

## 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 May 21, 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 and Ronald Moody were present. Selectmen George Elias was absent. Town Manager Tim Curtis, Finance Director Tammy Carrier, Road Commissioner Glen Mantor and Highway Foreman Jeff Wright were also in attendance.
- C. Consent Agenda: Warrants Dated: # 32 (05/07/18 - \$138,497.78); Payroll Registers: # 18 (05/03/18 - \$10,862.35), # 19 (5/10/18 - \$12,617.74), # 20 (5/17/18 - \$10,082.47): Motion to approve by Selectman Fortin, seconded by Selectman Moody. Motion carries 4-0.
- D. Discuss acceptance of meeting minutes of May 7, 2018: Motion to approve by Mr. Fortin, seconded by Mr. Moody. Motion carries 4-0.
- E. Old Business (Selectmen's Concerns from immediately preceding meeting): None
- F. Items of Communication: Town Manager Curtis noted that the MSAD59 School Budget passed by a vote of 101-68 at referendum Tuesday May 15<sup>th</sup>. After the School Board met last week the Superintendent contacted the Town Office with a recommendation to fill the school board vacancy created by Jeff Wright's resignation. The Superintendent recommended Steve Austin to fill the position. Mr. Austin has been involved with the Junior High Parent/Teacher group and took out papers to run for the school board this year but chose not to turn them in when he saw that all the other openings had been filled. Motion by Mr. Fortin to appoint Steve Austin to fill the remainder of the vacated seat on the MSAD59 Board of Directors, seconded by Mr. Ducharme. Motion carries 4-0.

The Selectmen from the Town of Norridgewock had made a proclamation declaring April 25 to be Corporal Eugene Cole Day in memory of the deputy's recent death in the line of duty. The Town Manager brought this to the board's attention to see if they would like to follow suit with a similar proclamation. It was the consensus of the board to do so and to see if there was a way to honor or recognize the Cole family during Madison/Anson Days in August. The Town Manager will bring a proclamation back to the board at a future meeting.

The Town Manager shared a letter from the Daughters of the American Revolution expressing concern over the status of a small cemetery off East Madison Road that contains the markers of two soldiers who fought in the Revolutionary War. The Town Manager said some work could be done to make repairs and maintenance to the cemetery. The board directed the Town Manager to determine who owns the property and make arrangements.

The Town Manager reminded the board that the Town Office will be closed Monday May 28<sup>th</sup> for Memorial Day and that on Thursday June 7 the office will open later because of changes to the TRIO software that will take place overnight. Finance Director Tammy Carrier said she would expect the office to be open between 830 and 9am on that day.

The Town Manager told the board that the date for the sale of Town owned property will be Wednesday June 20<sup>th</sup> at 530pm at the Town Office.

Town Manager Curtis asked if the Board would nominate him to serve on the Legislative Policy Committee with the Maine Municipal Association. Mr. Curtis has served the last two years. Motion by Mr. Fortin to nominate Tim Curtis to the LPC, seconded by Mr. Ducharme. Motion carries 4-0.

At a previous meeting Chairman Veneziano seemed to recall that at a past Town Meeting there was an article that set the amount of the Road Commissioner's salary. No one could confirm that at the time, but the Town Manager did find such an article in the 2001 Town Meeting Warrant.

## G. New Business

1. Department Head Reports (Highway, Fire, Police, Code Enforcement): Road Commissioner Glen Mantor updated the board on the spring work that the Highway Department has been doing. Foreman Jeff Wright mentioned that the Town of Solon has received bids on the South Solon Meeting House Road and he has spoken with the contractor of the winning bid about work on the Madison end of that road. Town Manager Curtis said it was a unique year for paving as the Town is trying a different product such as cold mix and chip seal that is only offered by one company and that would leave less than two miles of total work to put out to bid. The Town Manager asked if the Board would consider waiving the formal bid process to allow the Road Commissioner to work with more than one company to take quotes for paving work once the funds are approved at Town Meeting. Motion by Selectmen Moody to waive the formal bid process for this year only and to negotiate with local contractors, seconded by Mr. Ducharme. Selectman Ducharme wanted to make sure that this didn't violate any policy. The Town Manager said the ordinance that governs spending of public funds allows for the Selectmen to waive the bid process if deemed to be in the best interest of the Town. Motion passes 3-1 with Mr. Fortin opposed.

The report from the Fire Department and the Sheriff's Office were received as information. Chairman Veneziano asked if the Fire Department was moving forward with the installation of the commercial washing machine at East Madison, the Town Manager said that project is moving forward.

Code Enforcement Officer Susan Hathaway submitted a written report updating the Board on the status of property maintenance violations. Two properties (21 Naomi Ave & 103 Weston Ave) are being issued violation notices from the civil division of the Sheriff's office since they have not responded to certified mailings. If there is no response within 30 days then the Town will take legal action. Mr. Fortin asked about property maintenance violations on Pine Street. Mr. Curtis said he has put that on the CEO's radar.

2. Discuss quotes for Demolition Projects (32 Naomi, 21 Nathan & 497 Main): The Town Manager provided a summary of four quotes for the demolition projects identified. Motion by Mr. Fortin to award the projects to Diggin Riggan for \$4,000 for 497 Main Street, \$4,000 for 21 Nathan Street and \$10,000 for 32 Naomi Ave, seconded by Mr. Ducharme. Mr. Veneziano asked when the demo could start on 497 Main Street. The Town sent notice to the owners that the property needs to be removed by May 25, 2018. The Town Manager anticipates that work to begin after Memorial Day. The bill for the work for 497 Main Street will be sent to the owners who will have 60 days to pay. If not paid this amount would be added to the taxes for the property. Motion carries 4-0.
3. Discuss Proposed Edits/Changes to Personnel Policy: Town Manager Curtis reviewed slight editorial changes to the Personnel Policy. Within the past few months the policy has been reviewed with Selectman Ducharme and Finance Director Tammy Carrier. The edits remove some references to the Town Police Department and clarify some statements on pyramiding overtime and reviews with elected and appointment positions. Motion by Mr. Ducharme to approve the changes, seconded by Mr. Fortin. Motion carries 4-0.
4. Discuss Reallocation of Somerset County Refund (2017): The refund from the County for the monies paid for policing in FY2017 is approximately \$52,000. Town Manager Curtis and Finance Director

Carrier recommend allocating \$20,000 to the town's legal fund to pay for the expenses relating to the abatement appeal from Madison Paper Industries. The remaining funds will remain unallocated until the end of the fiscal year, after which there may be further recommendations. Motion to allocate \$20,000 to legal funds to cover expenses pertaining to the Madison Paper abatement by Mr. Fortin, seconded by Mr. Ducharme. Mr. Moody asked if there was money that needed to be set aside for a new police cruiser. The Town Manager said that money was spent in the previous fiscal year and there would not be a need to replace a cruiser until the 2020 fiscal year. Motion carries 4-0.

5. Discuss Additional Days for Assessors Agent: Assessors Agent Shirley Bartlett notified the Town Manager that she would require more than 60 days this current fiscal year to complete the work that needs to be done by June 30, 2018. The Town Manager has recommended in the coming budget to allow for 75 days for assessing work. Ms. Bartlett and the Town Manager asked the board to authorize 6 additional days for the current year at \$500 per day for a total of \$3,000. Motion by Mr. Fortin to allow 6 additional days, seconded by Mr. Ducharme. Town Manager Curtis said the current budget will allow for the additional spending. Motion carries 4-0.
6. Review Economic Development Budget: The Town Manager shared the recommended Economic Development Budget for the spending of TIF funds. \$235,000 from TIF is slated to be approved at Town Meeting to offset various municipal expenses. The Town Manager has recommended an additional \$263,000 for various projects. This budget is under the purview of the Selectmen. Motion to approve the \$263,000 from TIF funds for economic development by Mr. Fortin, seconded by Mr. Ducharme. Mr. Ducharme noted that there were no funds allocated to the Matching Grant Program. The Town Manager said he did not recommend spending on Matching Grants in this fiscal year to allow for larger projects to be finished. In the past the Town has spent \$150,000 on matching grants. Mr. Ducharme said it is a program that should be considered again for the benefit of Town businesses. The Town Manager said he has not abandoned the idea and would include it in the next fiscal year Economic Development budget. Motion carries 4-0.
- H. Selectman Concerns: Mr. Ducharme noted that he sees a lot of older students at the playground on Main Street and has heard concerns about bullying and vulgar language. He asked if the deputies could make a point to stop by the playground on occasion to make their presence felt. The Town Manager said he would relay that request to the Sheriff.
- I. Citizen Concerns: None
- J. Executive Session to discuss a personnel matter pursuant to 1MRSA 405 (6) (a): Motion to enter executive session by Mr. Fortin, seconded by Mr. Moody. Motion carries 4-0. The board entered into executive session at 7:30pm.  
  
The board exited executive session at 8:24 with no action taken.
- K. Adjournment: Meeting adjourned at 8:25pm.