

**Town of Otisfield
Board of Selectmen Meeting Minutes
March 21, 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 March 7, 2012. *Motion to accept minutes. HF/LA – Unanimous.

4. **SPECIAL EVENTS**

A. Lee Dassler: Crooked River Watershed Report is intended to provide community members with specific strategies for helping to improve this important local resource. The report is based on a traditional “land-based” watershed survey and a Riparian Corridor inventory that were conducted in May and June of 2011. This survey documented polluted runoff from roads, parking areas, fields, stream banks and footpaths using hand-held global positioning systems (GPS), cameras and the standardized field data sheets. The Riparian corridor inventory was completed via canoe and or kayak by staff and experienced volunteers who documented existing riparian conditions and problem sites. A Maine DEP 319 Grant is being submitted. For more information visit their website @ www.cumberlandswcd.org/publications/ws_pubs/CR_Survey.pdf

B. David Hart, Fish Street Design: Town Office Annex Update (former class room). Returning with bid reviews. Updated Otisfield Town Office Renovation spreadsheet. (Submitted into public record) David explained the revised numbers. Most numbers stayed the same. Approximately \$890.00 is separating the (2) bids. Flanders does not have the venting in their bid. Taplan Electric does include the venting for the bathroom. (\$800 value) RM recused himself from the discussion because he works with both of them. The vent issue is only difference. *Motion to accept Taplan Electric for the town office project. LA/HF – Unanimous. The Fire Marshall required “restroom emergency light fixture” should be added to contract prior to signing. If BOS are in agreement, then town can move forward with executing a contract with each sub. David will provide a schedule and a sequence of work and put start dates and end dates on the project.

Phase 1 is the \$61,789.00 plus the emergency light. *Motion that we proceed. LA/HF – Unanimous.

Discussion: RM: Will we determine later where we are taking this money from? HF: MIM will give us updated account balances. BOS agree they have the money without affecting taxes. RM will contact them directly to get lien waivers, Certificate of Insurance and contracts. BOS have requested CEO to check in on this project daily. Once a week should be more than enough for David to do site check. HF: you David are the clerk of the works. RM will be in touch.

5. **COMMITTEE REPORTS:**

A. None.

6. **DEPARTMENT HEADS:**

A. None.

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

A. None.

8. ADMINISTRATIVE ASSISTANT ITEMS:

- A. Superintendant Budget: An email was received about the meeting on April 10th at 7:00 PM to review superintendants budget.
- B. Otisfield's population: Latest figures 1,721

9. ADJUSTMENTS TO AGENDA:

- A. None.

10. UNFINISHED BUSINESS

- A. None.

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

- A. Town Warrant: *Motion to sign Warrant # 17 to pay the town bills. LA/ HF – Unanimous.

12. QUESTIONS OR COMMENTS FROM THE BOARD:

- A. Transfer Station - Security System: LA: Total price for everything recommended was \$4,717.00 (Submitted into public record) This price only includes Transfer Station. This does not include trenching, but Richard Bean, Road Commissioner can do that. Suggested that the Town is better suited using a 4 camera unit in one area and one in the garage. One camera on each pole is recommended. The light and visual is excellent. License plate camera was also recommended. RM; will this be capital improvement and if so, why do we need to raise funds for this? Let's do it from this years' budget rather than increase next year's budget. MIM: might be enough money in the transfer station budget right now. *Motion that we install a security system at Transfer Station. LA/HF – Unanimous.
- B. Community Hall Flooring: The finish on the floor needs to be redone. LA will get a bid from H&H, the people who did it last time. RM will get one as well, for comparison.
- C. HF & RM: Thompson Lake Dam meeting next Wed at 7:00 PM at Casco Fire Station. Meeting with Casco Finance Committee and Dave Morton, Town Manager. All BOS will attend.
- D. Executive Session: Motion by HF to move into executive session @ 8:00pm pursuant to Title 30A section 2702 subsection(1) and 1 M.R.S.A. § section 405 (6)(A) to discuss Personnel Matters, where it could reasonably be expected that a persons right of privacy could be violated. 2nd LA Unanimous. Motion by HF to close executive session at 9:25pm. 2nd RM, - Unanimous.

13. Upcoming Dates:

- A. Board of Selectmen Meeting, April 4, 2012 @ 7:00 PM

14. ADJOURNMENT:

With no further business, the meeting was adjourned at 9:25 PM. HF/RM – Unanimous.

Respectfully submitted

Tanya Taft,

Approved by:

Hal Ferguson, Chairman

Rick Micklon

Lenny Adler

Approved on:

April 4, 2012