

**Town of Otisfield  
Board of Selectmen Meeting Minutes  
February 15, 2012**

1. **CALL TO ORDER:** The regular meeting was called to order at 7:00 PM. Hal Ferguson, Chairman, Rick Micklon & Lenny Adler present.

2. **FLAG SALUTE**

\*Audience and Board members saluted the flag.

3. **SECRETARY'S REPORT:**

- A. Meeting minutes from February 1, 2012. \*Motion to accept minutes w/ edit. HF/LA – Unanimous.

\*EDIT: 12B: LA had already spoken with the “repair facility”.

4. **SPECIAL EVENTS**

- A. Del Maxfield, Maine Survey Consultants (MSC), Inc., Harrison, Maine: Del went over an outline of various parcels that have been completed. Boat launch area of town owned land at Saturday Pond was the first parcel surveyed. Del never found anything that described an easement for Town use of that boat launch. Transfer Station: Two lots with separate deeds. No issues. This is where the location will be for the proposed town garage. South Otisfield Cemetery: acquired from the South Otisfield Cemetery Association in 2007. Del did an existing recon survey. He does the research, then he goes w/ cloth tape, metal detector and verifies the information. Heniger Park: BOS agree that they should have the lines blazed and new pins put in \*Motion to do a perimeter survey and blazing of Heniger Park including the parcel on the opposite side of Route 121. HF/LA – Unanimous. Del says he should get to it in the next month. Haven't done anything on Cedar Crest Cemetery, but it can be incorporated when doing Heniger Park. Highland Cemetery on East Swampville Road has not been done. The woodlot was done quite some time ago. Del's recommendation that accurate boundary work be done to replace missing markers. BOS agree that the remaining town owned properties will be listed and prioritized so that the surveying can commence on those lots. BOS goal is to have 100% of all town owned land surveyed.
- B. John O'Donnell, O'Donnell Associates, Town Assessor, to discuss what is available for services to the town from O'Donnell & Associates, i.e. materials for the website, online assessing, maps, TTF, deeds etc. \*Tabled until next meeting, due to John being sick.

5. **COMMITTEE REPORTS:**

- A. Road Study Review Committee: Committee members sent BOS letter regarding absenteeism for two members. The committee wishes to have them removed. BOS agree to take action. \*Motion to accept the letter as written and write a dismissal letter to the two volunteers. LA/HF – Unanimous.
- B. Conservation Committee: Letter regarding the resignation of Scott Vlaun submitted from Pixie Williams. BOS would like something in writing from Scott Vlaun, so that the appointed member is the one offering the resignation. This is standard procedure for all resignations from boards and committees.

6. **DEPARTMENT HEADS:**

- A. None.

7. **QUESTIONS/COMMENTS FROM THE PUBLIC:**

- A. None.

**8. ADMINISTRATIVE ASSISTANT ITEMS:**

- A. Jean Hankins – Historical Society: Scheduled programs at town office. Would like to request use of the Community Hall on June 7<sup>th</sup>. \*BOS are aware of this event and ok with it, as long as it's open to the public. The Society is a non-town sanctioned organization and needs to have its own event insurance.

**9. ADJUSTMENTS TO AGENDA:**

- A. None.

**10. UNFINISHED BUSINESS**

- A. Review Town Report Items and Warrant Articles. \*Tabled until an upcoming meeting.

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

- A. Town Warrant: \*Motion to sign Warrant # 15 to pay the town bills. HF/LA – Unanimous.

**12. QUESTIONS OR COMMENTS FROM THE BOARD:**

- A. Robinson Dam Update: HF went to the Thompson Lake Dam Committee meeting last week, which includes members representing four towns Oxford, Otisfield, Casco & Poland. Michael Chamings, Oxford Town Manager will be in touch with HF and MIM to let them know the time and date of the Casco Finance Committee Meeting. All towns contributed except for Casco. The Board is hoping they intend to at least pro-rate based on how much waterfront they have. Another \$5,000.00 is being requested from each town for next fiscal year. If approved, this will be the (3<sup>rd</sup>) \$5,000.00 that Otisfield has given.
- B. Kyle Jordan will be attending an MMA training for town moderators, in the event that the town needs a Moderator or Deputy Moderator at future meetings.

**13. Upcoming Dates:**

- A. Board of Selectmen Meeting, March 7, 2012 @ 7:00 PM

**14. ADJOURNMENT:**

With no further business, the meeting was adjourned at 9:30 PM. HF/RM – Unanimous.

Respectfully submitted

Tanya Taft,

Approved by:

Hal Ferguson, Chairman

Rick Micklon

Lenny Adler

Approved on: March 7, 2012