

**Appleton Select Board  
December 12, 2017**

1. Convene, 7 p.m. (Fenner, Costigan, Gushee, Beckett.)
2. Reminder: Meetings are recorded.
3. Motion to approve minutes of Dec. 5, 017, Beckett. Second, Fenner. Unanimous.
4. Motion to adopt Policy on Service Animals, Gushee. Second, Beckett. Unanimous.
5. Computer Use Policy: Reviewed and signed by board members.
6. Title Searches: Issue a purchase order to Lighthouse Abstracts, sole-proprietor contractor referred by attorneys, in the amount of \$2,375, Fenner. Costigan, second. Unanimous. Purchase Order 148609.
7. Curt Lebel, assessors' agent recommends two abatements following inspection. Motion to approve abatement recommendation on 022-001-002/300 Gurneytown Road and 022-004-1/518 Gurneytown Road, Costigan. Second, Gushee. Unanimous.
8. Other: Resignation of Code Enforcement Officer, effective December 19, 2017. (Fenner read submitted letter.) Gushee reiterated he followed proper channels by telling the head selectmen at the time (Burke), who did not ask for a report at the time. Motion to accept resignation, Beckett. Second, Costigan. Unanimous. Advertisement for licensed ceo and plumbing to be published shortly; all ongoing code issues have been resolved as of resignation.
9. Removing flags for winter since flag etiquette suggests flag should not be flown in inclement weather. Fire house flag will likely remain. Gushee to remove flags.
10. Library parking lot: Can the town sand when it gets exceptionally icy? Gushee to ask road commissioner.
11. Estelle Libby currently the oldest town resident. Boston Post Cane is headed her way.
12. Motion to adjourn, 7:28 p.m., Gushee. Second, Fenner. Unanimous.