

AGENDA

SELECTMEN'S/ASSESSORS' MEETING

Tuesday, March 6, 2018

William Pullen Building Meeting Room

6:30 PM

Board members present: Greg Grotton, Lyle Cramer, Jim Justice, John Shepard, Sarah Drickey

Others present: Jay Feyler, Budget Committee Members: John Gibbons, Terry Bracket, Barry Norris, Bruce Cobb, Dan Day, Howard Butler.

1. **Call Selectmen's Meeting to order:** 6:31 p.m.
2. **Pledge of Allegiance:**
3. **Public Comment:**
4. **Approve minutes of Tuesday, February 20, 2018:**

Motion by: Jim Justice

2nd by: Lyle Cramer

4-0

1 abstained

5. **Approve change of Bureau of Motor Vehicle Agent Fees:**

Motion by: Jim Justice

2nd by: John Shepard

5-0

6. **Begin review of Administrative Budget: Changes only**

Administration:

Software support – 17.65% Trio fees have gone up, computers have monthly fee and IT work.

Schools – 11.11% New employees, mandatory public works training

Miscellaneous - 90.00% Increased because it usually runs over budget. Used as a grievance fund for employee family members from town office, fire and ambulance. Food & drink for informational meetings, etc.
Office equipment – 183.33% Five new lap tops for Board members
Motion by: Jim Justice 2nd by: John Shepard 5-0

Maintenance of Building:

Heat Fuel - -12.50% price of heating fuel is currently down, heat pumps help keep costs down.
Custodian – 8.33% has a personal business and continues to do an excellent job
Building repairs – 25.00% brick building needs to be sprayed. Generator needs to be moved over to public works. Garage door openers for fire department
Motion by: Jim Justice 2nd by: John Shepard 5-0

Office Personnel:

Town Clerk/Tax Collector – 10.33%
Secretary/Clerk – 2.15%
Bookkeeper/Treasurer – 8.84%
Town Manager – 10.00%
Motion by: Jim Justice 2nd by: Sarah Drickey 5-0

Assessors:

Contract agent – 2.22%
Motion by: Jim Justice 2nd by: John Shepard 5-0

Insurances:

Group Health – 12.50% Based on single family 90% insurance
Discussion: Jay stated a few years ago we were at a higher-level insurance which was 100%, then went to a lower plan of 90% where employee paid 10%. Most recently, due to lack of an adequate insurance plan, the town is losing very qualified and probable Public Works employees.
The Board has decided to wait until the end of preliminary budgeting to make any changes to employee health insurance. Jay will estimate 70%, 75% and 80% plans for the Board to review.
Unemployment – 8.23%
Motion by: John Shepard 2nd by: Jim Justice 5-0

7. Sign Treasurer's Warrant dated March 6, 2018:

Motion by: Jim Justice

2nd by: Lyle Cramer

Discussion: John asked about card member service pertaining to the high amount of Subway charges. Jay stated that MWDA (Maine Welfare Directors) will be reimbursing the town from a prior conference which was held in Topsham. John also inquired about attorney fees. Jay noted that fees have been due to the TTC and other issues regarding land use and truck lawsuit. Jim asked about expense pertaining to plow bolts. Jay explained that they are purchased in bulk and are Grade A bolts which are used each time a cutting edge is changed and will last half-way through next season. Jim also inquired about two separate maintenance agreements. Jay stated they pertain to the generators at the town office and the school. (owned by the town office), which is taken from the emergency management budget.

5-0

8. Town Manager's Report:

Jay stated that the lawsuit relating to the Tri-Star truck is official. The truck remains in the repair shop.

9. Other Business:

Jay handed out paperwork regarding a property negotiation for the multi-purpose ball field and track. If the Board approves, the town will put a bid in on it.

Motion by: John Shepard

2nd by: Lyle Cramer

Discussion: John asked about the acreage. Jay stated approximately 9 acres.

5-0

Jay also handed out a draft letter for the Board to review to be presented to the TCC.

Discussion: Lyle asked if it would be appropriate to request a bid for an audit. Jay responded by saying the Board does not have the authority to spend those funds without town meeting approval and it would be a conflict of interest by using the same auditor. A new auditor would need to be found, which is expensive, and the bylaws would need to be addressed Lyle stated he is concerned about the overall cost of the entire process to find a solution. Greg would like to see an audit completed by a reputable auditor no later than April 1st, 2018.

Motion by: Lyle Cramer to provide a certified audit to the town manager by the auditor no later than April 1st, 2018.

2nd by: Sarah Drickey

5-0

10. Selectmen's Report:

11. Future Agenda Items:

Jim mentioned making a final decision on who the annual report would be dedicated to.

12. Adjourn:

Motion by: Jim Justice

2nd by: Lyle Cramer

5-0

Meeting adjourned at 7:45 p.m.

Respectfully submitted by Sandy Patrick - Secretary

Approved on March 20th, 2018