

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
Meeting Room Old Point Ave School
Monday July 25, 2016
6:30 p.m.**

- A. Salute to the flag: Meeting was called to order at 6:45pm.
- B. Roll Call: All Selectmen were present (Al Veneziano, Jack Ducharme, Paul Fortin, Mike Edgerly and Ronald Moody)

C. Consent Agenda:

Warrants Dated: #40 (7/11/16 Year End 6/30/16 - \$70,320.62) #1 (7/11/16 - 158,899.63);
Payroll Registers: #27 (7/7/16 - \$10,213.88) #28 (7/14/16 - \$9,612.07); #29 (7/21/16 - \$14,368.22): Motion to approve by Mr. Fortin, seconded by Mr. Edgerly. Motion carries 5-0.

Sign Certificate(s) of Appointment: The board completed this task prior to the meeting.

Quit Claim Deed for 59 Jones Street: Motion by Jack Ducharme to approve the quit claim deed for 59 Jones Street, seconded by Paul Fortin. Town Manager Tim Curtis reported that all back taxes had been paid. Motion carries 5-0.

- D. Discuss acceptance of meeting minutes of July 11, 2016: Motion to approve by Mr. Fortin, seconded by Ron Moody. Motion carries 5-0.
- E. Old business (Selectmen's Concerns from immediately preceding meeting): None
- F. Items of Communication:

Town Manager Curtis shared a letter from Devin Mercier, who finished up his service as a student intern and is now off to college. The Town Office has had a good experience with the past two high school interns and will be in touch with MSAD59 for another this fall.

Librarian Julie Forbus shared a summary of Library Expenses for the last fiscal year, this is the same report she shares with the Library Trustees.

Town Manager Curtis updated the board on the 30 Day Lien notices for unpaid 2015 taxes. 350 letters were sent out and so far 100 accounts have been brought up to date and hopefully there will be less than 200 liens to process by the middle of August.

Sheriff Lancaster had sent an email with updates from this past weekend's alternative sentencing program where inmates did community service at Madison Junior High in exchange for shortened sentences. The first impressions were very positive.

Town Manager Curtis noted that the current checkbook balance was \$567,000 which was of concern since there would still be one more school payment prior to the tax bills going out. Selectman Ducharme recommended talking with the School Superintendent about arrangements for a late or split payment.

G. New Business

1. Discuss budget carry forward amounts: Town Manager Curtis outlined a summary of the past fiscal year with spending coming in \$130k below budget and revenues about \$150k above expectations. This allows for the Town to continue day to day business without having to borrow from the line of credit.

Mr. Curtis proposed \$30,000 in carry forward amounts for non-capital expenditures. Motion to approve by Mr. Moody, seconded by Mr. Fortin. Motion carries 5-0.

The Town Manager then proposed carrying forward \$237,355.00 for capital expenditures. This would cover money set aside for Heald Street, and purchases such as a plow truck body, laser printer, and money set aside for a Police Cruiser purchase in 2018. Mr. Moody asked for clarification that cruisers were the only capital outside of the contract with the County for policing. The Town Manager said that the contract calls for the Town to provide the facility and a cruiser every two years. Motion to approve \$237,355 in capital carry forward by Mr. Fortin, seconded by Mr. Moody. Motion carries 5-0.

2. Discuss new dump body for Plow Truck: Road Commissioner Glen Mantor shared a quote for a new truck body of \$32,000 with an option of purchasing a stainless steel body for an additional \$9,000. The consensus of the Board was to spend the additional money for the stainless steel and to use the capital carried forward for road paving and maintenance.
3. Discuss recommendations for Wesserunsett Dam: Town Manager Curtis discussed the report from Klienschmidt Group, engineers who reviewed the erosion beneath the tow of the Wesserunsett Dam. While the erosion was not as bad as feared, the pool created at the base of the dam does need to be filled. The report recommended hand packing stones beneath the dam and then filling the pool with approximately 33 cubic yards of rip-wrap. The Town Manager will be working with the Road Commissioner to engineer this feat, while seeking approval from DEP to move forward with this project in the fall. A copy of the report was sent to the Lake Association.
4. Discuss Economic Development Budget: The ED Budget was discussed but not approved at the previous board meeting. Motion by Mr. Ducharme to approve as presented, seconded by Mr. Fortin. Mr. Ducharme wanted to know if all the fixed expenses were transferred from the TIF account to the General Fund, the Town Manager confirmed that had been done at the end of the fiscal year. Mr. Edgerly asked about the Matching Grant program. The Town Manager said that \$50,000 has been budgeted but approximately \$30,000 is already committed to approved grants. Motion carries 5-0.
5. Discuss donation of land: The Town Manager reported that Joe Ferris had offered to donate his land at the corner of Main St. and Pine St to the Town. The Highway Department needed access to the land to address erosion under the sidewalk. Motion by Mr. Fortin to accept the donation of land valued at \$2,000 from Mr. Ferris, seconded by Mr. Ducharme. Motion carries 5-0.
6. Discuss Ethics Disclosure Form: The board reviewed the Town Ethics Policy at the previous meeting, and asked the Town Manager to create a Select Board Disclosure Form as per the policy. With the help of the finance director, the Town Manager created a list of every person or entity that had done business with the Town in excess of \$1,000 in the past fiscal year. The Town Manager also created a form for the selectmen to sign disclosing any compensation they had received from such a business. Motion to approve the form from Selectman Fortin, seconded by Mr. Moody. Motion carries 5-0. The board will complete and sign the form and return to the Town Clerk.
7. Update Tax Acquired Properties: The Town Manager reviewed the list of expenses associated with 51 John Street now that the demo is complete. Mr. Curtis also reviewed an account created by the Finance Officer to track the proceeds of sale of Tax Acquired Property. The balance is currently a positive \$61,000. The Town Manager proposed using these funds to pay the expenditures and then depositing the proceeds after the sale of the land.

Mr. Ducharme asked if it was prudent to pay utilities such as water, power and sanitary before the property was sold. The Town Manager said he would recommend that as a good faith gesture. It was the consensus of the board to wait until the property was sold rather than use tax payer money before the proceeds had come in from the sale. The board recommended putting the land on the market and if not sold to include it in next spring's anticipated auction of tax acquired properties.

Mr. Fortin asked what would happen when the funds were depleted in this account. The Town Manager said these would be TIF eligible expenses, but he recommended using the proceeds from the sale of property while the funds were available. Finance Officer Tammy Carrier said she would provide the board with updated balances in the fund.

8. Discuss Senior Assistance (AmeriCorps Member): The Town Manager said he had been approached to have the Town Office apply to be a host site for an AmeriCorps member who could provide resources for local seniors who have health or financial needs. Mr. Curtis said he discussed this with the staff and they had shared some concerns about being burdened with calls, but overall they saw a need for this type of service. The member would be employed, paid and trained by AmeriCorps and not an employee of the Town.

Motion by Mr. Edgerly to approve the Town Manager to apply to host an AmeriCorps Member for a one year trial, seconded by Mr. Fortin. Mr. Moody confirmed that this was a trial and not a long term commitment. Motion carries 5-0.

- H. Selectmen's Concerns: Mr. Moody wanted clarification on the need for expansion at Forest Hills Cemetery. Finance Officer Tammy Carrier has been working on that project and says it will be a while before that sort of expansion is needed, but there will be a plan for laying out lots, roads and other access points.

Mr. Edgerly wanted the Town Manager to meet with school officials to get an idea of their plans to spend/save the additional funding received from the state. He stressed that the Governor and his staff and the legislature had worked hard to provide that money as tax relief and the tax payers need to know how it is going to be used. Mr. Fortin recommended that the Town Manager meet with the Superintendent and the Finance Officer for the district to discuss.

Mr. Veneziano noted that the school district should be added to the list of entities that do business with the Town.

- I. Citizen's Concerns: Road Commissioner Glen Mantor mentioned that paving should begin in the next few weeks along Blackwell Hill and Old County Road.

- J. Adjournment. Meeting adjourned at 7:39pm