

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
JUNIOR HIGH AUDITORIUM
Monday January 9, 2017
7:30 p.m.**

- A. **Salute to the flag:** Meeting was called to order at 7:30pm
- B. **Roll Call:** Selectmen Al Veneziano, Jack Ducharme, Paul Fortin, Mike Edgerly and Ron Moody were present along with Town Manager Tim Curtis.
- C. **Consent Agenda:** Warrants Dated: #17 (12/19/16 - \$561,393.27); #18 (12/19/16 - \$2,550.27); Payroll Registers: #51 (12/22/16 - \$14,788.63); #52 (12/29/16 - \$ 11,660.74); #01 (1/5/2017 - \$16,048.06): Motion to approve by Mr. Ducharme, seconded by Mr. Fortin. Motion carries 5-0.
- Game of Chance License (2) Tardiff-Belanger Post #39 American Legion:** Motion to approve by Mr. Fortin, seconded by Mr. Moody. Motion carries 5-0.
- D. **Discuss acceptance of meeting minutes of December 19, 2016:** Motion to approve by Mr. Edgerly, seconded by Mr. Fortin. Motion carries 4-0 (Mr. Moody abstained as he was not in attendance at the previous meeting).
- E. **Old business** (Selectmen's Concerns from immediately preceding meeting): None
- F. **Items of Communication:** Town Manager Curtis thanked the Board for signing the letter of congratulations to Madison Deputy Lucas Libby for his completion of training at the Maine Criminal Justice Academy.

Mr. Curtis shared a list of items that have been addressed and are being addressed after an inspection from the Risk Management department of the Town's insurance carrier through the Maine Municipal Association. Mr. Fortin asked if this inspection was done last year. The Town Manager said it had been two years since a walk through and some of the items have been repeat issues from previous years. Mr. Moody asked if the Town was in compliance. Finance Officer Tammy Carrier said the Town Office has 30 days to respond to the action plan with items either completed or in progress.

Town Manager Curtis updated the Board on the status of the Town's line of credit with Bangor Savings Bank. The Town can borrow until December 31, 2017 and to date has not borrowed any money. Mr. Curtis spoke with John Moore with BSB who said if the Town wanted to extend the line for an additional year that could be done for a minimal fee but that the interest rate would be higher than the current 3.19 percent. The Town Manager would like to discuss this at a future meeting. Mr. Fortin asked that the Town Manager come back to the board with recommendation.

After consultation with Finance Director Tammy Carrier and Treasurer Kathy Estes the Town Manager recommended that the Board be kept up to date on the check book balance by email rather than through a public update each meeting.

G. **New Business**

1. **Department Head Reports (Highway, Fire, Police, Recreation):** There were very limited reports. The Town Manager explained that Recreation Director Chris LeBlanc had planned to update the Board

on a joint venture project between the School District and the Town, but he was unable to attend. The Board had received the Police Report from the Sheriff's Office and there were no questions and finally the Town Manager updated the Board on the status of snow removal. The large snow blower the Highway crew uses to clear snowbanks is down waiting on parts and the crew is using other methods to clear snowbanks in the downtown area.

2. **Review Pending Foreclosures:** Town Manager Curtis updated the Board on the list of current properties that are behind in the 2014 taxes and are due for foreclosure on January 16th. Since the 16th falls on a holiday this year (MLK Day), the deadline will be extended to the 17th. Treasurer Kathy Estes sent out 54 notices this year, the list is down to 29 properties. Mr. Curtis reminded the board that it is common to have about 20 properties to fall into foreclosure each year and he will update the board at the January 23, 2017 meeting.
3. **Discuss Treasurer's Disbursement Warrant.** The warrant that allows for payroll payments with one municipal officer signature should be updated at the beginning of each fiscal year in July. Due to an oversight this was the first time the Town Manager had brought it to the Board. Motion to approve by Mr. Ducharme, seconded by Mr. Moody. Selectman Ducharme asked if it could be amended to include the weekly Bureau of Motor Vehicles payment. Town Manager Curtis and Finance Officer Carrier had looked into that and determined that since the Board had ruled on that separately and that should be considered a one-time action that carries forward. Motion carries 5-0.
4. **Year to Date Budget Review (Revenue/Expenses):** Town Manager Curtis reviewed the sheets that show expenses are in line year to date at less than 50%. But that does not include the expenses incurred over the past few weeks for snow removal (overtime, diesel, and salt). Those factors will show an uptick at the end of January. The legal budget line will be exceeded with the defense of the denial of Madison Paper's abatement request. The board had no questions on expenses.

In regard to revenues the Town is still waiting on \$380k in BETE reimbursement from the State which usually comes in by this time. Finance Director Tammy Carrier says she has heard that the amount should be deposited in the next few weeks. Overall revenues are on track at 52%.

5. **Discuss Matching Grant Award (Dirigo Timberlands, Little Wonders Daycare):** Both local businesses were awarded \$5,000 grants in June of 2016. Town Manager Curtis has confirmed that the work has been completed. Motion by Mr. Ducharme to release the funds for Dirigo Timberlands (\$5,000) and Little Wonders Daycare (\$5,000), seconded by Mr. Edgerly. Motion carries 4-0. (Mr. Fortin abstained due to a business relationship with Dirigo).

The Town Manager added an update to the Matching Grant Program since it was first revealed in 2013 noting that one business that received two grants for a total of \$8,500 is no longer doing business (Fireside Café/M&M Ice Cream). Mr. Curtis has spoken to the owner and they will no longer have the property open for food service but are going to rent the space for residential. Mr. Curtis added that the Matching Grant Program currently has no language to address grants that are given to businesses that close soon after receiving the funds.

6. **Discuss funding from TIF for Madison Idol (\$800):** The Madison Business Alliance is holding it's Talent Show Fund Raiser on April 1, 2017 and traditionally the Town funds \$800 for prize money. Motion by Mr. Fortin to approve \$800 from TIF for the MBA to use as prize money for Madison Idol, seconded by Mr. Edgerly. Motion carries 5-0.
- H. **Selectman Concerns:** Selectman Moody noted that he had received an email about MMA training available to Planning Board members. He asked if the Town Manager knew of any members who were going to take advantage of the training. The Town Manager said he heard from one member who said they could not attend due to schedule conflict but other than that he had not heard from any other Planning Board Members.

Selectman Moody also had concerns about the security of the Town Office in light of the recent robbery at the Anson Town Office. He wanted to know if the Town Manager had looked into installing security cameras and if he has done any training with staff. Mr. Curtis said he has been looking into cameras and he has been using the monthly staff meetings to discuss training for staff and they are in the process of establishing additional policies for responding to threats and robbery. In addition any money kept at the Town Office is locked in the safe each night and deposits to the bank are made daily.

Mr. Moody said he was concerned with the amount of money that is at the Town Office and he would like to see cameras installed and written policies and evidence of safety training for insurance purposes.

Selectman Fortin asked if the Town Manager had heard about a large electric cost increase at Backyard Farms. He wondered if some of the public comments that the Governor has been making about energy costs related to Backyard Farms. Town Manager Curtis said he had not heard anything specific, but he would look into it further.

- I. **Citizen Concerns:** Resident Paul Turek asked about some snowbanks not being pushed back to allow for adequate sight at intersections, and why some of the hydrants have not been completely cleared. Town Manager Curtis said hydrants are the responsibility of the Water District and they have been getting to them as time allows. Mr. Curtis said he works closely with the Road Commissioner to balance snow removal with the amount of overtime budgeted for highway workers. Keeping the roads safe is the top priority. But Mr. Curtis said he wanted to hear of other areas of concern so the Town can do the best it can to keep intersections clear and safe.
- J. **Adjournment:** Meeting adjourned at 7:57pm.