

## SELECTMEN BUSINESS MEETING

Wednesday, November 7, 2018

Pike Hall 5:00 pm

### MINUTES

#### **PRESENT:**

Dan Sherman, Chris Calnan – Selectmen, Kaye Blake, Retiring Town Clerk & Diane Harrington, Incoming Town Clerk

#### **REVIEW AND APPROVAL OF OCTOBER 24, 2018 MINUTES & WARRANTS**

**WARRANTS** – Sand & salt mix completed for 2018/2019 winter season; ACO activity (used state guidelines for mileage reimbursement). Warrant and check has different figures for Mills sand-check is the correct amount (Kaye will check posted amount in journal). Ballot clerk costs for election – town had high turnout.

#### **NEW BUSINESS:**

- Carlton Candage resigned as Selectmen effective Nov. 2, 2018 due to health reasons. The Selectmen will put a notice in the Shopping Guide recognizing him for his contribution to the town (Chris).
  - Dan will locate email from MMA to expedite the election process to fill the vacancy (nomination papers, voting, etc.) Carlton's term doesn't expire until March 2020.
  - Dan will contact Carlton about returning town office keys when he addresses an adjacent street light problem.
- Winterizing the Water Fountain at Thompson Park – Town office to reach out to Heidi Cates at Cornish Water District or Ken Hall for procedure.

#### **OLD BUSINESS:**

- "Danger Falling Ice" signs not available at Cornish Hardware. Diane is going to purchase three 10" x 14" aluminum CAUTION signs at Home Depot and add the information "FALLING ICE."
- Chris attended Spirit of America ceremony recognizing Allaire Palmer for her years of community service. There were 25 recipients. Many of Allaire's family members were present. Diane will contact them for photos.
- Wes stopped in with CEO updates.
  - Dan has created a spreadsheet to ensure there is a procedure to relay building permits to assessor efficiently.
  - Wes needs an Annual CEO Appointment Letter update.
- Special Hearing Updates:
  - Water Level Agreement: The Selectmen feel it will take 2-3 meetings between Fire Chief (Scott Pingree), Cliff Whitney and Selectmen to arrive at a "Memorandum of Understanding" so there will be adequate water in the dam for fire suppression. They will share with Jessica Larson as chairman of committee. The Selectmen will select date of meetings at Nov. 14<sup>th</sup> workshop.
  - High Road Traffic Flow: Dan contacted Randy from DOT and they requested a sketch of the proposed traffic movement. Bob Sturgeon as Road Commissioner needs to be involved. Selectmen will revisit in January.
  - Town Meeting Procedure Changes: The town office desires to have town official elections on a separate day from the town meeting to give citizens more time at polls to vote. The Selectmen have decided to include this in the Public Hearing Notice of the Special Town Meeting scheduled for Wed., Nov. 28, 2018, 6pm.
  - Planning Board: The Selectmen signed the warrant for a special town meeting to request funds from undesignated fund balance for the purpose of updating the Land Use Ordinance. The hearing and meeting is scheduled for Wed., Nov. 28, 6pm. Rich Ruhlin is available to moderate.

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- Eagle Mill Park Committee.
  - Photos of the completed improvements to the park were shared with the Selectmen. Jessica Larson has more. They will review at next meeting and select for the 2019 Annual Report. A close-up picture of the wording of the sign is desired on the inside of the annual report with some recognition of the committee.
  - Ken Hall submitted an ad in the Shopping Guide thanking volunteers who worked on the park along. The committee has a meeting at Pike Hall town office tomorrow. The Town Office will ask him for a complete list of volunteer names so the Selectmen could also express their gratitude. Town needs to purchase "Thank You" cards.

**ARFs:**

- Steve Mellen – Request to be rescheduled. Awaiting Cindy's request for another date. Selectmen would like to invite him to a selectmen's workshop date.
- On Oct. 22, 2018, Emily Ward, on behalf of Cornish Historical Society has donated to the town a quilt (wallhanging) made by members of local quilt group (Valley Needlers) to be displayed at Town Hall. Selectmen voted to deny based on past precedent and prior discussion of allowing and entertaining all requests for wall displays.
- Paul Lowd has reached out to the Selectmen again about his concern of the excessive unregistered vehicles at Norman Scotts' sandpit. Chris contacted him. CEO is working with the landowners involved in dispute.
- Calista Cross stopped by and submitted another ARF for displaying her quilt (wallhanging) in the Town Office area below the Boston Post Cane permanently. She has collected 80 signatures. The Selectmen noted that the document contained the word "Petition" but the petition process was not followed. The Selectmen voted to deny based on past conversations with her and setting a precedent. The town is receiving requests of different banners for different special interest groups. Chris will compose a reply.

**TOWN BUILDING USE:**

- Jane Vaillancourt has requested use of the Fire Dept. for monthly 4-H meetings. Selectmen voted to approve and Jane will contact town office concerning times available and insurance coverage.

**ITEMS TO BE ADDRESSED:**

- Brown Goods Pickup – Parsonsfield has them annually. Diane contacted them for costs, etc. and will forward onto Recycling Committee. Chris may have another disposal site option on Jagger Mill Rd. in Sanford that takes brown goods. We will compare prices with both (JA Simpson, Inc. and ecomaine).
- Chris discussed feasibility of opening all town roads/town maintained roads to ATV use. Many towns allow unlimited access (recently Town of Porter); State regulates speed to 15mph. Chris will investigate procedure, insurance considerations, etc. Town will then hold an informational meeting for input.
- Insurance on Inland Marine (Fire Trucks). Chris will review truck values on policy with Fire Dept.
- Fairgrounds Committee would like input on issues such as curb cut, relocating fence, greenery, etc. Planning Board didn't allow them the opportunity. The Fairground Committee wishes to have a meeting with the selectmen. A meeting is scheduled for Wed., Nov. 14<sup>th</sup> at 3:30pm.

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**TOWN OFFICE:**

- CDBG Grant Public Hearing scheduled for Wed., Nov. 14, 6pm.
- Municipal Quick Claim Deed release of 1987 lien on property of Estate of Russell Smith (R06-009B) processed by lawyer Paul Watson. There is a typographical error in land description so Selectmen will sign when corrected.
- Animal Emergency Clinic, 739 Warren Ave., Portland, ME – Received a services agreement from the clinic. Contacted Joan McBurnie of Harvest Hills Shelter, whom we have a contract with. She explained that Harvest Hills is open 24/7 and contracts with Fryeburg Veterinary which also has 24/7 contact coverage for emergency veterinary services. The veterinary costs are the responsibility of either the Harvest Hills if the animal has been surrendered, or the owner if they come to claim the animal. In 2010 the company had sent an agreement also.
- Selectmen signed the official appointment documents for Town Clerk, Tax Collector, Treasurer, and Registrar of Voters effective October 1, 2018 for Diane Harrington
- Selectmen would desire the following contact policy: provide requestors with selectmen email, or take requestor's info and town office contact selectmen directly.
- Next Year's Budget Discussion. Selectmen would like print status of town accounts. Take year to date expenditure, estimate end of year expenditure and review initial request. The Selectmen are looking to paint one side of the town hall in next budget-solid waste (increase \$1/ton), plowing, town maintenance, town accounts, etc. All other town depts. submit their budget amount requests by December 31<sup>st</sup>.
- 2017 Town Audit in progress. Need to inquire as to date report will be completed. Need to forward audit to required organizations. Due to lateness of audit the Selectmen would like the town office to reach out to inform organizations that audit is in progress. RHR will do reconciliation of checking account for an approximate cost of \$200.

Adjournment; 8:10 pm.

Approved by Selectmen:



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