

**POLAND BOARD OF SELECTMEN
MINUTES OF MEETING
December 3, 2013**

CALL TO ORDER/PLEDGE OF ALLEGIANCE - Chairman Stephen Robinson called the meeting to order at 7:00 PM with Selectmen Walter Gallagher, Janice Kimball, Stan Tetenman and James Walker, Jr. present.

EXECUTIVE SESSION – Selectman Kimball moved that the Board of Selectmen enter into executive session with Judith Akers, Zakk Maher, Cherie Sargent, Leo Ferland and Dave Barrett pursuant to Title 1 MRSA Chapter 13 Public Records and Proceedings, subsection 405 Executive Sessions, subsection 6(D) for Labor Contracts & Negotiations at 6:00 PM. Selectman Tetenman seconded the motion. Discussion: None

Vote: 4-yes 0-no (Selectman Walker was not present during the vote)

The Board returned to open session at 6:45 PM.

Selectman Kimball moved to authorize Acting Town Manager Mark Bosse to enter into an agreement with Eaton & Peabody for hiring a Town Manager. The cost will be \$4,500 plus advertising costs. Selectman Walker seconded the motion. Discussion: None

Vote: 5-yes 0-no

APPOINTMENTS & RESIGNATIONS – Selectman Gallagher moved to table the application for Arthur Berry for the CEDC until the Selectmen Meeting on December 17, 2013. Selectman Walker seconded the motion. Discussion: None

Vote: 5-yes 0-no

MINUTES OF PREVIOUS MEETINGS – Selectman Tetenman moved to approve the minutes from the November 6, 2013 meeting as written. Selectman Walker seconded the motion. Discussion: None

Vote: 5-yes 0-no

Selectman Tetenman moved to approve the minutes from the November 19, 2013 meeting as written. Selectman Walker seconded the motion. Discussion: None

Vote: 5-yes 0-no

RECOGNITION OF VISITORS (A list of visitors who attended the meeting is attached to these minutes.) Citizen Lynda Bedard questioned why a part time employee who does not live in Poland is on the Town Manager hiring committee. Chairman Robinson responded that the committee was made up of two department heads and two community members of the town. Ms. Bedard asked for clarification on whether Selectmen can have contact with Department Heads. Chairman Robinson stated that the Board can only make decisions and give direction when it meets as a Board. All direction from Selectmen must go through the Town Manager.

Citizen Scott Sawyer extended an invitation to the Board to attend the RSU 16 kickoff budget meeting at 6 PM on Tuesday, December 10.

Citizen Wendy Sanborn questioned whether all Board members were current with their FOAA training. Executive Assistant Nikki Pratt will verify all Board members are current. There was discussion between Ms. Sanborn and the Board on whether all documentation has been retained by

all Board members. Ms. Sanborn submitted documentation to the Board of an FOAA request she had received that showed discussions between Board members and other staff outside of meetings.

Citizen Arthur Berry was present urging the citizens of Poland to support the selectmen.

Citizen Michelle Arsenault stated she supports the selectmen but thinks we need to look into a new town attorney because of misguidance they have given the Board.

REPORTS AND COMMUNICATIONS

Acting Town Manager's Report – Written report was submitted to the Board for review.

Financial Reports – Selectman Tetenman moved to approve the Financial Reports as presented. Selectman Walker seconded the motion. Discussion: The Selectmen would like validation that OTHER WAGES in recreation is Julie's pay and that the Town is paying 100% of that this fiscal year. Vote: 5-yes 0-no

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

Androscoggin Sheriff's Office – October Report

O'Donnell & Associates – Assessor's Report

Town Clerk – Recall Information Timeline

OLD BUSINESS

Approval of CEDC Bylaws – Selectman Tetenman moved to approve the CEDC bylaws as presented. Selectman Kimball seconded the motion. Discussion: The Board discussed whether they should have information in the bylaws about the application for membership going before the CEDC before going to them. It was agreed to strike this information and look into amending the Governance policy to state that it is encouraged for applicants to attend a committee meeting prior to applying for membership to the committee. Selectman Tetenman moved to amend the motion to accept the bylaws with the changes noted. Selectman Kimball seconded the motion. Discussion: None
Vote: 5-yes 0-no

WMEDC Partnership Proposal – Glen Holmes from Community Concepts was present. WMEDC was contacted a few months ago by the CEDC to see what they offered for interim services. WMEDC stated they would work with the CEDC to put together a plan to move forward in bringing businesses into the town for 90 days at no cost to the Town. The Board decided at the November 19th meeting to accept the partnership for 90 days.

Town Email Addresses for Selectmen – Discussion determined that more information is needed before moving forward with this item.

Charter Commission Order – The consensus of the Board was not to move forward with a Charter Commission Order at this time.

TIF Management – The consensus of the Board is to have the written documentation regarding TIF management present for the next Board meeting.

NEW BUSINESS - None

PAYABLES – Motion by Selectman Gallagher to approve the bills payable in the amount of \$1,763.03. Selectman Walker seconded the motion. Discussion: None
Vote: 5-yes 0-no

Motion by Selectman Tetenman to approve the bills payable in the amount of \$161,883.03. Selectman Gallagher seconded the motion. Discussion: None
Vote: 5 -yes 0-no

Motion by Selectman Kimball to approve the bills payable in the amount of \$1,991.21. Selectman Walker seconded the motion. Discussion: None
Vote: 5-yes 0-no

ANY OTHER BUSINESS

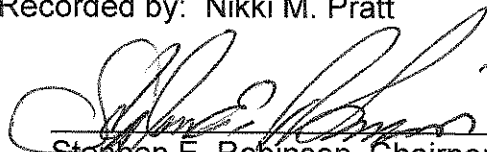
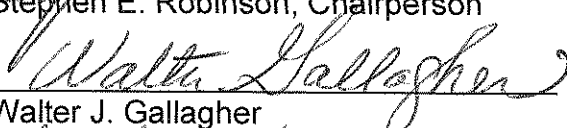

Selectman Kimball moved to approve the disbursements for A.B. Ricker Memorial Library from the HM Payson Investment Account in the amount of \$6,120.00. Selectman Walker seconded the motion. Discussion: None
Vote: 5-yes 0-no

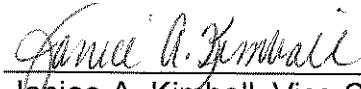
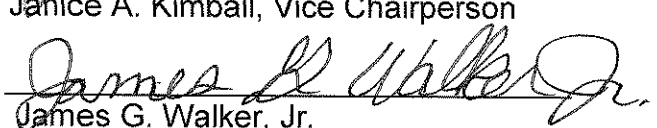
Selectman Kimball moved to authorize Dan Lay from HM Payson to discuss the investment policy with the town attorney. Selectman Tetenman seconded the motion. Discussion: Selectman Gallagher stated his recollection of the last meeting with Dan Lay was that he would provide a draft to the Board for review before going to the attorney.
Vote: 0-yes 5-no

ADJOURN – Selectman Tetenman 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.