

## **MINUTES OF SELECTMEN'S MEETING JUNE 7, 2016**

Chairman Walter called the meeting to order in the Senior Center with Mr. Hevy also present. Mr. Kiley was absent. Mrs. Walter announced that the meeting would be both audio and video taped.

### **I. APPROVAL OF MINUTES**

- **April 25, 2016**
- **May 24, 2016**
- **May 24, 2016 Executive Session Minutes**
- **May 25, 2016**
- **May 25, 2016 Executive Session Minutes**
- **May 31, 2016**
- **June 1, 2016**
- **June 6, 2016**

Mr. Hevy moved, and Mrs. Walter seconded, a motion to approve the aforementioned minutes as written. So voted.

### **II. APPROVAL OF WARRANTS**

There were no warrants.

### **III. PUBLIC PARTICIPATION**

Mrs. Walter announced that anyone in attendance would have the opportunity to comment on any of this evening's agenda items.

### **IV. FINANCIAL REPORTS**

#### **A. FY17 budget update**

Mrs. Walter explained that the Selectmen are continuing to work on the FY17 budget. The Selectmen hope to meet with the Finance Committee next week to finalize the figures.

Mrs. Walter also noted that the Town has received a grant to purchase a new fire truck, and another grant this week for \$36,100.00 to be used for IT upgrades. This grant program was offered because the town is participating in the Community Compact program. Mr. Hevy moved, and Mrs. Walter seconded, a motion to sign the paperwork accepting the IT grant. So voted.

#### **B. Requests to transfer funds**

Mrs. Walter reviewed a transfer request from the Fire Department asking to transfer \$5,237.23 from various expense accounts into the salary account. (Attachment #1) Mr. Hevy moved, and Mrs. Walter seconded, a motion to approve the transfer. So voted.

### **C. Anticipated Spending Reports**

The Selectmen reviewed anticipated spending reports submitted by the Accountant, Selectmen, Water Department, Cemetery Department, the School Department, Building Inspector, Treasurer, Veterans' Agent, Town Clerk, Assessors, and Collector. (Attachment #2)

## **V. OLD BUSINESS**

### **A. Cemetery Commission re: Revolving Fund**

Kirk Burnham, chairman of the Cemetery Commission, was present to discuss the need to increase the limit of his department's revolving fund from \$10,000.00 to \$15,000.00. He explained that payments for burials and foundations go into the account, and salaries and excavating fees come out of the account. He noted that in FY 14 and FY15 there were 19 burials each, but so far in FY16 the department has had 25 deaths already.

Mrs. Walter referenced a letter from the Town Accountant that noted that the Selectmen can approve the increase in the revolving fund. (Attachment #3) Mrs. Walter moved, and Mr. Hevy seconded, a motion to increase the limit of the Cemetery Revolving Fund to \$15,000.00. So voted.

### **B. Highway Superintendent re: Sweeper**

Highway Superintendent Gary Jean was present to speak with the Board about his request to purchase a new road sweeper. (Attachment #4) He noted that the current sweeper is a health hazard to the men because the seals no longer keep the sand and dust out of the cab while it is being operated. The men have sent a letter saying that they no longer want to use the machine. Mr. Jean noted that it cost \$700.00 last month to repair the sweeper, and another \$1,800.00 this week.

Mr. Hevy asked if the road sweeping could be outsourced. Mrs. Walter wondered if the union would allow the town to subcontract this work. Mr. Jean agreed to get some prices for next week.

Mr. Hevy asked where Mr. Jean is the hiring process for a new man? Mr. Jean said that he has advertised the position, and hopes to interview soon.

## **VI. NEW BUSINESS**

### **A. Letter from VFW**

Mr. Hevy reviewed a letter from VFW Commander Chad Cheras. (Attachment #5) Mr. Cheras asked for an increase in the Memorial Day reimbursement, which has been \$600.00 for many years. It was agreed to discuss this at next Monday's meeting.

### **B. Planning Board memo**

Mr. Hevy read a memo from the Planning Board announcing that Steve Cummings is the new chairman. (Attachment #6)

**VII. ANNOUNCEMENTS**

**A. Reminder, Dog Licenses now due. After June 1<sup>st</sup> there is a \$5 late fee**  
Mrs. Walter announced that dog licenses are now overdue, and there is a \$5 late fee per household.

**VIII. PENDING/FUTURE AGENDA ITEMS**

- See attached list

**IX. EXECUTIVE SESSION**

- To negotiate with non-union personnel

There being no further business, at 7:05 PM Mr. Hevy moved, and Mrs. Walter seconded, a motion to adjourn. So voted.

Respectfully submitted,

Leslie Scott Burton  
Administrative Assistant

**PROJECT STATUS AND PENDING/FUTURE SELECTMEN’S AGENDA ITEMS**

**PROJECT**

NBDDP/Aztec  
Solar contracts on Municipal Property  
Purchase Orders  
Creation of Financial Advisory Committee  
Personnel policies  
Cemetery Road / Bell Street Paving Project  
Analysis of Bids on health insurance  
98 Shore Road  
Electric aggregation  
Community Compact projects  
IT Grant  
Fire Truck Grant  
FY17 Budgets  
Website project  
Town House restoration project  
  
Lashaway/ Great Pond documentation  
Requests for AEDs  
AAB/Town House

**STATUS**

BOS - Planning Final Remediation  
BOS awaiting town meeting vote  
  
Highway  
Finance Committee  
  
Final Vote Pending  
Waiting for final reports  
Awarded  
Awarded  
FINCOM/BOS in Process  
Website in Production Phase  
FOTH Capital Campaign  
Launched 050917  
  
Submitted  
Pending  
Awaiting response letter