

TOWN OF APPLETON

**SELECT BOARD MEETING
MINUTES OF
MAY 24, 2016**

MEMBERS PRESENT: SCOTT WILEY, AND MARLENE LIBBY. (Chairman Donald Burke absent due to attending the CSD Budget Meeting.

NON-MEMBERS PRESENT: ROAD COMMISSIONER CURTIS STARRETT, PETER BECKETT, JOHN FENNER, LORI COSTIGAN, FRED BROWN, JEN PENDLETON, AND PAUL GAGNON.

1. The meeting was called to order @ 7:00 p.m.
2. Adopt minutes of May 10th & May 17th, 2016
Scott Wiley motioned to accept minutes as written. Marlene Libby seconded motion. Passed 2-0.
3. Road Commissioner
 - A. Paving Bids
Scott Wiley discussed his findings on chip sealing secondary roads and reported that he has been told that the DOT does have specs pertaining to this. Curtis Starrett said he had not been aware of the DOT specs as he has been told that they do not have any. Wiley will get information concerning the specs. Wiley said he is totally looking at chip sealing as a cost savings in order for the Town to save monies in order to be able to build up a fund to pave main roads that are in need of paving. Wiley supports "no wrap" and to minimize the rubber content in the sealing. Starrett is not sure the chip sealing has been used enough in order to have information on the end results available. Wiley and Marlene Libby both feel that it is something to definitely put into the bid specs for consideration and that if viable it would be a definite cost savings.
 - B. Other
No Discussion
4. Select Board
 - A. Sign Warrants
Warrants #89, #90 & #91 were signed.
 - B. Approve Generator Contract
Wiley motioned to approve generator contract with BC Electric. Libby seconded. Passed 2-0.

C. Draft Policy of notifying abutters of building permits

Discussion was made on notifying abutters of building permits and it was decided to include septic and well installations, as well. Libby will draft a notification for the Board to discuss and approve.

D. "\$88,000 Budget question" resolved

Discussion was made concerning the \$88,000 figure difference between the Town's Budget and the Appleton School's Budget. The issue has been resolved due to the way the two parties account for summer salaries for teaching staff in their budgets. Discussion was made that the figure for teaching staff should really only be accounted for in the Appleton School Budget figures.

E. Personnel Policy

The most recent changes to the "revised" draft of the Personnel Policy was reviewed with some outlining changes needed and also, a discussion of the "flex" hours work week being changed to "regular" scheduled hours. Libby feels the office should have set weekly work hours for times when the office is open to the public and after the office is closed to the public for the day. Wiley was in agreement and will be discussed further at next meeting and decided if change in policy should be made.

F. Town vs. ARC court date 5/31/16

The court date for the "Town vs. ARC" suit is scheduled for 5/31/16.

G. Other

Peter Beckett requested to be reimbursed for a class he attended on Monday, May 23rd if he is elected as a Select Board Member in June. It was agreed that he should be reimbursed.

H. Public Comment

No Discussion.

5. Executive Session (if necessary)

A. Review applications for Custodian position.

No applications to review.

B. Other

None.

Wiley motioned to adjourn at 8:10 p.m. with the next meeting being scheduled for May 31st @ 7:00 p.m.

**Respectfully Submitted,
Marlene Libby
Select Board Member**