

TOWN OF MADISON - PUBLIC NOTICE

The Inhabitants of the Town of Madison are hereby notified of a public meeting,
The time, place and purpose of which are as follows:

**MINUTES
BOARD OF SELECTMEN
OLD POINT AVENUE FACILITY, 108 OLD POINT AVENUE, MADISON
Monday, February 10, 2014
6:30 p.m.**

- A. Salute to the flag. Done.
- B. Roll Call. Present were Albert Veneziano, Jack Ducharme, Cyp Johnson and Paul Fortin. Bruce Bristow arrived late.
- C. Consent Agenda.
- 1. Warrants dated: #61 (1/24/14), #62 (1/24/14), Payroll Register Week #5 (1/27/14), Payroll Register Week #6 (2/4/14). Selectman Johnson made a motion to accept. Selectman Ducharme seconded. Motion carried.
- D. Discuss meeting minutes of January 27, 2014 and January 29, 2014. Selectman Fortin made a motion to accept. Selectman Ducharme seconded. Motion carried.
- E. Old business (Selectmen's Concerns from immediately preceding meeting). None.
- F. Items of Communication.
 - 1. There was an accident last week with one of the police cruisers – estimated \$3,000 of damage.
 - 2. TIF Amendment Update—Joan Fortin is communicating with DECD Friday and will let us know the status of our application.
 - 3. No update on Natural Gas.
 - 4. Town Manager received an email from the County Administrator regarding the county jail and the DOC – there's a hearing at Superior Court on Friday, Feb 14 at 8 am. Town Manager plans to attend.
 - 5. Town Manager attended a 6-month county budget review – seems in line with most areas.
 - 6. Town Manager attended a County Commissioners meeting.
 - 7. SAD 59 Budget Committee members include Jeff Lloyd, Mike Edgerly, Stephanie Johnson, Mike Terriault, Cheryl Wilder and Dana Berry. The first meeting of the budget committee is tomorrow from 6:30 – 8. Meeting schedule is February 11, 25, March 4 and 11. They think there will be a \$400,000 increase.
 - 8. New server installed. Town Manager has a follow up meeting with the county to go over the installation process.
 - 9. Town is looking at possibly upgrading our website – last done in 2007. It is maintained by Executive Secretary. Currently our website is with Gov Office at a cost of \$480 to host our site. Town Manager had a webinar with Virtual Town Hall out of NH. They offer a wide option of flexible templates, easy to use, easy access, we can upgrade/maintain ourselves – pictures/text/videos. Cost of site development is \$4,000 which can be split over a two-year period. There is an annual fee of \$1,500 for hosting. This is preliminary budget information.
 - 10. DOL report has been received. There are a number of items which need to be addressed by March 31 and there are some proposed penalties if those items are not corrected by March 31st. Those penalties have to do around training in Fire and Police departments – training has been done but documentation was missing. As long as we can provide that supporting documentation, we'll be okay.
 - 11. Town will be purchasing the memorial markers this month at a cost of \$1,600. All of that money has been prepaid, which leaves a balance of \$4,000 in the playground account.

G. New Business.

1. Adopt application for Abatement of Local Property Tax. This is an abatement form to give the Board more information when taking up poverty abatements. Selectman Ducharme made a motion to adopt the new application for abatement of local property tax. Selectman Bristow seconded. Motion carried.
2. Discussion of the 2015 budget process and establish dates for budget meetings (Advisory and Selectmen). Town Manager gave to the board a history of budget and actual expenses for the past few years. In looking at the upcoming year, department head meetings should be done by March 10th. Town Manager Berry passed out a tentative budget schedule. Selectman Fortin recommended that the Board review the budget prior to meeting with the Advisory Board. The Board agreed to meet on March 31st at 5:30 p.m. to review the proposed budget with Department heads. The Board agreed to meet with the Advisory Board on April 14th and 16th at 6 pm. Any leftover business will be discussed on April 17th. Wages will be discussed at the February 24th meeting. Selectman Fortin asked if the school revenue from the state was set aside for this coming year's budget. Town Manager to find out. Selectman Fortin was hoping to take a 1.5 mil reduction off the tax rate of \$17.53 mils, bringing it down to \$16 mils for next fiscal year. Town Manager noted that we have taken money from surplus the last few years to offset taxes. Using surplus plus TIF may bring the rate down – Town Manager to work the numbers.
3. Review local Solid Waste and Recycling Ordinance, Chapter 327. The Board discussed asking the Recycling Committee to look into alternatives for recycling. "Can we do a better job for less cost?" Mary Tomlinson, Chair of the Recycling Committee, suggested meeting with the Town Manager, Selectman, Curbside Recycler and Recycling Committee Chair to map out a plan to bring to the Board for approval to move forward in a direction that is acceptable to the Board. Selectman Fortin agreed to join the meeting. Selectman Fortin asked that a short report be given at every board meeting.
4. Review letter to local legislators. Town Manager distributed a revised letter which provided reasonable alternatives to raiding municipal revenue sharing: 1) raise the sales tax; and 2) look to cut state spending.
5. Discuss proposed mowing contracts for Ball Fields and Cemeteries for a three (3) year term. Town Manager Berry discussed the proposed cemetery contract. It spells out the main cemeteries which require more frequent care and the other smaller, older cemeteries need care a couple times a year. Grass shall not exceed 4" inches in height. Terms are April 1, 2014 to November 30, 2016. Town Manager will check with MMA on recommended limits of liability insurance. The ball field contract was discussed. Town Manager is checking with Chris LeBlanc on the height of the grass in the infields. Selectman Ducharme made a motion to approve the specifications for both the ball field care and cemetery care so we can put them out to bid with the advice of MMA on the general liability and also on the baseball diamond, advice from the Rec Director. Selectman Johnson seconded. Motion carried.
6. Discuss appointment of Local Health Officer for a three (3) year term expiring June 30, 2016 and Enforcement Officer for NFPA 101 Life Safety Code for a one (1) year term expiring June 30, 2014. Town Manager said this would name Robert Dunphy, Code Enforcement Officer, as Health Officer and NFPA 101 Life Safety Code. Selectman Fortin made a motion to appoint Robert Dunphy as Health Officer and as Life Safety Officer. Selectman Bristow seconded. Motion carried.
7. Discuss issuance of Municipal Quitclaim Deed for property at 459 Main Street – Map 025, Lot 21-ON. Taxes are paid in full for tax year 2011. Selectman Ducharme made a motion to approve a Quitclaim Deed for 459 Main Street. Selectman Johnson seconded. Motion carried.
8. Discuss issuance of Municipal Quitclaim Deed for property at 26 Fox Run Road – Map 002, Lot 043-B. Taxes have been paid for tax year 2011. Selectman Ducharme made a motion to approve a Quitclaim Deed for 26 Fox Run Road. Selectman Johnson seconded. Motion carried.

- H. Selectmen's Concerns. Selectmen Bristow, Fortin and Johnson had none. Selectman Ducharme asked who can designate an area for a cross walk. The State Department of Transportation approves sidewalks on state roads. He was inquiring about a cross walk in front of Campbells and Renys.
- I. Citizen's Concerns. None.
- J. Executive Session to discuss labor negotiations pursuant to 1 M.R.S.A. §405 (6)(d). Selectman Ducharme made a motion to go into executive session. Selectman Bristow seconded. The Board went into executive session at 7:30 p.m. The Board came out of Executive Session at 8:06 p.m. No action taken.
- K. Executive Session to discuss Town Manager evaluation pursuant to 1 M.R.S.A. §405 (6)(a). Selectman Ducharme made a motion to go into executive session. Selectman Bristow seconded. The Board went into executive session at 8:07 p.m. The Board came out of executive session at _____. Action taken?
- L. Adjournment. There being no other business to come before the Board, the meeting adjourned at _____.