

**MINUTES
TOWN OF ST. ALBANS
SELECTMEN MEETING
MONDAY, DECEMBER 30, 2019**

6:00 P.M.

Present: Horam Weymouth, Chairman
 Todd Brown, Vice Chairman
 Peter Denbow
 Richard Fisher, Town Manager

Call to Order

Pledge of Allegiance was Recited

There was a moment of silence in Memoriam for Planning Commission Member Brian Steinwand

Public Forum

There was no public comment

Minutes for Selectmen's Meeting Held on November 25, 2019

Motion by Vice Chair Todd Brown motioned to approve the minutes of the Selectmen's meeting held on Monday, November 25, 2019 with revisions proposed by Chairman Weymouth. Seconded by Chairman Weymouth Vote:3-0

Old Business

A. King Property Update

Manager Fisher met with the potential buyer for the property a week earlier and reviewed a letter from her lawyer to the property owners. The purpose of the letter was to determine if there was progress on eliminating liens on the property. She was concerned that the letter was a month old and there had been no response from the current owners. Manager Fisher requested the CEO contact the property owners or their daughter and provide a status. Today Manager Fisher received a copy of a letter from the property owners to counsel representing two lien holders requesting the liens be waived.

- B. Old Wing Road** Manager Fisher provided the Selectmen on the current status of the legality of plowing. Maine Municipal legal department responded to his email and recommended the town research whether there is a public right of way on that section of road that is in dispute. The legal department opinioned that a public right of way would be fine for plowing but a private lane would not be allowed, that the property owner has no legal right or vested right.

Road Commissioner Snowman was recognized and discussed the elongated cul-de-sac and the narrow width of the driveway being impediments to being able to plow the lane.

Chairman Weymouth requested that the administration keep working to get answers on the lane's public/private status and provide an update at the next meeting.

- C. **MMSWA** Manager Fisher advised that Board that both he and Chairman Weymouth attended the monthly meeting and that there are now three options for payment. They are proposing a 10% increase with no reserves, a 6% increase offset by the use of some reserves, or a 5% increase and using more reserve funding to balance it out.

Chairman Weymouth opined that based upon the history of that Board, a 5% increase would be grudgingly accepted. There was a general discussion on the cost and use of the transfer station, The Board directed Manager Fisher to keep the budget at 10% for now. Chairman Weymouth requested Manager Fisher look into curbside waste disposal.

New Business

- a. Town Report- Printing Estimates

Manager Fisher reported on the estimates for the Town Report. There were three estimates but the low estimate was our vendor last year and limited us to 98 pages, which required smaller font sizes and that resulted in complaints from the citizens. In order to avoid a repeat, requested a fourth estimate so that we would have three estimates with no page restrictions.

Kelly Printing Newport	100 Pages maximum allowed	\$1,162.55
Dexter Print Shop & Design	2-week turn-around	1434.50
Bromar Printing Skowhegan	w/coil binding	1449.00
Full Circle Printing		1510.04

Motion by Peter Denbow to award the Town Report printing to Dexter Print Shop and Design
Seconded by Todd Brown 3-0 All in Favor

- b. Update on Homestead Exemption Refunds – State Treasurer Office/Auditor

Manager Fisher reported to the Board that the matter has been resolved. Our Admin Assistant prepared the requested documents, had them reviewed by the Assessor, and then sent them to the State Treasurer's Office who acknowledged by email that they were acceptable.

- c. Gatekeeper – Dam at Big Indian Pond – Manager Fisher advised that Brian Steinwand was the gatekeeper for the pond and with his passing we will need a new gatekeeper. There was a general discussion on this subject. Manager Fisher was directed by the Selectmen to get more information and locate the gate key

Road Commissioner Report

Road Commissioner Brady Snowman reported on the plowing and sanding on the road. He expressed concern about the quality of the sand that was purchased under contract. The sand is too fine and has too high a percentage of other soils mixed in to be effective. After an in depth discussion the Selectmen agreed in principle that a standard should be developed for the sand. Chairman Weymouth asked about the quantity remaining and the Road Commissioner replied that it was about half full. Selectman Denbow suggested the town file a complaint with the vendor on the poor quality of the sand.

Road Commissioner plans to develop a standard for the sand and to inspect the source. Seth Snowman commented on the poor quality and testing for accountability, that using gradation and testing is an excellent way to keep the vendor honest. The discussion continued for a period of time with no decision made.

Road Commissioner Brady Snowman requested the town obtain a credit card for the purchase of tools. He explained he could save the town money by making purchases at places with lower prices.

Committee Reports

Fire Department

Manager Fisher reported on the Fire Department Committee meeting. He reported that the Fire Committee meeting focused on the SOP and Job Descriptions and then also the budget.

Manager's Report

Manager Fisher requested that the Board approve credit cards for the office and for public works. There was a discussion about policy and use. Road Commissioner Snowman requested keep the card on his person. Manager Fisher preferred to have the card signed out.

Motion by Peter Denbow for 1 account with two cards, one for the Town Office and one for the Road Commissioner, not exceed five thousand dollars. Seconded by Hiram Weymouth. 3-0 All in Favor.

Downed electric pole on a property on Grant Road. The owner is on social security and has no money to repair it and it is a dangerous condition. She may not qualify for grant assistance. Manager Fisher is working on a solution.

Manager Fisher advised the Board about a phone incident with Funeral Director Phil Brown who is upset over a burial that didn't quite go as smooth as he would like. Manager Fisher advised the Board that there could be more to this story in the near future.

Budget Discussion

Manager Fisher reported that he made the changes to the budget as per the previous meeting. He discussed his philosophy of raising pay across the board in order to get the salaries closer to the median income for those positions, as per Maine Labor Statistics. There was a general discussion and there was no conclusive agreement to follow Manager Fisher's recommendations. There are other considerations other than salary that was pointed out to Manager Fisher by individual selectmen. All agreed there is a difference of opinion on this and it will require more information and discussion.

Manager Fisher guided the Board line item by line item through the entire budget. Highlights of the discussion was the increase requested by Irving Tanner Community Center, Capital Reserves, and

Increase the amount from 2750.00 to the requested \$3500.00 for the ITCC

After a long discussion the Board recommended \$20,000 to Reserve Fire Hall and \$30,000 to Reserve Public Equipment in addition to the \$35,000 already designated to that line item will be an increased total of \$65,000.

The Board requested the following changes:

1. E42 25 Supplies and Equipment – place note under the correct line item
2. E42-30 Contractual – Typographical error shows \$14,000 – correct to \$1,400.00
3. E42-05 Physical Exam – Correct Budget Change Column to show reduction
4. E42-26 Firemen Pay Compensation – from 8,600 to 7,000 (Firefighters also approved to receive \$1.00 per hour increase in salary.)
5. E43 Road Supplies, Equipment - Increase by \$6,000 to cover the cost of the plow (insurance payment received in 2019 for the cost of the plow)
6. E43 Chloride – Reduce amount by \$1,100 due to non-use of material
7. E46 Public Service – Increase from \$2750 to \$3500.00 for ITCC
8. Capital Reserves - \$20,000 to Fire Hall Reserves and \$30,000 to Public Equipment

Executive Session

Motion by Peter Denbow at 8:55 PM to go into executive session under MRSA 405 6 A for personnel- salaries.
Seconded by Todd Brown. 3-0 All in Favor

Motion by Peter Denbow to make the following 2020 payroll adjustments: 3.0% increase to Administrative Assistant, 3.0% increase to the bookkeeper, 3.0% increase to Laborer no. 2, 1.5% increase to Laborer no. 1, 1.5% increase to the Town Clerk, \$1,00 and hour higher salary to the janitor (new Minimum wage). Seconded by Hiram Weymouth
Vote: 3-1 Denbow, Weymouth in favor, Brown opposed.

Motion by Peter Denbow at 9:15 to end the executive session and adjourn the meeting. Seconded by Hiram Weymouth.
All in Favor.

Hiram Weymouth, Chairman

Todd Brown, Vice Chairman

Peter Denbow, Selectman

