

Town of Otisfield
Board of Selectmen Meeting Minutes
July 15, 2009

1. **CALL TO ORDER:** The regular meeting was called to order at 7:00 PM. All BOS were present.
2. **SECRETARY'S REPORT:**
 - A. Meeting Minutes from June 17, 2009. Motion to accept minutes. RM/LA– Unanimous.
 - B. Meeting Minutes from June 30, 2009. Motion to accept minutes. RM/LA– Unanimous
3. **SPECIAL EVENTS**
 - A. Heather True, representing Cumberland County Soil & Water Conservation District (CCS&WCD): regarding Pleasant Lake and Parker Pond Association 319 Grant: Two year project, this is the first summer. Otisfield town beach and boat launch were sited for concern regarding stabilization and erosion. 40% cost share on town part, 60% from CCS&WCD. Discussion: BOS want to talk w/ Richard Bean, Road Commissioner. Town contribution can be materials, labor, and/or money. *Grant also pays for engineer to design erosion control practices. BOS is interested in having some research done to look into this further. Plan will be submitted to BOS in a two part process. Heather will come back to an upcoming meeting when she has more information.
4. **COMMITTEE REPORTS:**
 - A. None.
5. **DEPARTMENT HEADS:**
 - A. None.
6. **QUESTIONS/COMMENTS FROM THE PUBLIC:**
 - A. Dan Peaco: Spurr's Corner Fire Station trenches – Who did this and why? BOS: Will inquire as to who and why.
 - B. Dan Peaco & Barbara Kane: Road hazard on Peaco Hill. There is a chair on the tarred surface that continues to move from one location to another. BOS will remove chair from roadway.
 - C. Callie Zilinsky: Bell Hill Meeting house annual meeting Sunday July 26, 2009 @ 2:30 PM.
 - D. Maureen Purdy: Street signs are being removed and she would like to know the status. Crooked River and Deer Run are some of the more recent signs stolen. Richard Bean will be updating a list and replacing all of the signs in the near future.
7. **ADMINISTRATIVE ASSISTANT ITEMS:**
 - A. CEO's building permit summaries submitted into public record for review. BOS are surprised at how high the numbers are considering the state of the economy.
 - B. Oxford County Budget Committee Caucus 8/26/09: to elect 2 selectmen to serve on the committee. MIM will RSVP for all 3 BOS to attend.
 - C. Generator Annual Inspection report for Town Office & Spurr's Corner submitted into public record. Spurr's Corner needs to be looked at. MIM will contact appropriate individuals ASAP.
 - D. Letter from Growth Council of Oxford Hills submitted into public record re: sale of Tech. Park land and Otisfield's share of the proceeds. Funds will be placed into TIF account.
 - E. Proposal from Flanders regarding underground service at Town Office submitted into public record. \$2,150.00 was quote given. RM will check around to see what other prices are and report back to board.
 - F. Certificate of Organization of Regional School Unit #17 required by PL 2007 Ch 668 Sect.48. Side Note: MIM will request upcoming SAD 17 Agendas be sent via email to BOS.
 - G. Comments from SPO on our Annual 2008 Solid Waste report. 53.12% commitment to recycling goal.

8. ADJUSTMENTS TO AGENDA:

- A. None.

9. UNFINISHED /SCHEDULED BUSINESS:

- A. Road Study Review (WIP) *Time to get going. Original committee members, a few from Finance committee and the general public will be needed . Original members will be contacted to see if there is an interest in helping out, and then this will be placed on the web site for the general public.
- B. Comprehensive Plan (WIP) Volunteers needed to form a committee. 07/09 *Tabled until upcoming meeting.
- C. Vault HVAC (WIP) – MIM: The vault has now been cleaned out. Everything that's obsolete has been removed. No dampness or mildew was present. Everything is off the floor & boxes are labeled . RM: Next step is to have someone else come in and make recommendations on what more needs to be done re: air system.
- D. Bond Issue for future capital items. *BOS feel this is no longer a current concern, and can be removed.
- E. Scribner's Mills Bridge update – New signs are now up on both sides re: weight limits and passing at own risk.
- F. Fire stations: Storm water erosion report from Ross Cudlitz, P.E. Gore Station and East Otisfield were looked at, and solutions were outlined. (grading, trenching, culvert work, and vegetation plantings) RM and Ross have been working on this. RM: Permit by Rule will be taken out by Ross for East Otisfield, due to distance from abutting stream. When Ross hears back from DEP he will update the BOS and it can be put it out to bid. LA: Richard Bean is willing to take care of Gore Station project. *Tabled until upcoming meeting.
- G. Town Attorney on tax acquired. (WIP) Additional information has been sent. Geoff Hole will be in Otisfield tomorrow. *Tabled until information is received.

10. SELECTMEN'S ITEMS TO BE DISCUSSED & VOTED ON:

- A. Motion to sign Warrant # 1 to pay the towns bills. LA/HF – Unanimous.
- B. Animal Control Officer Contract renewal. *Motion to renew ACO for 2009-1010. RM/LA – Unanimous.
- C. Review Policy on Treasurer's Disbursements for State Fees. BOS will make copies, review and discuss at next meeting.
- D. Update on the removal of our US Mailbox. Letter to U.S. Postal Service concerning removal of the Big Blue Box to Mike Doyle, cc Sen. Snowe & Collins, Congressmen Michaud, Sen. David Hastings & Rep. Jim Hamper. BOS will review and sign letter so that the removal of the US Mailbox does not happen.
- E. Review Sand use policy: RM took the email from MMA to MIM and grabbed the correct verbiage and took existing Ordinance and drafted up a new one. Discussion: Personal use on private property should still be allowed. RM: Concerned about the use of sand on private driveways. Trucks could be hand loaded and then the sand/salt stock-piled at residents homes. This could prove to be expensive and questions whether the taxpayers would agree. Feels it is a "gray area" & asked for public input from those present. HF suggests using the verbiage "container" if it starts to become abused. Public input: unanimous amongst the residents present at meeting; yes, driveways should be allowed due to safety concerns. Board then agreed eliminating the sentence "This sand is to be used for roads only" This will be posted on the web site and if anyone has an issue or input BOS suggest they come before BOS Mtg or call town office. *Motion to accept policy as amended. LA/HF – Unanimous. TT will place on web site.
- F. MMA Ballot for annual election for VP and Executive Committee Members.
- G. Ordinance Policy Review Committee: Application submitted from Joseph Zilinsky.
*Motion to appoint Joseph Zilinsky for a 3 year term on the OPRC. HF/LA – Unanimous.

11. QUESTIONS OR COMMENTS FROM THE BOARD

- A. Otisfield Beach – RM on behalf of Wayne Brasier, Beach Gate Keeper: Would like BOS to consider a couple more handicapped parking signs. *Motion to add two more signs. LA/HF – Unanimous. Access path has a log in the access path, that is exposed and should be removed. BOS will identify concern and have it taken care of. MIM will ask Richard Bean to look into these items, as well as adding any gravel where necessary.
- B. Web site – RM would like to update web site design with TT so that more headings can be added and it becomes more user friendly to the public. BOS all agreed.
- C. LA – Someone brought to his attention the Community Hall roadside door & windows need protection; to prevent salt and snow from coming in during winter plowing . BOS will look into this.
- D. LA: Committee Meetings – Put on hold in July and August? Low attendance issues. Board agrees with Planning Board and Committees meeting "as required" during this period.
- E. Boat trailer parking at beach parking lot – LA suggests that boats get backed in, so that getting out is not an issue. Remove the sign that says “head in” trailer parking needs to remain. Also a No Smoking sign will be purchased and placed on Beach Post.
- F. Job Description committee will meet on July 29th. TT will edit and put items sent from Callie on letterhead.
- G. HF spoke to Henry Hamilton about the town house. Ready to go ahead with Quit Claim Deed within 90 days.
- H. Silvaqua Association – approved the purchase & installation of a hydrant. FD will be working w/ them.
- I. Recreation Director has resigned – BOS would like to talk w/ Vicki Gallant and plan to take no action until next meeting. MIM will talk to her and report back to BOS.

12. ADJOURNMENT:

With no further business, the meeting was adjourned at 9:05 PM. HF/LJA – Unanimous.

Respectfully submitted,
Tanya Taft, Secretary

Approved by:

Hal Ferguson, Chairman _____

Rick Micklon _____

Lenny Adler _____

Approved on: **August 5, 2009**