

**Selectmen's Meeting Minutes**

**Date:** 28 January 2008

**Agenda:** Treasurer's Report & Warrant Articles #14

- Honor's Garden Fund
- Public Health Officer Interview
- Mini Pumper Truck Grant
- Basement Storage Update
- Town Report Dedication
- Add Additional Capacity to new Copier
- Plan for Purchasing New Computer
- Appeals Process review
- Other
- Mail
- Meeting Minutes

**Attendees:** Selectmen (TS) – Larry Wilson

Sukey Heard  
Michele Gaillard

Treasurer – Ray Paradis  
CEO – Mike Kreindler  
Public Health Officer Applicant – Pauline McLuer  
Public Health Officer – Millie Stafford  
Fire Chief – Chris Cummings

**Attachments:** A. Warrant Article #14

- B. Proposed Arrowsic Town Hall Basement Shelving
- C. Town of Arrowsic Notice of Violation/Order for Corrective Action

Larry called the meeting to order at 6:00PM.

**Warrant Articles & Treasurer's Report**

- Warrant #14, attachment A, accepted and approved as submitted.

**Honors Garden Fund**

- Larry offered two schools of thought. The first one is to make a town account for the funds donated for the honors garden that Ray would track as money received by the town. Or, the second option which was is have the donations go to the Properties Committee and controlled by the committee members involved in the honors garden.
- Ray would prefer that the donations be handled by the committee if the amount is going to be less than \$500. Michele felt the donations should be accepted and tracked through the town account.
- Millie said the Property Committee will meet to discuss how they think the honors garden funds should be handled.

### **Public Health Officer Interview**

- Pauline McLuer and Millie Stafford met with the Selectmen to discuss the responsibilities and requirements of the office of Health Officer. The state and EMA have introduced training and workshop as requirements for this position that Millie is not in a position to attend. TS thanked Millie for all her many years of support to the town as the Public Health Officer. TS envision a joint effort between the Public Health Officer and LEMA Director, Ruth Fatscher. TS approved Pauline's appointment as Public Health Officer and Heather swore Pauline into office. Heather will notify MMA and Larry will call Ruth so she can notify LEMA of change in officers.

### **Mini Pumper truck Grant**

- Chris asked TS if they would support his pursuit of a two-hundred thousand dollar, \$200,000, grant to purchase a new mini pumper truck which would cost the town a maximum of \$5000. TS unanimously agreed to permit Chris to apply for the grant.
- An article will be added to the next town meeting warrant to deduct ten thousand dollars, \$10,000, from the Fire Department capital improvement fund in the event the grant is awarded to the town.
- Another article will be added to the next town meeting warrant to deduct five thousand dollars, \$5,000, from surplus to the Fire Department Capital Improvement Fund.

### **Basement Storage Update**

- Mike provide a sketch of three concepts for storage shelving with bins for the basement in the town hall, see attachment B. He described the advantages and disadvantages of each option shown in the sketch. Each of the three options allows for 32 file boxes. TS wish to maximize the storage space to allow for future growth. TS selected option one which allows for maximum storage and option three for the future if additional storage area is needed. The taller shelving units shown in option one will be secured to the back wall and overhead to prevent tipping.

### **Town Report Dedication**

- TS unanimously decided on a resident they feel the town report should be dedicated to in 2008. They will ask Nancy Brown Stump to write the biography.

### **Add Additional Capacity to New Copier**

- Three options were discussed:
  1. Purchase a dongle for the existing copier.
  2. Exchange the new copier for a copier that already has a dongle.
  3. Connect computer received from the state to the existing copier.
- TS will consider all three options before making a decision.

**Plan for Purchasing New Computer**

- A new computer will cost approximately twelve-hundred dollars, \$1200, and it will require Microsoft Office and Publisher software as well as peripherals that allow for additional memory capacity to allow for photos of town properties.
- Larry will research options for hardware and software that provide for all the requirements the town will need in a new computer.

**Appeals Process Review**

- Larry met with Susan Elkin Wednesday, January 23 2008, and outlined what he believed to be the correct processes one would follow to request an appeal to a notice of violation. His description – meeting with Zoning Board of Appeals, then going to civil court or coming to a consent agreement with the Selectmen/Town was correct. The resident is to choose one of the options within the timeframe outlined in the notice of violation.

**Other**

- Larry will call Mark Geiger and ask him to come to the next Selectman's Meeting to speak to them about the current status of the Zoning Board of Appeals.
- After receiving a response from Eliot Field regarding the multiple dwellings on an undersized lot ordinance as it relates to Susan Elkins property and discussing the matter with the Selectmen Mike proceeded to serve Susan Elkin with a Notice of Violation on 18 January 2008, see attachment C.

**Mail**

- Property owner Edwards offered her waterfront property (corner of Steen and Bald Head) to the town for fair market value. Sukey will email owner to let her know that the town does not have funds available to accept her offer.
- Larry will send a copy of the Arrowsic Property Taxpayer List to Sharon Drake Realty now that the check for the fee has been received.
- An invoice and information requested were sent to American Flood Insurance Co. No monies have been received from them to date.
- MMA Insurance – value of town owned buildings will be increased to reflect the current value.
- Thank you letter from Nancy Brown Stump, dtd 12 January 2008.

**Meeting Minutes**

- MM for 14 January 2008 approved as amended.

Larry adjourned the meeting at 9:10 PM

Respectfully submitted by,

**Heather K. Baker**

Heather K. Baker, Town Clerk