

Appleton Select Board Meeting Minutes: July 19th 2016 , 7pm (APPROVED 7/26/16)

Select Board members present: John Fenner – Chairman Peter Beckett Scott Wiley Lorie Costigan	Others Present: Curtis Starrett – Road Commissioner Mary Starrett Jen Pendleton Fred Brown Paul Gagnon Darlene Starrett Jeff Cobrock MCEDD Bill Najpauer MCEDD
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1. The meeting was opened by John Fenner at 7pm.
2. John reminded everyone that the meetings are being recorded and being put on the town web site.
3. The minutes of the July 12th meeting were unanimously approved. Proposed by Lorie Costigan and seconded by Scott Wiley.
4. **MCEED** Jeff Cobrock of MCEDD presented an overview of MCEDD organization. Appleton can appoint 2 members to the MCEDD General Assembly, one person would also be appointed to the Board. Bill handed out an info pack on MCEDD services. He mentioned that Randall Parr was a member previously. Bill presented the services available, some of them being grant writing. We are eligible for the Northern Border Grant from the Federal Government as well as loan to businesses.
5. **Town Office Renovations.** John and Peter looked at the wall that is being offered to us but the track would have to be ordered and is not inexpensive. We will look into this and other options and will report back next week. It was discussed about putting up a wall but John says the space is needed when we do voting.
6. **Written Minutes.** Scott proposed that we adopt written minutes as the official minutes of the Select Board meetings and was seconded by Peter. All approved. Peter mentioned we should ask Becky to always put them up on Thursday after they are approved by the Select Board.
7. **Personnel Policy.** John mentioned we should have a proposed draft for next week's meeting.
8. **Abutter Notification.** Lorie has updated the document to change certified mail to regular mail and changed the reference to wells to waste water. Peter proposed and Scott seconded and all approved to accept the updated policy.
9. **Special Town Meeting.** Peter proposed and Scott seconded to hold a special Town Meeting Nov. 8 to have an election to fill the vacancy on the Select Board. All approved.
10. **Cemetery lot.** Someone has requested to purchase a cemetery lot but John said now the town is recently responsible for the cemetery we don't have a policy for dealing with cemetery lots we don't have a price or how to deal with perpetual care and don't know where available lots are or if we have any. Scott said he thought there was a map available of the lots. Raymond Gushee was contacted and said he thinks there are two lots available. Scott said he would follow-up with Raymond and report back to the board. John mentioned we have posted to fill the Sextant vacancy. Lorie asked if we can appoint for more than one year. We have land available but may need to be cleared.
11. **Road Commissioner.** Curtis gave the Select Board a list of proposed projects for this year. This week he will be fixing the water issue at the side of the town hall driveway as sand delivery is expected next week. A ditch needs to be made deeper at the back of the driveway behind town office but before this can be done the oil line from the tank needs to be removed as the

trenching would dig it up. John asked Curtis to liaise with Ben Larner to get this done. A discussion about if we should replace the oil fire with a propane fire and remove the oil tank as the tank is difficult to get to in the winter and may be more difficult to get to after the trench is dug. Sand delivery next week was discussed and how the delivery would be managed. Mary said they get the delivery slips and the end of the day and check for consistency between the deliveries each truck makes. John said an engineer in town did a rough calculation and said it could hold approx. 2,200 yards. We also buy salt which goes in the shed which is approx. 1.5 tons per yard as we buy salt by the ton.

12. **Warrants.** The following warrants were signed: Warrant 5, \$37,353 for AVS Payroll. Warrant 6 \$165 AVS payroll. Warrant 7 \$3,764 Town Payroll, Warrant 8 \$16,828 Town Expenses.
13. **Public Comment** Fred Brown asked how much sand was currently in the sand shed. John said Approx. 800 yards of sand/salt is in the shed now, left over from last year. Fred asked how much money is in the budget for the road projects and would it be enough for all the road projects Curtis presented. Curtis said this was a list of potential projects for this year and all the projects would not be done this year. Paul Gagnon asked if the road commissioner could contact the state as they had accidentally dug up a part of his culvert and it was sticking up dangerously above ground. It was recommended that Paul contact the State as it is a State Road. Mary said she would contact the state and ask them to mark the culvert.
14. **Meeting minutes.** Next week Lorie will do the minutes
15. Meeting closed at 8:24 pm. Proposed by Peter and seconded by Lorie. All approved.