

Arrowsic Selectmen's Meeting

July 11, 2016

Present: Sukey Heard, Bill Savedoff, Michele Gaillard, Mary McDonald, Gretchen MacLeod

**Treasurer's Report and Warrant:**

Warrant #1 (\$109,788.91) was reviewed, approved, and signed. Mary reviewed several open items including some changes to the scholarship funds account, the notification from Sagadahoc County of Arrowsic's share of total County debt (\$132,000), the information needed for the upcoming audit, and some information that Mary is compiling to bring our Interim Fire Chief up to speed with his budget and vendor relationships.

**Minutes:**

The Selectmen approved minutes from their 6/27/16 meeting, as written.

**Town Clerk's Report:**

Gretchen attended and reported that Sarah Mancini had been sworn in as Animal Control Officer. Our ballot box was returned by State Police following the vote recount in the 1<sup>st</sup> Congressional District Republican primary race between Mark Holbrook and Ande Smith. Gretchen commented that, interestingly, the seals had not been broken on the box. She also discussed the work that Amy Smith, the Registrar, is doing to synchronize the information in Arrowsic's paper voting files with that on the computer-generated list from the State. She also told us that the State is working on a program to scan a bar code for each voter at each election to develop a voter participation history.

**Fire Department:**

The Selectmen discussed the need to move forward in finding a permanent replacement for Chris Cummings now that Dale Carlton has stepped in as interim chief. Sukey indicated that she has been contacted by two people expressing interest in the position. The Selectmen discussed the positive aspect of taking some time during this period to get a better handle on Fire Department policies and procedures, inventory, budget, training needs, etc., which was one of the recommendations of the Long Range Planning Committee. Bill will work with Dale to get him an appropriate computer, either a laptop or PC, for his Town work.

**Town Clerk:**

The Selectmen discussed a plan for finding a replacement for Gretchen when she steps down in November. Sukey has spoken with Town Clerks in other towns and the fact that many of Arrowsic's procedures are not computerized has been mentioned as a drawback to recruiting someone with experience. For someone without experience, there is a lot of training required that means numerous out of town trips. Bill is working on an updated job description, which will be posted on the website, and plans to send several emails to inform the Town of the position vacancy.

**Local Health Officer:**

We have had two fantastic candidates come forward and express interest in this position. The Selectmen discussed the major aspects of the position: liaison with State agencies, on call for local health emergencies, proactive on public health issues, and potentially part of Town's emergency

management team. We will continue to refine our needs in this area and expect an appointment soon.

**Recycling/Solid Waste Contract:**

The Selectmen reviewed the contract, provided by the Recycling/Solid Waste Committee for R.C. Rogers & Sons to provide removal services to the Town for 1 year at a cost of \$500 per month for garbage and \$900 per month for recycling. We are presently in a 3-year contract with Casella/Pine Tree Waste for disposal (tipping fees). The contract was moved, approved and signed. The Selectmen discussed the need to get the fee information for the upcoming year prior to setting the annual budget.

**Constable:**

By State law, the Town needs a constable to enforce municipal ordinances. This job was formerly held by Chris Cummings. The responsibilities are not onerous and Sukey has two candidates in mind with whom she will discuss their interest and availability.

**MDOT Road Assistance Certification:**

This is an annual form that must be filed with the MDOT that lists the annual roads-related capital projects undertaken by the Town for which we receive MDOT funds. In our case, we reported the paving of .1 mile of Sirois Road at \$14,750 and 2,300 feet of Old Stage Road at \$37,553.

**Mail:**

- A copy of a letter from our Codes Enforcement Officer to a property owner, outlining the successful resolution of several violations.
- A voting ballot from MMA for Vice President and 3 Executive Committee Members. All elections were uncontested.
- We received our certificate of membership in the MMA Property/Casualty Pool.
- RSU1 sent a notification of our annual assessment for academic year 2016-2017 at \$507,962.

Meeting adjourned at 8:30 pm

Respectfully submitted,  
Michele Gaillard