

SELECT BOARD MEETING

June 28, 2018 5:30PM

Quorum noted

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

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

C. Pledge of Allegiance recited

D. Moment of Silence observed

E. Public Comment:

5:31 PM 1) Kai Machamer – Request to Construct/Place Picnic Area

Mr. Lee said that this person is a Life Scout who is requesting to put in a picnic area at Douglas Memorial Woods for the community as his Eagle Project; that Mr. Machamer will need to get permission from Great Works land Trust, as the owner of the property, first.

5:32 PM Mr. (Jim) Tessier, Johnson Lane, said that, back when the TIF Alternative Committee was active, they spent a lot of time reviewing potential options for the TIF; that they made recommendations to the SB a couple years ago and no action was taken on them; so, he was wondering if the SB would consider inviting them to a workshop to discuss their findings.

Mr. Murphy said that that sounded reasonable. He added that the source of TIF funds have, recently, been greatly expanded because the compressor station is building a new addition; that the funds generated will be substantial and this needs a broader, more generous focus.

Mr. Lee said that the current facility brings in about \$550,00/year and the additional facility is expected to bring in an additional \$900,000/year, for a total of about \$1.5 million/year. He agreed that we can look at a very broad picture because the amount we will have over the next 20 years has increased dramatically.

Mr. Lytle asked if they thought the committee would be interested in starting up again and would the SB approve.

Mr. Murphy said that that would be something for the SB to consider.

5:34 PM Mr. (Denny) Lentz said that, at that informational meeting, the completion date for the additional compressor was 2020, so you've got some time, now.

SELECT BOARD MEETING
June 28, 2018 5:30PM (continued)

Mr. Murphy agreed that there was no hurry.

5:35 PM Mr. Lee said that he met with representatives from that project; that they offered to come in, if the SB would like, probably in January 2019 and do a presentation to the SB regarding that building project. He added that it probably won't be on-line until 2020.

Mr. (Ed) Henningsen said that, if the SB is going to start up a TIF Committee, he would be more than willing to participate.

Mr. Tessier said that, while people have said there's no hurry, nine years have gone by already, and two years have gone by since that committee made recommendations. He added that it would seem prudent to get the ball rolling to do something, moving forward.

5:36 PM Mr. Orestis said that he would be happy to have representatives of that TIF Alternatives Committee come in to make a presentation.

Mr. Donhauser said that he was pleased, as well; that he thinks it's time to seriously look at what projects we can perform; that, if we leverage that \$1.4 million, we could turn that into \$18 million, taking out a bond and using the revenue from the compressor station to pay for that bond. He added that there is very little risk, in his estimation, of that revenue stream going away. He said that what he thinks we ought to do is look at a broad picture, with the more ideas the better, because he doesn't think you can satisfy a large portion (60-70%) of Eliot residents on one project; that we can accomplish several projects that engage more people. He said that Eliot is in an unprecedented financial position with respect to other municipalities; that he agreed with Mr. Tessier that we should get our local community to step up and seriously look at doing several projects.

5:39 PM Mr. Lee said that a first step would be to reach out to those who served on that committee to see if they would be willing to serve again; that it ended not great and he isn't sure they would be willing, again. He added that, if that's the case, we would need to convene a new TIF Alternatives Committee. He said that he could put it on the July 12 meeting for formal action.

Mr. Orestis said that he believes, at this point, it would probably be just a presentation of the previous findings for the next agenda; that he thought that made the most sense and, then, we could take the next steps forward, asking for the will of the SB.

Mr. Murphy said that there are lots of approaches we could take and lots of things to discuss, so, we don't have to solidify them right now. He asked the SB if they wanted to ask the Town Manager to invite the former committee members.

SELECT BOARD MEETING
June 28, 2018 5:30PM (continued)

5:40 PM The SB agreed that they did.

Mr. Murphy asked for that to be made in the form of a motion, as this is unusual but the whole subject is unusual.

Mr. Orestis moved, second by Mr. Lytle, that the Select Board invite the TIFF Alternatives Committee here to make a presentation, if they would like to come to the next meeting.

DISCUSSION

Mr. Donhauser said that he was not opposed to that but suggested having suggestions in advance of that meeting.

Mr. Lee pointed out that that committee did a very good job with the survey they did, getting back a high level of response; that he thinks the SB should look at the original data and that he would make that available to the SB. He added that the report that committee did was very much centered around that survey; that we have very good feedback of what the citizenry said about dealing with the money and economic development.

5:42 PM Mr. Tessier said that they had an assessment done by a consultant with a resultant report that the SB would want to see.

Ms. (Janet) Saurman said that she was going to try to set a precedent, first of all, by using the microphone for any of us who speaks in the audience; that those who watch this from home can't hear you; so, she would really like the Chairman to insist that, if a member of the audience wants to speak, they need to speak to the microphone. Regarding the TIF Alternatives Committee, she said that she assumed that Mr. Lee saved all the information because it was such a debacle, before, the way we were treated at the Public Hearing and the way the consultant was treated.

Mr. Lee said that he kept everything.

Mr. Murphy thanked Ms. Saurman, saying that that supports what he's believed for months; that he's always disappointed when people from the audience don't come forward to use the mic – please do so.

DISCUSSION ENDED

Roll Call Vote:

Mr. Donhauser – Yes

SELECT BOARD MEETING
June 28, 2018 5:30PM (continued)

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

Unanimous vote to approve motion.

5:44 PM Ms. (Rosanne) Adams said that she just wanted to remind this SB that the previous SB had before it the York River Study Committee and voted placing that on the ballot in November; that she knows that York is already planned a public hearing, encouraging the SB to hold public hearings on it this summer and fall.

Mr. Murphy agreed, saying that he wanted the SB to plan a public hearing and, then, a presentation later in September closer to the election.

Mr. Lee said that he has already added that to the July 12th agenda.

F. Committee Resignations and Appointments

5:46 PM 1) Appointment of Municipal Officials

This is a list of 18 Town Municipal Appointments made annually by the SB. Mr. Murphy read the names and positions (Document available at Town Hall).

Mr. Donhauser moved, second by Mr. Lytle, that the Select Board confirm the appointments named in this document, dated June 19, 2018.

Roll Call Vote:

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

Unanimous vote to approve motion.

5:49 PM 2) Appointment of Labor Negotiating Team – No Correspondence

Mr. Murphy said that this SB met in executive session to discuss this and it is now time to choose the two Selectmen that will represent the Town in negotiations with the labor unions.

Mr. Lytle moved, second by Mr. Orestis, that the Select Board appoint Mr. Donhauser and Mr. Orestis to the labor negotiating team.

SELECT BOARD MEETING
June 28, 2018 5:30PM (continued)

Roll Call Vote:

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

Unanimous vote to approve motion.

G. Approval of Minutes of Previous Meeting(s)

5:54 PM Motion by Mr. Donhauser, second by Mr. Lytle, to approve the minutes of March 22, 2018, as amended.

Roll Call Vote:

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

Unanimous vote to approve motion.

5:55 PM Motion by Mr. Donhauser, second by Mr. Lytle, to approve the special joint Select Board/ Budget Committee minutes of May 2, 2018, as written.

Roll Call Vote:

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

Unanimous vote to approve motion.

5:56 PM Motion by Mr. Donhauser, second by Mr. Orestis, to approve the minutes of May 12, 2018, as amended.

Roll Call Vote:

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

SELECT BOARD MEETING
June 28, 2018 5:30PM (continued)

Unanimous vote to approve motion.

H. Department Head/Committee Reports

5:58 PM 1) Energy Commission – Solar Array PPA Approval

Mr. Lee said that members of the Energy Commission and ReVision were in attendance. He added that the goal tonight is to get final approval from this SB to authorize the Town Manager to sign what documents are necessary to engage ReVision, who was the successful bidder on this project. He said that there are at least three things to sign: the PPA (Power Purchase Agreement, an easement form to allow them to enter Town Property, and a grant of interest in realty; that there may be one or more, such as a CMP document, to sign, clarifying that he was seeking broad authorization to sign what documents are necessary to complete this transaction and get ReVision started with putting in the solar array. He added that we are hoping to generate about 95% of the power in the municipality, outside of the schools and street lights, he believes, over the life of the solar array.

Mr. Murphy added that, in 2017, the voters approved this with over 65% of the vote.

6:02 PM Mr. Donhauser moved, second by Mr. Lytle, that the Select Board approve the Town Manager move forward on this project and to sign the necessary documents to accomplish the project.

DISCUSSION

Mr. Donhauser said that the memo from Attorney Saucier raised a couple of points, asking if they had been resolved.

Mr. Lee said that our attorney and ReVision's attorney resolved those issues.

Roll Call Vote:

Mr. Donhauser – Yes

Mr. Murphy – Yes

Mr. Lytle – Yes

Mr. Orestis - Yes

Unanimous vote to approve motion.

Mr. Lee thanked the Select Board, Energy Commission, and ReVision for their efforts and energy in putting together this project.

SELECT BOARD MEETING
June 28, 2018 5:30PM (continued)

6:04 PM 2) Planning Dept. Process and Ordinance Updates

Mr. Lee introduced the Town Planner and said that she would be giving a powerpoint presentation regarding Planning Department processes and ordinance updates; that she brought handouts of the presentation for everyone to follow along. (Handouts are available at Town Hall.)

6:06 PM The Town Planner discussed issues that were brought to her when she first started, to include process development, organization, follow-up, ordinance revision, and public information, which are the things she has been working on since she started in February. She added that it has been a collaborative process and these process updates would not have been even an option without the Land Use Assistant, the recording secretary, and a lot of hard work from all the Board members. She said that her goals and objectives always incorporate process, communication, collaboration, and transparency.

6:22 PM Mr. Donhauser asked if there were any long-term plans for scanned documents so that we don't have to build more space for record retention.

The Town Planner said that we have been looking at a number of file solutions between Planning, Code Enforcement, and Assessor Offices; that there are more efficient ways to house hard-copy files that we could look into for storage but we will most likely always have to keep a lot of that in hard copy.

Mr. Lytle said that he was impressed that the three offices were all working together; that he thought it was great.

6:25 PM 3) Eliot Conservation Commission – Revised By-laws

Tonight's purpose is to seek approval of these by-laws.

Mr. Orestis said that this set of by-laws references the Select Board as the Board of Selectmen; that that should be updated throughout the document.

Mr. Donhauser moved, second by Mr. Lytle, that the Select Board approve the Conservation Commission by-laws, subject to the change by Mr. Orestis.

Roll Call Vote:

Mr. Donhauser – Yes

Mr. Murphy – Yes

Mr. Lytle – Yes

Mr. Orestis - Yes

SELECT BOARD MEETING
June 28, 2018 5:30PM (continued)

Unanimous vote to approve motion.

6:27 PM 4) Aging-in-Place Committee Requesting Liaison

Mr. Murphy asked if someone on the SB would be willing to be liaison to this committee.

Mr. Donhauser said that he would be interested in doing that.

Mr. Lytle moved, second by Mr. Orestis, that the Select Board appoint Mr. Donhauser as liaison to the Aging-in-Place Committee.

Roll Call Vote:

Mr. Donhauser – Yes

Mr. Murphy – Yes

Mr. Lytle – Yes

Mr. Orestis - Yes

Unanimous vote to approve motion.

I. Public Works

6:29 PM 1) Unused Vacation Time - PWD

Mr. Lee said that despite our best efforts to get Mr. Moulton out to use up some of his vacation time, as requested by the last SB, even when he is gone 2 of the 5 days in the week, he often goes over 40 hours because he goes in early and stays until the contractors go home. He added that, even though he makes Mr. Moulton take every Friday off, we are making very slow progress on getting his hours down. He said that the personnel policy doesn't permit pay-outs and you lose your time if you haven't used it by a date certain. He added that Mr. Moulton has written a memorandum, at Mr. Lee's request, that is in your packets; that the long-and-short of it is that, as of January 1st, 2018, he was able to accrue an additional 120 hours – *“an additional 3 weeks of vacation time. To date, I currently have 239 hours (6 weeks) of vacation time remaining on the books. As discussed and given all things considered, I do not feel I should be penalized for the inability to take my vacation time effectively, or lose time earned because of unnecessary circumstances. My plan going forward as discussed is to continue to take Fridays off until the winter season commences but given a forecasted busy construction season I do not foresee a number of vacation hours being utilized. I am going to attempt to take a week-long vacation at some point this year (when time permits).”*; that Mr. Moulton did point out that, unlike other employees for much of the year, he is really required to be here for snow season; that we don't

SELECT BOARD MEETING
June 28, 2018 5:30PM (continued)

allow anyone to take vacation during snow season. He did say that he talked Mr. Moulton into taking vacation days when he knew there was no snow coming but he is conscientious enough that he doesn't like to not be with the rest of the crew when they're fighting snow; that there is also a union consideration that, if he's not the top dog during a snowstorm, it falls to the foreman and the foreman is in a union and would get paid at a variable rate because he's the acting Director, temporarily. He added that, for those reasons, Mr. Moulton doesn't like to miss any storms; that as the SB knows, he runs the Transfer Station, Public Works, Sewer Department, we have a big project going on, stormwater, etc.; that Mr. Moulton has really not been able to take a lot of time in his efforts to help this Town get a lot done and Mr. Lee feels badly about it. He said that Mr. Moulton is asking to get compensated; that his budget can sustain it and end the fiscal year under budget, overall. He reiterated that the personnel policy seemingly doesn't allow it; that he's seen waivers to that policy in that past and is sure it is within the SB's right to do so; that he is here tonight to represent Mr. Moulton and ask if the SB would consider whether or not you would allow us to convert some of those vacation hours, at least getting him down to 120, which is all he's supposed to carry, and pay out some of that from his budget.

6:33 PM Mr. Murphy said that he had hoped he would try to be away more than just Fridays, asking if he could take Thursday and Friday and let someone else take over some of the responsibilities.

Mr. Lee said that Mr. Moulton did last week and he's going to try again next week but, sometimes, the rest of his week is so that he's well over 40 hours when he takes Friday off. He added that he, Mr. Lee, hasn't taken a full week's vacation since he started working here four years ago because there is so much going on he can't relax during the week he is off; that he takes a day or two off, here and there.

Mr. Murphy asked if the Public Works was understaffed.

Mr. Lee said that we helped Mr. Moulton quite a lot by getting him the 28-hour/week administrative assistant; that that has freed him up to get out of there sometimes as he has been able to shift a lot of the paperwork to the administrative assistant. He added that the only other thing he could see that they could do was to waive the loss of vacation time as of January 1 and extend the period of time that he has to make Mr. Moulton get down to 120 hours by the end of this December 31st in lieu of paying him; that you could either pay him out by waiving the personnel policy or you could extend the time that he has to get it used. He said that he doesn't know how realistic it is that he'll be able to get that all the way down; that it may be a recurring theme for Mr. Moulton, as he really has too many departments, and he thinks the SB needs to recognize that Mr. Moulton can't really slow down and leave here; that there are always a dozen phone calls

SELECT BOARD MEETING
June 28, 2018 5:30PM (continued)

for him every day and, in fact, there have been times when he has been on a vacation day and we've had to call him back in for a meeting, etc.; that even though he tries to take vacation, he often gets called on 3, 4, 5, or 6 times a day; that it's not really vacation if you get called all the time.

6:36 PM Mr. Murphy said that it sounds to him like he needs additional personnel and do more delegation.
Mr. Lee said that that's probably true but, at the moment, what we have on our hands is a vacation issue and he doesn't know how the SB would like to deal with that with our Public Works Director.

6:37 PM Mr. Lytle said that this has always been a problem with Mr. Moulton; that he wants to do everything himself and he's taken on too many projects and too many areas without anyone covering for him; that he's got to start putting authority over to his crew so that he can start taking his time off.

Mr. Orestis said that he keeps thinking about, if we approve this, what this does for future instances where this keeps coming up; that if we make a waiver on this occasion, what is going to stop others from coming in and requesting the same thing.

Mr. Lee said that he tends to agree with him; that, in fact, there have been comments by other staff about consistency because we have at least one other staff who performs elections who also has a difficult time using her vacation because of her seniority; that she has quite a bit of vacation that she should and could use and has had to make difficult choices to get out of here, even though she has a pile on her desk. He added that she's been able to keep her numbers down but, going back a couple of years, she did lose a couple of days because of all her activities that year; so, the staff is worried about consistency, here, and he thinks that goes to Mr. Orestis' question that everybody will stop taking vacation time and take a paycheck, instead. He did add that he thinks Mr. Moulton is in somewhat of a unique situation, given that we have sort of put him in charge of about five things and he is a very conscientious employee; that he's glad we have Mr. Moulton but he won't take time off.

6:39 PM Ms. (Donna) Murphy said that she just wanted to remind this SB that, back in March of 2013, this issue became before this SB; that at the time Mr. Moulton was an hourly-paid employee.

Mr. Murphy asked the speaker to please use the microphone because it goes out to our citizens.

Ms. (Donna) Murphy said that, after discussion with this SB, Mr. Moulton's position was changed to a salaried position; that, as part of that agreement, he was

SELECT BOARD MEETING
June 28, 2018 5:30PM (continued)

given a significant raise to compensate for the comp time that had been previously approved for him as an hourly employee. She added that Mr. Moulton says in his memo that he took some time off during the winter using time compensated and she was curious as to how he accrued compensated time when he was no longer allowed that as of July 1st, 2013. She said that, in addition to that, there has been a position that has been added since this time; that perhaps this is more of a time management issue and a choice to take those phone calls; that he does have a foreman that can take over his duties and that is part of the foreman's job to be there when the boss isn't there; that she's also curious as to why anybody would think that the foreman would then get Mr. Moulton's salary for the times Mr. Moulton is not there when it's already part of his (foreman) job.

6:41 PM Mr. Murphy asked the Town Manager about the added money when the Foreman is filling in.

Mr. Lee clarified that he was just talking about winter storms are occurring; that there is a belief from our labor attorney that the claim can be made that the Foreman is now the Acting Director in the absence of the Director during a snow emergency and we have a feeling they would file a Prohibited Practice Complaint.

Mr. Murphy asked about during the summer.

Mr. Lee said that he didn't see that during the summer; that he does that all the time and is not a new idea; that when Mr. Moulton left last week on Thursday/Friday, he left a list with Mr. Sylvester and told him what he expected done over those two days and Mr. Sylvester diligently went around doing it, so Mr. Moulton does delegate. He added that he also has a real desire to be there, on-site, to make sure things go right; that he's working with Mr. Moulton very closely to make sure he's taking time off.

6:43 PM Mr. Donhauser asked what the snow months are and how much money are we talking about if we waive this.

Mr. Lee said snow months are from November 15th to April 15th; that we would be looking at 112½ hours and, with benefits, comes to \$5911.02

Mr. Donhauser asked if it affected pension benefits.

Mr. Lee said yes.

Mr. Donhauser asked how many Public Works employees there were.

SELECT BOARD MEETING
June 28, 2018 5:30PM (continued)

Mr. Lee said four full-time, year-round and, then, two and a half full-time, seasonal for maintenance of properties, parks, etc. He added that we don't contract any snow-plowing as that is prohibited by the union contract.

After some clarification, it was said that the vacation time has been waived in the past.

6:44 PM Mr. Donhauser commented that he has to agree with Ms. (Donna) Murphy; that he believes it's a matter of delegation. He added that he thinks Mr. Moulton is probably a major over-achiever but he needs to delegate some work and take his vacation time; that he has to trust his subordinates. He added that, by waiving, we are setting a precedent; that if he were an employee in another Town department, he'd like to stop taking his vacation and get paid also; that that would pump up his pension and have sort of a bonus. He said that it appears this has recurred and, since he has a foreman, he needs to rely on his foreman; so, he is somewhat reticent about paying that out, especially this amount of money, even though his budget can handle it. He added that he thinks we need to impress on Mr. Moulton that we have a personnel policy that says you use it or lose it and he should have an incentive to take vacation. He said that we aren't punishing him; that he's actually punishing himself by not taking vacation.

6:46 PM Mr. Lytle said, in support of Mr. Moulton, that he has taken on an awful lot; that he's working on two pump stations, has taken over the parks, a heavy workload; that he just needs to delegate more to his staff.

Mr. Murphy said that it seemed to him that they may be understaffed, too.

Mr. Lee said that he thought we could always use more staff given that we have stormwater and other towns don't, for instance. He said that he was wondering if it was possible to have some time to have Mr. Moulton take a week off, delegate work for that whole week, and let him burn through some of this and come back to the SB in the fall and, if he hasn't used it by then, he loses it.

Mr. Donhauser said that that sounds fair to him.

Mr. Murphy said that we really tried to address this before and didn't really hit what was there, and that's his habit of overwork.

6:48 PM Mr. Lentz discussed his concern for Mr. Moulton having an accident; that there is a need to take time off for rest and relaxation. He added that he doesn't think it's fair to the other directors, asking if the other directors have the same problem, is the SB going to waive it for them, too. He said that you have a policy and, if the policy doesn't work, then change the policy.

SELECT BOARD MEETING
June 28, 2018 5:30PM (continued)

Ms. (Donna) Murphy said that, when Mr. Moulton came before this Board two times, he was told the last time not to come back with this same issue. She reiterated that she would like the Board to address the issue of compensated time; that according to this memo, he was using 'comp time' rather than his vacation time and he doesn't get 'comp time'; that he was given a significant raise to cover what he was losing as an hourly employee. She suggested the Board look at the hours he took in 'comp time' and charge that against his vacation and/or have him return that significant raise he is being paid to cover it.

6:49 PM Mr. Murphy asked if this use of 'comp time' is an unusual way or does everyone use 'comp time' the same way.

Mr. Lee said no, that it's very rare; that toward the end of the year, if any particular budget is particularly hard-hit, we try to avoid overtime and only in those circumstances does he usually let people go out on 'comp time'. He agreed that those of us that get salary don't really get 'comp time', per se, so maybe we do need to look at something like that and maybe some of what he says is on the books actually could be recognized as some of that 'comp time'; that this has only come up over this last period since we talked with the Board. He said that if there are 3 or 4 of the Board that aren't leaning toward this, just make your motion and let him know.

Mr. Murphy asked if Mr. Lee agreed that department heads don't get 'comp time'.

6:50 PM Mr. Lee said that, to some extent, he does; that he has to say, though, that all of us who are salaried expect we will have 50-hour weeks sometimes, a 45-hour normal week, and that kind of thing; but, he's seen weeks where we've had back-to-back snowstorms and he's had 90 hours on his sheet. He added that, when he sees those kinds of hours, he wants Mr. Moulton to take some time off because he really is fearful for Mr. Moulton; so, in that case, he tells Mr. Moulton to just get out of here and go home. He added that he understands he got a good bump in pay and that he's not eligible for 'comp time' but there's also a human element to it, too, and he sometimes worries, particularly in the winter, because he wants to be at every storm for every minute that every other person is out plowing; that he wants to do what he would ask others to do and it's come back to bite him, he guessed.

6:52 PM Mr. Donhauser said that he thinks Mr. Moulton is an excellent employee and that's the kind of employee you want to have. He added that the problem is that we have a policy and he's not intentionally perhaps trying to go around the policy, he's just making a request but he thinks we need to stick by our policy, reiterating that he thinks Mr. Moulton is an excellent employee, works very hard and does an excellent job, but he doesn't think it warrants us paying him out. He said that Mr. Lee needs to impress on Mr. Moulton that he needs to take this time off and delegate to his subordinates; that he would probably oppose a pay-out but he

SELECT BOARD MEETING
June 28, 2018 5:30PM (continued)

doesn't have a problem extending the time so that he can use it; that there has to be a point at which he loses it. He added that he thought that Mr. Lee should look into the 'comp time' issue; that if it's one or two hours, he doesn't think that was an issue; however, if it's fifteen or thirty hours, he thinks Mr. Moulton should be charged vacation time; that that's what it's there for. He said that he's not trying to be the ogre and beat him up but he thinks we have a policy and should follow it.

6:54 PM Ms. Adams said that she worked for an entity that wouldn't allow going over a certain amount of time and, when she did, she had to start taking time so she wouldn't, and she had to take her vacation time. She added that she thinks that, if the policy says that you cannot approve so much time, then she doesn't think we should be using something called 'comp time' to cover that. She agreed Mr. Moulton is a great employee, he works hard, but he's got to find a way to take that time or it comes out of his vacation time.

6:55 PM Ms. Saurman said that, first of all, she'd like to thank the SB for acknowledging that he is a good employee; that that is a really positive thing for him to hear; that she agrees with it from her experience with her little street on Park Street. She added that the importance of Mr. Moulton delegating to his foreman and people would be so that we could actually determine whether or not we need another employee in Public Works; that we don't know that now because of, apparently, the way Mr. Moulton's work hours are; that if he could start delegating in the way the SB is suggesting and we start to get complaints about the work that's not getting done, then you folks will all know whether we actually do need another person in there. She said that we aren't doing Mr. Moulton any favors by allowing him to work that long and that hard on so many issues and we aren't doing our Town, our citizens, any favors because "Who knew?"; who out there knows that this guy is working all of these hours and, maybe, we do need an extra person in the department; that that's the only way we'll find out – if Mr. Moulton takes the time off, delegates the work, and then we find out if it still gets done.

6:57 PM Mr. Murphy said that this justifies going back to the Town Manager, asking him to look at this and, if we have to have an emergency Town Meeting to hire another person because of the work overload at the Public Works, we'll do that; that if turned down, we'll come again in June, if that's needed.

There was further discussion regarding this issue, with Mr. Donhauser saying that we would not fire him for not being able to do something when we've already got him working on a hundred different projects.

6:58 PM Mr. Donhauser moved, second by Mr. Murphy, that the Select Board deny converting Mr. Moulton's vacation time to money and to allow him two months, through August, to use up his time, which will give him incentive to delegate;

SELECT BOARD MEETING
June 28, 2018 5:30PM (continued)

also, to look at the 'comp time' in offsetting his vacation accrued since the last fiscal year.

DISCUSSION

Mr. Murphy asked why only two months to use up vacation time.

Mr. Donhauser said that he's already had six months; that he technically lost this in January and he is giving Mr. Moulton two more months.

Mr. Orestis said that, going back to his earlier point, he feels like we are going to find ourselves in this situation, again, in the future; that he knows everyone says that Mr. Moulton does an awesome job, and he has; that at the same time, we do have a policy in place, saying that he lost this time at the end of the year; so, he just doesn't know what this is going to do, going forward, for others in the same situation; that that is why he is hesitant to give the additional time, since there has already been six months.

DISCUSSION ENDED

Roll Call Vote:

Mr. Donhauser – Yes

Mr. Murphy – Yes

Mr. Lytle – Yes

Mr. Orestis - No

3-1-0 vote to approve motion.

J. Administrative Department

7:03 PM 1) Town Manager Report

Mr. Donhauser asked about **Lines 22/23** regarding a safety committee.

Mr. Lee said that that would be a staff safety committee.

Mr. Donhauser asked about **Line 32** regarding speaking to the attorney about Crown Castle.

Mr. Lee said that Crown Castle is the owner of the cell tower approved by the PB back some time ago; that it changed hands multiple times and we are finally at a point where we wanted to hang some new emergency communication equipment, which we can do at no charge per the original approval, and the most recent

SELECT BOARD MEETING
June 28, 2018 5:30PM (continued)

owner said that they would not do that; that he had Attorney Saucier contact them and they are now waiting for us to submit our equipment to hang on their tower.

7:04 PM Mr. Donhauser asked about **Line 43** regarding an insurance claim.

Mr. Lee explained that a rock popped out from the back of a Town truck, and cracked the windshield of the vehicle behind it; that the claim was denied because the truck was properly closed and, apparently, they don't cover stuff that comes out of backs of trucks, only if they kick up off the road.

Mr. Donhauser asked about **Lines 75/76** regarding the skate park and if it is being used.

7:05 PM Mr. Lee said that it is not being used and has not been used for quite some time. He explained that we got the skate park through a grant from the Bureau of Conservation Department of Parks and Recreation; that in accepting the grant we signed documents that said it forever will be a recreational facility; that the facility is in poor repair and dangerous. He added that one thing we found out is that that could be affected if we could demonstrate that it was not suitable as a recreational facility; that it sits next to the swamp and we had a soils scientist test the soils around the skate park and the soils came back better than he expected. He said that we are still stuck with it being a recreational facility and we are not sure what to do with, suggesting that we might ask the public what we might do with it. He added that he would like to have some time to work with Ms. Muzeroll-Roy on what we might do with this.

There was discussion around possibly having basketball and pickle ball together.

7:08 PM **a. Financial Reports**

Mr. Lee said that he has been meeting with the Treasurer almost daily tracking our budgets and he thinks we will meet out budget.

Mr. Donhauser said that he looked at the police outside revenue, which he thought was excellent and, looking at the expense on the other side of that it was half of what the revenue was.

7:09 PM Mr. Lee said that we have a bit of a problem, explaining that we have significant 'outside police details'; that CMP has been working on all the old outside poles around Town and want security while they work on them; that they hire police officers (and their cars) at \$65/hour and, sometimes we are paying overtime and other times just straight time; that we take in twice what it costs us to man it. He added that, with that said, we didn't plan on the payroll/benefit side to have all these hours and, in gross budgeting, you can't use that unexpected revenue to

SELECT BOARD MEETING
June 28, 2018 5:30PM (continued)

offset the 50% payroll it took to earn this money. He said that we have a Police Department insurance bill right now of about \$11,000 and their budget cannot sustain that because we did a lot of hard work and earned the Town a lot of money. He said that we do have an insurance reserve and suggested we be allowed to use the insurance reserve to pay this bill because the operating budget cannot sustain it and stay within budget; then, commit some of this unanticipated revenue into next year's budget and restore whatever we borrow from that insurance fund so there is no tax impact to the taxpayers. He added that this is the only bill in this department budget that we need help with to stay within budget.

7:13 PM Mr. Donhauser moved, second by Mr. Lytle, that the Select Board authorize the Town Manager and Treasurer to utilize no less than \$12,000 from the insurance reserve and that in the 2018/2019 fiscal year budget the Select Board will bring forth the same amount of revenues to restore the insurance reserve.

Mr. Donhauser said that, on the expense side, legal fees were significantly over, asking how we are handling that.

Mr. Lee said that we have a legal reserve, too, that we go into pretty heavily; that in last year's budget, we increased both the operating legal budget and put more into the legal reserve in anticipation of what we thought we were going to hit that reserve for; that it's even greater than what we anticipated. He added that he spoke with the Chair and he thinks, under New Business, there will be a request to look at this.

7:16 PM 2) Senior Taxpayer Assistance Program Consideration

Mr. Lee said that Town Managers have a list serve that we all subscribe to and he is seeing that more and more of the towns that have the Aging-in-Place Committees are doing a senior taxpayer's assistance-type program; that he wondered if this SB would like to consider, as a future project, to develop an ordinance and he gave them Yarmouth as a sample. He added that the big difference in these programs is that, with some of them, it seems to kick in when you reach a certain age regardless and some of them are more means-tested. He said that he leaned towards means testing for the seniors truly being taxed out of their homes; that it would be nice to have some sort of relief program for them if they don't have the means. He clarified that what he was looking for tonight is whether the SB is even interested in discussion this in the coming months.

The SB agreed that they were interested in discussing this, based on means testing.

SELECT BOARD MEETING
June 28, 2018 5:30PM (continued)

7:20 M 3) MMA Legislative Policy Committee – Representative Vote

Mr. Lee said that Perry Ellsworth, South Berwick Town Manager, has volunteered this year to do this; that he has been going up there for many years and is the only candidate from the district to represent us. He asked, if it was the will of the SB, that they sign this ballot and he would send it to MMA.

It was the **consensus of the SB** to sign this document.

7:23 PM 4) Amending the Referendum Town Meeting Ordinance

Mr. Lee read his memo to the SB, which included discussion of three administrative matters regarding when/who determines appropriations to be reduced if LD #1 override fails, setting the interest rate to be charged for delinquent sewer accounts and allowing the SB authority regarding any unexpected revenues associated with ‘extra police activity’. He said that we have done the LD #1 override issue two ways and he thinks we need to clarify which way is the legitimate way; that he isn’t sure how we would structure having a LD #1 vote of the Town and it would be expensive; that he thinks the voters would be okay leaving that in the hands of the SB to determine which areas to cut with the least impact. He added that we can’t find who has the authority to determine the interest rate to be charged for delinquent sewer rates and, so, he thinks that’s one we need to amend, as well. He also said that the Citizen’s Option Meeting has added complexity that may not be warranted and may need to be amended. He added that he’s drafted amendments to this ordinance in case the SB would like to do a workshop and consider at least the administrative articles he mentioned in the memo.

7:28 PM Mr. Donhauser asked what Mr. Lee’s recommendation was on the Citizen’s Option, to have it or not have it.

Mr. Lee said that it’s a policy matter and nothing he even wants to make a suggestion on. He added that, when you read the purpose, it’s to enhance the Annual Town Meeting process for providing a reasonable, overall plan for a smooth transition from Open Town Meeting to referendum Town Meeting” and, then, D, it says “reduce the number of articles to be voted on annually by granting the Select Board the continuing authority to act on routine administrative matters instead of voting on them annually at Town Meeting”.

Mr. Donhauser asked Mr. Lee to make it simpler, asking if it means we do want a Citizen’s Option or don’t.

Mr. Lee said that, if we were going to do anything, we would have to repeal this Citizen Option piece of this and have some SB authority, presumably. He added

SELECT BOARD MEETING
June 28, 2018 5:30PM (continued)

that he doesn't know if the Citizen's Option was just intended to be a failsafe while we transitioned into referendum-style balloting/voting and maybe we don't need that now that we have referendum for three years; that this past year Library and Conservation came in wanting to add money to a budget that was already over LD #1. He also said that he thinks we were trying to avoid any particular group having the ability to change the budget and, instead, have a broader representation in the ballot booth.

7:30 PM Mr. Lytle said that people voting on election day said that the ballot was too long; that he heard people saying that they would never come back if there's another one.

Ms. Adams said that it was the SB that decided to take a citizen's position vote, with a Selectmen offering, and combine them into an ordinance; that the Citizen's Option had nothing to do with any transition; that it was to give the citizens the opportunity to voice how they think the numbers should go for each budget item, to give them a voice.

7:31 PM Mr. Tessier said that people can flood the room with a designated group to get an item on the ballot but the whole Town has to vote after that and get the whole Town's approval. He did agree that there was a lot of time involved in this process.

Mr. Orestis said that it seems there are several issues going on; that it seems like there are too many budget items and it seems like, from the Budget Committee, there may be some talk of combining things; that a completely separate issue is the Citizen's Option Meeting, which he is completely in favor of, and he would like to separate that from combining the budget issues.

7:34 PM Mr. Lee clarified that he wasn't asking the SB to act on this tonight; that he's just notifying them that we should probably amend it because there are a couple of unknown answers – who has the authority to do 'this' and 'this'; that we need to answer those two questions; that the bigger question was whether we want to continue the Citizen's Option Meeting. He added that he likes the open town meeting format; that he likes citizen participation and the question-answer back and forth; that he forgot that when the SB got ahold of this, they put in 'smooth transition'. He suggested a workshop to amend those two small administrative issues and put it on the ballot for November.

Ms. (Donna) Murphy, Budget Committee Chair, asked if they could make this a joint workshop.

Mr. Lee agreed that they would.

SELECT BOARD MEETING
June 28, 2018 5:30PM (continued)

7:36 PM Mr. Tessier said that he was recently down at the Town Hall and talking with the Town Clerk; that she indicated that she had some suggestions on how we might better improve the referendum voting process and he hoped she would be invited to any meeting we have.

Mr. Lee said that she would insist.

7:37 PM **5) Clean Water Committee By-laws - Final**

Mr. Donhauser moved, second by Mr. Orestis, that the Select Board adopt the creation of the Clean Water Committee Considerations/Next Steps and its by-laws.

Roll Call Vote:

Mr. Donhauser – Yes

Mr. Murphy – Yes

Mr. Lytle – Yes

Mr. Orestis - Yes

Unanimous vote to approve motion.

7:38 PM **6) Cable Television Committee By-laws - Final**

Mr. Donhauser moved, second by Mr. Orestis, that the Select Board adopt the Eliot Cable Television Committee By-laws.

Roll Call Vote:

Mr. Donhauser – Yes

Mr. Murphy – Yes

Mr. Lytle – Yes

Mr. Orestis - Yes

Unanimous vote to approve motion.

7:40 PM **7) Policy on Non-sufficient Funds - Final**

Mr. Donhauser moved, second by Mr. Lytle, that the Select Board adopt the Policy Regarding Non-sufficient Fund Checks.

Roll Call Vote:

Mr. Donhauser – Yes

SELECT BOARD MEETING
June 28, 2018 5:30PM (continued)

Mr. Murphy – Yes

Mr. Lytle – Yes

Mr. Orestis - Yes

Unanimous vote to approve motion.

7:41 PM 8) Policy on Small Amounts of Uncollected Fees/Taxes - Final

Mr. Lee said that this was held over for the SB's further consideration, reiterating that small interest fees accumulate between when a citizen gets an amount owed and when it arrives at Town Hall so there is still a small outstanding balance, which requires a lien process of \$70 to collect a few cents or a dollar; that we are talking about an amount under \$10 on a property tax or sewer bill.

Mr. Murphy asked if there had been any consideration of the possibility of using the overlay money for this particular purpose.

Mr. Lee said that he had never considered that; that we aren't waiving any principal but just a small amount of accrued interest, asking if Mr. Murphy meant that, if we kept track of everything we waived, could we take it from the fund balance; that he didn't think overlay was usable in that way.

Mr. Donhauser agreed with Mr. Lee.

7:42 PM Mr. Tessier suggested adding that small interest amount on the next sewer bill.

Mr. Lee said that we could do that by adding it on to the next quarterly bill, that he hadn't thought about that and thought that was a good suggestion. He added that he didn't think it would be very easy to do with property taxes.

Mr. Donhauser agreed that it would not be easy with the property tax bill but liked the suggestion for sewer bills.

Mr. Lee suggested we hold off on this for two weeks, take the sewer bit out and re-write it that you roll any of that timing issue onto the next bill and see if that would work with Mr. Moulton.

Mr. Murphy asked if property taxes were compounded daily.

Mr. Lee said yes; that it's done automatically by computer.

Mr. Donhauser moved, second by Mr. Lytle, that the Select Board table this until the next meeting so that we can address the sewer charges and real estate property tax separately.

SELECT BOARD MEETING
June 28, 2018 5:30PM (continued)

Roll Call Vote:

Mr. Donhauser – Yes

Mr. Murphy – Yes

Mr. Lytle – Yes

Mr. Orestis - Yes

Unanimous vote to approve motion.

7:46 PM 9) Approve Warrants

Mr. Murphy moved, second by Mr. Lytle, that the Select Board approve A/P Warrant #125 in the amount of \$893,063.23, dated June 7, 2018; A/P Warrant #126 in the amount of \$32,096.40, dated June 12, 2018; A/P Warrant #130 in the amount of \$97,831.37, dated June 20, 2018.

Roll Call Vote:

Mr. Donhauser – Yes

Mr. Murphy – Yes

Mr. Lytle – Yes

Mr. Orestis - Yes

Unanimous vote to approve motion.

K. New Business:

7:49 PM Ms. Saurman wondered if we could, under this agenda of New Business, clarify and make quite certain to everyone sitting on that panel (SB), and those of us here, that you use the microphone; that we can stop being rude to each other when that doesn't happen and we can ensure we're kind enough to everybody in the room who may not hear quite as well as everybody else, and for the people at home; that that is the other part that she thinks the people who attend the meeting miss, that, when you are home, the audio is horrible from this meeting. She added that the person we could hear using the mic is Dana Lee and Alex Orestis; that sometimes Chairman Murphy's voice is soft and he doesn't speak directly into the mic; Mr. Lytle is not close enough and Mr. Donhauser; that she just can't understand why you folks can't make that a practice, a rule, whatever you want to call it; that if you want to speak as a member of the Town then you have to speak into the mic, as a citizen, so that everybody can hear you. She added that, if you establish that rule and make it clear that if you aren't willing to speak into the mic, you will not be recognized to speak, She said that she thinks we're all over the issue, then, of whether people want to storm off because they are being asked

SELECT BOARD MEETING
June 28, 2018 5:30PM (continued)

to be heard or whether we're not being kind enough to people on the SB who don't hear as well as others...a simple, simple rule – to speak at this meeting you need to speak into the microphone and speak in a voice that can be heard. She thanked the SB for their time.

7:52 PM Formation of an adult use ad hoc task force

Mr. Lee said that last Thursday we had a workshop about labor negotiations and Mr. Lentz, the only public in attendance, discussed where the PB and Planner are with regard to considering allowing the retail sale of marijuana; that they would look at the zoning issues and happy to do that part of it but, on the other hand, there a lot more issues that go with this outside the purview of the PB. He added that Mr. Lentz asked what the SB was doing and Mr. Lee thought the SB was in consensus that they ought to set up some sort of committee or task force to look into recreational, adult use of cannabis. He added that he thinks we need to bring that up under New Business, tonight, because concurrent with some of the work the PB is doing, it takes a while to seat the group and for them to get going on it. He said that, if the SB would like, he will draft some by-laws for this recreational, adult use cannabis committee/task force and we could get moving on appointing people on that to go in-depth on the technical aspects, such as fire codes and what we might expect for fire suppression systems. He added that he wanted to see if he could get consensus that the SB would be interested in seeing a set of by-laws that would be the ground work for appointing five people, let's say, to this task force; that, with this task force in his estimation, we would really have to be careful on who we appoint to make sure we had pro-cannabis, anti-cannabis, rural, C/I Zone folks, etc. to have a cross-representation to create a good balance of advice.

7:54 PM Mr. Murphy asked for the SB's opinion on this

Mr. Lytle said to go for it.

Mr. Orestis said that he thinks it makes absolute sense, especially with the work the PB is putting in. He added that he believes the question on the table is where are we going with this process so the idea of the adult use cannabis ad-hoc commission would be to get the information and answer the questions that many have in the community; that that is the point behind this – to put forth information to the voters should we get to that point.

Mr. Murphy said that, as a focus point for citizens, it will be very valuable.

Mr. Lee agreed, saying that there will be a lot of myths, misinformation, things will need to be debunked and will need documents to demonstrate, etc.; that he agreed with Mr. Orestis.

SELECT BOARD MEETING
June 28, 2018 5:30PM (continued)

7:56 PM Mr. Lentz said that he was rather selfish when he talked with the SB the other night from a PB standpoint; that we have a lot on our plate outside of working on cannabis. He added that his first question was whether the SB intended to do something about this for the upcoming November election, putting it on as a straw vote to ask if Eliot wishes to opt-in to retail marijuana, for example. He explained that, depending on that answer and where the SB intends to go with it, we can start to re-balance some of the workload of some of the stuff we're trying to get done. He added that Mr. Lee is right; that he looked at quite a few local towns and Kittery is a very good example; that they are way out ahead. He said that the other thing he asked for was a framework; build a framework, a structure, so that everybody that works on this knows where the SB wants us to go. He added that the PB can handle the land use issues but there is a lot more to it than that; that the way that Kittery is handling it is through a committee; that they have already done a lot of research, put a survey out and gotten responses back, and it's all on their website.

7:57 PM Mr. Donhauser said that the question is whether we want to move toward November.

Mr. Lee said that he doesn't think you will make it for November, as Ms. Albert put together a timeline today, and we have to be complete for the November warrant by August 23rd; that it would be very tight. He added that there was some recent legislative action on this that makes him think we might need a moratorium while we consider this; that that would be very simple and we could do that. He said that he didn't think we could get this task force together to show them the new information of what just happened, legislatively, and still get a recommendation to be finalized, have a public hearing, etc. He said that we will work on it for a bit and come back to the SB with some information on why we might want to have a moratorium, that latest legislative thing that's happened, etc. and he will put it on for the next agenda.

7:59 PM **Request for financial report on the last 12 months on TIF spending/labor legal spending**

Mr. Murphy said that, from now on, we would like requests from this Board be done at the Board meeting and not have us run in whenever to the Town Manager's office to ask for this, that, or the other; that he has been as guilty of that, perhaps, as anyone else. He asked if there was a motion from the Board requesting of the Town Manager that we have a summary of the financial reports from the last 12 months for TIF spending and for labor legal spending.

SELECT BOARD MEETING
June 28, 2018 5:30PM (continued)

Mr. Lytle moved, second by Mr. Murphy, that the Select Board request from the Town Manager that we have a summary of the financial reports from the last 12 months for TIF spending and for labor legal spending.

Roll Call Vote:

Mr. Donhauser – Yes

Mr. Murphy – Yes

Mr. Lytle – Yes

Mr. Orestis - Yes

Unanimous vote to approve motion.

8:02 PM Request for possible use of police reserve for a cruiser

Mr. Lee said that he doesn't like putting things on New Business and he apologized to anyone who didn't know these things were coming up; that the next one (K #4) has already been discussed as we took it out-of-order. He added that, with K #3, we appropriated \$35,500 for a police cruiser, the set-up, and laptop; that the cruiser came in at \$29,648 and the total set-up and laptop came in at \$6,541, so we have a deficit of \$689. He added that the current balance in the police cruiser account is \$15,545.41 and we are simply requesting to use \$689 out of that cruiser account so that we can complete the purchase and outfitting of this vehicle.

Mr. Lytle moved, second by Mr. Donhauser, that the Select Board allow the Town Manager and Treasurer to access \$689 from the Police Cruiser Reserve.

DISCUSSION

Mr. Murphy asked if that would be restored.

Mr. Lee that he didn't think it would unless we do it through the budget process.

8:04 PM Mr. Tessier said that, in the deliberation process where we discussed this and came up with the \$35,500, he is pretty sure that the Finance Director said that that's probably going to be pretty tight but we also have the cruiser reserve and that we could use some of that, if we needed to.

DISCUSSION ENDED

Roll Call Vote:

Mr. Donhauser – Yes

SELECT BOARD MEETING
June 28, 2018 5:30PM (continued)

Mr. Murphy – Yes

Mr. Lytle – Yes

Mr. Orestis - Yes

Unanimous vote to approve motion.

8:05 PM Arsenic on Greenbriar

Mr. Murphy said that he saw Greenbriar on another list for another meeting, asking if it was the intent to look into the water quality there and, perhaps, water quality in other places.

Mr. Lee said that he has not heard anything about this; that it is brand new to him.

Mr. Murphy said that his interest in this was whether the SB should be thinking about the possibility of doing something about the prevalence of arsenic in places; that a lady spoke two meetings ago and there's been a public announcement in the paper about it, etc. He asked if the Town can do something.

Mr. Lee said that he didn't know; that he doesn't know much at all except what that young lady said. He said that he drove out there to see the condition of the road, the development, and all that, and he has to say he isn't terribly impressed. He added that he can see why they were in here; that it looks like certain promises remain unmet. He said that this may be a civil thing between the developer and who he sold to and the promises that were made; that it may be something that the Town is best left out of because it sounds to him like a civil case between the developer making certain promises when he sold them the property and, if the developer hasn't come through, then he owes them a filtering system, or something like that. He added that he doesn't know the answer; that, certainly, if it's the SB's will for him to look into it, he can, but he hasn't done anything with it.

8:08 PM Presentation by the York River Study Group

Mr. Murphy said that he had a copy of the stewardship plan and will be coming up with a final version in another 6 weeks; that it will be in the November vote whether Eliot will choose to support this plan.

Mr. Lee said that he could make a request for them to come in and discuss what they are asking us to put on the ballot, to what extent it might affect land owner's rights, is it purely voluntary as has been said, etc., asking if that was what Mr. Murphy was suggesting.

SELECT BOARD MEETING
June 28, 2018 5:30PM (continued)

Mr. Murphy said yes, and to have a public hearing so that the public will know it will be on the warrant and to get it on the warrant.

Mr. Lee suggested they discuss this privately and set it up for a future agenda.

Mr. Murphy agreed.

L. Old Business:

There was no business.

M. Selectmen's Report:

8:12 PM Mr. Lytle said that on April 12th it was decided that one of the employees at the Transfer Station would be all done due to this contract of the Charter.

Mr. Lee said that we should not be speaking about personnel matters in public. He added that he knew what he was talking about and has had an enquiry about it already; that this should be discussed in executive session as a precaution.

Mr. Fisher asked about the Staples fence matter.

8:13 PM Mr. Lee said that our attorneys are filing a motion of contempt of court and, if granted, we will have the authority to either go in and remove the fence ourselves and leave it there for him or have a contractor go in and remove the fence and leave it there for him.

Ms. Adams asked how we get the fines paid.

Mr. Lee said that we would have to go to court

8:14 PM Mr. (Hughes) Pope spoke of the need to get an ad-hoc cannabis committee going as soon as possible with all the different facets and variables involved; that as a citizen of Eliot, he would like to see a committee put in place so that we could potentially have the advantage that Kittery, South Berwick, and Sanford appear to be having due to their committees being put in place prior to now.

Mr. Lee said that he will be working on some by-laws so that we can populate that committee and do very similar-type things to what Kittery has done.

8:16 PM Ms. (Donna) Murphy said that it says on the Town website that the Transfer Station is open from 10-5 on Saturdays and Wednesdays from 10-6; that last night she pulled up with her stuff to recycle 11 minutes prior to 6PM. She added that the gate was locked and she looked through and they were already closing up the

SELECT BOARD MEETING
June 28, 2018 5:30PM (continued)

garage door, with two of them going to their vehicles. She also added that the sun was out and there was a sign up on there that said they were closed due to inclement weather.

Mr. Lee said that he is aware of this and he asked to check the security system to see what time they locked the gate.

Mr. Murphy said that that bothers him, too; that the big sign out front says 6PM.

Mr. Lee said that there's also a big sign that says to please show up 15 minutes prior to closure, which is not dissimilar to when someone comes in here at 3:39 PM, and we close at 4 PM, and want to start a new registration. He reiterated that he's going to check the security to see what time they actually locked the gate because, if Ms. (Donna) Murphy is right, then that's a real problem in his mind. He added that, on the other hand, if they were just kind of looking around and beginning to wrap things up, they do that 15 minutes in advance, anyway, they always will; that if you show up 15 minutes early you will see them beginning to pick up their stuff, etc. He reiterated that we will check to see when they locked the gate.

Ms. (Donna) Murphy clarified that the gate was shut, the sign was up; whether it was locked, she doesn't know what the locking system is; that it was closed and the sign said it was closed due to inclement weather.

N. Committee Vacancy Report

There was no report.

O. Executive Session

There was no executive session.

P. Adjourn

There was a motion and second to adjourn the meeting at 8:18 PM.

VOTE

5-0

Motion approved

Respectfully submitted,
Ellen Lemire, Recording Secretary

S/ Mr. Richard Donhauser, Secretary

Date approved: August 23, 2018