

**POLAND BOARD OF SELECTMEN
MINUTES OF MEETING
APRIL 16, 2013**

ORIGINAL

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 James Walker, Jr. present. The Town Manager was also present.

ORGANIZATION OF THE BOARD

Selectman Gallagher moved to nominate Selectman Robinson as the Board of Selectmen Chairman. Selectman Tetenman seconded the motion. Discussion: None

Vote: 4-yes 0-no (Selectman Robinson abstained)

Selectman Tetenman moved to nominate Selectman Kimball as the Board of Selectmen Vice Chairman. Selectman Gallagher seconded the motion. Discussion: None

Vote: 4-yes 0-no (Selectman Kimball abstained)

PUBLIC HEARINGS

Parking & Traffic Control Ordinance – Through Trucking – Selectman Tetenman moved to open the public hearing at 7:05 PM. Selectman Gallagher seconded the motion. Discussion: None

Vote: 5-yes 0-no

Public Input – Citizen Mark Lajoie wanted clarification as to whether or not he can travel a posted road if his business is on a posted road. The citizen has been stopped by authorities twice stating he is not allowed to travel the road because it is posted. Chairman Robinson responded that in the ordinance it clearly states that you may travel a posted road if your business is located on the posted road. The consensus of the Board is to have Town Manager Rosemary Roy contact both the Sheriff and State Police and make them aware of the language in the ordinance relating to the posted roads being traveled by those who own a business on the posted road. Town Manager Rosemary Roy will also be creating a document for all local trucking companies stating which roads are posted and adding the language from the ordinance that allows them to travel a posted road if their business is on the road.

Selectman Tetenman moved to close the public hearing at 7:20 PM. Selectman Gallagher seconded the motion. Discussion: None

Vote: 5-yes 0-no

Selectman Gallagher moved to amend the Parking & Traffic Control Ordinance Appendix A to include Heath Road and Johnson Hill Road as posted roads. Selectman Tetenman seconded the motion.

Discussion: None

Vote: 5-yes 0-no

Dangerous Buildings – Selectman Gallagher moved to open the public hearing at 7:21 PM.

Selectman Tetenman seconded the motion. Discussion: None

Vote: 5-yes 0-no

Code Enforcement Officer Nick Adams – The property at 45 Garland Swamp Road is considered a dangerous building, previous attempts to contact the property owner have not been successful however within the past week the property owner sent an email with a plan of action to the CEO. CEO Nick Adams feels the plan of action is reasonable. Fire Rescue Chief Mark Bosse stated that

the building is a safety hazard and if there is a fire on the premises they will only respond in a defensive operation because of the danger to firefighters to enter the building at this time.

Public Input – Citizen and neighbor Mike Shapiro feels the homeowner will keep his word in his plan of action that he has submitted.

Code Enforcement Officer Nick Adams – The property located at 348 Mechanic Falls Road is considered a dangerous building. It has been abandoned for many years and there are several lien holders on the property. Property owner Carol Brown was served notice of the public hearing by hand. Property owner Christopher Brown's notice was returned as undeliverable to the CEO office.

Public Input – Carol Holland (Brown) states that the property is in foreclosure and is in the hands of the Maine State Housing Authority at this time.

Selectman Tetenman moved to close the public hearing at 7:29 PM. Selectman Gallagher seconded the motion. Discussion: None

Vote: 5-yes 0-no

The consensus of the Board is to have CEO Nick Adams send a letter to the property owners of 45 Garland Swamp Road supporting the plan of action the property owners have submitted. The consensus of the Board on the property located at 348 Mechanic Falls Road is that before more action is taken they would like a clear legal process listed for them to follow. CEO Nick Adams will bring forth the process list when he has it available.

Liquor License – The No Tee Time Pub, LLC – Selectman Gallagher moved to open the public hearing at 7:31 PM. Selectman Walker seconded the motion. Discussion: None

Vote: 5-yes 0-no

No public input or Board discussion. Selectman Tetenman moved to issue a liquor license to The No Tee Time Pub, LLC. Selectman Kimball seconded the motion. Discussion: None

Vote: 5-yes 0-no.

SPECIAL GUEST

Mark Ferguson, Village Kitchen – John Cleveland, CEDC Consultant and Chairman Robinson recognized the Village Kitchen as receiving the 2013 Business Recognition Award for the Town of Poland.

MEETING NOTES OF PREVIOUS MEETINGS

Selectman Tetenman moved to approve the meeting minutes of April 2, 2013 as presented. Selectman Gallagher seconded the motion. Discussion: Change the word "on" to "by" in the third paragraph, second line under the Executive Session heading.

Vote: 4-yes 0-no (Selectman Walker abstained, was not a Board Member on 4/2/13)

APPOINTMENT

Selectman Tetenman moved to appoint Shannon Dalton to the CEDC committee for a term to expire on June 30, 2015. Selectman Kimball seconded the motion. Discussion: The Board feels Ms. Dalton is very qualified. She will be taking the position previous held by Tom Learned.

Vote: 5-yes 0-no

Selectman Tetenman moved to appoint Public Works Director Tom Learned as the Road Commissioner effective immediately with his term set to expire on June 30, 2013. Selectman Gallagher 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.) Citizen Michelle Arsenault would like to see the payables placed back online. The consensus of the Board is that payables will be placed online but any page containing confidential information relating to General Assistance will be taken out prior to them becoming available.

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.

- Tri-Town Food Bank – The BOS authorized a donation in the amount of \$500 from the Hackett Fund to the Tri-Town Food Bank last year and the Food Bank is wondering if the Board would do the same this year. Selectman Gallagher moved to donate \$500 from the Hackett Fund to the Tri-Town Food Bank. Selectman Walker seconded the motion. Discussion: None
Vote: 5-yes 0-no
- Transfer \$500 from the Conservation Commission account to the Trail Committee account - . Selectman Tetenman moved to approve the transfer of \$500 from the Conservation Commission to the Trail Committee account as approved by the Conservation Committee. Selectman Kimball seconded the motion. Discussion: Selectman Gallagher noted that he would like documentation before moving monies.
Vote: 4-yes 1-no (Selectman Gallagher)
- Employee Mileage Reimbursement - The Board previously asked what the estimated increase for the year would be if they increased the mileage reimbursement rate. With current mileage figures it would be roughly an increase of \$500 annually. Selectman Tetenman moved to approve an employee mileage reimbursement increase from 50 cents a mile to 56.5 cents per mile effective July 1, 2013. Selectman Kimball seconded the motion. Discussion: None
Vote: 4-yes 1-no (Selectman Gallagher)

Department Reports

Financial Reports – Selectman Gallagher asked why Public Safety Law Enforcement was showing 96.3% expended. Clarification by Town Manager Rosemary Roy included that the contract has already been paid in full and the small percentage left is their gas expense for the next two months. Selectman Gallagher moved to approve the Financial Report as presented. Selectman Walker seconded the motion. Discussion: None
Vote: 5-yes 0-no

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

RSU 16 Adult Education – Graduation Invitation

FEMA – Floodplain Management

DECD – Amendment Information

Department of Agriculture, Conservation & Forestry Correspondence

Governor LePage – Response to Board's Letter on State Budget

CEDC – Meeting Minutes

Citizen's Correspondence – Regarding Town Meeting

Lewiston & Auburn Railroad Company Groundbreaking Invitation

OLD BUSINESS

Open for Business – John Cleveland is preparing the application form for the Open for Business. The draft has been given to the Board and he will be submitting the final by the May 3rd application deadline. One of the requirements on the application is that there is a chance for public comment to the CEDC and it has to be published in the paper at least ten days prior to the application deadline. As a certified community we would get two signs for the community, be listed on the State's webpage, and also some preferences on grants.

Mortgage Liens – Selectman Tetenman moved to authorize Town Manager Rosemary Roy to sign all Mortgage Liens and Mortgage Lien Notice of Filing for the Town of Poland, effective immediately. Selectman Gallagher seconded the motion. Discussion: None

Vote: 5-yes 0-no

Fee Schedule – Selectman Kimball moved to hold a public hearing for the fee schedule on May 7, 2013 at 7:00 PM. Selectman Gallagher seconded the motion. Discussion: None

Vote: 5-yes 0-no

Citizen Request for Action – Stop Sign – Public Works Director Tom Learned states there are two stop signs already in place at the intersection in question and that the sight is good for both signs.

The consensus of the Board is to repaint the white stop lines and place "Stop Ahead" signs. *Intersection of Johnson Hill*
Town Center Property Process for Sale of House – The consensus of the Board is to have Town Manager Rosemary Roy prepare bid paperwork for the sale of the house. *Roy's Expense + McGowan*

Selectmen Department Visits – For those Selectmen who have not made departmental visits and wishing to do so they may contact the department heads themselves.

NEW BUSINESS

Liaisons – The Board tabled this discussion to the May 7th meeting. They would like to add the Fire Rescue Committee, Dam Committee and the Safety Committee to the listing.

Poland Community School CIP Funds – Chairman Robinson would like the Town Auditor, Ron Smith from RHR Smith & Company to give the Board his advice on how the funds should be used. Chairman Robinson also noted that some of the items on the CIP request are in direct support of the Town and the Recreation Department. The consensus of the Board is to table this item for a future agenda.

Town Hall Rental Use Policy – Selectman Tetenman moved to approve the Town Hall Rental Use Policy as presented. Selectman Gallagher seconded the motion. Discussion: None

Vote: 5-yes 0-no

Hazardous Waste Pick Up Residential Bill – The Board is in agreement to send the Citizen a bill reflective of the over limit amount that was picked up with a payment arrangement.

Proposed Ambulance Service – The proposed ambulance service with Mechanic Falls draft was handed out to the Selectmen. The Selectmen have been asked to email Chairman Robinson with any feedback they may have. This item will be placed on the May 7th meeting agenda.

Abatement – Selectman Tetenman moved to approve an abatement on RE Account 1704 in the amount of \$136.50 due to a homestead exemption being omitted. Selectman Gallagher seconded the motion. Discussion: None

Vote: 5-yes 0-no

PAYABLES – Selectman Gallagher moved to approve the bills payable in the amount of \$803,968.19. Selectman Walker seconded the motion. Discussion: None

Vote: 5-yes 0-no

ANY OTHER BUSINESS

Chairman Robinson would like to schedule a workshop on the Town Manager Review Process for Thursday, April 25th at 6:30 PM.

On May 20th the Library will be having a long range planning meeting.




ADJOURN - Selectman Gallagher moved to adjourn. Selectman Walker seconded the motion.

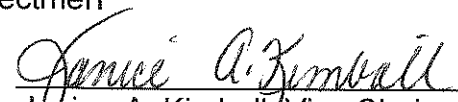
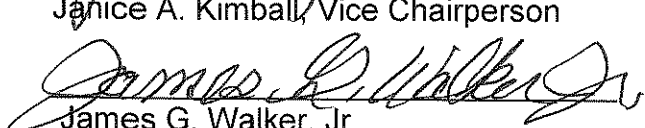
Discussion: None

Vote: 5-yes 0-no

Recorded by: Nikki M. Pratt

Board of Selectmen


Stephen E. Robinson, Chairperson

Walter J. Gallagher

Stanley L. Tetenman


Janice A. Kimball, Vice Chairperson

James G. Walker, Jr.