

Town of Otisfield
Board of Selectmen Meeting Minutes
September 20, 2017

1. **CALL TO ORDER:** The regular meeting was called to order at 7:00 PM. Chairman; Hal Ferguson, Lenny Adler & Rick Micklon present.
2. **FLAG SALUTE:** Audience and Board members saluted the flag.
3. **ACTION ON MINUTES:**
 - A. Meeting Minutes from September 6, 2017. *Motion to accept minutes. LA/RM – Unanimous.
4. **SPECIAL EVENTS:**
 - A. **Junkyard Renewal Hearing-** Three (3) renewals: Richard Bean Sr., 321 Bean Road, Peter Arntsen, 87 Ivory Hill Road, Lenny Adler, 123 Bolsters Mills Road. Chairman HF opened the public hearing at 7:01 P.M. LA recused himself for the review of all applications. He then took a seat in the audience. Public Comments: Herb Olson: What triggers a junkyard? RM: CEO can provide more information in depth, but having (3) unregistered vehicles in one driveway for starters. There were no other public comments. Chairman HF closed the public hearing at 7:05 P.M. Discussion: HF spoke with CEO and he has looked at applications and submitted a letter to the Board saying he has no concerns. All three sites are in compliance with town requirements and he has no issues nor have there been any complaints. HF: Received a request to look into a potential junkyard on Oak Hill Road. He will ask CEO to look into it.
*Motion to accept Richard Bean Sr.'s junkyard permit RM/HF – Unanimous.
*Motion to accept and sign Peter Arntsen's junkyard permit. RM/HF – Unanimous.
*Motion to accept and sign Lenny Adler's junkyard permit. RM/HF – Unanimous.
5. **BOARD & COMMITTEE REPORTS:**
 - A. Planning Board: Karen Turino – Chair,
 - 1) The board approved a Shoreland Zoning application last night.
 - 2) Sign Ordinance: The PB is withdrawing its request to the OPRC to develop a Sign Ordinance.
 - B. Finance Committee: Quen Henderson – Chair: The meeting for tomorrow night has been cancelled. October 19th is the next scheduled Finance Committee meeting.
 - C. Community Concepts: Quen Hendereson went to a meeting on behalf of the BOS. CC featured a company that coordinates with municipalities and works with towns and cable companies to coordinate the best product for the town. They are offering to establish goals that are needed in this town. Recommending a 5 person committee to set goals. They will work with Spectrum and help us apply for grant money. Quen will continue with the project if needed. BOS thanked Quen for helping with this.
 - D. Pleasant Lake, Parker Pond Damn Committee: HF requesting TT put this new committee on the website. Members include Hal Ferguson and Casco BOS Holly Hancock. They will plan to meet on a semi-annual basis.
6. **DEPARTMENT HEADS:**
 - A. None.
7. **QUESTIONS/COMMENTS FROM THE PUBLIC:**
 - A. None.
8. **ADMINISTRATIVE ASSISTANT ITEMS:**
 - A. Garden area update around new sign: AP: Once the sign is in and completed Dan Peaco will help us add more dirt in the Spring and we'll plant some shrubs and mulch to help with water runoff.

B. Transfer Station Updates: AP:

- 1) Coverage-schedule: A meeting was held with all employees and a schedule to finish the rest of the year was created. AP doesn't foresee any problems.
- 2) Safety vests: New vests were purchased at Tractor Supply for all T.S. employees.
- 3) Snow removal: Garry Dyer has offered to snow plow and shovel at transfer station. All agree having Garry Dyer do this would be best. AP will let Garry know.
- 4) Lighting: More lights are needed in the travel zone. Field Electric has been contacted and HF will meet with Seth to discuss where new lights should go and what old lights need replacing.

9. ADJUSTMENTS TO AGENDA

- A. None.

10. UNFINISHED BUSINESS

- A. Saturday Pond Dam easement.
B. Spectrum/Charter Communications.

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

- A. Town Warrant: *Motion to sign Warrant #6, to pay the town bills. LA/RM - Unanimous.
B. Heniger Park Lease Reassignment – Lot 9 *Motion to reassign Heniger Park, Lot 9, Tax Map U-17 from Catherine E. Harward to Peter and Courtney Goldstein. LA/RM – Unanimous.

12. QUESTIONS OR COMMENTS FROM THE BOARD

- A. Electronic Sign Update: RM: Spoke with Seth Field, of Field Electric and Seth recommended putting the sign in place first and doing the electrical after. This will prevent any damage to electrical wires during the excavation process. All agree.
- B. Transfer station: HF: The access to putting things in the containers for someone who is shorter is not very ideal. After some discussion, all agreed to purchase a movable / rolling step ladder. AP will look into buying one. All agree.
- C. Charter Communication Cable TV Franchise Agreement: HF: Spoke to Town Attorney, Phil Saucier and he recommends we use the State Model, but Charter Communications does not do it that way anymore. Phil has marked up the agreement and made his recommended changes. (Submitted into public record). The attorney has left 2 messages, but has not heard back yet. *Motion to sign the Charter Communications Cable TV franchise agreement. HF/LA- Unanimous. Discussion: Requesting AP send this certified mail. All agree that now that this is signed, they can get the ball rolling. This may be the only chance for town cable.
- D. Definitions Ordinance: HF spoke with Karen Turino about locating the original Definitions Ordinance and making changes that were approved at the June 2017 Town Meeting. Karen did this and TT added a signature page for tonight's meeting. *Motion to sign the Definitions Ordinance. HF/RM – Unanimous. AP will send to TT to post on the website.
- E. Annex walkway: RM: Spoke with Richard Bean Sr. and Richard Bean, Jr. and they will add more base to the walkway on the side entrance. Glenn Snow will add the barrier fence for the generator to prevent snow/ice fall damage. All agree.
- F. South Otisfield Cemetery Trees: RM: Spoke with Eli of Goodwin's Landscaping. Eli looked at the (3) dying trees and suggested we take them out and put better material below them. He then suggests we replace with (3) smaller trees that will cost less and have a better chance of survival. Larger trees will cost about \$360/per tree, smaller trees will cost about \$150/tree. LA: I'd suggest we follow his recommendation and go with the smaller trees. All agree.
- G. National Emergency Management System (NIMS) training. RM: AP and I recently attended a class put on by Oxford County EMS. The goal of Maine's implementation of NIMS is to ensure that all response partners can work together seamlessly during an event. Rumford Fire Chief Bob Chase, course instructor, said it was heartening to see so many public officials in attendance. All agree that it is time to discuss an upcoming meeting with EMA director and Fire Chief to go over

some basics in the event of an emergency. LA will discuss with fire chief and see if he is still amenable to placing the EMA Director responsibility in the fire department.

- H. Work Safe: LA: Department of Labor had a visit to the Transfer Station and Town Garage a few weeks ago and the Town is still waiting to get a written response on what needs updating. They have 20 days to get back to them from the day of inspection.
- I. Gore Road Grange Hall: For background: HF explains that the town received a written complaint about this property back in October of 2015. Town sent a letter to Derek Cash. Jim Brett was interested in purchasing the property. CEO listed options for the BOS. 1) give them time to work something out, 2) declare that it is extremely dangerous and go to superior court 3) take the moderate route, advertise for public hearing and then make a decision or 4) negotiate with owner and if he doesn't have the resources to stabilize or tear it down, the town will do so and redeem expenses when it does sell. BOS looked at property from the road only and it does look like an accident waiting to happen. Jim Brett's plan, if purchased, was to tear it down in the Spring and get it cleaned up. HF: Our concern was if it came down all at once, the blocks could end up in the road on Bonnie Hill side and pose a problem. As of recently it looks as though nothing has been done. HF has talked to the CEO and asked him to seek permission to look inside and see what's going on. All agree it's time to move forward with this. *Tabled until an upcoming meeting.
- J. Municipal Solid Waste for the upcoming year. Currently Otisfield uses Casco Bulky Waste for our bigger items, ie: lamps, TVs, metals, tires, shingles, etc. The solid/household waste goes to the incinerator in Auburn and Pine Tree Waste hauls that for us. Our current contract expires on 9/30/17. HF requesting AP contact Pine Tree Waste and have the contract ready for BOS to sign. All agreed.
- K. Performance Appraisals: HF: Annie Pastore, Administrative Assistant and Richard St John, CEO need to be scheduled. *Tabled until an upcoming meeting.
- L. Saturday Pond complaint: HF: A complaint was received about a seaplane that allegedly almost hit someone during take-off. The individual was told to contact the Maine Warden Service or file a complaint with Oxford County Sheriff's Department. The complaint also addressed some lake life disturbance and was told IF&W should be contacted for environmental concerns.
- M. Pleasant Lake Dam: Herb Olson asking about progress. HF: T-Buck found where the leak was around one end of the Dam. The end has been sealed and appears to be holding. The gate is still losing water and they are working on this fix. Last payment will be made when everything is done and satisfactory.

13. EXECUTIVE SESSION:

- A. Motion to enter into executive session pursuant to MSRS. *Motion to close executive session by ___ 2nd ___, All Y-N. Discussion: *There was no executive session held at this mtg.

14. ADJOURNMENT *Motion to adjourn at 8:15 PM. HF/LA -Unanimous.

Respectfully submitted,
Tanya Taft, Secretary
Approved by:

Hal Ferguson, Chairman

Rick Micklon

Lenny Adler

Approved on October 4, 2017