

# TOWN OF BELGRADE

## BOARD OF SELECTPERSONS MEETING

TUESDAY / DECEMBER 16, 2008 / 7:00 P.M./ TOWN OFFICE

Meeting Convened 7:00 p.m./ Entered into Executive Session 9:10 p.m./ Re-entered Selectpersons meeting 9:15 p.m./ Entered Executive Session 9:15 / Re-entered Selectpersons meeting 9:20 p.m./ Adjourned 9:21 p.m.

### Officials in Attendance:

Melanie Jewell	Selectperson, Chair	Scott Damren	Facility Maintenance
Ricky Damren	Selectperson, V. Chair	Dennis Keschl	Town Manager
Chris Merrow	Selectperson	Dan Mackenzie	Fire Department
Dan Newman	Selectperson	Bruce Galouch	Transfer Station Com.
Jack Sutton	Budget & Transfer Station Com.	Jeff Stevens	Fire Dept., Chief
William Pulsifer	Deputy Fire Chief		

Others in Attendance: Vicky Bedard, Linda Hale, Joan Tripp, Marie Pulsifer and Steve Mallen

### Order of Business:

1. The board reviewed the meeting minutes of the November 15<sup>th</sup>, 2008 budget meeting. Ricky Damren made a motion to accept the minutes as amended. Chris Merrow seconded the motion. **CLOSED 4/0/1 ABSENT (RICHARD CAREY)** The board reviewed the meeting minutes of the December 2, 2008 meeting. Ricky Damren made a motion to accept the minutes. Chris Merrow seconded the motion. **CLOSED 4/0/1 ABSENT (RICHARD CAREY)**

### Unfinished Business:

1. The Town Manager drafted an article for the Town Report to validate the Belgrade/Rome Food Pantry as requested. An estimation of the cost of the Food Pantry being housed within the Town Office was provided. **(Please see the attached documents)** The Town manager stated he had provided this information based upon information he has received from other Towns. The cost of the use of space had been provided by a local real estate company. The electrical costs had been acquired through CMP and the insurance cost was acquired through Maine Municipal and the Tulip Program. While the Town Manager explained there was never any intention for the Food Pantry to have to pay to lease the space, he felt the cost of the use of the space, electrical usage and insurance, needed to be provided. The manager has spoken with Becky Seel, from Maine Municipal Association, and she feels that an article may be needed to look at the continuation of the Belgrade/Rome Food Pantry to co-exist. Linda Hale stated that the major concern from her Board of Directors and the current agreement was that they would or could be responsible for the \$2,500 that is part of the information provided. The Food Pantry served 49 families from Belgrade and this is 67% of the food pantry usage. There was some concern if this article appeared on the secret ballot warrant that the Town may not vote to accept the article. Jack Sutton stated maybe an article saying that the Town would absorb the pro-rata cost, which he did not see as a problem now, but if and when the new building is built,

this may be an issue. He urged the Town to contact the Town of Rome to see what kind of financial assistance they may be willing to provide and if they are not willing to provide any assistance then the food pantry should be set up as a Belgrade food pantry and perhaps this would bring Rome around to provide support. Linda Hale stated that contact has been made with Rome and there has been a request of \$1,000 made to the Selectpersons. Linda Hale said that her Board of Directors have voted to separate the two Towns and to exist as the Belgrade only food pantry if need be. The Town Manager provided some history of the food pantry. Basically a former Town manager and a former board authorized the use of the space without a vote. This was all well intentioned and for a good cause. This issue has now been raised because of the new building proposal of space of 900 ft being allocated to the Food Pantry. Melanie Jewell said she thought there may be grant opportunities for the food pantry. The Town Manager will make modifications to the article and will continue with discussions with the food pantry. He requested that when the information goes out that individuals provide comments. Bill Pulsifer asked if a theoretical study had been done on the cost savings provided by the Food Pantry to the town of Belgrade in regards to applicants not having to apply for General Assistance. Linda said, for example, she estimated based on the number of people the food pantry served that this was a cost savings of \$10,000 to the town. Marie Pulsifer asked what the allocation in dollars of the General Assistance is for food. The Town Manager stated that the majority of the General Assistance that is administered is for items other than food. Marie replied that the reason they did not come in for food through the General Assistance is because it is being handed out at the food pantry and this would be a good argument for the Town Meeting. Melanie said she was concerned that possibly this article could be turned down at the Town Meeting if it is on the referendum and the intention of the article was not to put the food pantry in a position so they would have to close, the main concern was to validate the food pantry's use of the space. There was some discussion concerning where the article should be placed and if it needed to be a secret ballot warrant article. After some discussion it was determined that the article could actually be on the floor of the town meeting as it is not asking for any new money, and the money that supports it is already incorporated within the current budget of the administration. Melanie requested that an agreement be put together without any monetary amount and a letter drafted to Rome to show the cost associated with the food pantry and to make a request from Rome. Linda Hale said she had concerns about the paragraph under "Terms" and the use of the word termination. The Town manager said that this could be changed to state a self renewing lease. The town manager will redraft the agreement to reflect the suggested changes, and to place the article on the floor of the town meeting. This draft will go out and then be re-addressed at the first meeting in January. There was no motion taken.

2. The board reviewed the bids for the 2009 electrical and the 2009 plumbing and heating work for the town. Steve Mallen was present from Mt. Vernon and Dan Mackenzie was present from Kaplan. The Town manager stated that due to problems that had arisen last year, the work for the electrical, heating and plumbing was put out to bid for the years work. The bid price was a per hour price for work. The board asked Steve Mallen whether or not he had a helper working with him and if the price submitted included the helper or if this was additional. Mallen's bid of per hour work is \$54.86 and the cost of helper would be approximately 2/3rds or about \$35.00 per hour. There were questions on whether or not there would be a fee for mileage and what the fee would be for a bucket loader. Steve said he felt it was difficult to bid, because these were not items listed. There was some discussion on perhaps modifying the form for next year's bid. Scott Damren said he felt comfortable with Kaplan as they had just become acclimated to

the work in town and what is needed. Dan Newman stated he saw very little difference in the two bids. Ricky Damren made a motion to accept the bid submitted from Kaplan Electrical Construction, Inc for the electrical services for the Town of Belgrade for the 2009 calendar year. **(Please see the attached bid)** Chris Merrow seconded the motion. **CLOSED 4/0/1 ABSENT (RICHARD CAREY)**

The board reviewed the bid submitted from Bob the Plumber for the Plumbing and Heating for the 2009 calendar year for the Town of Belgrade. This was the only bid submitted. Ricky Damren made a motion to accept the bid from Bob the Plumber for the 2009 calendar year. **(Please see the attached bid)** Chris Merrow seconded the bid. **CLOSED 4/0/1 ABSENT (RICHARD CAREY)**

3. The board reviewed the contract for Animal Control services for 2009 with Kathleen Ross. The town manager informed the board that there are no changes to the contract. Ricky Damren made a motion to approve of the contract for Animal Control services with Kathleen Ross for 2009. **(Please see the attached contract)** Dan Newman seconded the motion. **CLOSED 4/0/1 ABSENT (RICHARD CAREY)**
4. The Board reviewed the applications for background checks for concealed weapons permits. There were no objections.
5. The Board reviewed the proposals for the 2008 Town report dedication. Ricky Damren said he would like to see the town report dedicated to Spike. Ricky Damren made a motion to dedicate the 2008 Town Report to Richard Carey. Chris Merrow seconded the motion. **CLOSED 4/0/1 ABSENT (RICHARD CAREY)** The town manager will work with Helen Carey to get some information for an article.

The Board reviewed the proposals for the 2008 Town report memorials. Ricky Damren made a motion to approve of the following individuals for the 2008 town report memorial; Dana Nye, Dorothy Martin and Roger Shannon. Dan Newman seconded the motion. **CLOSED 3/0/2 ABSENT (CHRIS MERROW & RICHARD CAREY)**

6. The Board reviewed the School Warrant. Ricky Damren made a motion to approve the School Warrant. Dan Newman seconded the motion. **CLOSED 3/0/2 ABSENT (CHRIS MERROW & RICHARD CAREY)**
7. The Board reviewed the two supplemental taxes. Ricky Damren made a motion to approve of the supplemental tax to Donna Savasuk for the amount of **\$979.50**. Dan Newman seconded the motion. **CLOSED 4/0/1 ABSENT (RICHARD CAREY)**

Ricky Damren made a motion to approve of the supplemental tax to Roger & Dawn Bickford for the amount of **\$245.80**. Dan Newman seconded the motion. **CLOSED 4/0/1 ABSENT (RICHARD CAREY)**

8. Ricky Damren made a motion to set the final budget meeting for Tuesday, January 13<sup>th</sup>, 2009. Dan Newman seconded the motion. **CLOSED 4/0/1 ABSENT (RICHARD CAREY)**

9. The Board reviewed the **Municipal Warrant # 55** for the amount of **\$450,180.63**. Ricky Damren made a motion to approve of **Municipal Warrant #55** for the amount of **\$450,180.63**. Dan Newman seconded the motion. **CLOSED 4/0/1 ABSENT (RICHARD CAREY)**
10. The Board reviewed **Manual Warrant # 2365** for the amount of **\$1,617.15**. Melanie Jewell made a motion to approve of **Manual Warrant #2365** for the amount of **\$1,617.15**. Ricky Damren seconded the motion. **CLOSED 4/0/1 ABSENT (RICHARD CAREY)**
11. Bruce Galouch was present for the discussion of the problems with the boiler at the Center for All Seasons. Bruce stated there are multiple leaks. He said this is a particular problem with this boiler design. It will cost between \$2,000 to \$4,000 to repair and he is not sure if this will last. Bruce recommends that two boilers be installed. The town manager said he would be going down to the Center and taking pictures of the boiler leaks and try to see if the problems that have occurred with the boiler are due to an incorrect installation. Bruce Galouch said that his recommendation is to wait until spring because the boiler will be down for a period of 2-3 days, and there is no timeframe on the inspection notice. Ricky Damren made a motion to table the agenda item concerning the boiler until spring. Chris Merrow seconded the motion. **CLOSED 4/0/1 ABSENT (RICHARD CAREY)**

#### **ADD-ON AGENDA ITEMS:**

12. Appointment of Registrar: Ricky Damren made a motion to appoint Brittany Norton as Registrar. Dan Newman seconded the motion. **CLOSED 4/0/1 ABSENT (RICHARD CAREY)**
13. The board reviewed the hours of opening for the Transfer Station during the holiday season since both the days are the eves of Christmas and New Years Day. The town manager recommends that the Transfer station staff open Tuesday the 23<sup>rd</sup> and Tuesday the 30<sup>th</sup> from 11 a.m.– 7 p.m. . Ricky Damren made a motion to authorize the Transfer Station hours to be temporarily changed from Wednesdays to Tuesdays (December 23 & December 30) Dan Newman seconded the motion. **CLOSED 4/0/1 ABSENT (RICHARD CAREY)** Handouts will be provided to the Transfer Station Supervisor to hand out to residents.

#### **Updates & Announcements:**

- The Town Manager provided the board with verbal updates:
- Dan Newman had provided the manager with a free waste pick-up in Bangor for ewaste. A pick-up is provided for residents in this area on December 20<sup>th</sup> in Augusta.
- Pal Tripp has resigned from the Transfer Station and Chase Nutter has been brought on.
- The laptop for Clarence Burnham has come in.
- There are meetings with Maine Municipal Bond bank this Thursday.
- There have been discussions of installation of a generator here at the office. Dan Newman informed everyone that the Health Center has a generator they are looking to get rid of. They are asking for bids and the board may want to consider bidding on the generator.

- Dan Newman asked about modifying the ordinance on commercial business. He said there is parking on the West Road that is destroying the south side edge of the road and is in a bad location on a sharp corner.

Executive Session: Ricky Damren made a motion to enter into executive session at 9:10 p.m., pursuant to Title 1 M.R. S. A. § 405 (6) (F) for past due personal property taxes. Chris Mellow seconded the motion. **CLOSED 4/0/1 ABSENT (RICHARD CAREY)** Ricky Damren made a motion to re-enter the board meeting at 9:15 p.m. Chris Mellow seconded the motion. **CLOSED 4/0/1 ABSENT (RICHARD CAREY)**

Ricky Damren made a motion to enter into executive session @ 9:15 p.m., pursuant to Title 1 M.R.S.A. § 405 (6) (A) for a discussion concerning personnel. Chris Mellow seconded the motion. **CLOSED 4/0/1 ABSENT (RICHARD CAREY)** Ricky Damren made a motion to re-enter the board meeting at 9:20 p.m. Dan Newman seconded the motion. **CLOSED 4/0/1 ABSENT (RICHARD CAREY)**

Ricky Damren made a motion to adjourn the meeting at 9:21 p.m. Dan Newman seconded the motion. **CLOSED 4/0/1 ABSENT (RICHARD CAREY)**

Respectfully Submitted,

Mary J. Vogel, Executive Secretary to the Board of Selectpersons