

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 February 12, 2018 6:30 p.m.

- A. **Salute to the flag:** Meeting was called to order at 630pm
- B. **Roll Call:** Selectmen Al Veneziano, Jack Ducharme, Paul Fortin, George Elias and Ronald Moody were present. Town Manager Tim Curtis, Road Commissioner Glen Mantor, Town Clerk Kathy Estes, Finance Director Tammy Carrier and Fire Chief Don French were also in attendance.
- C. **Consent Agenda:** Warrants Dated: # 21 (1/22/18 - \$ 18,080.94), # 22 (1/22/18 - \$3,464.48); Payroll Registers: # 4 (1/25/18 - \$12,405.18), # 5 (2/1/18 - \$12,366.47), # 6 (2/8/18 - \$13,740.80). Motion by Mr. Elias to approve, seconded by Mr. Fortin. Motion carries 5-0.
- D. **Discuss acceptance of meeting minutes of January 22, 2018:** Motion to approve by Mr. Moody, seconded by Mr. Fortin. Motion carries 5-0.
- E. **Old Business** (Selectmen's Concerns from immediately preceding meeting): None
- F. **Items of Communication:** Town Manager Curtis said that there is a Joint Meeting with the Anson Select Board scheduled for 6pm on Tuesday February 27. The meeting will be held at the Old Point School.

In the board packet was a copy of minutes from a recent Somerset Workforce meeting held at Backyard Farms where it was announced that by mid-March BYF hopes to employ workers from Puerto Rico and they have agreed to terms with Good Will Hinkley to house the employees in their dormitories.

Maine DOT has given notice that there will be painting work on the Anson/Madison bridge this summer.

As requested at the previous meeting the forms for the Town Manager's Evaluation have been distributed to the Selectmen along with a copy of the goals. The Town Manager asked when the Board would want to conduct the evaluation. The consensus of the board was to review the evaluations on February 26, 2018.

Solon Selectman Elaine Aloes has called a meeting of the Somerset Municipal Association on February 28 to discuss GIS mapping for assessing and code enforcement. The Town Manager plans to attend.

Attorney Ken Lexier has drafted a deed to transfer the property known as Jacob's Pines in East Madison to Somerset Woods Trustees. The transaction will have to be approved at Town Meeting in June before finalized.

The Town Manager explained that the Town received a \$1,600 bill from the Water District for the last quarter at Old Point Avenue. The meter reading showed 61,000 cubic feet used in three months. A leaking toilet has been fixed and the meter will be read manually each month to make sure future leaks can be caught. The Town Manager will go before the Water District Board on Thursday February 15 to seek some relief on the bill.

- G. **New Business**

1. **Department Head Reports (Highway, Fire, Sheriff's Office):** Road Commissioner Mantor noted that in the past week the Highway crew had logged more than 60 hours, having been called out on four nights to treat and plow roads. The Board expressed their appreciation to the crew. The Road Commissioner and the Town Manager wanted to bring the Board up to speed on the work to upgrade River Road near the corner by the gravel pit owned by ML Lloyd company. Jeff Lloyd conveyed land to the town a few years ago to allow for the road to be moved away from a dangerous bank. Over the past few years the Highway crew has worked to excavate material to make room for the road. The process has been slow since the Town has limited time and equipment to dedicate to the project. Jeff Lloyd has offered to complete the project this winter for a price of \$25,000.00. This would allow the project a better chance to be completed in 2018. The Town Manager recommended seeing how much work could be done this winter/spring for \$15,000.00 with the funds to come from TIF. In an upcoming meeting the Town Manager will have to update the board on spending from the TIF account.

The reports from the Sheriff's Office and the Fire Departments were accepted as information.

2. **Discuss Purchase of Washer/Extractor for East Madison Fire Department:** Fire Chief Don French and Assistant Chief Dan Bosworth made a presentation explaining the purpose of a commercial washer to remove toxins from firefighting gear. They propose installing a washer/extractor at the East Madison Fire Station. Fire Chief French estimates the total cost of installation to be 11,500. He recommends spending funds from his equipment and capital lines and \$9,750 from the Fire Equipment Line in the Economic Development (TIF) budget. Town Manager Curtis said that there are funds in the TIF Budget to support the cost and the Fire Chief has done a good job managing his budget lines to pay for the installation. Mr. Curtis supports the project but notes that much of the TIF funds have been earmarked and cautioned the board against committing too much from those funds.

Motion by Mr. Fortin to allocate \$9,750 to pay for the installation of the washer/extractor at the East Madison Fire Station, seconded by Mr. Moody. Mr. Moody noted that the fire department should document the work done to wash the gear to have a record to protect against any future liability for toxins. Motion carries 5-0.

3. **Public Hearing to receive input on proposed changes to Cemetery Ordinance (Chapter 26):** Chairman Veneziano opened the public hearing at 7:05pm. Town Manager Curtis reviewed some of the proposed changes which included updating the definition of single grave to limit cremated remains to two (2). In section 26-4 language was changed to coordinate all burials through the Town Sexton and to designate certain areas of Forest Hills as 'cremation only. Section 26-5:C states that no objects such as benches, seats and fences shall be erected in Forest Hills going forward. Mr. Veneziano voiced concern over restricting benches. The intention is to ensure easier mowing and maintenance. Benches with grass underneath require additional trimming. Mr. Veneziano asked if the bench was on a base with an inscription would it be allowed as a monument/headstone...? The Town Manager will work on rewording and bring back to the Board. The public hearing was closed at 7:11pm.

The Town Manager reviewed the work done by the Cemetery Committee to update the fee schedule for the sale of lots. Current lots are sold at \$250 per single lot with \$125 to go to perpetual care and \$125 to the lot sales for maintenance. The committee is recommending increasing the fee to \$400. Town Manager Curtis will bring back a full proposal including the amount to be committed to perpetual care at a future meeting.

Treasurer Kathy Estes has researched the amount in the Cemetery Trust allocated to perpetual care. As of June 30, 2017 the balance of the Cemetery Trust was \$293,250.00 of which \$192,355.00 is dedicated to perpetual care which means the principal cannot be drawn, only the interest. The remaining \$100,894.00 is from lot sales which according to the Town Ordinance can be used for upkeep at Forest Hills.

The Town Manager noted that over the years the Town's financial statements have not accurately reflected the portion of the Cemetery Trust that is dedicated to perpetual care. Going forward the figure of \$192,355.00 will be the baseline and money from lots sold will be added to the figure to be reflected in the Town's audited financial statements. Ms. Estes will bring back figures on interest earned from perpetual care funds to the next meeting for the Board to allocate toward mowing in the upcoming budget.

The Town has received two quotes to complete work at Forest Hills to provide access for lots promised to the former land owners (Mitchells) who sold property on East Houghton street to the Town in 2003. The quotes range from \$22,119 to \$25,600. Mr. Fortin asked how soon the work needs to be done, because if it could be done over the summer the Town Highway crew could do some of the work. Road Commissioner Mantor said there are several parts of the project that can be over the summer by the crew. In addition, the Town Sexton has recommended about \$11,350 to repair sunken graves and tipped or broken headstones.

Motion by Mr. Moody to authorize the Town Manager to work with the Road Commissioner and Town Sexton to complete the recommended work at Forest Hills with funds to be paid from the lot sales portion of the Cemetery Trust. Seconded by Mr. Elias. Motion carries 5-0.

4. **MEW Charter Change Legislation:** The Town Manager reviewed a letter from attorney Jim Katsiaficas with Perkins/Thompson offering an opinion on the proposed charter change by Madison Electric Works. In his opinion, the change will not put the taxpayers of Madison at risk. The consensus of the Board was to accept this letter and review it with the MEW Board of Directors an upcoming meeting.
5. **Discuss proposed changes to Animal Ordinance (Chapter 148):** At the previous meeting the Board had workshopped changes to the ordinance to update language on barking dogs and to add Article II pertaining to farm animals. Farm animals (not cats and dogs) would be restricted to lots of 65,000 square feet (1.5 acres) or more. The board discussed grandfather clauses for existing properties. The Town Manager said the way the ordinance is written as proposed there would not be a clause to allow current properties smaller than 65,000 square feet to house farm animals. The consensus of the board was to not add any grandfathering clauses and take the ordinance in its current form to the voters at Town Meeting.
6. **Discuss extension of Building Removal Compliance (Naomi Ave):** Town Manager Curtis reported to the board that the deadline for removing buildings at 21 Naomi and 25 Naomi passed on January 29th, 2018. Some work has been done at the properties but they are not complete. Mr. Curtis asked for direction from the board as to whether the Town should offer an extension to March 31, 2018 or should the Town move forward with the conditions spelled out in the Notice to Correct letter, specifically that the Town would hire a contractor to complete the work and charge the cost to the property owner. It was the consensus of the board to not offer an extension and directed the Town Manager to move forward with the removal of the debris on the properties as soon as possible.
7. **Discuss Tax Acquired Property:** The Town Manager shared an offer from Brian Kenyon to purchase the land owned by the Town at Sugarloaf Lane for \$7,000.00. The property had been listed with a realtor last year and received an offer at \$17,500 contingent on building up the road to Town standards and receive a clear title. The fact that those issues were not resolved resulted in that offer being revoked and the realtor is no longer listing that property.

The offer of \$7,000 would cover the amount owed in back taxes on that property. Motion by Mr. Moody to accept the offer of \$7,000 and sell the property to Mr. Kenyon, seconded by Mr. Elias. Motion carries 5-0.

The deadline to pay 2015 taxes was Monday February 12, 2018 at 4pm. The Town Manager reviewed a list of 12 properties under foreclosure. There remains some follow up to be done but Mr.

Curtis outlined three properties where it appears that the owners are not going to make arrangements to pay the taxes; 37 Brick Road, 12 Garden Street & 20 Young Street. The Town Manager will update this list and bring a report back to the board.

H. **Selectman Concerns:** None

I. **Citizen Concerns:** There was mention of a frost heave on Hayden Street at the corner of Naomi Avenue that is making it difficult for drivers to get up the road in winter conditions. Road Commissioner Glen Mantor will look into it.

J. **Executive Session to discuss a personnel matter pursuant to 1MRSA 405 (6) (A):** Motion by Mr. Fortin to enter executive session, seconded by Mr. Elias. Motion carries 5-0. The board entered executive session at 8:05pm. The board exited executive session at 8:37pm with no action taken.

K. **Executive Session to discuss an economic development matter pursuant to 1MRSA 405 (6)(C):** Motion by Mr. Elias to enter executive session, seconded by Mr. Ducharme. Motion carries 5-0. The board entered executive session at 8:38pm. The board exited executive session at 9:00pm. Motion from Mr. Moody to accept the updated letter of agreement with Northern Ventures LLC, seconded by Mr. Elias. Motion carries 5-0.

L. **Adjournment:** Meeting adjourned at 9:02pm.