

**POLAND BOARD OF SELECTMEN
MINUTES OF MEETING
JANUARY 2, 2013**

ORIGINAL
 **DRAFT**

CALL TO ORDER/PLEDGE OF ALLEGIANCE

Chairman Wendy Sanborn called the meeting to order at 7:00 PM with Selectmen Larry Moreau, Lester Stevens, Steve Robinson and Jim Fernald present. The Town Manager was also present.

SPECIAL COMMUNICATIONS

Ron Smith, RHR Smith & Company, CPA's / 2012 Town Audit: The Town has a surplus of 2.9 million with an undesignated fund balance of 2.46 million. He recommended that a \$50,000 accounting mistake that was noticed in the tax commitment be used as property tax relief the next fiscal year. He agreed to hold a joint meeting with the Library Trustee Board and the Selectmen to discuss financial responsibilities. Under the direction of the Selectmen he agreed to move forward with an investigation of General Assistance leaks and report back to the Board as a whole with his findings.

MINUTES OF PREVIOUS MEETINGS

Selectman Moreau moved to approve the meeting minutes of November 13, 2102 as presented. Selectman Fernald seconded the motion. Discussion: None
Vote: 5-yes 0-no

Selectman Moreau moved to approve the meeting minutes of December 18, 2012 as presented. Selectman Fernald seconded the motion. Discussion: None
Vote: 5-yes 0-no

RECOGNITION OF VISITORS (A list of visitors who attended the meeting are attached to these minutes.)

REPORTS AND COMMUNICATIONS

Town Manager's Report – In addition to a written report, the manager provided a verbal summary of activities that took place subsequent to submitting her report.

- Insurance is not needed on the McConaghy property until we buy it
- Advertisement for the Public Works position will be done within the next week or two
- RSU 16 Budget Committee – Selectman Moreau moved to authorize Erland Torrey and Walter Gallagher as Town of Poland Budget Committee Member Representatives at the RSU 16 Budget Committee meetings. Selectman Robinson seconded the motion. Discussion: None
Vote: 5-yes 0-no

Financial Reports – The workmens compensation is going up by 37%. Half of this will come out of this year's budget and half of next year's budget. The Board would like to understand what is driving the increase. Whether it is prior claims or small claims, and what the difference is in what has been budgeted for and what we are going to be expected to pay.

CIP accounts – Town Manager Rosemary Roy is doing an audit on the CIP Accounts and working on those with the department heads to see what money is left in each account and what it is designated for.

Communications – The following materials were included in the meeting packets:

Fireworks Citizen Correspondence – Since fireworks have been allowed the Sheriff's office has had 6-7 calls and fire/rescue has had none

OLD BUSINESS

Ricker Memorial Library Proposed Plan of Action – Will try to set up a joint meeting for January 29th between the two boards for discussion.

FOAA Proposed Policy Changes – Selectman Moreau moved to approve the FOAA policy changes as proposed. Selectman Robinson seconded the motion. Discussion: It is the consensus of the Board that they would like to see a generic email address for requests to be sent to.

Vote: 5-yes 0-no

Heavy Load Limits Ordinance – It was Clarified that if a person lives or owns a business on a limited street they would be exempt from the heavy load limits ordinance any way that they would travel, on that road, to arrive at that location with heavy loads.

NEW BUSINESS

Personnel Policy Revisions – Selectman Moreau moved to approve the personnel policy revisions as presented with the additional line in the Holidays section that states that the listed holidays only apply to employees of the Town and not to any approvals granted by Boards. Selectman Fernald seconded the motion. Discussion: None

Vote: 5-yes 0-no

PAYABLES - Selectman Moreau moved to approve the bills payable in the amount of \$621,079.94. Selectman Robinson seconded the motion. Discussion: None

Vote: 5-yes 0-no

ANY OTHER BUSINESS

CEDC Updates – John Cleveland stated that a waiver for the driveway entrance at 6 White Oak Hill Road has been granted and needs to be recorded in the registry of deeds to remain valid. The encroachment issue on the rear of the building is in the waiver process, he will check in on the process within the next two weeks. The Committee for the McConaghy property project will give a presentation to the Board on January 14th.

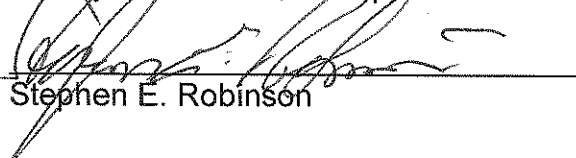
ADJOURN - Selectman Moreau moved to adjourn. Selectman Fernald seconded the motion. Discussion: None

Vote: 5-yes 0-no

Recorded by: Nikki M. Pratt

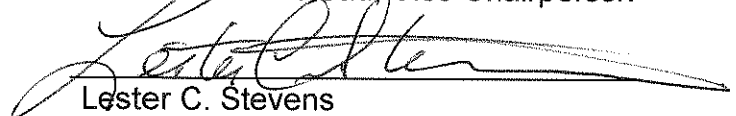
Board of Selectmen

Wendy S. Sanborn, Chairperson



Stephen E. Robinson

Lawrence M. Moreau, Vice Chairperson



Lester C. Stevens

James H. Fernald