

**CLINTON BOARD OF SELECTMEN
TUESDAY, NOVEMBER 10, 2015, 6:30 P.M.
SELECTMEN'S MEETING ROOM
TOWN OFFICE BUILDING**

MEETING MINUTES

1. CALL TO ORDER: Chairman Towne called the meeting to order at 6:35 p.m.

2. PLEDGE OF ALLEGIANCE: Chairman Towne led the Pledge of Allegiance.

3. SELECTMEN PRESENT/QUORUM: Chairman Jeffrey Towne, Vice Chairman Ronnie Irving, Selectman Edward Blanchard, Selectman Geraldine Dixon and Selectman Stephen Hatch. Also present Town Manager Pamela Violette and Deputy Town Clerk Earla Haggerty.

GUEST PRESENTATION – Greg Brown – Discussion of Municipal Review Committee (MRC)

Clinton resident, Greg Brown, was present to discuss the status of PERC vs. MRC and the Fiberite facility. Mr. Brown explained that during the next year these entities planned on making decisions which would impact Clinton's future relationship for municipal waste management disposal. He advised that careful analysis was necessary to minimize the still incalculable impact these changes may have on future budgets for disposal costs and encouraged the Selectmen to choose wisely rather than quickly.

4. ACTION ITEMS:

a. **Approval of Selectmen's Minutes** – Selectman Irving moved to approve the minutes of the October 27, 2015 meeting as presented. Selectman Hatch seconded the motion. Vote: 5 – 0.

b. **Transfer Station – Revised Fee Schedule:** Gerald Howard, Transfer Station Director, reported to the Selectmen that during the last year the disposal cost of municipal waste categories (brush, compost, metal, etc.) had increased significantly to the point that the Transfer Station's fee schedule was no longer adequate to cover those costs and he recommended a fee schedule change effective immediately. Gerald related a number of scenarios to illustrate the shortfall of the current fee schedule. Selectman Irving commented that his only concern was that more metal would be dumped beside town roads instead of taken to the transfer station but agreed that it seemed prudent to increase the fee schedule.

Selectman Dixon moved to approve the new fee schedule as presented to be effective immediately. Selectman Irving seconded the motion. Vote: 5-0.

c. **Budget Committee Appointment:**

1. **Budget Committee** – Town Manager Violette presented the name of Terry S. Gerow to be considered for appointment to the Budget Committee.

Selectman Hatch moved to appoint Terry S. Gerow to the Budget Committee for a term to expire June 30, 2016. Selectman Irving seconded the motion. Vote: 5-0.

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- d. **Appointment of Code Enforcement Officer:** Town Manager Violette asked the Selectmen to confirm her appointment of Frank Gioffre as Clinton's Code Enforcement Officer. Selectman Hatch moved to approve the appointment of Frank Gioffre as Clinton's Code Enforcement Officer. Selectman Irving seconded the motion. Vote: 5-0.

Because the Code Enforcement Officer and the Assessor's Agent position had been filled by a single individual in the past the Board questioned Town Manager Violette how she planned to change the job descriptions as well as how she planned to manage the limited number of dollars remaining in the current budget to address the need for Assessing services. There was a brief discussion regarding the backlog of work and whether or not two days per month was sufficient to put the town in a favorable position for the new tax year. Town Manager Violette stated that time was of the essence and requested to advertise the position as soon as possible. The consensus of the Board was to post the ad with the Maine Municipal Association during the next week rather than newspaper advertising which in their opinion are both expensive and less effective.

Selectman Irving stated that given the new challenges coming to the Code Enforcement Office and the Assessing Office created by new commercial development such as Tradewinds Market, and the soon to come Dollar General store he felt it imperative that both these positions be filled as quickly as it could be accomplished. Selectman Irving also stated that it was time to have the planning board start working with the Code Enforcement Officer to develop a new fee schedule for building permits and other user fee items.

e. **Donation Acceptance:**

- Selectman Irving moved for the town to accept an \$8,000 donation from the Fairfield VFW Post # 6924 to assist with expenses for the elderly and veterans. Selectman Hatch seconded the motion. Vote 5-0. Chairman Towne requested that a Thank You letter be sent to the VFW to express Clinton's appreciation.

- Selectman Hatch moved to accept donations in the amount of \$215 to the Clinton Fire & Rescue in memory of Hollis Booker. Funds specifically designated to be deposited in EMS Equipment account. Selectman Dixon seconded the motion. Vote: 5-0.

f. **Election Ballot for Board of Director for the Municipal Review Committee (MRC):**

Selectman Dixon moved to cast Clinton's vote for Mike Roy of Waterville to fill a three year term as a Director for the Municipal Review Committee. Selectman Hatch seconded the motion. Vote: 5-0.

5. DISCUSSION ITEMS:

1. **Sidewalks – Main Street** – Selectman Irving said based on his observations the project had not yet been completed. Town Manager Violette reported that McKenzie Construction said they had completed the project.
2. **Highway Department Study** - Chairman Towne asked the Selectmen if they were ready to put the Agreement for Highway Maintenance out to bid or if further discussion was necessary. It was the consensus of the Board that the request for proposal be sent out immediately because the Budget Committee would start budget review in January.

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Selectman Hatch moved to authorize the town manager to send out request for proposal for Highway Maintenance as soon as possible with a return date of December 21, 2015. Selectman Dixon seconded the motion. Vote: 5-0.

3. November 3, 2015 Special Town Meeting Results:

Article 2 – The Land Use Ordinance Amendment to allow Daycare Facilities in a Commercial Zone is passed by the voters – Yes/376 - No/96

Article 3 – Request to transfer of Capital Reserve Funds to be used for the improvement of sidewalks in the Village area was passed by the voters – Yes/347 – No 127

6. SUPPLEMENTS AND ABATEMENTS: None

7. TOWN MANAGER'S REPORT - None

8. UNFINISHED/NEW BUSINESS – None

9. TREASURER'S WARRANT

Selectman Blanchard moved to approve Treasurer's Warrant # 130 in the amount of \$326,292.62. Selectman Dixon seconded the motion. Vote: 5-0. Warrant approved. Chairman Town noted for the record the town's generous contribution to the school department of \$175,901.

10. ITEMS FOR NEXT AGENDA – October 13, 2015

1. 2013 Tax Liens – Town Manager Violette stated there were serious concerns with several Liens that needed to be addressed by the Selectmen.
2. Assessor's Agent Update
3. Village Sidewalk Project Update
4. Confirm Code Enforcement Officer's Job Description

11. COMMENTS/QUESTIONS FROM THE PUBLIC CONCERNING MATTERS NOT RELATED TO ITEMS ON THE AGENDA - The Board's rules of procedure have imposed a 15-minute time limit. There were no questions or comments from the public except Joe Hachey told the Selectmen they were doing a good job.

12. ADJOURN: 8:18 p.m. Selectman Irving moved to adjourn. Selectman Hatch seconded the motion. Vote 5-0

Respectfully submitted,

Earla J. Haggerty
Deputy Town Clerk