



**TOWN OF CLINTON
SELECTMEN'S MEETING AGENDA
JULY 28, 2020 – 6:30 p.m.**

**This meeting will be held in the Selectmen's Meeting Room
27 Baker Street**

- 1. CALL TO ORDER**
- **PLEDGE OF ALLEGIANCE**
- **SELECTMEN PRESENT/QUORUM:** Jeffrey Towne, Chairman, Stephen Hatch, Vice Chairman, Ronnie Irving, Brian Bickford and Geraldine Dixon
- **ACTION ITEMS:**
 - a. Approval of Selectmen's Meeting Minutes – July 16, 2020
 - b. FY 2020-2021 Property Tax Commitment – Garnett Robinson, Assessor
 - c. Maine Assessment & Appraisal Services, Inc. Revised Contract – Garnett Robinson
 - d. Horseback Road Guardrail Project – Tim Gerow, Highway Maintenance
 - e. Approve Nortrax Purchase & Sale Agreement for Transfer Station's Backhoe
- **DISCUSSION ITEMS:**
 - a. Police Department Cruiser Discussion – Chief Bell
 - b. Audio/Video System for Selectmen's Meeting Room – Yankee Communications
 - c. MMA's Legislative Committee Ballot
- **UNFINISHED BUSINESS:**
 - a. Committee Appointment – David Record – Comprehensive Planning Committee
- **TOWN MANAGER'S REPORT**
- **SUPPLEMENTS AND ABATEMENTS - None**
- 9. NEXT AGENDA ITEMS – Tuesday, August 11, 2020**
- 10. TREASURER'S WARRANT:**

FY 2019-2020 Treasurer's Warrant #29
FY 2020-2021 Treasurer's Warrant # 2
- 11. COMMENTS / QUESTIONS FROM THE PUBLIC CONCERNING MATTERS NOT RELATED TO ITEMS ON THE AGENDA. (Rules of Procedure – 15 Minute limit)**
- 12. ADJOURN**



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SELECTMEN'S MEETING AGENDA
JULY 28, 2020 – 6:30 p.m.

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27 Baker Street

1. **CALL TO ORDER- 6:37 pm** – Chairman Towne opened the meeting.
2. **PLEDGE OF ALLEGIANCE** – Chairman Towne led the meeting in the Pledge of Allegiance to the United States of America
3. **SELECTMEN PRESENT/QUORUM:** Jeffrey Towne, Chairman, Stephen Hatch, Vice Chairman, Ronnie Irving, Brian Bickford, and Geraldine Dixon. Chairman Towne declared a quorum with all members present.
4. **ACTION ITEMS:**

a. **Approval of Selectmen's Meeting Minutes – July 16, 2020**

Selectman Irving moved to accept the meeting minutes of July 16, 2020 as amended by Selectman Dixon with the insertion of the word "Chairman" in Section 9. Selectman Hatch seconded the motion. Vote: 5-0. Motion Carries.

- b. **FY 2020-2021 Property Tax Commitment** - Garnett Robinson and the Board discussed at length the three options for mill rate that he had provided on the Mill Rate Calculation Worksheet. After discussing various scenarios, the Board unanimously agreed on a mill rate of \$19.90 – a 50¢ increase over last year's mill rate of \$19.40.

Selectman Irving moved to commit the net assessment for the FY 2020-2021 Real Estate Property Tax and Personal Property Tax in the amount of \$3,616,418.55 with an Overlay of \$106,993.58 to Tax Collector Earla J. Haggerty. Selectman Hatch seconded the motion. Vote: 5-0. Motion Carries.

- c. **Maine Assessment & Appraisal Services, Inc. (MMAAS) Revised Contract – Garnett Robinson** The Board briefly discussed the revisions to MMAAS' original contract for regular assessing services which provided one day per week assessing for \$32,000 per year. The revised contract combines the regular in-house assessing and the revaluation services and processes for \$200,000.

Garnett stated that August would be an organizational month and he would be arranging public meetings – in person and/or on Zoom to educate the public as to what they might expect for a home inspection and to explain that it is lawful for assessors to enter homes and properties for the purpose of the reval. TMH said the town would use all means possible to communicate with the public the importance of cooperating with the Assessors. (Newsletter, Website, Newspaper interview, message Board, E-mail, and a mass mailing to each address)

Selectman Dixon asked if the item had been put out to bid. Chairman Towne responded that assessing services are very specialized and complex with only a few state-wide vendors being able to perform the service so revising a contract with a known assessor was expeditious. TMH stated the revision of the current contract afforded the town to have an assessor that was intimately familiar with the errors and omissions left behind by the incompetency of Carroll Weeks, the previous Assessor, and therefore could repair the damage more quickly and with understanding. Further, she stated to get a Revaluation completed in one year is a gift and can only be done by the current assessor, Garnett Robinson.

Selectman Irving moved to approve the revision of the existing Maine Assessment & Appraisal Services, Inc. contract to include community revaluation services and regular assessing services in the amount of \$200,000 with a start date of August 2020 and a completion date of August 2021. Selectman Hatch seconded the motion. Vote: 5-0. Motion Carries.

- d. **Horseback Road Guardrail Project – Tim Gerow, Highway Maintenance** – TMH explained that Tim Gerow was unable to attend the meeting but asked the Board via email to approve the Superior Construction estimate of \$12,000 for setting guardrails on the Horseback Road. Tim acknowledged the estimate was \$1,000 more than the project total but he committed to working with Superior construction to lower the cost by using the used guardrail in the town’s inventory of old guardrail. Selectman Irving remarked that Tim could reduce the cost of the project if he pulled the existing guardrail rather than having Superior do it. Selectman Beckford expressed concern that the new guardrail should not be installed in the same holes.

Selectman Irving moved to approve the Superior Construction project estimate of \$12,000 with the proviso that Tim Gerow participate in the removal of existing posts and installation of replacement guardrails to reduce cost. Selectman Dixon seconded the motion. Vote: 5-0. Motion Carries.

- e. **Approve Nortrax Purchase & Sale Agreement for Transfer Station’s Backhoe** - The Board discussed the Nortrax Purchase and Sale Agreement for the 2003 John Deere Backhoe/Loader for \$38,000. Selectman Dixon asked why there was no Warranty. Selectman Irving and Bickford assured the Board they knew who the previous owner was and how meticulously the unit had been cared for so to keep the price down a warranty was waived and the “As is - Where is” sale would serve the town well.

There was discussion about whether Benton would participate in the purchase. TMH advised a deferred payment from the Town of Benton would be in order simply because Covid-19 had put a strain on Benton’s cashflow. Selectman Irving suggested a surcharge could be added to the quarterly invoice for their proportional use of the backhoe. All agreed the Transfer Station was in desperate need of this backhoe whether or not Benton participated in the purchase.

Selectman Hatch moved to approve the purchase of the 2003 John Deere Backhoe/Loader in the amount of \$38,000. Selectman Bickford seconded the motion. Vote: 5-0. Motion Carries.

TMH asked the Board for permission to sell the old backhoe. The Board established a minimum bid of \$8,000 with bid openings for the August 25th agenda. Selectman Irving advised the town had a ditching bucket stored by the old public works shed that should be included in the sale. TMH said she would prepare the bid.

Selectman Irving moved to put the Transfer Stations old backhoe and the ditching bucket out to bid with a minimum bid of \$8,000. Selectman Bickford seconded the motion. Vote: 5-0. Motion Carries.

- f. **Unscheduled Agenda Item – Bill of Sale for Acquired Property – a Mobile Home on Gustafson Road** – Chairman Towne advised there was an unscheduled agenda item for the Board to approve a Bill of Sale for a piece of acquired property. TMH advised that a mobile home cannot be quit claimed but rather ownership is transferred via a Bill of Sale. She provided a copy of the Bill of Sale for the Selectmen to sign and stated she would contact the buyer, Flood Brother’s Farm, and arrange for their signature.

Selectman Irving moved to authorize Chairman Towne sign the Bill of Sale for property sold on the town’s March 25,2020 Acquired Property Sale in the amount of \$1,099 for a 1989 Skyline Mobile Home (14 x 70) located at 112 Gustafson Road, Clinton to the Flood Brother’s, LLC. Selectman Hatch seconded the motion. Vote: 5-0. Motion Carries.

5. DISCUSSION ITEMS:

- a. **Police Department Cruiser Discussion** – Chief Bell advised he was ready to take possession of the 2020 Ford Police Interceptor Utility Vehicle for \$34,185. He advised that the trade in value for the 2015 Ford was only \$2,500 so he suggested it be sold outright or put out to bid because he believed it was worth at least \$5,000.

Selectman Irving moved to approve the purchase of the 2020 Ford Police Interceptor Utility AWD vehicle from Quirk Auto Group for \$34,185. Selectman Hatch seconded the motion. Vote: 5-0. Motion Carries.

Selectman Hatch moved to put the 2015 Ford Police SUV out to bid with a bid minimum of \$5,000. Selectman Irving seconded the motion. Vote: 5-0. Motion Carries.

TMH said she would prepare the bid opening for the August 25th agenda.

- b. **Audio/Video System for Selectmen’s Meeting Room – Yankee Communications** – Rusty Bell from Yankee Communications demonstrated a small camera he was using to broadcast the meeting on Facebook and advised that as small as it was it was powerful enough to record Selectmen’s meetings without additional microphones on the Selectmen’s tables. Rusty said he wanted to try a couple more options before he installed the system permanently by the end of August. He advised that the new technology was small, powerful, had good picture quality and was relatively inexpensive.
- c. **MMA’s Legislative Committee Ballot – Peter Lawrence, Fairfield Town Councilor**

Selectman Irving voted to cast Clinton’s vote for Peter Lawrence, Fairfield Town Councilor to serve as a member of MMA’s Legislative Committee. Selectman Bickford seconded the motion. Vote: 5-0. Motion Carries.

6. UNFINISHED BUSINESS:

a. Committee Appointment – David Record-Comprehensive Planning Committee

Selectman Irving voted to approve the appointment of David Record to the Comprehensive Planning committee. Selectman Hatch seconded the motion. Vote: 5-0. Motion Carries.

b. Unscheduled Agenda Item - Comprehensive Planning Committee's Mission Statement

Chairman Towne acknowledged the draft copy of the Mission Statement given to the Board by Terry Knowles. Chairman Towne commented the Mission Statement was well written and reflected the conversation and discussion at the joint meeting on July 21st. Terry Knowles stated there was more work to be done but would need to plan a public hearing in October.

7. TOWN MANAGER'S REPORT

- **Election of Library Director** – Write-in Candidate Jessica Begin received 9 votes. She has agreed to serve.
- **Election of School Board Director** – Write-in Candidate Neal Caverly received 7 votes. TMH advised that Town Clerk Yania Quirion has not heard from Mr. Caverly and it is not clear whether or not he will serve.
- **Tim Flood** has resigned from the School Board. Once the School Board accepts his resignation the Selectmen must appoint someone to serve until the annual municipal election in June 2021.
- **DEP Recycling Grant** – TMH advised the Board that Clinton was not a grant recipient. She stated that she had reached out to Mark King the grant program director for triage for the grant to determine why Clinton had not been considered. Further, she stated that she and Dave Woods would be meeting the next day to make a list of priorities for the \$5,000 matching funds in the Transfer Station budget to address the most crucial needs that had been planned for the grant.
- **MMA Worker's Comp and Property & Casualty Dividend** – TMH advised the town had received the dividend check in the amount of \$5,480 which she recommended be posted as a refund to the insurance account. Worker's comp increases \$17K in the current budget so this check would take the "sting" out of the increase.

8. SUPPLEMENTS AND ABATEMENTS - None

9. NEXT AGENDA ITEMS – Tuesday, August 11, 2020

9. TREASURER'S WARRANT

FY 2019-2020 Treasurer's Warrant #29

Selectman Bickford moved to approve Treasurer's Warrant #29 for FY 2019-2020 in the amount of \$1,168.60. Selectman Dixon seconded the motion. Vote: 5-0. Motion Carries.

FY 2020-2021 Treasurer's Warrant # 2

Selectman Bickford moved to approve Treasurer's Warrant #2 for FY 2020-2021 in the amount of \$106,277.27 Selectman Dixon seconded the motion. Vote: 5-0. Motion Carries.

11. COMMENTS / QUESTIONS FROM THE PUBLIC CONCERNING MATTERS NOT RELATED TO ITEMS ON THE AGENDA. (Rules of Procedure – 15 Minute limit)

There were no public comments.

12. ADJOURN – 9:11 p.m. Selectman Irving moved to adjourn. Selectman Bickford seconded the motion. Vote: 5-0. Motion Carries.

Respectfully submitted,

A handwritten signature in black ink that reads "Earla J. Haggerty". The signature is written in a cursive style with a large initial "E".

Earla J. Haggerty
Town Manager/Deputy Town Clerk