

Arrowsic Selectmen's Meeting

June 27, 2016

Present: Sukey Heard, Bill Savedoff, Michele Gaillard, Mary McDonald, Ken Gunston

Treasurer's Report and Warrant:

Warrant #24 (\$5,754.25) was reviewed, approved, and signed. Mary reviewed the engagement letter sent by Purdy Powers to act as our auditors for fiscal year 2016-2017 at same price as last year. Selectmen voted to authorize Mary to sign on behalf of the Town. Discussion of the paving currently in the works by Crooker & Sons at Sirois and Old Stage roads. Discussion of purchase of accounting software (Sage 50C Premium) for Mary's new laptop, which will be purchased in August but the expense accrued to 2015-2016. Discussion of other end-of-fiscal-year accruals.

Minutes:

The Selectmen approved minutes from their 6/13/16 meeting as amended.

Town Clerk's Report:

Gretchen MacLeod could not make the meeting but delivered her report via email. "As for the town clerk's report; boat registrations have slowed but not stopped and the election wrap-up details can't begin until after the recount tomorrow."

On-line Car Registration:

Town Hall hours are generally busier than they have been in the past with people sometimes having to wait quite a while for service. Since car registrations take a long time to process (sometimes 20 minutes), Sukey suggested we look into Rapid-Renewal on-line registration. Mary indicated that the software needed to do this costs approximately \$4,000 and includes up to 30 hours of training. The Selectmen will continue to look for ways to make the town hall hours more efficient.

Meeting with Fire Chief:

A meeting with Chris Cummings had been planned regarding the Selectmen's request for help during the transition from Chris to a new fire chief. Dale Carlton has agreed to serve in the interim. Chris was unable to attend tonight so we will invite the members of the fire department to the July 11 meeting with Chris, where we will attempt to come up with a plan for a smooth transition, including the delegation of various administrative, maintenance and training duties.

New Animal Control Officer:

The appointment papers for Sarah Mancini as new Arrowsic ACO were signed by the Selectmen so that she can come into the Town Hall during office hours to be sworn in by the Town Clerk.

Tax Abatement:

The Selectmen approved a tax abatement authorizing payment of \$151.04 to Dolores Dunn, Map 3/Lot 27-3 for incorrect acreage. Billed for 12.13 acres rather than 6.18 acres.

Town Clerk Replacement:

At Town Meeting, the Selectmen informed those assembled that Gretchen MacLeod, our Town Clerk, had asked to resign following the November election. With that in mind, the Selectmen discussed next steps to facilitate filling the soon-to-be-open position. There will be a town-wide

email and we will make contact with our counterparts in surrounding towns to see if any of our neighbors might have the skills and/or interest.

Town Report:

The Selectmen would like to make some format and content tweaks to the next Town Report. This year's report was very good, thanks to Laurie Holland's expertise and hard work and we would like her to do it next year. Michele will contact her and ask if she is available and willing. If so, we can start discussing changes and upgrades.

Upcoming Tasks:

Several important projects are looming that need to be handled early in the fiscal year. Fire Department leadership transition, Town Clerk search, Assessing RFP, and implementation of Fire Department Long Range Planning Committee recommendations are the four at the top of the list and the Selectmen discussed first steps and tentative target dates.

Other:

July 1: Computer installation and set up by Matt Rice from Burgess Technology Services 11:00 am to 3:30 pm

July 12: Town property inspection by Lance Lemieux from MMA Risk Management Property & Casualty Insurance Group.

Meeting adjourned at 7:50 pm

Respectfully submitted,
Michele Gaillard