

TOWN of SABATTUS

190 Middle Road • P.O. Box 190 • Sabattus, Maine 04280 Phone: (207) 375-4331 • Fax: (207) 375-4104

Selectmen's Meeting Minutes September 04, 2012

Roll Call of Board of Selectmen:

Present: Mark Duquette, Chairman
Present: André Marquis, Vice-Chair
Present: Ronda Fournier, Selectman
Absent: Michelle Ames, Selectman
Present: James Wood, Selectman

In Attendance:

Andrew Gilmore, Town Manager
Amy Duquette, Bookkeeper
Tony Ward, Chief of Police
Don Fournier Jr., EMA Director
Connie Castonguay, Water District Chair
Norm LaPlante, Charter Commission Chair

Loretta Hinkley, Charter Committee
Norm Estes, Budget Committee
Mary LaPlante, Gazebo Committee
Coral Herbert, Gazebo Committee
Dave Marsters, Charter Committee
Les Gibson

I. Agenda Adjustments

Motion to amend the agenda to move Unfinished Business section VI. A to section XI. Other- made by Selectman Ronda Fournier and seconded by Selectman André Marquis.
All in Favor.

II. Accept Selectmen's Meeting Minutes of August 21, 2012

Motion to move accepting the minutes to the next meeting because they are not in the book- made by Selectman Ronda Fournier and seconded by Selectman André Marquis.
All in Favor.

IV. Public Hearings/Information Meetings

IV. Comments from the Floor

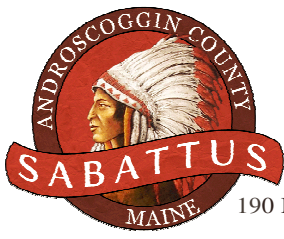
Don Fournier Jr., EMA Director- Asked for an update on the Furbush Rd. Bridge. The Town Manager responded that the work is on tract and should be completed in November. Chairman Mark Duquette stated that it was posted on the turnpike that night work will start on 9/10/12.

V. Unfinished Business

- A. Policy Revision: Employee Out-of State Training-** The Town Manager recommended no action at this time. He proposes to add this as one of the amendments to the Personnel Policy Manual.
- B. Policy Revision: Purchase Order Thresholds-** The Town Manager recommended no action at this time. His meeting with the auditor was postponed until September 5th.

VI New Business

- A. Contract Award: Municipal Solid Waste (MSW) Disposal-Transfer Station-** 7 bids were received but one of those bids was received after the cut-off time.



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I move to grant the Municipal Solid Waste Disposal bid award to Mid-Maine Waste Action Corporation for the term of five years at the prices specified in their bid and authorize the Town Manager to execute all necessary documents- made by Selectman Ronda Fournier and seconded by Selectman André Marquis. All in Favor.

B. Contract Award: Bulky Waste Disposal-Transfer Station-

I move to grant the Bulky Waste Disposal bid award to Grimm Industries for the term of three years at the prices specified in their bid and authorize the Town Manager to execute all necessary documents- made by Selectman Ronda Fournier and seconded by Selectman André Marquis. All in Favor.

C. Lisbon Dispatch Contract-The contract was presented to the Board in draft form. The start date for Lisbon to begin dispatching the Sabattus Police and Fire/EMS departments is January 1, 2013. The contract does not include 911. There are still questions regarding the County dispatch. The County Commissioners held an emergency meeting on Friday by request of the Sheriff to expend \$97,000.00 for two new radio consoles. The County Commissioners have the capability of spending up to \$100,000.00 without the Budget Committee's permission. In the past 18 months, the committee has rejected three proposals from the County Commissioners to try and keep the County dispatch running.

I move to approve the dispatch contract with Lisbon and authorize the Town Manager to finalize any remaining details and execute the contract- made by Selectman Ronda Fournier and seconded by Selectman André Marquis.

Selectman Ronda Fournier had questions regarding the composition of the Board of Directors. What will our input be based on how many seats, The Town Manager responds that there will be one voting member and one alternate from each town. Ronda stated that this needs to be specified in the by-laws. Andrew will clarify the wording on when terms will expire because each town holds elections at different times. Ronda also asked what role the Board would have in the annual budget. The Town Manager informed her that the Board of Directors would be approving any budget increase. Selectman Ronda Fournier also asked the Town Manager to e-mail any updates to the by-laws to the Board of Selectman.

Motion to amend the motion contingent to by-laws attachment C being updated- made by Selectman Ronda Fournier and seconded by Selectman André Marquis. All in Favor.

D. Employee Paid Time Off (PTO) Policy- Most public sector employers have a time bank not separate vacation, sick, personal and bonus days like Sabattus is currently using. The only time that will be kept separate will be comp-time. There will be a total maximum accrual of 400 hours. The Town Manager will need to amend different sections of the Personnel Policy Manual.

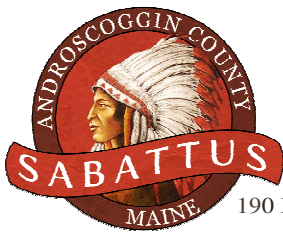
I move to authorize the Town Manager to replace the current accrued time off policies for Sabattus employees with the new PTO policy as presented- Made by Selectman Ronda Fournier and seconded by Selectman André Marquis.

Three in Favor. Chairman Mark Duquette abstains.

E. Employee Health Benefits-The Town Manager recommends that the Board table this item until he receives more information.

I move to table this item until the next meeting- made by Selectman Ronda Fournier and seconded by Selectman André Marquis.

All in Favor.



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VIII. Comments from the Board

Ronda Fournier, Selectman-Asked to receive the expense and revenue summaries each month. Chair Mark Duquette recommends that they receive them at the beginning of the month.

Ronda Fournier, Selectman- Stated that the Board receives the back-up for the meetings on the Friday before or the day of the meeting. She asked if they can be sent out earlier.

IX. Report from Town Manager Andrew Gilmore

1. Draft Audit Figures & Financial Report for next BOS Meeting 9/18/2012

X. Treasurer's Report

Review Delinquent Taxes: Delinquent taxes outstanding as of Thursday August 30, 2012 are: \$250,414.09 consisting of 193 accounts. Delinquent taxes collected from Thursday, July 16, 2012 through Thursday August 30, 2012 were \$3,332.94.

Motion to accept the Treasurer's report as read – made by Selectman Ronda Fournier and seconded by Selectman André Marquis.

Motion to amend the Treasurer's report to say Thursday August 16, 2012- made by Selectman Ronda Fournier and seconded by Selectman André Marquis.

This item will be tabled until the Treasurer is here.

XI. Other

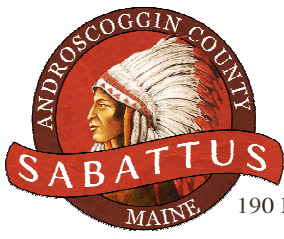
A. Tax-Acquired (Foreclosed) Properties-The Board was given a list of foreclosed properties. Two on the list are the Webster Mill properties. The list is public knowledge but the discussion of disposition of the property should be discussed in executive session.

Motion to go into executive session for acquisition of real property or economic development 1 M.R.S.A. §405(6)(C) at 7:35 - made by Selectman Ronda Fournier and seconded by Selectman André Marquis.
All in Favor.

I move that out of the 11 foreclosed properties, 2 parcels of the Webster Mill and the parcel at 78 Elm Street, the Town will retain possession, the other 8 properties will receive a 30 day notice to immediate and previous owners stipulating that they will enter a suitable and agreeable payment arrangement with the Tax Collector to bring their taxes current within twelve months and that they have 30 days to sign the agreement, if not the Town will take immediate steps to prepare the property for public auction and disposition- made by Selectman Ronda Fournier and seconded by Selectman André Marquis.
All in Favor.

XII. Adjourn Selectmen's Meeting

Motion to adjourn at 8:26 - made by Selectman André Marquis and seconded by Selectman Ronda Fournier
All in Favor.



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Selectmen Meeting Minutes of September 4, 2012, Accepted On September 18, 2012

Mark Duquette, Chair

André Marquis, Vice-Chair

Ronda Fournier, Selectman

Michelle Ames, Selectman

James Wood, Selectman

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