

Board of Selectmen

Charles R. Cunningham, Chair
Steven Lewis, Vice Chair
Douglas Burnham
Stephen W. Ham
Dale Harmon

Town Manager

James D. Chaousis II



**Town of Boothbay
Board of Selectmen Meeting
Monday, December 12, 2012
7:00 PM
MINUTES**

1. **Call Meeting to order:** Chairman Chuck Cunningham called the meeting to order at 7:00PM. **Present:** Charles Cunningham, Steven Lewis, Douglas Burnham, Stephen Ham, Dale Harmon and Town Manager, James Chaousis II
2. **Pledge of Allegiance**
3. **Approve minutes:** Steve Lewis made a motion to approve the minutes of the 11/26/2012 meeting as presented and Dale Harmon seconded the motion. **Vote: 5-0 in favor.**
4. **Don Talbot – Berry, Talbot, Royer, Town Auditor:** Don Talbot and associate Margarita were present to talk about the town's recent audit. Mr. Talbot presented the Selectmen with an overview letter summary report and reviewed a lot of the reports, charts and exhibits in a power point presentation explaining how the auditors do their audit and where the figures come from and how they flow from one form to another. He reviewed the revenues and income. The income was down this year as excise tax had been over budgeted and there is no surplus as money was taken from undesignated funds. The good news is that the town has a collection rate of 97.2%. The undesignated funds balance is way too low and needs to be increased. It should be around 1.5 million. The auditors then went through their recommendations and suggestions. They said control and accountability starts at the top down. They made recommendations concerning the community resource accounts, keeping track of check sequence numbers on warrants, segregation of duties as much as possible and a few other such things which can be fixed with a few policy and procedure changes which Mr. Chaousis said he is already working on.
5. **Jon Ziegler, Boothbay Region Water District Manager and Kristen Hebert, Maine Rural Water Association:** Mr. Ziegler explained that the Southport Water System Trustees have been the Selectmen since 1921 which creates a problem since the Boothbay Region Water System does not allow any Municipal officials to hold office as a Water System trustee. The Water system would like to hold an election in all three towns asking to allow municipal offices to run for trustee positions. The cost of the elections will be reimbursed by the Water District. Originally this was supposed to be part of the question that was on the ballot in

November asking if the water systems should merge but it came back as two separate elections instead of one. All three towns would have to say yes in order for it to pass. Steve Lewis made a motion for the Selectmen to sign *an Order of the Board of Selectmen of the Town of Boothbay for Referendum Vote and Public Hearing Pursuant to 30-A MRSA Section 2528(5) and P&S Law 2012, CHAP. 25*, and Dale Harmon seconded the motion. **Vote: 5-0 in favor.** The Election be held on February 26, 2013 and the Public hearing will be held on February 11, 2013

6. Reports:

- a. **Fireworks discussion:** Tom Nickerson took exception to Mrs. Doar's comments at the last Selectmen's meeting about his willingness to restrict use of fireworks and to be neighborly. He sent written comments to the Selectmen and spoke with several of them. The Selectmen said they feel this seems more like a neighborly dispute than a fireworks dispute.
- b. **Boston Post Cane:** Still no final decision on this, but Mr. Chaousis said he now has a couple of names he feels could be the person to who this should be given.
- c. **MMEHT rates:** There is a 7.5% increase in the employee health insurance cost this year. Chuck Cunningham said he would like to see how this compares to other insurances.
- d. **St. Andrews Task Force:** The Position papers are now on the website. The closure date for the Emergency room has now been changed from April first to October first.
- e. **Comprehensive Planning Committee:** They are looking at Sub-committees, will be meeting with schools, educators, etc. and making public announcements.
- f. **Dept. Head Meeting:** PWD – making truck repairs and doing cutting and road side work. Assessing – working with local businesses with the Bette-Better forms, which is a state program for tax reimbursement. CEO- Dan has finished all his testing and Lori has also completed all her testing and is almost finished with her licensing as well. Business Office – getting ready for the automatic foreclosures later this month.

7. Old Business:

- a. **Bike-Ped Plan:** Bob Faunce was in to talk about this plan. Mr. Faunce talked about Map 21 and a new federal highway bill that will change highway funding in Maine. Steve Lewis made a motion to approve the Bike-Ped Plan that was presented by Mr. Faunce and Dale Harmon seconded the motion. **Vote: 5-0 in favor.**
- b. **Spirit of America Award:** Steve Lewis made a motion to adopt the resolution giving this year Spirit of America Award to the St. Andrews Task Force members and Dale Harmon seconded the motion. **Vote: 5-0 in favor.** The resolution does not list all the names as it was impossible to get them all on one page. Many copies of the resolution will be made and every effort will be made to give a copy to each member.

- c. Comprehensive Plan Consultant Search:** Only one proposal was received, it is a creation from three different companies together. The proposal is from Planning Decisions, Inc. The committee is comfortable with the proposal and would like to go with it. Steve Lewis made a motion to authorize the Town Manager to enter into negotiations with Planning Decisions, Inc. for the purpose of creating a comprehensive plan for the Town of Boothbay and Dale Harmon seconded the motion. **Vote: 5-0 in favor.**

- 8. New Business: Town Manager Compensation:** Steve Lewis made a motion to set the Town manager compensation at \$68,000 after favorable review and Dale Harmon seconded the motion. **Vote: 5-0 in favor.**

- 9. Public Comment:**

- 10. Review Warrants and sign:** Steve Lewis made a motion to review the warrants and sign them and Dale Harmon seconded the motion. **Vote: 5-0 in favor.**

- 11. Adjourn:** Doug Burnham made a motion to adjourn the meeting at 9:10PM and Dale Harmon seconded the motion. **Vote: 5-0 in favor.**