

Appleton Select Board Meeting Minutes: June 28th 2016 , 7pm - (Final)

Select Board members present: John Fenner – Chairman Donald Burke Peter Beckett Scott Wiley Lorie Costigan	Others Present: Curtis Starrett – Road Commissioner Dave Stone – Fire Chief Mary Wheeler Jen Pendleton Paul Gagnon Fred Brown Dave Starrett Darlene Starrett Mary Kate Moody
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1. The meeting was opened by John Fenner at 7pm and the board went into executive session for an employee interview.
2. The board came out of executive session at 7:12pm. Lorie Costigan proposed that we offer the job of custodian to Jennifer Arbor at \$15/hour. Peter Beckett seconded and all approved.
3. The minutes were unanimously approved after some corrections. Motion proposed by Lorie and seconded by Peter.
4. **Road Commissioners report:** A) John mentioned that he felt the paving bids are not ready to be sent out. Curtis recommended that we postpone the bids until next year as it is getting too late to get bids for this year. By doing this we will have more money available next year for a larger contract and we will be back on a 2 year schedule. B) Curtis said he has repaired the hole outside Kate Coffees house. C) Peter mentioned he had cut down the foliage obstructing the Bend sign outside his house last Friday. However, the sign was knocked down some time Saturday night and needs to be re installed. D) Curtis mentioned he has a contractor ready to start the work on the culvert and fix the shoulders on Town Hill Road. Curtis said he had a quote for \$4,700 last year for the work. E) Scott asked Curtis if he has seen the hole on Sennebec road which he had, Scott also mentioned that some residents on the ridge had complained about dust and asked if we had anything he could put on the roads to help with the situation. Scott mentioned that we have bags of calcium in the shed that could be used. Curtis said they were all hard from being out in the weather. Scott said that he had looked at them and some seemed to be ok and asked Curtis to take a look. F) Scott asked Curtis if he had contacted the sanding contractor about cleaning up the sand/salt outside the shed needs. Curtis has still to talk to him. G) Lorie asked who is responsible for the wash out happening at the end of the town hall driveway where the stones are being washed into the road. Curtis said he is not responsible for this and the board needs to hire someone to fix the ditching at the side of the driveway. Scott said he would contact a contractor to get a quote. H) Burke mentioned that a citizen felt the town sign at the corner of Sennebec and 131 is blocking his view when he is in his car. Burke gave Curtis the residents name and asked Curtis to talk to him about it. I) Fred Brown asked if the shoulders on Peabody road would be lowered. Curtis said this on his list. J) Curtis mentioned that the state said they will work on ditching 131 after July. They appear to have already marked the road. K) Curtis mentioned that 2226 Appleton Ridge has opened up a driveway to put in a septic system. Scott said he would see the owner to find out what their intention is for the temporary access.
5. Signed warrants.
6. Proposed to close the town office to the public this Friday in order to close out the towns books for end of year fiscal reporting. Lorie proposed and Peter seconded the motion. All approved.

7. Discussed method of keeping minutes. Lorie proposed to put an Audio file of the meeting onto the web site and to rotate the writing of the minutes monthly amongst the select Board members. Peter Seconded the motion. The motion passed 4-1. Scott opposed the motion.
8. Peter propose to change the expenditure amount needed for approval from \$500 to \$1,000 in all sections of the policy on Purchase Orders, seconded by Lorie. All approved. We will also change Selectmen to Select Board at the same time. The board decided to leave the signing of the purchase order to be by any one Select Board member.
9. David Stone wanted to make sure that if he accidently purchases something above \$1,000 and doesn't have a signed purchase order, that the bill will be paid. John said as long as it is a random event it will not be a problem but if it is a consistent event then we will have a problem. John also mentioned that all purchases above \$2,500 need to go out to bid except for road bids.
10. Peter Proposed and Scott seconded that Lorie be appointed to the position of Library Trustee to replace Burke. All approved.
11. Lorie proposed and Scott seconded that Peter be the replacement member for Burke on the TCSWMO board as of this Thursday June 30th. All approved. Scott will stay on as the second member. We will discuss an alternate at another meeting.
12. Personnel Policy. There is no template available from MMA but they do have some example policies that they suggest we look at. Peter will pull off copies and distribute for the next meeting. Discussion took place about contacting MMA.
13. Peter proposed and Lorie seconded that we approve the abatement of tax acquired property for Thomas M Sawyer for a total of \$365.21. All approved.
14. Becky has requested July 7, 8 as vacation and 14th as a personal day off. All approved.
15. Lorie was concerned that the abutters of the last building permit have not been mailed the notice. John has talked to Toupie and she has agreed to send them out.
16. Scott said he would contact Tommy Jones to make sure he knows to weed whack the Bamboo on the town park.
17. Knox county sheriff office has sent a letter asking if we would like to join in a regional animal control group. John tabled this to next week.
18. Jeff Kobrock of MCEDD asked if he can come to a board meeting to discuss what his group can do for us.
19. John mentioned that we may want wait until the November elections to hold the election to replace Burke as we still have 4 members. This would save the money for a special election. Burke mentioned that there is an article in the current issue of the Maine Townsman that discusses fast tracking a special election. John said he would take a look.
20. Discussion took place on how to keep the board up to date on CEO activities. Suggestions of a weekly email were made. The board will discuss at the next meeting
21. Meeting was closed for executive session for a GA case. At 8:43
22. The board came out of executive session at 8:50
23. Meeting was closed at 8:51pm