

Appleton Select Board Meeting Minutes: June 21st 2016 , 7pm - (FINAL)

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| Select Board members present: Donald Burke – Opening Chairman John Fenner – Elected Chairman Peter Beckett Scott Wiley Lorie Costigan | Others Present: Curtis Starrett – Road Commissioner Jen Pendleton Paul Gagnon Dwight Collins - Reporter |
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1. The meeting was opened by Donald Burke and the minutes of June 7th were adopted unanimously.
2. Peter Beckett proposed John Fenner to be the new chairman and Lorie Costigan seconded the motion. Burke said that it customary to change the chairman at the beginning of the fiscal year. The board voted to elect John Fenner as chairman. Burke voted against the motion.
3. The board then discussed the need to write minutes. John noted that the statutory need is only to note the decisions and voting record. Lorie suggested that we record the meetings and this could be used as the minutes and put it on the town web site. The board felt this needed further discussion and Peter Beckett volunteered to write this week's minutes and to discuss this issue next week.
4. Road Commissioners report: a) Driveway permit submitted by Tiffany Pease at 66 Campground Road was approved. Toupie will be asked to find out if the trailer on the property has a permit. B) The paving bids are ready to go in the paper. Scott will coordinate creating one advertisement containing the bids for both black top and chip seal. C) Curtis mentioned that Town Hill Road needs ditching. D) Also he needs to find out why the sink hole outside Kate Coffey's driveway is getting larger. E) Curtis also noted there is a hole in Sennebec Road that needs attention. F) 35 MPH speed limit signs are ready to be put up on Sennebec Road near town hall. G) Discussion by the board as to where the \$30, 257.67 credit to the Town Road Improvement account had come from. Found that this had been transferred from the Road Maintenance – 001 Roads/Bridges account.
5. Scott mentioned he had a report of construction happening at Alan Crabtree's house and will ask Toupie to investigate.
6. Warrants were signed: 95,96 & 97 for Appleton School. 98 for Town Payroll, 99 for Town expenses and 100 for stipend to Ann Harrison-Billiat.
7. The Board signed the boundary agreement with Viking Lumber.
8. Three Audit bids were received and opened. Scott proposed and Burke seconded that we accept the bid from Keel Hood, our current auditor. All voted in favor.
9. Abutters letters: Toupie sent a letter to the board asking for clarification of the policy to notify abutters of approved building permits and asking for money for the postage and certification. Lorie proposed and Peter seconded that we send the letters using regular mail. All approved the amendment.
10. Burke mentioned that GA training is available next Tuesday June 28th at the Warren Town office at 8:30 am.
11. Burke mentioned that he is willing to continue as the town representative on the TCSWMO. Scott Wiley agreed to be the other representative and Peter Beckett as the alternate. Burke mentioned that at the next TCSWMO meeting, June 29th, will be at the Somerville town office at 7pm and there will be a vote to decide which company will be used to send the trash to for processing. Burke mentioned he is leaning towards voting for a company that already has an established process.

12. Personnel Policy. The board was given the current amended personnel policy. Scott mentioned that he had been in touch with the MMA and they suggested we use their boiler plate version as the basis for the new policy. Scott will get the boiler plate and distribute to the board before the next meeting.
13. Custodial Position. Position is still open and we have had no applications.
14. Signing for all appointments. The approvals for all appointed positions were signed by the board. There are open positions for Board of appeals and the Planning Board.
15. Burke mentioned that all town roads need to be categorized.
16. The board to put on the agenda for next week the process for handling Purchase Orders.
17. Burke mentioned that all items from the letter from the DEP dated Dec 21st 2015 re the old town landfill have been addressed. The letter to be sent to the DEP was unanimously approved.
18. Donald Burke submitted his letter of resignation to the board effective midnight June 30th 2016. The board voted to accept Burke's resignation with regret. All in favor.
19. Other Business. Paul Gagnon mentioned that someone is using the gravel pit behind the cemetery as a gun range. The board noted that this belongs to Viking Lumber and suggested contacting the owner.
20. The meeting closed at 9pm.