

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 23, 2015 at 6:30 p.m.**

- A. Salute to the flag. Done.
- B. Roll Call. Present were Albert Veneziano, Jack Ducharme, Cyp Johnson, Paul Fortin, Mike Edgerly.
- C. Consent Agenda.
 - 1. Warrants dated: #26 (2/9/15 - \$115,643.58). Payroll Registers dated: Week #7 (2/12/15 - \$19,020.09), Week #8 (2/19/15 - \$18,828.78. Selectman Johnson made a motion to accept the warrants as read. Selectman Ducharme seconded. Motion carried.
 - 2. Special Entertainment Permit for Avalon Enterprises dba Somerset Abbey. Chairman Veneziano said that Avalon Enterprises is also looking for a liquor license. Somerset Abbey has received all necessary permits from the State Fire Marshall's Office so we have signed off on the Special Entertainment Permit (Code Enforcement, Police Chief and Fire Chief) as well as they have passed through the Planning Board so we are all set with the permit. Selectman Johnson made a motion to approve the Liquor License for Somerset Abbey. Selectman Ducharme seconded. Motion carried.
- D. Discuss meeting minutes of February 9, 2015. Interim Town Manager Tim Curtis had two corrections: 1) under item 6 on page 3 should read that "it was not likely that" the value of Madison Paper will drop again this year and 2) on page 4 the most recent audit put fund balance at \$2,500,000 - needs to be clarified that this balance was before the two Town Meeting votes that removed \$600,000 and \$800,000 from that fund balance. Selectman Fortin made a motion to approve the minutes as amended. Selectman Johnson seconded. Motion carried.
- E. Old business (Selectmen's Concerns from immediately preceding meeting). There was none.
- F. Items of Communication.
 - 1. Nancy Gove is back to work – she was out with a back injury. She is looking for nominations for dedication of our Town Report and will send communications to the Board.
 - 2. Fiber and internet access to Town Garage – On Target will be on site tomorrow for installation.
 - 3. Police Chief, Fire Chief and Town Manager Curtis met with Marc Leslie to review emergency management. They discussed the plan and the work that needs to be done to update the plan and how that plan needs to be flexible – Marc would not be an onsite responder in an emergency but one to contact for resources and recapture some of the money spent by the Town during an emergency. They did not see a need to devote a budget line for emergency management.
 - 4. MDOT plans to install a flashing light at the corner of Blackwell, White Schoolhouse and Russell Roads this Spring/Summer. A public hearing has been scheduled for March 30th at Old Point Avenue.
 - 5. Police Chief Moores will be on vacation starting March 2nd through March 16th.
 - 6. There will be a legislative taxation committee hearing in Augusta on Wednesday to hear the two bills from the towns of Madison and Skowhegan. The Town of Jay has contacted Madison and Skowhegan and plan to speak in favor of these bills and would like to join us in this movement. Town Manager Curtis will attend the hearing and gave the Board his 2-page presentation.
- G. New Business.
 - 1. Presentation of MMA Executive Search Services from Dave Barrett. Mr Barrett, Director of Personnel Services and Labor Relations at Maine Municipal Association, gave the Board a proposal of their basic

standard service, which is modifiable. He would meet with the Board (do a needs assessment) to review what the Town is facing for issues and major challenges in the next few years, as well as what the Boards goals and priorities are for a new manager (skills, ability and training of that person). The recruitment and interview process was discussed. Resumes will be reviewed and categorized and reviewed in executive session with the Board. The process usually takes 3 months from start to decision making. Electronic advertising is generally used and is the most effective method. The Board will review the proposal and get back to MMA.

2. Department head reports: Fire, Highway, Economic Development. **Fire:** Chief Howard said that he and Chief Manzer have been evaluating an ice jam on the Kennebec River. We do have an ice jam which has formed a couple miles above the tomato plant on River Road. Firefighter certification was mentioned. Working on budget. Trying to align SOP's with neighboring town of Anson. March 9 Anson, Madison and Skowhegan will be doing a joint training. March 7 – senior group at high school will be doing a polar dip out to Lake Wesserunsett from 1 – 3 pm. Fire Department to be present for safety precautions. **Highway:** Glen Mantor stated that highway has been keeping up with storms (about two storms weekly), plowing, sanding, and snow removal. They hope to begin cleaning up some of the parking lots as weather permits. Snow dump is filling up. A couple employees are going to a class Thursday on culvert stream crossing. They've had a few problems with people pushing snow out into the public way which is prohibited – police have been doing some enforcement of that. They had to buy a spreader chain and an issue with the snow blower. No Economic Development report.
3. Discuss Joint Meeting with MSAD 59. Town Manager Curtis spoke with Superintendent Todd LeRoy who recommended that they hold a joint meeting next Monday, March 2 at 7 pm at the Jr. High. Board agreed. Items for the agenda – 1) budget – what are they looking at for a number; what will the state come through with – are there going to be issues there; what they know/don't know. Town Manager Curtis said that in his conversation with Todd there are two variables 1) the form that they get from the state which tells them what their funding formula is – which Tim believes they now have and 2) the negotiations with the teachers association. Selectman Fortin suggested a discussion around what we anticipate the mil rate is going to be and what effect that's going to have on them for getting a budget passed at the ballot box and what their plans are on achieving an approved budget.
4. Appoint member to MSAD59 Budget Advisory Committee. Selectman Ducharme made a motion to appoint Selectman Mike Edgerly to the MSAD 59 Budget Advisory Committee to represent the Town of Madison. Selectman Johnson seconded. Motion carried.
5. Update on transfer station study. Town Manager Curtis wanted to focus on the cost savings and costs associated with closing the back gate to residents at Waste Management in Norridgewock and operating our own transfer station. 2014 actual costs at the back gate were \$71,000 and miscellaneous items were another \$15,000. These costs were assessed by Waste Management and are percentages of total tonnage based upon our population. Closing the back gate: tipping fees would save \$75,000, handling fees that they charge \$15,000 and eliminated curbside recycling - \$40,000 – a total savings of \$130,000. Operating our own transfer station - we would have to pay a contractor, DEP fees and tipping fees which would not result in any significant cost savings. Tipping fees would now be an actual cost and not estimated as is the current system.

The site on Ash Street was discussed. DEP stipulates that if you operate a transfer station with bordering neighbors, we can't operate it within 250' of our neighbor unless written permission is granted. Without permission, our area would be 700' x 700' which is a small area for a station. Town Manager recommends ruling out that site as a transfer station. Other options would be to use space in the business park – lot 5 has been leveled by highway with ditching materials and may be considered. The DEP process begins with holding public hearings. Estimated costs associated with building the site were discussed - \$43,000 excluding the work to be done by highway. The Board should start by bringing the business park committee back together and invite them to the next meeting before proceeding with DEP. Selectman Fortin asked how many active back gate stickers we have out.

Because the Town does not charge, people come in and get multiple stickers. Selectman Fortin asked the Town Manager to look at similar sized communities with similar industry to see what there is for solid waste – a rule of thumb. Selectman Fortin asked about the numbers from our commercial haulers – number of customers served and tonnage collected. Town Manager has looked at Waste Management tickets for commercial haulers and Waste Management is one of the largest haulers.

Waste Management is honoring the contract they introduced months earlier – reducing front gate tipping fees from \$80 to \$65 and back gate from \$90 - \$85 – a cost savings of \$20,000. Additional comments would be to work with commercial haulers to control costs, look at developing a recycling center and work with other municipalities to develop recycling plans, transfer station partnering.

Selectman Fortin suggested that there's got to be a better way to capture more and spend less – how do we capture more recycling, disposing of recyclables at a minimal cost or for resale value, and have less solid waste at a charged tipping fee. Selectman Fortin also suggested sending Waste Management an email and telling them what we're struggling with and ask them to refresh that bid.

6. Discuss timeline for tax acquired properties. Town Manager mailed out 12 letters on foreclosed properties giving them until March 6 to work out an agreement for buying their property back. We've had a few people come in and expressed interest in purchasing property for back taxes. Auctioning the properties before or after April 1st was discussed. No decision made.
7. Budget Discussion. Town Manager Curtis reported on the Board's budget concerns: 1) any budget surplus at the end of this fiscal year? – Town Manager is estimating that we'll spend about 95% of our current budget which will leave very little additional surplus. This does not include the \$250,000 that we'll move from TIF. 2) checking balance – current balance after this week's warrant is \$657,000. Town Manager estimates that we'll receive \$3,000,000 between now and March 15th. 3) TIF account balance is \$545,000. Town Manager has estimated that we could apply upwards of \$440,000 of TIF funds to the upcoming budget that includes some capital projects – River Road will need some attention this year. There are no other capital projects being considered in this upcoming budget. Annual TIF revenues are around \$535,000 so if we allocate \$440,000 to the budget, it leaves very little for special projects. Town Manager stressed to the Board that moving budgeted approved TIF expenditures to the Backyard Capture TIF account will mean that there will be no transfer of TIF funds to the General Fund in this upcoming year (if is different than how we've operated this current year), 4) Town Manager has been working on a budget with department heads and is in hopes of having a budget for the Board's review by March 20th. Town Manager proposed reviewing the budget at the Board's meeting on March 23rd, starting at 5:30 p.m. and keeping the agenda lite if possible. Otherwise meeting on March 24th it finish up the budget discussions was proposed. Town Manager proposed meeting with the Advisory Board on March 30th, April 1st and 2nd.
- H. Selectmen's Concerns. Selectman Edgerly had none. Selectman Fortin said he will not be available for the April 13th meeting and wanted to make sure there would be no budget discussions at this meeting. Selectman Johnson had none. Selectman Ducharme asked if the granite clock was reset? It has not. Selectman Veneziano had none.
- I. Citizen's Concerns. None.
- J. Executive Session to discuss a personnel matter (Town Manager) pursuant to 1 M.R.S.A. §405 (6)(A). Selectman Ducharme made a motion to go into executive session. Selectman Johnson seconded. The Board went into executive session at 8:04 p.m. The Board came out of executive session at 9:21 p.m. No action taken.
- K. Adjournment. Selectman Johnson made a motion to adjourn. Selectman Ducharme seconded. The meeting adjourned at 9:22 p.m.