

BOARD OF SELECTMEN – Minutes October 26, 2016

PRESENT: Doug Ludewig – Chair, Timothy McDonald – Vice Chair, and Darlene Sanborn, Dianna Boisvert, and Sandra Schiller – Members.

ABSENT: None.

ALSO PRESENT: Curtis Lunt - Town Manager, Kevin Mulherin – Police Chief, Dan Roy – Fire Chief, David Shaw – CEO, Shana Cook Mueller – Bernstein/Shur, Donna Shaw, and Doreen Christ – Recording Secretary.

1. **Call to Order and Pledge of Allegiance.** This meeting was called to order at 6:00 pm by Doug Ludewig – Chair, along with the Pledge of Allegiance.

2. **Minutes of September 28, 2016 and October 12, 2016.**

- **September 28, 2016.** There were no changes made to this set of meeting minutes. The following motion was made.

MOTION: *by Dianna Boisvert, seconded by Sandra Schiller to move to accept the Board of Selectmen meeting minutes for September 28, 2016, as written.*

VOTED: 5-0 (Passed).

- **October 12, 2016.** There were no changes made to this set of meeting minutes. The following motion was made.

MOTION: *by Darlene Sanborn, seconded by Sandra Schiller to move to approve the Board of Selectmen meeting minutes for October 12, 2016, as written.*

VOTED: 5-0 (Passed).

3. **Public Hearing – November 8, 2016 Warrant Article – TIF Amendment.** Shana Mueller from Bernstein/Shur presented this item. This is the first amendment to the Main Street Municipal Development and Omnibus Tax Increment Financing District Development Program. This amends the district to add five (5) new, vacant lots. They are the only vacant lots. There will be 99.7 acres in new acreage. With this amendment, all total 403.88 acres. This is a 20 year TIF term. Taxes are paid on capture value. After the Referendum vote, this has to be submitted to the State of Maine Department of Economic and Community Development (DECD) Commissioner. The Commissioner issues an approval letter. There were no questions from this board or the public. An example of the Warrant was available at this meeting. This Public Hearing was then closed.

7. **Appointments: Appeals Board Alternate and Planning Board Alternate was taken out of agenda order and presented next.**

- **Board of Appeals Alternate.** Present at this meeting was Benjamin Dyer. Benjamin Dyer gave an overview of himself to the Board of Selectmen. He moved to Monmouth in August of this year. He stated that Town government plays a critical role. He is an attorney. His experience includes interpreting laws and rules and explaining them to those subject to regulation and he has experience preparing staff materials for public commission meetings. The following motion was made.

MOTION: *by Timothy McDonald, seconded by Sandra Schiller to move to approve Benjamin Dyer, as an Alternate Member, to the Board of Appeals.*

VOTED: 5-0 (Passed).

- **Planning Board Alternate.** There were three (3) applicants, as follows: a. Douglas W. Grant – 7 Neal Lane, who is retired. He was employed for 43 years as Project Manager for Bath Iron Works. He currently serves on the Annabessacook Lake Improvement Association (ALIA). He has been on that board for 20 years. He wants to give back to the town and get involved. b. Normand Tancrede 80 Cochrane Drive, recently retired. He has a Fire Science Degree, which included courses in building construction, sprinklers, etc. c. David G. Mills, 45 Rocky Point Drive, who is also retired, served on the Planning Board for 12 years in Burrillville, Rhode Island, as Chairman. All three (3) applicants were present at this meeting. The following motion was made.

MOTION: *by Sandra Schiller, seconded by Timothy McDonald to move to approve David Mills, as an Alternate Member, to the Planning Board.*

VOTED: 5-0 (Passed).

4. **Department Head Reports.** Kevin Mulherin – Police Chief said last Saturday was Drug Take Back. They collected about 30 lbs. The State of Maine Drug Enforcement Agency (DEA) collected over \$2,200 lbs. His dept. had their Dept. Meeting last Thursday. His department is getting prepared for Halloween this coming up weekend.

Dan Roy – Fire Chief said his dept. had gone out on a couple of calls – a mutual aid call in Winthrop and they responded to Ms. Amoreaux’s vehicle call. 150-200 people were fed at the Annual Open House. The 5K Road Race went well. Auto Extrication Training will take place at the Highmoor Farm. The ISO classification is the same. His dept. had an Officer’s Meeting. Dan Roy sent an e-mail regarding drought conditions. There is a FEMA meeting tomorrow at 9:00 am in Augusta concerning the statewide drought conditions. The hydrant could be expanded to go down North Monmouth Street.

David Shaw – CEO said that he is busy closing up eight (8) or nine (9) houses. The violations on 332 Wilson Pond Road (Benjamin Lahey’s property) have been cleaned up. There has been no contact by Benjamin Lahey with the Town’s Attorney or the Town office. The violations are \$100 per day. There is another violation on Hansen Wood Road. There are 25-30 cars on this property. He said he will be doing MUBEC training. The state is updating from 2009 to 2015. There are seven (7) or eight (8) courses that need to be taken. David Shaw updated the board members by saying that there are two (2) applications currently on the Planning Board agenda. The Site Visits, for those two (2) applications, are taking place this weekend – one at 8:30 am and the other at 9:30 am.

Curtis Lunt – Town Manager stated that Bruce Balfour was not at this meeting since he hurt his back. Curtis Lunt reported that Public Works has completed the paving on Bog Road. He said the Sewer District allowed the manhole covers on Main Street to be paved over. The next regularly scheduled Board of Selectmen meeting is Wednesday, November 9, 2016. The auditor’s will be at that meeting. On Friday, November 11, 2016 is Veteran’s Day. The office will be closed on Thursday, November 10, 2016 in observance. Included in the board member packets was correspondence from Mid-Maine Waste Action Corporation regarding the Interlocal Agreement. This agreement specifies that each Participating Municipality would receive its share of any distribution, based on its proportionate share of solid waste delivered to Mid-Maine Waste, as compared to the total delivered by all 12 member municipalities, during the same time period. Enclosed, with this letter, was a check in the amount of \$8,335.00 for both Monmouth and Wales share of the distribution.

4.a. Public Comments. Ginger Hillier received a list of who was working the election. They used names from the caucus. The Town agreed to use those names. She stated that this remains a concern. There was an employee used that was working as a counterperson. Curtis Lunt stated that they draw from the list first who are available and then, if not available, then they draw from that listing. Therefore, if there isn’t anybody available who can fill the spot, then they draw from the list. Ginger Hillier said Bonnie Green is available for a different spot. Sandra Schiller stated that the republican issue hasn’t been handled at all. Sandra Schiller wants somebody from the Secretary of State to explain the process.

5. Financial Reports. Curtis Lunt went over the Appropriation Control Report and Revenue Control Report. These are good numbers. He went over the highlighted items first for the Appropriation Control Report: Administration is at 35%; Assessing is at 18%. He stated that the check is ready to pay the County Tax. He continued by saying that Debt Retirement is at 66%; Debt Service is at 86%; Employee Benefits is at 36%; Police Retirement is at 38%; Risk Management is at 39%; Special Projects is at 34%; Monmouth TIF is at 9%, Town Clerk/Town Meetings is at 2%, Treasurer is at 85%, Unclassified is at 5%; Utilities is at 40%; Boards & Committees is at 45%; Cumston Hall is at 35%; Cumston Library is at 33%, Recreation Dept. is at 94%; Ambulance Service is at 53%; Animal Control is at 25%; Code Enforcement is at 36%; Fire Department is at 22%; Police Department is at 33%; Dispatch is at 58%; Public Works – Summer is at 62; Public Works – Winter is at 16%; Solid Waste/Recycling is at 37%; Town Office is at 31%; Building Maintenance is at 35%; and Capital Improvements is at 7%. There are no financial problems. The revenues are similar. The percentage collected is as follows: Wales SH – Transfer St is at 50.03%; Property & Casualty Insurance Dividend is at 122.16%; Code Enforcement is at 52.03%, and Excise Tax, which is the largest revenue account, is at 37.31%; The road account is paid once a year. All revenue accounts are on target.

6. Tax Abatement Application. The following application was for Sheila Brown – 585 Wilson Pond Road (Map 46, Lot 37). The assessed value is \$175,200. The abatement requested in real estate valuation is \$40,000. This is a request for a tax write-off/tax acquisition property sale.

MOTION: *by Timothy McDonald, seconded by Sandra Schiller to move to accept the Assessor Agent’s recommendation to deny this abatement request.*

VOTED: *5-0 (Passed).*

8. Tax Write-Off/Tax Acquired Property Sale. The tax write-off request was for 17 Back Street for uncollectible taxes in the amount of \$1,410.91 (2008/2009 back taxes). This tax is not collectible now after bankruptcy. The following motion was made.

MOTION: *by Timothy McDonald, seconded by Darlene Sanborn to move to write-off \$1,410.91, as uncollectible.*

VOTED: *5-0 (Passed).*

The following three (3) tax acquired properties are recommended to be sold by sealed bid: a. 156 North Main Street (Map 52, Lot 44) – recommended minimum sale price \$1,000; b. Kaylins Way (vacant lot) (Map 44, Lot 14-1) – recommended minimum sale price \$1,000; and c. Kaylins Way (vacant lot) (Map 44, Lot 14-3). There has been a lot of interest in the 156 North Main Street property. Kaylins Way is 2.3 acres. The following motion was made.

MOTION: *by Timothy McDonald, seconded by Darlene Sanborn to offer the three (3) lots, by sealed bid, with the Town Manager.*

VOTED: *5-0 (Passed).*

9. Warrant #9 Payroll and Payables. Curtis Lunt read a listing of items over \$1,000. The following motion was made.

MOTION: *by Darlene Sanborn, seconded by Timothy McDonald move to pay Warrant #9 - Payroll – \$36,289.07 and Payables \$135,785.50.*

VOTED: *5-0 (Passed).*

10. Adjourn. The following motion was made to adjourn the meeting.

MOTION: *by Timothy McDonald, seconded by Dianna Boisvert to adjourn the meeting at 7:29 pm.*

VOTED: *5-0 (Passed).*

Respectfully submitted,

Doreen M. Christ
Recording Secretary – Town of Monmouth