

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

**CALL TO ORDER/PLEDGE OF ALLEGIANCE**

Chairman Stephen Robinson called the meeting to order at 7:00 PM with Selectmen Janice Kimball, Stanley Tetenman, Walter Gallagher and Lester Stevens present. The Town Manager was also present.

**EXECUTIVE SESSION: PERSONNEL MATTER**

Selectman Stevens moved that the Board of Selectmen enter into executive session with Rosemary Roy pursuant to Title 1 MRSA Chapter 13 Public Records and Proceedings, subsection 405 Executive Sessions, subsection 6(A) to discuss a personnel matter at 6:30 PM. Selectman Tetenman seconded the motion. Discussion: None

Vote: 5-yes 0-no

The Board of Selectman entered back into open session at 6:45 PM.

Selectman Stevens moved that the Board of Selectman enter into and sign a contract extension for Town Manager Rosemary Roy that states they will have a performance evaluation review on July 2, 2013. Selectman Tetenman seconded the motion. Discussion: The Board feels this is in the best interest of all due to the officer changes that have been made within the Town recently. This will result in everyone being able to have a better understanding of the role of the Town Manager.

Vote: 5-yes 0-no

**MEETING NOTES OF PREVIOUS MEETINGS**

Selectman Kimball moved to approve the meeting minutes of March 20, 2013 as presented. Selectman Tetenman seconded the motion. Discussion: Selectman Tetenman would like page 3 paragraph 3 line 2 to have a period after the word new and start a new sentence with the word it.

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.

- **MDOT** – Selectman Tetenman moved to place the \$2,101 received from MDOT for the taking of property be placed in the road reserve fund. Selectman Gallagher seconded the motion. Discussion: None  
Vote: 5-yes 0-no
- **Fee Schedule** – The consensus of the Board is to withdraw their decision made at a previous meeting to have a public hearing on the fee schedule at the April 16<sup>th</sup> meeting. There are other anticipated changes to the fee schedule that will occur after Town Meeting. The decision to hold the public hearing at a later date would reduce the need to have a public hearing twice within a short amount of time.
- **Joint Services** – There was an article in the Sun Journal stating that Mechanic Falls would like to have Poland take care of their fire and rescue calls. There is going to be a meeting on April 11<sup>th</sup> between the Fire Chiefs from Mechanic Falls and Poland and the Town Managers of both Towns. The Board would like to further discuss the issue at the May 7<sup>th</sup> meeting and would

like to add an agenda item to discuss the joint services for Fire Rescue to the joint services workshop they are holding with Mechanic Falls on May 14<sup>th</sup>.

- Entertainment Permits – After checking with the Town Clerk Judith Akers it has been noted that the Board can give permission for a duly authorized designee to sign the entertainment permits that are renewed. Selectman Tetenman moved to authorize Town Manager Rosemary Roy be allowed to sign any renewal entertainment permits. Selectman Stevens seconded the motion. Discussion: Selectman Gallagher notes that he feels there is an importance to having the entertainment permits come before the Board. He feels this allows the public a chance to bring any concerns they may have forward.  
Vote: 1-yes 4-no (Robinson, Gallagher, Kimball, Stevens)
- Elgen Sweeper - The Elgen Sweeper that has been dormant for years at Public Works is back in service.

Financial Report – Town Manager Rosemary Roy clarified that the Solid Waste overtime line item is over budget due to the fact that the Solid Waste Manager has been attending training courses and meetings that are held outside his regular work schedule. The Board would like clarification as to why Public Safety overtime is running higher than expected.

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

Maine Historic Preservation Commission – The Board would like a letter drafted that states their support of the Poland Spring Inn Properties being considered as a National Historic Place.

MDOT Notice of Taking – RSU #16

Central Maine Power – Notification Correction

State of Maine – Proper Disposal of Household Sharps

## **OLD BUSINESS**

South Village Sewer Pump Stations – This is the final bill for the south village water project. Selectman Stevens moved to authorize the final bill be added to the payables for the next meeting. Selectman Gallagher seconded the motion. Discussion: Selectman Gallagher would like to amend the motion to include that payment is processed only when all work, such as shrub planting, has been completed. Selectman Tetenman seconded the amended motion. Discussion: None

Vote: 5-yes 0-no

Tax Acquired Properties – The consensus of the Board is to have all tax acquired properties looked at by both the Conservation Commission and the Recreation Department to see if they have any use to the Town. The Board would also like to receive a list of all Town owned properties listing the acreage, location and exactly what each property is currently being used for.

Employee Mileage Rate – The consensus of the Board is to have more research done regarding how many miles the Town reimburses for the year so they can see what the monetary impact of raising the mileage rate may be to the Town before they make a decision on raising the mileage reimbursement rate for employees.

FY14 Budget Summary Draft – Selectman Gallagher would like to see an example of the Homestead exemption listed on the bottom of the scenarios to help the public understand the budget better.

## **NEW BUSINESS**

Mortgage Liens – Selectman Tetenman moved to have all mortgage assistance granted through the General Assistance department be followed by a mortgage lien being placed with the Androscoggin Registry of Deeds. Selectman Gallagher seconded the motion. Discussion: None

Vote: 5-yes 0-no

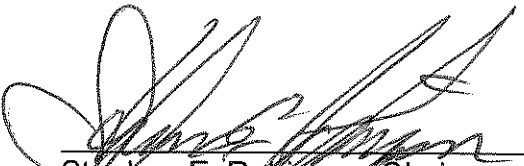
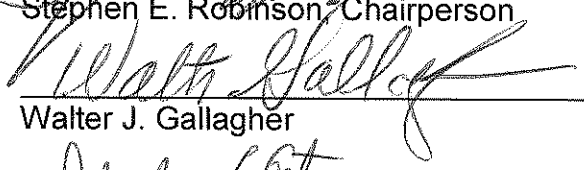
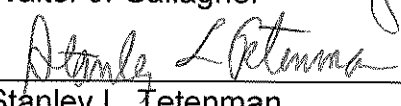
Poland Ongoing Legislative Articles – This list consists of legislative articles that are currently in place and ongoing that the Town needs to follow.

**PAYABLES** - Selectman Stevens moved to approve the bills payable in the amount of \$179,869.84. Selectman Gallagher seconded the motion. Discussion: None  
Vote: 5-yes 0-no

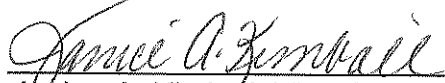
**ANY OTHER BUSINESS**

**ADJOURN** - Selectman Stevens moved to adjourn. Selectman Gallagher seconded the motion. Discussion: None  
Vote: 5-yes 0-no

Recorded by: Nikki M. Pratt

  
\_\_\_\_\_  
Stephen E. Robinson, Chairperson  
  
\_\_\_\_\_  
Walter J. Gallagher  
  
\_\_\_\_\_  
Stanley L. Tetenman

Board of Selectmen

  
\_\_\_\_\_  
Janice A. Kimball, Vice Chairperson  
\_\_\_\_\_  
Lester C. Stevens