Lee said that Attorney Brandwein had to get a new affidavit from Mark Mitchell, our new CEO, since now he's the one, in essence, who made the complaint since our former CEO is gone; that it has been submitted to the court

SELECT BOARD MEETING
September 27, 2018 5:30PM (continued)

and we're waiting for a Contempt of Court ruling and the ability to go in and remove the fence, if necessary.

6:20 PM a. MMA Insurance – Dividend - \$6,540

This was an announcement from MMA regarding the Town of Eliot receiving a dividend check for \$6,540 as a result of its good loss experience and loss prevention program.

6:21 PM b. Town Hall Project(s) Update

Mr. Lee read the memo describing the ongoing project at the Town Hall to update drainage around the building, locating condensers and wall heating units around the building, and prepping for and servicing the generator. He explained why they moved the HVAC system from Phase III to Phase I at the Town Hall, what was involved, and the substantial savings that was generated. He clarified that, regarding whatever unused portion of funds for this project may remain, we can't just move those CIP funds to something else but would need to at least go into something similar.

6:29 PM Ms. (Donna) Murphy, resident, asked if a value has been assigned to the generator that is, in a sense, being donated from sewer.

Mr. Lee said no; that he did ask Mr. Moulton, when he meets with Cummins, to get a depreciated value; that the generator is very old so it may not have any depreciated value. He added that he thought that was a good question because, as we track the expenses that the Sewer Department owes back to the Town, this would be an offset on that

6:31 PM c. Holiday Closing Request

Mr. Lee said that the Town Hall will be closed on Thanksgiving (Thursday), Christmas (Tuesday), and New Year's Day (Tuesday) and he would like to request we close the day after Thanksgiving (Friday) and close early on Christmas Eve (Monday) at 2PM, instead of the regular closing time of 5PM. He clarified that he is talking just about non-safety staff. He added that we have allowed paid time off for the last 2 to 3 years.

Mr. Donhauser moved, second by Mr. Orestis, that the Select Board allow the Town Office to be closed Friday, November 23, the day after Thanksgiving.

Roll Call Vote:

Mr. Donhauser – Yes

SELECT BOARD MEETING
September 27, 2018 5:30PM (continued)

Mr. Murphy – Yes
Mr. Lytle – Yes
Mr. Orestis - Yes

Unanimous vote to approve motion.

Mr. Donhauser moved, second by Mr. Lytle, that the Select Board authorize the closing of the Town Hall on Monday, December 24, at 2PM, the day before Christmas.

DISCUSSION

Mr. Orestis asked if this is the same paid time off for those three hours, is that the plan.

Mr. Lee said yes; that it's not in the personnel policy as paid time off, just Christmas. He added that, unless the SB says otherwise, it's with using time paid off.

DISCUSSION ENDED

Roll Call Vote:

Mr. Donhauser – Yes
Mr. Murphy – Yes
Mr. Lytle – Yes
Mr. Orestis - Yes

Unanimous vote to approve motion.

6:37 PM 2) Financial Reports

Mr. Lee thanked our past Treasurer, Becky Bergeron, who continues to come in to help us keep alive with this; that she entered the Certified Budget so, now, we can show you and department heads what your starting numbers are, what has been expended and what remains.

Ms. (Donna) Murphy, Budget Committee Chair, said that we had previously requested the current account status for the fiscal year ending 2018 for the last budget season and we did not receive that; that she would like to request that be submitted to the Budget Committee.

SELECT BOARD MEETING
September 27, 2018 5:30PM (continued)

6:39 PM 3) Amendment to Financial Policies – “Enterprise Activities Policy”

Mr. Lee said that he drafted a policy that would go into our comprehensive financial policies, titled “Enterprise Activities”. He explained that these revenues coming from work CMP is doing in Town and utilizing our Police are outside of gross budgeting; that we didn’t anticipate that we’d be doing that high a level (\$60,000) of outside detail. He added that this policy would allow the ‘offsetting’ of expenses through the use of the revenues taken in through a contract arrangement, such as third-party police details, with SB review.

6:42 PM Mr. Murphy asked if the new, additional money go into the General Fund or does it augment the Police Budget.

Mr. Lee clarified that all we would be doing is offsetting the actual wages and benefits that it takes to get that revenue; that the rest of it would go into the General Fund and build up Fund balance; that it’s not to be used for anything else.

Mr. Orestis moved, second by Mr. Lytle, that the Select Board approve the amendment to the Financial Policies – Enterprise Activities Policy.

Roll Call Vote:

Mr. Donhauser – Yes

Mr. Murphy – Yes

Mr. Lytle – Yes

Mr. Orestis - Yes

Unanimous vote to approve motion.

6:46 PM 4) Propane Tank for Town Hall Generator Bid – Request Waiver of Policy

Mr. Lee said that we need to put in a propane tank for the generator at the Town Hall; that the last time we bid out these tanks, the best price came from Eastern Propane. He added that we went back to Eastern Propane, they laid out a bid that came out to \$5,656, which is \$656 more than the requirement to get three bids and he wanted to know if we could waive the bid requirement on this.

6:47 PM Mr. Donhauser said that an alternative to buying the tank would be to lease a tank; that they will provide a tank, for free, and you get charged more in fuel costs.

Mr. Lee said that we did check into that and, even fuel vendors themselves, will tell you you’re better off buying it, long-term – if you can afford it, buy it.

SELECT BOARD MEETING
September 27, 2018 5:30PM (continued)

Mr. Donhauser said that it also only allows you to use one vendor because, if you put their tank in the ground, you can only go to that vendor.

Mr. Lee said that that was correct; that, for example, if Eastern Propane has our book of business and they decide to keep going up and up in prices, we're still kind of locked in with them.

There was also discussion regarding the pros and cons of excavating to put in a gas line from the Fire Station to the Town Hall with metered service.

6:52 PM Mr. Donhauser moved, second by Mr. Lytle, that the Select Board waive the bid requirements for this propane tank from Eastern Propane.

DISCUSSION

Mr. Lytle asked if we were going to go with installing a gas line to the Town Hall from the Fire Station.

Mr. Lee said that it was discussed to do but it was deemed impractical because of the distance we'd have to cover, cutting through the driveway, going out around the building, etc.; that it seemed impractical to do that.

Mr. Donhauser asked how big the tank is at the Fire Station.

Chief Muzeroll said 1,000 gallons.

6:53 PM Mr. Orestis asked if we knew what the anticipated usage would be for this building.

Mr. Lee said that it would not be very often; that it would only be for when we have an event that called for a generator.

Mr. Orestis asked how often that was.

Chief Muzeroll said that last year, other than the test cycle done for 30 minutes every Monday night, through two long storms and four short-term outages, we were over 60 hours of use; that we were not at full capacity at the Fire Station for that full 60 hours; that he didn't know what the consumption rate was for the Town Hall proposal.

Mr. Lee added that he's not technical but there was something about pushing propane gas a certain distance that we lose pressure, maybe.

SELECT BOARD MEETING
September 27, 2018 5:30PM (continued)

Chief Muzeroll said that, in fairness to the project, he agrees there may be limitations to pipe size and pressure of the tank as to how far it goes. He added that he only brought it up as something to consider; that we considered it an engineered for the police Station if they want to get that way; whether it's feasible, or not, in the long run for the Town Hall, is beyond him, as he isn't an engineer.

6:54 PM Mr. Lee said that he thinks it had to do with diminishing pressure over a certain distance. He added that that was our first go-to but he thinks that's the reason we ruled it out.

Ms. (Donna) Murphy said that, on the motion to amend the Financial Policies, she didn't hear what the specific policy change was going to be; that it didn't appear to be stated in the motion, asking if that was going to be an issue.

Mr. Lee said that that was a good question. He added that he believed the intent was to add that to the Financial Policies.

The SB agreed.

Mr. Lee asked the SB if they would agree to revise their motion to say that Mr. Orestis moved to add the Enterprise Activities Policy to the comprehensive Financial Policies.

Mr. Orestis said yes.

Mr. Lytle said yes (seconded the motion clarification).

The **SB agreed by consensus** to clarify the motion regarding adding the Enterprise Activities Policy to the comprehensive Financial Policies. The motion wording reads, "Mr. Orestis moved, second by Mr. Lytle, that the Select Board approve the amendment to the Financial Policies **to add** Enterprise Activities Policy."

DISCUSSION ENDED

Roll Call Vote:

Mr. Donhauser – Yes

Mr. Murphy – Yes

Mr. Lytle – Yes

Mr. Orestis - Yes

Unanimous vote to approve motion.

SELECT BOARD MEETING
September 27, 2018 5:30PM (continued)

6) Sept. 27 Public Hearing – General Asst. Ordinance at 7:00 PM

7 PM The Public Hearing was opened.

Mr. Lee explained that each year the Department of Health and Human Services (DHHS) of the State of Maine adjust the tables we use for administering General Assistance (G.A.), adjusting the maximums we can give on housing, food, electricity, etc.; that some numbers go up and some down based on studies for different prices around the State and in each county. He said that we did put a legal notice in, posted on September 19th, and he has the new maximums.

7:01 PM Mr. Orestis asked Mr. Lee if he would speak to how someone might apply for something like this.

Mr. Lee said that, if you are hurting financially and you're doing everything you can to find a job, keeping receipts, showing that every dollar that comes in goes to something essential, and you still don't have enough to get by month-to-month, you ought to call the Town Office and ask to speak to Ms. Albert or himself; that a person would come in for an initial meeting, fill out an application, listing monthly income and expenses, disposable assets, etc. He added that we usually help for a short period of time and, during that time period, they need to look for no less than three jobs, keep all receipts, sign up for 'this' type of training; that we make them do their part in order to get help but, if they are eligible, we are very happy to help.

7:02 PM Mr. Orestis said that it's important that people know that this is out there and available when they really need it.

Mr. Lee agreed, especially as we go into the heating season. He said that we also have a Heating Fuel Fund for people who fall through the cracks; that there are some people who don't qualify for G.A. but we understand their circumstances, that they don't fit in a nice square box, and we have a fund. He added that residents can donate to this fund by calling the Town Office.

7:05 PM The Public Hearing was closed.

Mr. Donhauser moved, second by Mr. Orestis, that the Municipal Officers of the Town of Eliot adopt the MMA Model Ordinance G.A. Appendices A through D for the period of October 1, 2018 through September 30, 2019. These appendices are filed with the Department of Health and Human Services in compliance with 1 M.R.S.A. §4305(4).

Roll Call Vote:

SELECT BOARD MEETING
September 27, 2018 5:30PM (continued)

Mr. Donhauser – Yes

Mr. Murphy – Yes

Mr. Lytle – Yes

Mr. Orestis - Yes

Unanimous vote to approve motion.

7:06 PM 5) Personnel Policy Update (1st Reading)

Mr. Lee said that this is a 1st reading and asked if the SB have any comments, revisions, or concerns with this draft, so far, please come see him to let him know; that he will put this on the next regular meeting agenda for possible approval.

7:08 PM 7) Special Town Meeting Public Hearing – Oct. 25th at 7:00 PM

Mr. Lee said that he wanted to know if the SB wanted to conduct the required Public Hearing on all the things that will appear on the ballot; that given the constraints of the Charter, the timing, etc., the best date for this would be October 25th at 7PM, which would be part of a regular meeting.

Mr. Lytle moved, second by Mr. Orestis, that the Select Board conduct a Public Hearing of the Warrant Articles that will appear at the Special Town Meeting on October 25th at 7PM.

Roll Call Vote:

Mr. Donhauser – Yes

Mr. Murphy – Yes

Mr. Lytle – Yes

Mr. Orestis - Yes

Unanimous vote to approve motion.

7:11 PM 8) MMA Voting Credentials

This was regarding the annual business meeting of the MMA and to appoint Mr. Lee as a voting member to represent the Town of Eliot

Mr. Donhauser moved, second by Mr. Lytle, that the Select Board have Mr. Lee, Town Manager, represent us as a delegate to the Maine Municipal Association Annual Meeting.

Roll Call Vote:

SELECT BOARD MEETING
September 27, 2018 5:30PM (continued)

Mr. Donhauser – Yes

Mr. Murphy – Yes

Mr. Lytle – Yes

Mr. Orestis - Yes

Unanimous vote to approve motion.

7:13 PM 9) Approve Warrants

Mr. Donhauser moved, second by Mr. Murphy, that the Select Board approve A/P Warrant #22 in the amount of \$665.00, dated September 2, 2018; A/P Warrant #25 in the amount of \$1,936,918.80, dated September 10, 2018; A/P Warrant #27 in the amount of \$59,015.01, dated September 15, 2018.

Roll Call Vote:

Mr. Donhauser – Yes

Mr. Murphy – Yes

Mr. Lytle – Yes

Mr. Orestis - Yes

Unanimous vote to approve motion.

K. New Business:

7:16 PM Mr. Lee said that this is a memo from Chief Moya discussing a silver 2018 SUV at Quirk Auto in Augusta (low bidder last year), priced slightly less than what we got one for in the last bid last year; that the Police Chief was asking if it was possible to purchase this vehicle as opposed to going to bid, explaining that, normally, getting silver takes a few weeks longer for delivery, as it is not a popular color in Maine, and this may make it quick and easy; that the dealer will hold the vehicle until after the 9/27 SB meeting. Mr. Lee said that this is a silver 2018 police SUV and priced less than the one we paid for last year at \$29,281.

Mr. Donhauser asked if it was budgeted for this year.

7:19 PM Mr. Lee said yes; that it was budgeted to buy a vehicle, upfit it, and also police computers; so, we are authorized to purchase this, budget-wise. He added that the Chief was calling around to get some baseline information and the dealer told him he had one sitting on his lot; that the dealer said that he would discount it if we wanted it but we needed to move quickly. He clarified that this price does not include the upfit or police computer. He said that he recommended this purchase.

SELECT BOARD MEETING
September 27, 2018 5:30PM (continued)

7:21 PM Mr. Donhauser moved, second by Mr. Lytle, that the Select Board authorize the waiving of the bidding for this 2018 SUV at Quirk Motors for the purchase amount of \$29,281.

Roll Call Vote:

Mr. Donhauser – Yes

Mr. Murphy – Yes

Mr. Lytle – Yes

Mr. Orestis - Yes

Unanimous vote to approve motion.

L. Old Business:

7:22 PM 1) Meadow Lane – Next Steps

Mr. Lee said that he shared this memo he wrote to the SB with Bob Burns and Paul Sycamore (residents of Meadow Lane). He added that this memo is regarding getting Meadow Lane on the June ballot for acceptance as a Town Way and the requirements that would need to be met in order to do that. He said that, after reading through the file and the ordinance governing the normal road acceptance procedure, he just needs to know what the SB's expectations are, asking if he should refer this to the PB and ask them to try to make the decision if they want letters from the Chiefs regarding safety, a letter from Public Works, etc.; that the SB was advised by the Town attorney, based on what he saw, that it logically followed that, somehow, they had done everything they were supposed to and the developer did everything he was supposed to but, back then, it just never got out of the PB and never got on the ballot. He added that he didn't want it to fall through the cracks, again, so he will continue to put it on the agenda until we determine a course.

7:25 PM Mr. Murphy said that he needed to do more research on this; that he wants to nail down, as best he can, what responsibility the Town has had and if that responsibility has changed, as has been implied; that there may be something more that we need to do from an engineering, or technical, point-of-view.

Mr. Donhauser pointed out that the residents have bent over backwards to bring us information about this and he thinks we need to move forward in some way; that Selectman Murphy can certainly do his due diligence but he thinks we should move forward, looking towards June. He asked if the PB was, perhaps, the first place to go to or a place to start.

SELECT BOARD MEETING
September 27, 2018 5:30PM (continued)

7:27 PM Mr. Lentz said that this is a process and he thinks that's a starting point; that he doesn't think the PB is going to make the ultimate decision but what they will do is act as the glue to pull the Police Chief, Road Commissioner, etc. to look at all this information and make a decision based on what they say. He added that he thinks it's the process the SB wants to use.

Members of the SB agreed that they wanted to reach for June as the target.

Mr. Lee reminded them that March was really the deadline for reaching any decisions for a June ballot.

7:28 PM Mr. Burns, Meadow Lane, said that, personally, he's always believed that perseverance is omnipotent. He added that he migrates the end of this month and he doesn't migrate north until early in May, so, he is trying to find out what we have to do, if we have to do anything more; that he knows there's been talk of a couple of borings and he got a quote; that he was told that two borings was a waste of money because you have to rent the digger for the whole day; that the cost is up around \$4,500. He said that he was trying to firm up, before he leaves and turns it over to his next-door neighbor, what specifically we need to do to get it on the June public meeting.

7:29 PM Mr. Lee said that he would plan to put this on the agenda in two weeks, asking if that gave Mr. Murphy enough time.

Mr. Murphy said that he was not sure.

Mr. Orestis asked, as far as the process goes, could Mr. Murphy be looking at the information as we move this to the PB for them to start their process of reviewing the documentation the Meadow Lane residents provided to see what additional things they need; that Mr. Murphy could contribute his own research as we go through the process.

Mr. Lee said that, as Mr. Lentz said, the PB would be the glue to hold it together and, maybe, forward a recommendation; that the SB does have some time, as a Board to review this and reach a decision.

7:31 PM Mr. Lentz said that the PB would be following the ordinances. He added that the residents need to fill out the PB application and they will begin to guide you through what is needed.

Mr. Lee asked the SB thought about running a concurrent track with Mr. Murphy doing more research and him referring this to the PB and work with Mr. Lentz to get staff to attend and make comments or write reports.

SELECT BOARD MEETING
September 27, 2018 5:30PM (continued)

After further discussion, the SB agreed to work concurrently with the PB on this issue.

M. Selectmen's Report: Seeking Committee Members (TIF, Clean Water, Cannabis, Cable TV)

7:36 PM Mr. Orestis asked if there was anything more on the skate park.

Mr. Lee said that he spoke with the ECSD Director and that there's no advancement on the issue but it is a top goal this year to either have that bowl gone, rehabbed, or something; that he wants progress this year on that.

N. Executive Session

7:39 PM Mr. Orestis moved, second by Mr. Donhauser, that the Select Board enter into executive session as allowed by 1 M.R.S.A. §405.A Personnel Matters.

Roll Call Vote:

Mr. Donhauser – Yes

Mr. Murphy – Yes

Mr. Lytle – Yes

Mr. Orestis - Yes

Unanimous vote to approve motion.

8:35 PM Out of executive session. There was no action.

O. Adjourn

There was a motion and second to adjourn the meeting at 8:36 PM.

VOTE

4-0

Motion approved

Respectfully submitted,

Ellen Lemire, Recording Secretary

S/ Mr. Richard Donhauser, Secretary

Date approved: November 29, 2018