

TOWN OF BELGRADE
BOARD OF SELECT PERSONS MEETING

TUESDAY/ SEPTEMBER 2, 2008 / TOWN OFFICE / 7 P.M.

CONVENED 7:00 P.M./ ENTERED INTO EXECUTIVE SESSION 8:20 P.M./ RE-ENTERED SELECT PERSONS MEETING 8:40 P.M./ ADJOURNED 8:55 P.M.

OFFICIALS IN ATTENDANCE:

Melanie Jewell, Select Person, Chair Com.	Jack Sutton Budget Com. & Transfer Station
Ricky Damren, Select Person, V. Chair	Dennis Keschl Town Manager
Richard Carey, Select Person	
Dan Newman, Select Person	
Chris Merrow, Select Person	

Others in Attendance: John Shilkin and Jim Wilson

NOTE: Richard Carey came into the meeting late.

Order of Business:

- 1) The Board reviewed the minutes of the August 19, 2008. Ricky Damren made a motion to accept the minutes as amended. Dan Newman seconded the motion.
CLOSED 4/0

Unfinished Business:

- 1) The Board reviewed the application of John Shilkin to the Transfer Station & Recycling committee. Ricky Damren made a motion to approve of the appointment of John Shilkin to the Transfer Station Committee for an indefinite term. Dan Newman seconded the motion.
CLOSED 5/0

New Business:

- 1) Jessica Moore was unable to attend the meeting. Ricky Damren made a motion to table the agenda item until the next meeting on September 16th, 2008. Dan Newman seconded the motion. **CLOSED 5/0**
- 2) The Town Manager reviewed the information with the Board concerning an option of coverage through our insurer, for Road Treatment Applications due to road salt contamination to private water supplies from plowing/sanding operations. The cost of the coverage is \$15 per mile. After some discussion, Dan Newman made a motion to take up this agenda item up during the budget meeting. Ricky Damren seconded the motion.
CLOSED 5/0

- 3) The Board reviewed the information requiring businesses to list with municipalities. The Town manager informed the Board that the Town is required to certify and maintain a list of businesses in town. The Town has not been doing this for a number of years. The purpose of the requirement is to protect the public against fraud and deceit in extending credit. The filings enable people dealing with merchants transacting business under a partnership or assumed name to ascertain from public records the names of the individuals and the nature of the business. The Town manager recommends moving forward with getting new businesses to register and to charge a fee of \$10, whereas established businesses will just be asked to fill out a certificate, certifying they are in business in the Town of Belgrade. There is also a requirement to inform the Town and to certify you are no longer in business. The Board was concerned how the town would get everyone to fill out the paperwork. The Board had questions about individuals who have internet businesses. This will be looked into. Chris Merrow made a motion to approve of the requirement for businesses to register with the Town and to charge a \$10 fee for all new businesses. Richard Carey seconded the motion. **CLOSED 5/0**
- 4) The Town Manager asked the Board if they would like to impose any restrictions, guidelines, priorities or criteria prior to the beginning of the budget process. The Town Manager informed the Board all the budget packets have been sent out to the department heads and are due back by September 17th. Ricky Damren stated he wanted to hold the budget close to the line as possible. The Town manager informed the Board there would be a meeting prior to the budget meetings, to weed out the items that have been gathered throughout the year. Ricky Damren and Melanie Jewell both said they would like the articles cleaned up and re-expanded. Jack Sutton said he would be meeting with the Budget Committee Members next Tuesday to review and discuss the upcoming budget and potential budget areas of concern. He conveyed to the Board areas that he feels would be a priority; road maintenance, snowplowing and the potential of a request for monies towards the new multi-complex building. The Town Manager said he was not sure, but felt it was definitely possible. The Building Committee will be bringing information to the Board of Select Persons for their review. The Town Manager informed the Board that regardless of the Town's vote on the new multi-complex building, the Library Committee Intends to move forward. The Building committee and Chair are aware of the climate costs of the project. There are some options that the Town may have, the wood at the Transfer Station could be harvested, and there are a number of municipal properties that could be sold. Also the Town manager stated that the Road Committee is looking at a cost analysis of a sand & salt shed. Jack Sutton asked where the property tax and excise tax collections at at this time are. The Town Manager stated he thought the excise was up about 1% and the property tax is not coming in as quickly as it has in the past. There was some discussion on changing the calendar year to a fiscal year. In order to do this there would have to be a six month or an eighteen month budget put together to put the Town on a fiscal schedule. Ricky Damren said he thought the question of whether or not changing to a fiscal calendar year should be put out to the voters. The Town Manager stated the Board should consider the prospects of setting up a tax club. A tax club could be both beneficial to residents and the Town finances.
- 5) The Town Manager stated the Board should begin to consider the Town Report dedication, memorial and the cover. Melanie Jewell said Dottie Martin should be considered for the memorial. MacGregor Stocco, sent a email in recommending the Town report is dedicated to the Transfer Station & Recycling Center with both the committee and paid staff.

- **ADD ON AGENDA ITEM: Jim Wilson from Planet Aid**

Jim Wilson was present from Planet Aid. This company is a non profit company who collects used clothing and shoes which are recycled. They have boxes for the collection of these items. The boxes would be placed at the Transfer Station and then collected by the company who in turn sell the items as recyclable material, to raise funds for development objects such as schools, health programs or HIV/AIDS prevention programs in Africa, Asia, and Central America. The company would take care of any and all aspects of the maintenance of the boxes. In the event, there is any problem they will remove the box. This agenda item will go to the Transfer Station & Recycling Committee for their review. The Board of Select Persons will be notified of the recommendation of the Transfer Station & Recycling Committee.

- 6) The Board reviewed **Municipal Warrant # 18** for the amount of **\$104,395.04**. Richard Carey made a motion to approve of **Municipal Warrant # 18** for the amount of **\$104,395.04**. Ricky Damren seconded the motion. **CLOSED 5/0**
- 7) The Board reviewed **Manual Warrant # 2349** for the amount of **\$19,435.83**. Chris Merrow made a motion to approve of **Manual Warrant #2349** for the amount of **\$19,435.83**. Ricky Damren seconded the motion. **CLOSED 5/0**

Updates & Announcements:

The Town Manager reviewed his updates with the Board.

- **PSAP** – The Town manager reported there will be an increase of nearly 64% in PSAP & dispatching services in the future. The town will continue with the current rate at least through July 1st, 2009. Ken Fletcher will be working on this issue with the state.
- **The Chandler Road Issue** – John Languet must fill out the paperwork on the permitting process, and he has yet to respond to the letter he was sent in regards to the permitting. The Town will stand to lose \$3,000-\$4,000 with DEP if this does not move forward quickly.
- **Railroad Crossing** – There have been a number of complaints from residents concerning the railroad crossing on the depot road. The railroad has told the town they would fix the problem by the end of September.
- **The Transfer Station Committee** - Meeting with an architect to look at the facility recycling building to close in the end of the building.
- **Asphalt** – The price of asphalt has gone down to \$737. The paving will be on the next Select Persons meeting for discussion.
- **Dig Safe Issue** – August 25th, the Road Commissioner hit a cable and box while working on the McGrath Pond Road. Digsafe and Time Warner came out to take care of the problem.
- **Heating Assistance**- The Town manager will be attending a meeting for which 400 letters will be sent out to high donors to help raise funds for heating assistance. The Kennebec County Sheriff's Department is cutting wood and donating this to the program. Currently there is \$1,200 in the account.
- **The Castle Island boat landing** – The Town office has been called concerning the closing of the Long Pond Boat Landing. As far as the office knows it is being closed for repairs. The Town Manager will look into it further.

Ricky Damren made a motion at 8:20 P.M. to enter into Executive Session pursuant to Maine State Statute Title 1 M.R.S.A. § 405 (6) (B) for the purpose of the annual review of the Town Manager. Richard Carey seconded the motion. **CLOSED 5/0** Ricky Damren made a motion to leave executive session and re-enter the Select Persons meeting at 8:40 p.m... Dan Newman seconded the motion. **CLOSED 5/0** Ricky Damren made a motion to approve of an increase of 5%, to the Town Manager's contract. Chris Merrow seconded the motion. **CLOSED 5/0**

Melanie Jewell made a motion to adjourn the meeting at 8:55 p.m., Richard Carey seconded the motion. **CLOSED 5/0**

Respectfully Submitted,

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