

MINUTES OF THE JANUARY 11, 2016 BOARD OF SELECTMEN MEETING

MEMBER'S PRESENT: Board Members Tim Copeland, David Canada and Bruno Federico and Town Administrator Paul Deschaine.

At 7:31 pm Mr. Copeland opened the general meeting of the Board of Selectmen.

TREASURER'S REPORT: Ms. Bronson reported that the current balance was \$8,431,132.84.

SECRETARY'S REPORT: Mr. Copeland moved to approve the minutes of the meeting of December 21st and December 29th as amended by Mr. Canada. Mr. Federico seconded the motion, which passed unanimously.

Jeff Gallagher of the 300th Anniversary Committee requested a raffle permit, with 500 tickets to be sold at \$10 apiece. He continued they would be selling them at upcoming events with the drawing scheduled for April 1st. Mr. Gallagher indicated they hoped to raise \$4000 with the grand prize being \$1000.00.

Mr. Copeland moved to approve the raffle permit request. Mr. Federico seconded the motion which passed unanimously.

Primary Day and Election Day Logistics –

Highway Agent Colin Lavery went over his traffic plans for the primary and election days and explained how everything would work. Chief Scippa indicated that police details would be set up an hour before the polls opened. Mr. Deschaine discussed the setup of the voting area in the municipal center.

Mr. Copeland moved to allow the Ladies Auxiliary to sell cookbooks at the primary. Mr. Federico seconded the motion which passed unanimously.

The Board then discussed what time the building should open, and it was decided to open at 7 AM.

FIRE DEPARTMENT:

Chief Cook stated that they had responded to 370 during the previous year. He continued that they responded to Convenient MD 56 times. Chief Cook indicated they had responded to 27 calls so far this year.

HIGHWAY DEPARTMENT:

Mr. Lavery indicated that he had met with Paul to discuss the condition of the carpet in the entryway of the library. He continued that they had met with Green Bay Cleaning and had them clean the high traffic areas at a cost of \$350. Mr. Lavery stated that he would like to propose, to minimize wear and tear, renting scrubber entry way mats. He continued that he was proposing

renting two 3'X5' entry mats to be placed by the library counters at a cost of \$1.65 per week and three 3X10 entry mats to be placed in the town hall main entrance, the old town hall entrance and the library entrance at a cost of \$3.72 per week for a total of \$742.00 per year. Mr. Lavery noted that the mats would be swapped out every week and they would not have to worry about the cost of replacing them. He indicated that they would rent them through the uniform company the town used. Mr. Canada asked if the old town hall entrance had enough traffic to warrant the larger sized mat. Mr. Deschaine responded that he did not think that it did. Mr. Lavery indicated they could get the smaller mat for that area which would reduce the cost by \$3.72 and would add \$1.65.

Mr. Canada moved to approve the plan as amended by the Board. Mr. Federico seconded the motion, which passed unanimously.

Mr. Lavery indicated that the town's floor scrubber needs significant work to get it up and running. He continued that he would like to propose purchasing a new floor scrubber for \$1399 and that he thought it was a better investment than fixing the existing one. Mr. Lavery noted that it came with a 12 year warranty and was a compact unit so it could be moved from building to building.

Mr. Canada moved to approve the purchase of a floor scrubber at a cost of \$1399. Mr. Federico seconded the motion, which passed unanimously

Mr. Lavery stated that the folding wall between meeting room A & B had been damaged from multiple years of use and was at the end of its lifespan. He continued that he was proposing to replace the wall with an electric opening system that would eliminate operator error. Mr. Lavery stated he would bring the bids to the budget committee for consideration.

POLICE DEPARTMENT:

Chief Scippa stated that he had been working on amending Chapter 1-03 of the town ordinance relative to hawkers and peddlers. He discussed his proposed changes and the Board suggested their changes as well. Chief Scippa indicated that they would not take any action that evening and he would work on a new version with the changes suggested and would come back to discuss further with the Board.

Chief Scippa noted that Mr. Deschaine had received a letter from a resident concerned about speeding in town. The resident further stated that he had not received a formal response from the town on previous correspondence. Chief Scippa indicated that he had met with the resident on multiple occasions to discuss the speeding and he hoped to get a speed measuring trailer back out. He continued that he had conducted a speed study that had been very useful to determine where more enforcement was needed. Chief Scippa stated that he thought he would be bringing a request to the Board in the future to purchase the equipment needed to conduct speed studies. Mr. Canada indicated that he would respond to the resident to indicate that Chief Scippa would be contacting him to discuss his concerns.

NEW BUSINESS:

Mr. Copeland indicated the Board was looking to amend section 3C.6 of the employee manual to limit the payment in lieu of vacation time to a maximum of 80 hours. He continued that they hoped this would encourage employees to use their vacation time. Mr. Canada noted that the problem was that those funds were not budgeted for. The three employees who would be affected by this change indicated that they found it very difficult to use all of their vacation time because things were so busy.

Mr. Canada moved to adopt a cap of 80 hours of pay in lieu of paid vacation time. Mr. Copeland seconded the motion, which passed unanimously.

CMS Music Booster Club requested a raffle permit. Mr. Copeland noted this was a yearly request from the Club. The drawing will be on March 25th for a violin package.

Mr. Copeland moved to approve the request. Mr. Canada seconded the motion, which passed unanimously.

Mr. Canada moved to waive the reading of the previous and upcoming meetings. Mr. Copeland seconded the motion, which passed unanimously.

PARK RESERVATIONS:

The Easter Seals organization requested use of Room A for art classes on 1/20, 1/27, 2/3, 2/17, 2/24, 3/2, 3/16, 3/23 and 3/30 and that the fee be waived.

Mr. Copeland noted that Room A was not available on 1/20 and 1/27 and suggested that they use the Morgera Room.

Mr. Copeland moved to approve the request and waive the fee and have the 1/20 and 1/27 dates in the Morgera Room. Mr. Canada seconded the motion, with Mr. Federico opposed.

John Dold requested use of the 4H Pavilion and Scamman Pavilion for 300th anniversary parade preparations on September 18th and to waive the fee.

Mr. Copeland moved to approve the request and waive the fee. Mr. Canada seconded the motion, which passed unanimously.

ADMINISTRATION:

Mr. Deschaine indicated that they had accepted the healthcare grant last week and needed someone to sign it.

Mr. Canada moved to have Mr. Copeland sign. Mr. Federico seconded the motion, which passed unanimously.

Mr. Deschaine that they needed someone to execute the letter of intent relative to the contract extension to Casella.

Mr. Canada moved to appoint Mr. Deschaine to sign all necessary paperwork in conjunction with the contract extension. Mr. Federico seconded the motion, which passed unanimously.

At 10:21 Mr. Copeland moved to go into non-public to discuss a personnel issue. Mr. Canada seconded the motion, which passed unanimously.

At 10: 36 Mr. Canada moved to come out of non-public session. Mr. Copeland seconded the motion, which passed unanimously.

At 10:37 P.M. Mr. Federico moved to adjourn. Mr. Copeland seconded the motion, which passed unanimously.

Respectfully submitted,

Ashley Rodier
Recording Secretary