

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 SCHOOL MEETING ROOM (104)
108 OLD POINT AVENUE
AUGUST 13, 2018
6:30 p.m.**

- A. **Salute to the flag:** Meeting was called to order at 6:30pm
- B. **Roll Call:** Selectmen Al Veneziano, Jack Ducharme, George Elias and David Savage were present. Selectman Ron Moody was absent. Town Manager Tim Curtis and Road Commissioner Jeff Wright were also in attendance.
- C. **Consent Agenda:** Warrants Dated: #2 (7/23/18 - \$525,612.03); #3 (7/23/18 - \$2,349.53); Payroll Registers: #30 (7/26/18 - \$14,036.63); # 31 (8/2/18 - \$14,290.17); # 32 (8/9/18 - \$11,040.95): Motion to approve by Mr. Elias, seconded by Mr. Ducharme. Motion carries 4-0.
- Quit Claim Deed:** Town Manager Curtis presented the board with a Quit Claim deed for the property formerly owned by Ken Peters on Business Park Drive. Town Clerk Kathy Estes had requested that attorney Lori Blaisdell write the deed since the property had changed hands multiple times over the past few years. Motion by Mr. Elias to award the quit claim deed to Chad Drury, seconded by Mr. Ducharme. Motion carries 4-0.
- D. **Discuss acceptance of meeting minutes of July 23, 2018.** Motion to approve the minutes by Mr. Elias, seconded by Mr. Ducharme. Motion carries 4-0.
- E. **Old Business** (Selectmen's Concerns from immediately preceding meeting): None
- F. **Items of Communication:** Town Manager Curtis informed the Board that the owner of the property at 21 Naomi Avenue received a judgement in his favor on Friday and the eviction of Jessica Bowring will move forward. If she is not out by Friday August 17, then a writ of possession will be issued by the Sheriff's Department to vacate the property within 48 hours.

The committee to recommend a variance process to Animal Ordinance (Chapter 148) met on Monday August 6, 2018. The Town Manager presented notes from that meeting to the Select Board. The committee hopes to have recommendations to the Board by the September 10 meeting.

The Town Manager said he had been monitoring activity at the volleyball courts on Weston Avenue and has decided to let the grass grow in to the sandy areas, and have the area seeded and composted this fall. This would allow the grass to be mowed and apparently it would allow for better ice making in the winter.

G. **New Business**

1. Department Head Reports (Highway, Fire, Police, Code Enforcement): Road Commissioner Jeff Wright reported that paving projects have been completed and roadside mowing was done. He has been working to address the intersection of Ward Hill Road and State Route 148 where there had been another recent accident where apparently a van heading north failed to yield at the stop sign at the end of Ward Hill Road. Commissioner Wright recommends cutting two 18" rumble strips on the northbound lane to alert the traffic to the upcoming intersection. In addition, the trees on the west side

of the road could be trimmed back to the right of way, and an additional stop sign could be added to the left-hand side of the road.

The Board discussed the options at the Ward Hill intersection and agreed that action needed to be taken. Motion by Mr. Ducharme to authorize the Road Commissioner to spend up to \$1,500 to install rumble strips, trim trees from the right of way and put up an additional stop sign. Funds to be paid out of TIF. Seconded by Mr. Elias. Motion carries 4-0.

The Road Commissioner also added that there will be culvert work on Shusta Road over Jones Brook and the Shusta Road will have to be closed for 3 to 5 days to complete the work.

Reports from the Fire Chief, Sheriff's Department and Code Enforcement Officer were received as information.

2. Ordinance Review (Fees): One of the projects that Code Enforcement Officer Susan Hathaway has been working on is to update a schedule of fees to be kept at the Town Office. To make this schedule effective fees that are imbedded in the current code of ordinances will have to be removed. The Town Manager has identified five (5) ordinances that should be reviewed.
 - Chapter 583: Consider taking the fees for office services out of the code and kept at the Town Office for periodic Board review
 - Chapter 738: Update the Use of Town Property to include the Old Point Facility
 - Chapter 303: Sewage Disposal: All fees should be taken out of the ordinance and incorporated into a new fee schedule
 - Chapter 142: Special Amusement Permits, enforcement of this ordinance would impact many businesses that have been established in the past 5 years.
 - Chapter 399: Traffic and Parking. This ordinance needs a complete overhaul and review

It was the consensus of the Board to begin the process of reviewing the ordinances over the next several meetings.

3. Discuss Revolving Loan Program: In preparing for a review of the Town's Revolving Loan Program, the Town Manager became aware that one of the two outstanding loans is in default. Kniffins Specialty Meats was to have completed repayment by August of 2017 and they currently have a balance of \$4600 on an original note of \$16,000. The consensus of the Board was to be in touch with the Kniffins to see what their intentions were and to report back to the Board.

The Town Manager asked the Board for direction with the Revolving Loan Account in general, whether to continue making loans or to dissolve the account. It was the consensus of the Board to continue with the program and make some updates. The Board discussed what rate to set for loans. Jason Gayne with the Skowhegan Area Chamber of Commerce was in attendance and noted that the revolving loan funds that Skowhegan uses are set at 6%. Mr. Elias motioned to set Madison's loans at 6%. That motion failed for lack of a second. Mr. Ducharme said that the rate needed to be high enough to offset the risk taken by the Town, noting that the Town had written off nearly \$30,000 in bad debt over the past 9 years.

Resident Bob Hagopian was in attendance and asked whether the Board would consider lower rates such as 0% up to 3%. After further discussion, Mr. Elias motioned again to set the rate at 6% for the fiscal year, seconded by Chairman Veneziano. Motion carries 4-0. The Board directed the Town Manager to update the loan application cover sheet and come back to the Board with an update on the Kniffen loan.

4. Discuss Maintenance Work at Forest Hills Cemetery: The Town Manager brought figures to the board on work done at Forest Hills to create a new burial area near the East Houghton Street entrance (\$10,592.20), and to fix some issues at the Park Street entrance (\$1,532.66). Motion by Mr. Elias to pay a total of \$12,124.86 from the Forest Hills Lot Sales Account, seconded by Mr. Ducharme. Town

Manager Curtis noted that the current balance in the account was approximately \$105,000.00. Motion carries 4-0.

The Town Manager also updated the board on the progress of work done to fix markers and sunken graves by Sexton Mike Ricker. He is currently about half way through raising markers and expects to have the remaining work done by this fall at an estimated cost of \$14,302.00. This would bring all the work needed at Forest Hills up to date.

- H. Selectman Concerns: Mr. Elias asked why the Town does not fly American flags like other towns do. The Town Manager explained that in the past the Town has worked with the Madison Business Alliance and Madison Electric Works to purchase and fly flags in town. Last year the Town Office received a number of complaints about flags caught up in the cross wires. This year the Town Manager made the decision not to fly flags in town near the cross wires.

Mr. Ducharme asked about an old pickup near the business park property. The Town Manager said he would look into it. He also asked about the decorative poles in the downtown area and who would be responsible for replacing those. The Town Manager will check with Madison Electric Works.

Mr. Ducharme also asked about the crack in the pavement on Route 148 that was brought up as a citizen's concern at the last meeting. The Road Commissioner said he has notified the state and has not heard back yet.

Mr. Veneziano asked how things were coming for Madison Anson Days. Town Manager Curtis said that plans are coming together and it is shaping up to be a great festival.

- I. Citizen Concerns: None

- J. Adjournment: Meeting was adjourned at 7:19pm