

## SELECTMEN MEETING MINUTES

**March 3, 2016**

**PRESENT:** Board of Selectmen: Scott Littlefield, Dan Gay, Jarod Harriman; Treasurer/Selectmen Clerk Angela Cushman, Fire Commission members: Jim Roberts, Paul Reynolds, Amos Gay

**ABSENT:**

**OTHERS PRESENT:** Lyman Select Board: Nancy Harrison, John Tibbetts, Jeff Demers, John Houy, Fire Chief Rod Hooper, Fire Commission members: Wendall Smith, Don Hernon, Chris Boyden

**ADMINISTRATIVE:**

*Selectmen Scott Littlefield declared the meeting at 6:00 PM.  
Selectmen approved agenda.*

**NEW BUSINESS:**

1. Funding Department Funding Formula. Jarod Harriman presented the Funding Formula Research & Analysis document. A discussion was held on charging automobile insurance companies for items such as jaws of life, traffic control, guardrails, etc. A consideration might be just charging non-residents. Some towns are already charging insurance companies. Another discussion was held on regionalization. Rod Hooper mentioned in recent meetings with other Fire Chiefs that the issue comes to how to fund the regionalization. The metrics presented showed that the split between the two towns is 70% Lyman and 30% Dayton. The split right now for the budget is 50%/50% split on operation and 60%/40% split on personnel. John Houy asked whether the budget is sustainable. The response was the budget does need to be scrutinized and should be aligned with surrounding towns. Changing the funding formula to a 70%/30% would be a significant increase for Lyman. A discussion was held on how to possibly move to this new split.
2. Clarify Roles & Responsibilities. Jeff Demers communicated that David Ordway, Dayton Attorney, voiced that he was concerned about the number of amendments to the Interlocal Agreement. Section 4.3 Financial Procedures Treasurer, 3.4 a, #5 allows the Joint Board to approve the acquiring of supplies and equipment. By statute payroll has to be signed by the Board of Selectmen. Rod Hooper provided examples of when he has obtained competitive bidding for items like a generator and snow blower and obtained approval from the Fire Commission. A suggestion was that for any items not budgeted should be approved by the Select Boards. Don Hernon suggested that Interlocal Agreement give the Fire Commission the authority to maintain a Personnel Policy for the Fire Department referencing section 6.1. John Houy voiced his concern that we have moved to a separate entity vs. a department of the two towns. Paul Reynolds stated there are certain items in the Fire Department personnel policy that are specific to fire department employees. John Tibbetts voiced a concern about the Select Boards not being

involved sooner in employee issues. Discussion was held on communicating more to the Select Boards. Dan Gay suggested that maybe a Select Board member from each town attend Fire Commission meetings. John Houy voiced his concern about section 3.4 A, #10 stating the Fire Department having their own policies and procedures outside of the Towns'.

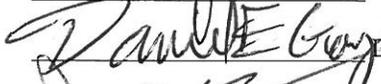
3. Personnel Policy. Paul Reynolds stated as a police officer in Saco there was an overall City of Saco Personnel Policy and the Saco Police Department have their own. The police policy did not exceed the city policy. The Fire Commission members suggested that a separate personnel policy is maintained for the Fire Department.
4. Schedule a Joint Meeting to approve a personnel policy and funding formula for the fire department Wed., April 6<sup>th</sup>, 6PM, Dayton.

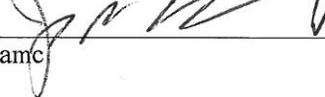
**ADJOURNMENT:**

Dan Gay made a motion to adjourn the meeting at 8:00 PM; 2<sup>nd</sup> Jarod Harriman.  
Passed 3/0.

\*Minutes may not be verbatim they may have been paraphrased for clarity.

  
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Scott Littlefield, Chair

  
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Daniel Gay

  
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Jarod Harriman

amc