

# Town of Embden



## Minutes of the Board of Selectpersons

April 1, 2013

19:00 PM Meeting held at the Embden Town Office

**In attendance was:** David Benes, Robert Dunphy, Eleanor Ketchum, Terriann Lamontagne, Leo Mayo, Wayne McLaughlin, Floyd Rounds, J. Alden Stevens, Charles Taylor, Michael Witham, and Bonnie Baker.

- 1 Charles Taylor called the meeting to order at 19:02.
- 2 The meeting began with the Pledge of Allegiance.
- 3 **Consent Agenda:**
  - 3.1 Approved the minutes of the Board of Selectpersons dated March 18, 2013 as written.(3-0)
  - 3.2 Reviewed Warrant #7 totaling \$75,676.55. (3-0)
    - 3.2.1 --.
- 4 **Appointments & Resignations:**
  - 4.1 **Board of Appeals Members:** C. Taylor stated there were 2 applicants. He stated J. Duff had not yet submitted an application for re-appointment. E. Pratt made a motion (2<sup>nd</sup> – W. McLaughlin) to appoint Mary Keenan & Scott LeHay as Appeals Board members for a 1-year term. (3-0)
  - 4.2 **Recreation Director:** Tabled until next meeting.
  - 4.3 **Emergency Management Director(s):** W. McLaughlin made a motion (2<sup>nd</sup> – E. Pratt) to appoint Robert Dunphy as Co-Emergency Management Director. (3-0)
- 5 **Department Officials Reports:**
  - 5.1 **E-911** – E. Ketchum stated she would be ordering some signs. She reminded the BOS that the state now required larger signs for roads with a speed limit of over 35mph.
  - 5.2 **Winter Roads Contractor** – No Report.
    - 5.2.1 **B. Baker** said she thought the roads this morning were pretty bad.
    - 5.2.2 **C. Taylor** stated that the foreman for Nitram had gotten done. He added that they had requested either Scott or Tom attend the BOS meeting tonight. He requested the Treasurer hold the last check until the BOS had spoken with someone from Nitram. W. McLaughlin made a motion (2<sup>nd</sup> – C. Taylor) to hold the final winter roads check. (3-0)
    - 5.2.3 **C. Taylor** stated that there were a bunch of hours for the Road Commissioner pushing the banks back so that water didn't wash down the roads.
  - 5.3 **Animal Control** – No Report.
    - 5.3.1 **B. Baker** stated she was still waiting for the ACO to sign the FCAS contract so it could be mailed.
  - 5.4 **Board of Assessors** –
    - 5.4.1 **T. Lamontagne** said she thought the BOA were going to get a new computer, but instead it was given to the CEO. She added that the BOA computer needed more memory.
    - 5.4.2 **C. Taylor** stated R. Young wanted the town to use his IT guy instead of ours.
    - 5.4.3 **T. Lamontagne** stated that the vault was becoming moldy. C. Taylor replied that it was due to the nature of the records which had come from the Town House. He added that there was already a dehumidifier in there, but W. McLaughlin had said it would be difficult to put heat in there. W. McLaughlin stated that they could put a hole through and install baseboard in the vault. C. Taylor stated he would contact Bob's Cash Fuel for a price.
    - 5.4.4 **BOS** reviewed and signed abatements.
    - 5.4.5 **B. Baker** submitted TDS estimate/contract for phone system upgrades. She explained the proposed upgrades to the system. E. Pratt stated that this seemed to be the most cost efficient option. W. McLaughlin made a motion (2<sup>nd</sup> – C. Taylor) to approve having TDS install the new phone service. (3-0)
  - 5.5 **Planning Board** –
    - 5.5.1 **L. Mayo** stated the town attorney had recorded the necessary paperwork for Laurel Place.
    - 5.5.2 **C. Taylor** stated he had sent an e-mail with information on upcoming training for the Planning & Appeals Boards. He said it would be held the 3<sup>rd</sup> Thursday, April 18<sup>th</sup>, at 18:30.
    - 5.5.3 **L. Mayo** stated that the lot in question on the Loon Road had gotten a deed back to the seller, and would be deeded back correctly.

- 5.5.4 He said they were working on the changes to SLZ. He said they had a meeting next week, and may have a work session that night if there was time.
- 5.6 **Plumbing Inspector** – L. Mayo stated there were no problems.
- 5.7 **Board of Appeals** – No Report.
- 5.8 **Code Enforcement Officer** –
- 5.8.1 R. Dunphy stated there were a couple of things coming up.
- 5.8.2 He stated the filing was 1/3 done. He said that it was much easier to find records now.
- 5.9 **Health Officer** – C. Taylor asked whether he had gotten the e-mail about a potential health hazard on the EPR. He asked whether R. Dunphy could send a letter.
- 5.10 **Road Commissioner** –
- 5.10.1 M. Witham stated he replaced the stop sign at the end of the Barron Road; it had been run over.
- 5.10.2 He said the roads had many pot holes.
- 5.10.3 B. Baker asked if it would be possible to put a bump sign on the Wentworth Road.
- 5.10.4 M. Witham stated he would try to put a better description on the bills he submitted. C. Taylor stated the BOS would love to see in black & white what was done.
- 5.10.5 E. Pratt asked that the signs on the Fahi Pond Road be pulled up now. R. Dunphy stated they should remain up until the 26<sup>th</sup> day of April.
- 5.11 **R.S.U. #74** – No Report.
- 5.12 **Recreational Director** - No Report.
- 5.13 **Town Clerk/Treasurer** –
- 5.13.1 B. Baker submitted a Check Reconciliation report. BOS reviewed and signed.
- 5.13.2 She submitted a Treasurer’s Report.
- 5.13.3 She submitted an Expense Report.
- 5.13.4 She stated the auditor said he would be here sometime this week, but she hadn’t heard when yet.
- 5.13.5 She said she contacted Bill Swan at IF&W regarding the snowmobile reimbursement. She stated the state had not yet mailed the check, but it should be received within the next couple of weeks.
- 5.13.6 C. Taylor stated they needed to get ready to apply for the TAN. He stated that he felt they should apply for at least \$500k again. W. McLaughlin said that the town would not pay interest on what it didn’t use. E. Pratt made a motion (2<sup>nd</sup> – W. McLaughlin) to allow the Treasurer to apply for a TAN in the amount of \$500k. (3-0)
- 5.13.7 She stated P. Graf was working on the unlicensed dogs. She added the town was down to approx. 20 dogs that still had not been licensed for 2013.
- 5.13.8 She stated there were no foreclosed properties this year. She said that she had received payment for the 2010 tax year on all accounts.
- 5.14 **Registrar of Voters:** B. Baker stated she had nothing at this time.
- 5.15 **Tax Collector** – No Report.
- 5.16 **Community Center** –
- 5.16.1 R. Dunphy asked whether there was a free room at the ECCTR that could be used to start a CERT team for the Madison area. He stated they needed enough room for radios and meetings. W. McLaughlin asked him to bring a proposal to an ECC meeting and once they saw what was needed, they would go from there.
- 5.16.2 W. McLaughlin stated they would be electing officers at tomorrow night’s meeting.
- 5.16.3 W. McLaughlin said the lift they had been using to install the fans was gone. He stated they would need to rent one to complete the work. He added they were hoping to only need it for 1 day.
- 5.16.4 He stated there was a Landowner’s Supper Saturday night.
- 5.16.5 He said the 23<sup>rd</sup> of March Pat Libby and Shallow Creek had performed.
- 5.16.6 He stated there would be a baked bean supper on April 13<sup>th</sup>.
- 5.16.7 He said there would be a BYOB with Palmer & Co. on April 27<sup>th</sup>.
- 5.16.8 W. McLaughlin stated that the Lions had decided not to do their suppers at the ECCTR. C. Taylor replied that it would be up to the individual that hosted the meeting.
- 5.16.9 C. Taylor stated the Lions would give the Beeno machine to the ECC for a small donation.
- 5.16.10 W. McLaughlin said there would be a concealed weapons class on April 6<sup>th</sup> at 08:00. He added that the cost would be \$60 per person.
- 5.16.11 He said the furnace was working well. He stated Nate would be back to install the zones and thermostats.
- 5.16.12 He said they had found air exchangers, ducts in the ceiling which would completely change the air in the room.
- 5.16.13 E. Pratt stated, “When you look at all the things we have had to do, that was the most shoddy, mismatch of stuff.”
- 5.16.14 W. McLaughlin stated E. Pratt was looking into Wi-Fi. C. Taylor read from the TWC contract. He stated the agreement had expired in November 2012.

**5.16.15** W. McLaughlin said the Tiger Connect would not accept the 200ft cables back which the town had purchased. He stated he was unsure how much using them might decrease the signal. He asked whether shorter lengths of cable could be ordered. C. Taylor replied, "Utilize the 200ft here and order what you need for the ECCtr." He made a motion (2<sup>nd</sup> – E. Pratt) to delegate to W. McLaughlin to order what was needed for the ECCtr. (3-0)

**5.17 Emergency Management Directors** – R. Dunphy stated he hadn't reported anything..

**6 Board of Selectpersons Concerns:**

**6.1** E. Pratt asked whether they had heard back from the Sheriff's Dept. or the DA. C. Taylor stated that he thought the deputy had recommended placing guard rails. E. Pratt said that he had also recommended signs that said "no parking between signs" which also had specific effective dates.

**6.2** W. McLaughlin stated Bob's Cash Fuel had been in to repair the furnace last week.

**6.3** W. McLaughlin asked whether the CEO computer could be run wirelessly. C. Taylor said yes.

**6.4** W. McLaughlin stated he had spoken with N. Bolmer about putting a path from the Town Office to the ECCtr, and N. Bolmer was in agreement.

**6.5** E. Pratt stated that it had been brought up in the past that the Tax Collector and the Town Clerk should be cross-trained. She stated she had spoken with R. Blake to see if she was interested in learning TRIO. C. Taylor stated that R. Blake used Anson as her backup and B. Baker had Amanda Morrill as her deputy. He stated B. Baker was already trained to do the Tax Collector position. B. Baker replied that she had had all the training, but since R. Blake had not allowed her to process registrations since she had been Tax Collector, she wasn't sure how much she remembered.

**6.6** C. Taylor stated he had done a job description template for the position out back.

**7 New Business:** None

**8 Old Business:** None

**9 Correspondence:** BOS reviewed correspondence.

**10 Community Relations, Announcements, and Open Public Forum:**

**10.1 Open Public Forum:**

**10.1.1** A. Stevens stated that when you open the town report it did not list what each official was paid. He stated that it used to be printed in there, but had been discontinued sometime in the past. He added that he had not seen anywhere in the warrant articles to increase wages. C. Taylor stated the BOS had checked with MMA and been told that because of the way the budget was formulated, a separate article was unnecessary.

**10.1.2** A. Stevens said that in the past the articles were clearer in spelling out what exactly things were, like for the dam. C. Taylor replied that they were as candid as they could be.

**10.1.3** F. Rounds said that the BOS were saying that townspeople were encouraged to come to town meeting. He asked what was required for posting. C. Taylor stated it was posted at the Town Office, and would be putting up a weather-proof bulletin board outside. He added that it was also posted on the town's website as soon as the materials were available. W. McLaughlin stated they would be placing a bulletin board at the entryway of the ECCtr for B. Baker to use for posting. F. Rounds stated that it would have been nice to have it posted on the big board at the ECCtr. W. McLaughlin replied, "Don't depend on that." He explained that the plexiglass was holding in the heat and curling the letters.

**11 Executive Session (Non-Public) (ME §405):** None

**12 Next Meeting Announcement & Adjournment**

**12.1** Next Regular Selectperson's Meeting – Monday, April 15, 2013.

**12.2** Motion to adjourn made by W. McLaughlin (2<sup>nd</sup>- C. Taylor). (3-0) Adjourned 20:41.

*Minutes submitted by:  
Bonnie A. Baker*