

**Appleton Select Board  
MINUTES  
August 30, 2016**

1. Call meeting to order, 7:03 p.m. Fenner, Beckett, Wiley, Costigan.
2. Reminded meetings are recorded and published online.
3. Approve minutes of 8/23/2016
4. Sign warrants. Warrant 19, \$36,175.87 AVS; Warrant 20, \$2,577.98 payroll warrant; warrant 21, \$165,645.48; Warrant 22, \$9,595.55; Warrant 23, \$44,396.58.
5. Select board review of town office hours tabled until Monday, September 12. Special meeting at 2 p.m. Motion, Beckett; Wiley, second. Unanimous.
6. Town office renovations. Beckett spoke with Peter Conant has the estimate will present next week. C. Buell suggested a curtain would remove egress concerns.
7. Cemetery Lots: Need to establish cost for existing lot and true number of remaining lots. Merits of conveyance over deed costs. Beckett to work with Wiley to finish data spreadsheets on costs comparisons and sizes and types prior to review.
8. Personnel Policy Final Adoption. Version 8. Changed to read "implemented August 30, 2016. Wiley: Motion Wiley to approve day after Thanksgiving as holiday. Second, Beckett. Unanimous. Motion for final adoption, Beckett; second, Wiley. Unanimous. Reminder vote on Article 12 Health Insurance for all full time and regular part time employees was unanimous.
9. Sand Shed: \$590 shed estimate from Dana Kennedy to repair drainage and cut and chip trees. Road Commissioner questioned rock size. Motion to except bid, Wiley; second Beckett. Unanimous. (Will be funded by Town Buildings and Maintenance.)
10. List of names who can contact MMA: Road Commissioner requested his name be removed from the list. List of people who can contact MMA: Fenner, Costigan, Wiley, Beckett, Town Clerk Pam Smith, Chairman of Planning Board Edward Carroll, Chairman of Budget Committee Charles Buell, Fire Chief Dave Stone. Motion Beckett, second Wiley. Unanimous.
11. Road Commissioner: "Ditching is done on E. Sennebec and needs to get four or five culverts changes and need to get some patching. Most cross culverts on hill are ok. Need to do some more work here before we get heavy rain." "WE (AT WORK) had 8 flaggers who called in and did not want to work. Did two days without flagger." Beckett inquired about the next project. Starrett: Appleton Ridge (by Dennencourt). Starrett: "No estimate on Ridge yet – not going to be as bad as Collinstown." Starrett removed at least four loads of clean fill to the cemetery to be used as town fill. Did not take loads with poison ivy to cemetery.
12. Fire Department Use of the Building. Fenner: Our intent is to send a copy of Stone's policy to MMA insurance department and ask them what they think of it and how it meshes with our insurance policy. Stone: "Relay info back to me and do not have another meeting without me."

13. Tax commitment. Fenner: Last conversation with agent said he expected to be on time and it was laid out in his contract.
14. A letter from Roxanne Gerrish about her property and we have an easement to enable us to mow the dump and old landfill. Complaining about a pine tree that was removed. Fenner explained was removed as suggested per DEP. Lynette Gushee, speaking on Gerrish's behalf, said the tree was a boundary line tree that had been planted between what is now Beckett and Gerrish. Burke, from the audience, said the DEP had wanted the tree cut. Fenner indicated the town has an easement to access the old dump and the easement has been blocked by rocks.
15. Public Comment: Joe Hughes, from the audience: "Seems to me this personnel policy is still well up in the air because of work schedules and hours." Fenner: "The policy is complete; the work schedule is separate. The policy is not going to be changed by a work schedule." Fenner said hours will effect a benefit cost. Full time will have a 90/10 split and those working fewer hours will be prorated from the 90 percent starting point. Fenner said the board understands the effect on employees. "They currently both have insurance and nothing will change that until January, when they will end up paying a share of the cost." Costigan explained the 2006 policy only allowed insurance for full time and the policy adopted tonight adds insurance for part time employees. Fenner explained policy language is meant to be binding and that ensuring policy is consistent with practice means any taxpayers can get a copy of the policy and see exactly what is offered at any time. HE said when previous boards decided to offer full insurance to part-time all the board had to do was amend the policy. "Why would you have a policy if you're not going to follow it?" C. Buell indicated the current policy changed definitions regarding insurance eligibility. Costigan: "No. We made the policy match what has been occurring. We have been providing insurance to full and part time." Wiley expressed concern about job descriptions and evaluations. Fenner: The new policy calls for a job evaluation and review within a year. Since neither is a new hire does not need to be done with 30 or 60 days.
16. Motion to adjourn, Beckett; second, Wiley. Unanimous. 8:10 p.m.