

SELECTMEN MEETING MINUTES

May 20, 2013

PRESENT: Board of Selectmen: Ted Poirier, Gerry Taylor, Scott Littlefield;
Treasurer/Selectmen Clerk Angela Cushman, CEO Jim Roberts

ABSENT:

OTHERS PRESENT: John Gay

*Selectmen Ted Poirier declared the meeting open at 18:00.
Agenda approved by Selectmen.*

EXECUTIVE SESSION:

APPOINTMENTS:

OLD BUSINESS:

1. Lawn mower/field lease agreement/account for future. **Scott Littlefield made a motion to purchase a 54 inch Kubota zero turn for \$5,000 from Wescott; 2nd Gerry Taylor. Passed 3/0.** The Little League will be contributing \$2,000 to the purchase of the lawn mower. Angela Cushman to schedule Brian Pellerin to discuss a field lease agreement.
2. Request from resident re: driveway & drainage. Mike Souliere will contact resident and report back to the Selectmen on any recommendations.
3. Photocopier. Angela Cushman to schedule BEU to attend next Selectmen meeting.
4. Annual Town Meeting Warrant Articles. Selectmen reviewed and discussed the Warrant Articles for the Annual Town Meeting. The Selectmen requested the Treasurer to prepare a report that outlines the increases that will be handed out at Town Meeting. Once approval is received from the Town Attorney, David Ordway, the Selectmen will sign off and will submit to print with the Annual Town Report.

NEW BUSINESS:

1. Annual Town Report. Once the Warrant Articles are finalized the annual town report will be submitted to print.
2. MuniPay. The Town is looking at different options to allow residents to use either debit or credit at the Town Office when doing business. MuniPay is an electronic payment processing solution that we could offer to residents at no cost to the town. A fee of 2.5% or \$3 minimum is charged to the resident when using a debit or credit card. The town would receive at no cost a card

reader. To process a debit/credit transaction we would access MuniPay through a secure website, process the transaction and then enter the payment into TRIO. MuniPay offers three options: in person, online or over the phone. The online option allows for debit, credit and electronic check (a \$1.50 charge). With the online option residents would access our town website. Paying real estate or personal property could possibly be an item that we could offer through the online option. TRIO several months ago offered a debit/credit option. The TRIO option would however cost the town approximately \$500 for the first year for installation and then cost each year for maintenance. Office staff will continue to look at options and make a recommendation to the Selectmen.

3. Dog licensing through InforME. Towns can offer to residents to renew dog licensing online through the Maine.gov website. Through this option the municipality continues to receive its portion of fees and will receive a list from the State to issue dog tags to the dog owner. There is no cost to the Town and the resident can use a credit card to renew the dog license. The Selectmen agreed to sign up for this service.
4. Angela Cushman, Treasurer, discussed with the Selectmen adding the Deputy Treasurer, Yvonne Shaw, to the bank's signature card. The Selectmen were in agreement.

PUBLIC FORUM:

Gerry Taylor raised a concern from a resident about the Courier being delivered in driveways vs. the mail. The resident asked why the town was allowing newspapers to be littered in driveways. At times the newspapers are piling up in driveways and are an indicator that no one is home. After some discussion with those present it was determined that some households are receiving the Courier through the mail service and others it is being thrown into their driveways. The Selectmen agreed that if the Courier cannot be delivered in a box than it should not be delivered at all. Gerry Taylor will contact the Courier about having the Courier delivered through the mail service and will send an email to the other Selectmen on the outcome.

Jim Roberts informed the Selectmen that a request has been made for "a no action letter" on a house that was built 20+ years ago so that a real estate closing can occur on Friday for a property in town. The mortgage company has noted that the house is too close to the property lines. Gerry Taylor asked if they are looking to buy adjacent property. Jim stated he doesn't think they can because the houses are all so close together in that area. The setbacks are 50 ft. and the house is at 45 ft. The buyer will still have to request a variance through the Zoning Board of Appeals. Jim stated that a letter of no action is not binding and that I am not going to shut them down. The letter of no action is tied to Jim as long as he is CEO. If Jim were to leave the next CEO could require them to tear it down. A variance would be good forever and would be recorded with the registry of deeds. If the buyer were to ever sell the next mortgage

company may not accept a letter of no action. Ted Poirier asked what the chances of this buyer receiving a variance. Jim stated more than likely as the house was built over 20 years ago and was built in good faith. Gerry asked to see the property map and after review noted that the front of the house meets the setback requirement and there are no other infractions other than the one side not meeting the setback requirement. Jim stated there are several sheds that will be moved. A letter of no action is issued by the CEO and does not require Selectmen approval.

CORRESPONDENCE:

Maine Human Resources Manual
Efficiency Maine Municipal Insert Offer. The Selectmen discussed and decided to add to tax bills.
Southern Maine Regional Planning Commission
Application for Budget Committee. Angela Cushman will schedule the applicant for a future Selectmen meeting.
Training Opportunity for Planning Board & ZBA
Thank you note Saco Meal Program & Stone Food Pantry
State Police Service Calls

SIGNED:

1. 05/23/13 A/P Warrant
2. 05/23/13 P/Y Warrant
3. 05/23/13 GMFR P/Y Warrant
4. Time off request

OUTSTANDING ITEMS:

1. Reducing speed for Rt 5 – Jim Roberts
2. Hollis Rd – shouldering & tree trimming
3. Union Falls Rd (at the end) – paving by Dayton Sand & Gravel

ADJOURNMENT:

Scott Littlefield made a motion to adjourn the meeting at 19:40.

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

_____ Ted Poirier, Chair

_____ Scott Littlefield

_____ Gerry Taylor