
*BOARD OF SELECTMEN
MEETING MINUTES*

**MONDAY, OCTOBER 3, 2016 – 6:30 P.M.
TRAINING ROOM – PUBLIC SAFETY BUILDING**

This meeting was taped for local television.

PRESENT: Leo Janssens II, Chair, Duncan Phyfe, Member, Kyle Johnson, Clerk, Doug Briggs, Town Administrator and Mary Calandrella, Executive Assistant.

I. SALUTE THE FLAG

Leo Janssens called the meeting to order at 6:30 p.m. and led everyone in the Pledge of Allegiance.

II. SOLICIT PUBLIC INPUT None at this meeting

III. APPROVAL OF AGENDA

Kyle Johnson motioned to approve the agenda as presented and was seconded by Duncan Phyfe. Motion carried.

IV. PRESENTATIONS & REPORTS None at this meeting

V. OLD BUSINESS

A. Vote on the new Town Administrator contract

Leo Janssens stated that the contract negotiations went well. Doug Briggs stated that Labor Counsel reviewed the contract and made small changes to the wordage.

Duncan Phyfe motioned to accept the contract as presented and allow Chairman to sign the contract and was seconded by Kyle Johnson. Motion carried

NEW BUSINESS

A. Review articles to set warrant for Special Town Meeting October 25, 2016

Doug Briggs went over all articles with the Board. He stated that free cash has yet to be certified by the DOR. He expects the certification to be within the next few days.

Kyle Johnson motioned to set the thirteen warrant articles for the Special Town Meeting and seconded by Duncan Phyfe. Motion carried.

VI. TOWN ADMINISTRATOR'S UPDATE

Mr. Briggs reported to the Board that budgets have been sent out to the departments. He would like to work on the budgets before the new Town Administrator starts. Doug Briggs notified the Board that at their meeting on October 17, 2016 there will be a tax classification hearing. He reported that there has been new growth in town of 20% over last year. This is attributed to new building in town. Doug Briggs reported that the DPW and the Police Department have completed the Williams Road intersection for \$ 60,000.00 compared to the \$ 1.2 million offered by the State. The DPW is working on the PRV at the intersection at Williams. He also reported that there was a water break on Cushing Street and the DPW is working on repairing the newly paved road. Doug Briggs reported on the Green Energy Grants . He stated that he is now only waiting on the town hall light bulbs and due to their delay we are getting them for free. This \$ 150,000.00 grant has able the town to reduce their carbon footprint. Kyle Johnson stated that the Green Energy Committee was a pleasure to work on and the

committee's dedication to saving the town money was incredible. Doug Briggs stated that Sylvia Turcotte has officially retired and that she will be missed at Town Hall. Her dedication over the last 15 years has been a huge asset to the town. She will be missed and we wish her well. The Girls Scouts have asked to have their memorial located behind Town Hall remain erected. They will winterize the memorial. Doug Briggs has check with all departments effected by the memorial and no one has an issue.

Leo Janssens motion to allow the Girl Scout memorial located on Memorial Drive to stay erect and seconded by Kyle Johnson. Motion carried.

VII. APPROVAL OF MINUTES

A. September 19, 2016 – Regular Meeting

Kyle Johnson made the motion to approve the minutes of September 19, 2016 and was seconded by Duncan Phyfe. Motion carried.

VIII. BOS CORRESPONDENCE

Kyle Johnson stated again that all Board of Selectman received an invitation to the Open House on Saturday, October 29, 2016 at the new Watkins Building at Cushing academy.

IX. SEPTEMBER MEETINGS and ANNOUNCEMENTS

Kyle Johnson read the following Town Clerk Reminders:

- January 1st and on – Open registration of voters at the Town Hall, Town Clerk's Office, 32 Main Street, from 7:30 a.m. to 7:00 p.m. on Mondays and 7:30 a.m. to 5:00 p.m. Tuesday thru Thursday, and closed on Friday.
- June 1st the Dog Licenses have a \$10.00 fine added to the cost of licensing.
- October 19th -9:00am to 8:00pm. Last Day to register to vote for the State Elections
- November 8th – State Elections- JR Briggs Elementary School from 7:00am – 8:00pm
- October 24,2016-November 4, 2016 – Early Voting will be available at the Town Clerk's office. Residents can vote prior to Election Day during the Town Clerk's hours.

X. SOLICIT PUBLIC INPUT (5 minute limit) None at this meeting

XI. EXECUTIVE SESSION

XII. ADJOURNMENT

At 7:05 p.m. Duncan Phyfe motioned to adjourn the meeting and was seconded by Kyle Johnson. Motion carried.

Respectfully submitted,
Mary Calandrella, Executive Assistant