

TOWN OF BELGRADE
SELECT PERSONS MEETING
TUESDAY / MARCH 6, 2007 / 7:00 P.M./ TOWN OFFICE

Select Persons Convened 7:00 p.m./ Adjourned 8:45 p.m.

Officials in Attendance:

Ricky Damren	Select Person, Chair	Marcia Haigh	Librarian
Melanie Jewell	Select Person, V. Chair	Jack Sutton	Budget Com. & Transfer Station
Richard Carey	Select Person	Bruce Galouch	Transfer Station Committee
Penny Campbell,	Select Person	Carl Yeaton	Cemetery Committee
Chris Merrow	Select Person	Scott Damren	Fire Department
Dennis Keschl	Town Manager		

Note: Richard Carey did not arrive until 7:04 p.m..

Order of Business:

- 1.) The Board reviewed the minutes of the February 20, 2007 meeting. Melanie Jewell made a motion to accept the minutes of the February 20, 2007 meeting. Penny Campbell seconded the motion. **CLOSED 3/0/1 ABSTAIN (CHRIS MERROW) 1 ABSENT (RICHARD CAREY)**

Unfinished Business:

- 1.) The Board reviewed the revision to the Select Persons bylaws. Melanie Jewell made a motion to approve of the bylaws as amended. Chris Merrow seconded the motion. **CLOSED 4/0/1 ABSENT (RICHARD CAREY)**
- 2.) The Board reviewed the facility usage contract for the Recreation buildings. Melanie Jewell stated she felt there should be a cap for the Center for All Seasons for rentals. Melanie Jewell made a motion to approve of the facility usage contract presented, but wants the Recreation Board to recommend a cap rental fee for the Center for All Seasons. Penny Campbell seconded the motion. **CLOSED 5/0**

New Business:

- 1.) The Board reviewed the re-application of Adelaide Lalime to the Long Range Planning Committee. Penny Campbell made a motion to approve of the application of Adelaide Lalime to the Long Range Committee with her term to expire 2009. Chris Merrow seconded the motion. **CLOSED 5/0**
- 2.) The Board reviewed the re-application of Kathryn Horton to the Board of Parks & Recreation. Melanie Jewell made a motion to approve of the application of Kathryn Horton to the Board of Parks & Recreation with her term to expire 2010. Richard Carey seconded the motion. **CLOSED 5/0**
- 3.) The Town Manager addressed the sexton position and the job description. **(Please see the attached documents on the Town Managers proposal)** Dennis has had discussions with Carl Yeaton concerning the sexton position. They both agreed the primary job of the sexton is to deal with the funeral director and digging the graves for burial. The rest of the cemetery is pretty much maintenance of mowing, cleaning and

planting flowers. Dennis proposed the administrative work of the cemetery could be handled here in the office. He proposed to keep the current sexton position to handle the grave digging and to work with the funeral director, and then we could utilize our facility maintenance person to take care of the grounds. This would mean making the facilities supervisor a full time position with benefits and vacation. Melanie Jewell stated she felt the way the sexton position was left after a selectpersons meeting last fall, the job would be advertised, and in fairness to everyone who was present at the meeting this should still be done. Dennis said because the position is now appointed he did not feel it needed to go out to bid or advertised, and we could hire anyone. Denny will look into the legality of advertising. The Board felt there needs to be more checks and balances in place if we do hire the facility supervisor, so we could have a better handle on individuals and the time we are paying them for. There was some discussion concerning last year and the facility supervisor being asked if he could do the job, and he commented he was too busy. The Town Manager stated he had spoken with our facility supervisor to see if he would be interested in the job at the Cemetery and he stated he was. Ricky Damren asked the Town Manager to discuss it again with the facility supervisor to make sure it was something he felt he could handle. Melanie Jewell made a motion to table this agenda item until it was discussed with the facilities supervisor and the Town Manager checked on whether or not the position needed to be advertised. (This is to come back to the Board for review on March 20, 2007). Chris Merrow seconded the motion. **CLOSED 5/0**

- 4.) Melanie Jewell made a motion to authorize Pam Tracy and Dennis Keschl to sign the TAN note with TD BankNorth. Penny Campbell seconded the motion. **CLOSED 5/0**
- 5.) The Board discussed the coupon use and the request to purchase a cash register at the Transfer Station. It was agreed upon that the use of coupons would be burdensome and cumbersome to administer. There was extensive discussion on the Transfer Station taking in money. Dennis stated the Transfer Station committee are recommending the Town purchase a computerized cash register that would itemize items being charged for at the Transfer Station. Bill Nason has offered to work over at the Transfer Station to educate them on how to use it. The month of April will be a transitional month to educate residents on fees and recycling. Fees will start at the end of the month. There was some concern on whether or not the cash register would be trackable. Melanie Jewell made a motion to amend the "Town Of Belgrade Transfer Station Rules & Regulations", to eliminate the coupon use and to use a cash receipting system for the collection of fees. Chris Merrow seconded the motion. **CLOSED 5/0**

Bruce Galouch addressed the issue on whether the Town should consider changing the Transfer Station hours on Wednesday from 7 a.m. to 3 p.m. to 11 a.m. to 7 p.m.. Bruce said this change would help residents with work schedules who cannot make the current Transfer Station hours. The Town manager stated the Road commissioner has commented if the hours changed then perhaps the Town should invest in modifying the lighting for safety purposes. In the newsletter there is an option for residents to comment on a proposed change of hours. There will be a survey at the Town meeting. Melanie Jewell made a motion to table the change of the Transfer Station hours until further poll results have been obtained. Chris Merrow seconded the motion. **CLOSED 5/0**
- 6.) The Town Manager addressed the agenda item concerning the Appeals Board members. He stated that currently they have 4 members and it takes 4 to make a quorum so if one member is not present they cannot conduct business. This is a committee that takes a while to understand the ordinances. Dennis stated the Board needed to push participation for the Town residents to get involved.
- 7.) The Town Manager asked the Board if they wanted to continue with Industrial Metals Contract. He is looking at ways to save money. Currently the Town pays for three trailers a year at the cost of \$3,000. The Town Manager has been talking to Maine Resource Recovery and he feels that we could add to the Town's revenue if we go with

them. The Town does need to buy a piece of equipment to load the trailers. With the current system we cannot load the trailers unless the Road Commissioner is called, and is available. The Town manager stated this purchase would be part of a capital improvement plan. The change to Maine Resource Recovery would provide \$15,000 in revenues to the Town. Melanie Jewell made a motion for the Town Manager to send a letter to Industrial Metal Recycling, Inc. to inform them the Town is not renewing their contract effective May 1st, 2007. Seconded by Penny Campell. **CLOSED 5/0** The Board authorized the Town Manager to work on a contract with Maine Resource Recovery to haul light scrap metals and bring the contract back to the Board for their review.

- 8.) The Board reviewed **Municipal Warrant #11** for the amount of **\$436,424.79**. Richard Carey made a motion to approve of **Municipal Warrant #11** for the amount of **\$436,424.79**. Melanie Jewell seconded the motion. **CLOSED 5/0**
- 9.) The Board reviewed **Manual Warrant #2273** for the amount of **\$5,763.65**. Richard Carey made a motion to approve of **Manual Warrant #2273** for the amount of **\$5,763.65**. Melanie Jewell seconded the motion. **CLOSED 5/0**
- 10,) **Note : This is an added on agenda item: Dams Committee Application.** The Board reviewed the application to the Dam's Committee received from Richard MacKenzie. Richard was previously a resident of the Town of Rome, and now resides in Belgrade. Because Belgrade did not have any openings for the Dam's committee

Updates & Announcements:

- The Town Manager reviewed his updates with Select Persons. **(Please see the attached updates)**
- The Town Manager asked the Board about the office remaining open on Saturdays. The Board requested to have this on the agenda and the Saturday revenues for the days available.

Respectfully Submitted,
Mary J. Vogel, Executive Secretary to the Board of Select Persons