

**Town of Cornish
Selectmen's Business Meeting
November 11, 2015**

Karen James, Dan Sherman and Emily Ward were present for the Business Meeting.

Animal Control Officer Heather Ricker has achieved her certification for the position.

Code Enforcement Officer passed all three of exams taken and is awaiting next round of tests to be sent from Brianne in Augusta.

Two nominations received for the Saco River Corridor Commission Board. Motion made the Town re-appoint Jennifer Otenti and Jack Bash for a 3 year term to the SRCC Board effective 11/11/15. Seconded and approved.

Request to use town property – J. Calnan requests use of fire station on Sunday, November 22nd from 2 – 6 pm for a going away party. Motion made to approve the request with provisions of a \$100 refundable deposit and a Certificate of Insurance for the day of the event. Seconded and approved.

Selectmen discussed Community Service work for Sacopee Valley High School students. Spring clean up for Pike Hall, Thompson Park, the Fairgrounds, also window cleaning will be submitted to Emily Stacey via email from Emily Ward.

The Music Director and JROTC will be sent an email to request their services for the 2016 Memorial Day Program. Diann W. Perkins will be asked to coordinate the program.

Matheau Cama was asked to move townoffice@roadrunner.com to town's website cornishme.com network. He is to create an annual checklist of tasks an IT person would do on the office computer network and write a proposal for the costs associated. The selectmen plan to submit it as an article for the 2016 Town Warrant.

Warrants for Accounts Payable and Payroll and the Selectmen Business Meeting Minutes were reviewed and signed.

DOT Engineer from Scarborough office informed Dan Sherman that DOT hired a consultant to do load rating testing of bridges all over Maine. The Bridge Street bridge has been tested, yet Towns of Cornish and Hiram do not have a report of findings. Town of Hiram held a meeting with business owners impacted by the weight limits for the bridge.

Selectmen reviewed information to present at the CDBG Meeting tomorrow at 6:30 p.m. at the fire station.

Recycling container hauling revisited for an update on frequency of hauls.

Dan reports he verified Freeman Sprague completed contracted work at sand and salt shed. The sheet metal remains to be tacked back in place.

DOT put up the sign by Thompson Park that had come down.

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Clark Insurance provided MEMIC code definitions for the Town's Workman's Compensation Policy and indicates that all the positions are covered, with the exception of Cornish Parks and Rec. Chalmers will be asked for a prorated amount on the AD&D Policy being cancelled effective the end of November.

Officially Selectmen are saying they are canceling the Accidental Death and Dismemberment Policy currently in place for Cornish Volunteer Firemen. The firemen are being notified in writing that it is going to happen. Selectmen have researched all of the issues raised by the Chief and Assistant Chief Firemen that gave reason to having the AD&D Policy. Selectmen have decided that the Workers Compensation does, in fact, cover their concerns (based on correspondence directly from Clark Insurance). Selectmen are therefore going with just Workers Compensation coverage for the firemen.

Motion made that in lieu of holding a Business Meeting November 25; Selectmen approve Payroll and Accounts Payable bills in need of being paid prior to the next Selectmen Business Meeting on December 9th. Seconded and approved.

Budget Preparation for 2016

- Selectmen review last year's Town Report, revamp Articles and make recommendations.
- Reports and Articles from outside resources due by 3 p.m. on Wednesday, 12/30.
- All data is compiled (Karen James will prepare spreadsheet).
- Budget Committee to be put together.
- Town Clerk and Selectmen meet to review proposed budget (January 11th).
- Selectmen meet w/Budget Committee at fire station at 6 p.m. January 13th to review budget.
- The Budget Committee Meeting will be Monday, January 18th at 6 p.m. at fire station.
- 2016 Town Report is compiled and printed.
- Annual Town Meeting is Monday, March 21st at 7 p.m.

Selectmen plan to document start to finish process to create Real Estate and Personal Property tax bills and compile a manual called Tax Book. Each selectman will take a section they feel most comfortable in and write the procedures and narratives.

Audit Letter signed and mailed to RHR Auditors. Christina Howe has been asked to meet with selectmen and Treasurer in the near future.

Time Warner Contract signed by selectmen and returned to Ron Silvia.

Abatements – Stanley Douglas abatement to be processed by Kaye Blake. Carilla Symes' abatement request is pending CEO's information being input to Vision Appraisal for assessment figures.

Karen James created a spreadsheet of all abatements done on 2015 real estate taxes that will be emailed to Kaye Blake so she will have a digital file.

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ARF from Robert McAulliffe is done. Bob Sturgeon will drop off the ARF form for the town office files.

ARF from Faye Berg re: guard rails for Spur Road – tabled to review next month.

Selectmen confirmed snow removal for Pike Memorial Hall this winter will be done by Jerry Day.

Selectmen scheduled a Public Hearing on Thursday, December 3rd at 6 p.m. at Pike Memorial Hall.

Rob Lang, Kamin Realty indicated the Route 25 Bypass Project is “stalled” due to Walgreen / Rite Aid merger in the works. Dan was asked to call back 11/23 when Rob will have a more definitive answer regarding the project.

Motion made to adjourn.

Emily Ward

Dan Sherman

Karen James