

DRAFT

PRESENT: L. M. Smith, Chairman, J. E. Ziolkowski, Vice Chairman, R. P. McDermott, Selectmen; L. A. Ruest, Town Administrator

TOWN WARRANT: The Board reviewed the final draft of the Town Warrant and discussed information relating to the All Veterans Tax Credit as presented in Warrant Article 19. Following discussion, the Board voted three in favor to recommend this warrant article, none opposed.

2017 MS-636 BUDGET OF THE TOWN AND 2017 DEFAULT BUDGET: The Board reviewed the Department of Revenue Administration forms prepared by the Town Administrator and signed the documents for posting. One additional issue remains that will need be addressed with the assistance of the DRA. Once finalized, these documents will be presented to the Town Clerk for posting and sent to the printer to prepare deliberative session handouts.

The Town Warrant, MS-636 Budget of the Town and Default Budget were signed by the Board.

A meeting of the Board of Selectmen will be posted for Saturday, February 4, 8:45 a.m., and will recess for the deliberative session starting at 9 a.m., with the Board concluding its business following the deliberative session.

Updated budget worksheet pages were provided to the Board, to include a copy of the deliberative session flyer prepared each year. The Board agreed to distribute the flyer electronically this year.

ASSESSING STANDARDS BOARD MEMBERSHIP HB 254: The Board considered a request from Assessor Todd Haywood to send a letter recommending the Executive Departments and Administration vote "Inexpedient to Legislate" on this matter.

MOTION: To authorize the Chairman to sign the letter drafted in this regard.

MOTION: R. P. MCDERMOTT
SECOND: J. E. ZIOLKOWSKI
UNANIMOUS

CODE COMPLIANCE MATTER (Depot Road): The Town Administrator requested authorization of the Board to allow Code Compliance Office M. Sikorski to seek assistance from Town Counsel with regard to code violations. The Board approved.

WINTER ROAD MAINTENANCE AND NOTICE TO RESIDENTS REGARDING MAILBOXES: J. E. Ziolkowski stepped down from the Board for this discussion. The Board reviewed a draft copy of the Town's mailbox memo distributed in previous years. The document was updated to include a information that relates to the specific term of the 2014-2019 Winter Road Maintenance Agreement. This wording is provided to assist mailbox owners with the understanding that the Contractor is only responsible for damage to mailboxes if the damage is determined to be caused by negligence on the part of the Contractor.

Discussion took place with regard to proper placement of mailboxes within the Town's right of way based on Postal Service requirements and Town guidelines.

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J. E. Ziolkowski, on behalf of Environmental Landscape Management, explained different reports of damages that have been received this winter season and explained where responsibility has been identified (mailboxes temporary repaired to accept mail until final repairs in the spring) and other situations where it has been identified that other vehicles besides the snow plows caused damage.

It was determined that if any mailbox is positioned closer to the edge of pavement than provided for in the Town's guidelines, damage will not be considered to be the responsibility of the Winter Road Maintenance Contractor. Revisions will be made to the document for signatures and distribution through the Town's website.

J. E. Ziolkowski resumed his seat on the Board as Selectman.

PROPOSED POLICY – USE OF TOWN PROPERTY: L. M. Smith provided background to the suggestion of this policy and described concerns with allowing town property for use by private individuals or groups. He requested a sense of the Board in this regard. Following discussion, the Board agreed in theory with the Parks and Recreation Commission drafting a policy for use of town properties by town groups and not private individuals or groups for its consideration. This information will need to be provided to the individual who has requested to use the Town Common for a private wedding reception.

REQUEST TO POST SCHOOL INFORMATION ON THE TOWN'S WEBSITE: Discussion took place with regard to this request. It was determined that meeting information (entity, meeting description, date/time/location) relating to the public hearings for budgets, deliberative sessions and town meeting will be distributed through the Town website's "subscribe to" feature at the beginning of each year. It was agreed that the posting would include the "Meet the Candidates Night" information sponsored by the Library.

MOTION: To authorize the posting of the Town and Lincoln Akerman School Board budget and deliberative session hearing dates each year at or about the first of each year.

MOTION: L. M. SMITH
SECOND: R. P. MCDERMOTT
UNANIMOUS

Board members agreed that it is the responsibility of both town and school Boards to provide correct information to the voters and allow voters to attend meetings.

MOTION: To adjourn the meeting at 11:56 a.m.

MOTION: L. M. SMITH
SECOND: J. E. ZIOLKOWSKI
UNANIMOUS