

## SELECTMEN'S MEETING MINUTES

Tuesday, January 3, 2012

5:00 p.m.

The meeting opened at 5:00 p.m. Present were John Sylvester, Glen Dochtermann, David Burns and Joyce Wood.

The minutes of December 20<sup>th</sup> and December 27<sup>th</sup> were read. It was moved by Glen Dochtermann to approve them as written. David Burns seconded and all voted in favor.

The upcoming informational meeting was discussed. Suggestion was made to discuss the potential of the installation of power to the Town Green as well as potential storage space at the Town Hall.

A revised estimate of costs document from Glenn Charette for proposed storage space at the Town Hall was read and discussed. Mr. Charette met with the Town Clerk, Andrew Bors to go over the space needs and the type of vault that was needed to protect archived documents so that the Selectmen may take this to town meeting and then out to bid if they decide to do so.

Fred Holt, Treasurer, met briefly with the Board and discussed the Attorneys response on the JPMorgan funds and what the Town can do with them. All agreed that a meeting of the Library Endowment Fund Committee be set up to review this information and make recommendations to the Selectmen and the Library Trustees at a joint meeting.

The MMA Property and Casualty fiscal year end (June, 2011) audited report was acknowledged.

A memo from the Code Officer, Glenn Charette, was read. It was moved by Dave Burns, seconded by Glen Dochtermann and approved by all to authorize the payment to the State of Maine for their 25% portion of the 2011 Alfred Plumbing fees in the amount of \$548.25.

A memo was read regarding notice of the 2012 York County Budget Public Hearing to be held on January 11, 2012 at the Court House.

After reading and discussing a letter from Southern Maine Regional Planning Commission, it was moved and seconded and approved by all to send the request for the 2012 fee from the Town to the Planning Board with recommendation that the fee in the amount of \$759 be paid.

At 5:30 the Chair, John Sylvester called the meeting into executive session in accordance with MRSA Title 1 §405,G, 6 Concealed Firearms Permit Application review following proper motion, second and approval by all to do so. The meeting was called out in like manner at 5:40. It was moved and seconded to sign the application. All voted in favor.

The warrants were reviewed. After motion by Dave Burns and second by Glen Dochtermann with approval by all they were signed.

Income to the Park and Recreation account was approved and appropriated by the Board.

Mr. Burns asked about the open position at the transfer station. It was reported that an ad is going in both the Reporter this week and the Smart Shopper next week with the deadline of applications set for January 24<sup>th</sup> at 5:00 p.m.

It was reported that research done by Mrs. Wood on the boundary of town owned property identified as map 1 lot 20-b has not produced any additional conclusive information than originally reviewed

with Jay Braunscheidel of Integrated Forest Management. After further discussion, it was moved by Glenn Dochtermann and seconded by Dave Burns to let Mr. Braunscheidel know that the Selectmen agree that the boundary as set in the Alfred 2011 assessing maps is to be followed as the boundary line unless a survey is done by IFM or their client that shows otherwise. All voted in favor.

Mr. Sylvester and Mr. Dochtermann initiated a frank discussion with Mr. Burns about the recent matters involving him at the State level.

Before the conversation began, David was asked whether or not he would prefer the discussion to be in open or executive session. He said that he preferred the session to be open understanding that it would be in the minutes. The conversation was introduced by John and Glen with explanation that the three Selectmen have worked together for five years. They then highlighted those years by saying that there has been a consistent record of the Board finding the means and the will to work as a team putting the Town of Alfred first. All have been conscious of the need to do their best work, rise to every challenge, keep the town fiscally secure and all have been dedicated to the health and safety of the citizens. The goal now is to work through this challenge together.

John and Glen agreed that no action was needed when the news of this matter first became known. The various functions of town government continued to work well as has been the case under this present Board. However, they added, as time has gone by with a more through understanding of this matter and without any comment from David, many citizens are asking harsh and important questions.

It was reported to David that both fellow Selectmen and Staff have been confronted with these comments and concerns and many questions to the point that the integrity of the Selectboard is now in question. If this environment continues, they fear many years of good work by the Board will suffer serious harm. The two agreed that the time for David to speak to Alfred citizens on this serious matter is rapidly disappearing.

David responded by saying that "this has been and continues to weigh heavily on me." He stated that his lawyer has advised him to say "nothing." John and Glen responded by urging David to, with assistance from his lawyer, if he chooses, make a clear public statement on his behalf as quickly as possible. David responded by saying that he would think carefully about the concerns of the other two Selectmen. He asked if John and Glen felt he should resign as a member of the Board immediately. He also assured them that he "would not leave the town hanging". He also asked for a week to consider what had been said.

David added that he has not been charged or convicted of anything.

The three Selectmen concluded that the discussion will continue on Tuesday, January 10, 2012 at the regular Tuesday Selectmen's meeting.

An e-mail from the York County Shelter notifying the Board of the January 18<sup>th</sup> York County 2012 Budget Public Hearing and requesting their attendance was read.

It was reported that Attorney Ken Keating has spoken with Joyce Wood and followed up with an e-mail on the L.V.Allen Middle Branch Subdivision Escrow account matter. It was explained that the attorneys for the Allens, Mr. Berube and the bank involved are meeting together to try to come to a settlement agreement and that the Town will be kept abreast of what is taking place.

At 6:45 the meeting was adjourned to hold the Selectmen's Informational meeting at the Conant Chapel.

## SELECTMEN'S MEETING MINUTES

Tuesday, January 10, 2012

5:00 p.m.

The meeting opened at 5:00 p.m. Present were John Sylvester, Glen Dochtermann and Joyce Wood. David Burns was out due to illness.

The two Board members present called David Burns and asked him if he would be able to attend a Selectmen's meeting on Friday January 13<sup>th</sup> to continue the discussion held last week on his legislative matter. After brief discussion he agreed to do so. The meeting was set up for 4:00 p.m.

The minutes January 3, 2012 were read. It was moved by Glen Dochtermann to approve them as written. John Sylvester seconded and all voted in favor.

Glenn Charette, spoke with the Board about a letter he received from Sebago Technics regarding the fire service water supply to the York County jail. The letter gave findings of the evaluation done by Sebago Technics stating that, in their opinion, the onsite storage tanks are no longer necessary and stated the reasons behind this. This was discussed. Chief David Lord was contacted by phone and asked his opinion and thoughts on this. He told the group that he has not changed his mind on his decision that the tanks are needed. All agreed that Chief Lord will put together documentation that supports his opinion and the Selectmen gave him authority to contact Attorney Bourque if needed. It was also agreed on by all that the Chief will contact the Planning Board and ask for an extension of the hearing as he will not be able to attend next weeks, January 18<sup>th</sup>, scheduled meeting.

Darcy Hobgood, Tax Collector, shared the end of month report for December and end of year for 2011. The reports gave comparisons back five years with the figures showing that the excise tax received has been dropping from 2007. Also reviewed and discussed were the tax collection figures. She indicated that the percentage of taxes collected was in line with other years at this time.

It was reported that Eric Hanson, Contractor, has notified the Town that he will not be able to undertake the building of the addition to the recycling building due to his work load. After discussion, all agreed to bring this up next week to see if anyone might come up with any other contractors..

A letter to Don Yates, thanking him for his service was signed by the Board.

After discussion of the legal response to the question of a potential "give away" as motivation to recycle, all were in agreement to speak with Bill Davis at next weeks meeting.

The Board read the draft memorandum of understanding between Alfred and Sanford on the Hay Brook Bridge as written and sent by Sanford Manager, Mark Green. After discussion, it was moved and seconded to agree to the wording. All voted in favor.

As a type error had been made when the Board voted on the 2012 budget item for PSAP/Dispatch, they revoted with all in favor for a budget amount of \$22,340.00

The Selectmen discussed the Informational Meeting held last Tuesday and whether or not to take a potential article for a crosswalk and an article for a fireworks moratorium to a Special Town Meeting. They agreed that there seemed to be little support for either and it was moved by Glen Dochtermann and seconded by John Sylvester to not hold a Special Town Meeting for these two items.

The potential for additional vault space was brought up. All agreed to wait for additional information before making a final decision on this potential article for the March Town Meeting.

After discussing potential crosswalk with signage, potential signage for “entering” village area and potential speed tables with signage all were in agreement to get figures on cost before discussing further.

The Board discussed the potential for electricity on the green. Both were in agreement that this item was not something to consider at this time.

The York County Shelter monthly report was read.

Planning Board minutes and related material for January 4<sup>th</sup> and December 7<sup>th</sup> were read and discussed.

The Planning Board agenda for January 18<sup>th</sup> was read.

The 2012 Assessing Contract between the Town of Alfred and the Town of Sanford was read. It was moved by Glen Dochtermann and seconded by John Sylvester to approve and sign the document. All voted in favor and the document was signed in duplicate.

The 2011 annual report from the Maine Municipal Association was reviewed as well as the dues for 2012. The Board approved the dues at \$3,139.00.

George Dugovic from the Road Committee presented the Selectmen with the road inventory list report. Also present was Jon Lord, Road Commissioner. Mr. Dugovic explained that he and Jim Litchfield have inspected the roads and that he has inputted the information into the data base. What is needed now is for the Road Commissioner to fill out two items on each road, the rating on the importance of each road and an estimate of traffic on each road. Mr. Lord agreed to do so.

Mr. Dugovic then announced that he has attended a water quality meeting and that he would like to present some information along with the Health Officer on the testing for potential arsenic in private wells. This has been set up for next week at 6:30 p.m.

Jon Lord discussed the upcoming storm for the end of this week. He said that his trucks are ready.

Roger Berube, Owner of Phase One of the Middle Branch Estates off of the Gebung Road, met with the Selectmen and the Code Officer, Glen Charette, to present a letter of intent and asked for the Boards approval for his provision for an escrow account to cover the infrastructure as Town ordinance requires. After brief discussion, it was moved by Glen Dochtermann and seconded by John Sylvester to send the letter to the Attorney representing the Town on this matter before replying to Mr. Berube’s request.

Glenn Charette reported that the PATCO subdivision off of Mouse Lane that he had questions about has been found to be in compliance with town ordinances.

Joyce Wood asked the Board to read and make comments on a draft computer policy that she recommends implementing at the Town Hall. She said that this comes after discussions with the Town IT Employee and should be implemented to protect the Town’s interests and to make sure that the Town computers are running to the fullest capacity. The Board agreed to look at this and bring to next weeks meeting.

The 2012 budget was discussed briefly and all agreed to look at the salary spreadsheet at next weeks meeting to begin discussions. Mrs. Wood reported that she is planning on starting the employee evaluations next week. The Board gave her the “go ahead”

The warrants were reviewed. Glen Dochtermann made a motion to approve and sign them as submitted. John Sylvester seconded and all voted in favor. The warrants were signed.

Appointment certificates were approved and signed by the Board for the following positions:

Joyce Wood	Veteran's Committee
John Cook	Town Meeting Warden
John Cook	Town Meeting Moderator
Patti Berry	Deputy CEO/LPI
Judith French	Asst. Rescue Chief
Carl French	Deputy Rescue Chief
Matt Bors	Rescue Chief
David Lord	Emergency Management Director
Marc Cunningham	Fire Captain Company #2
David Lord	Fire Chief
Matt Bors	Asst. Fire Chief
Mike Fraser	2 <sup>nd</sup> Asst. Fire Chief
Mark Hussey	Fire Lieutenant
Robert Fortier	Fire Lieutenant
Stewart Dore	Fire Captain Company 1

Joyce Wood asked the Board for vacation time from March 15<sup>th</sup> and back to work on Mach 26<sup>th</sup>. After discussion, all agreed that she take the time as requested.

There being no further business, the meeting was adjourned at 8:35 p.m.

## SELECTMEN'S MEETING MINUTES

Friday, January 13, 2012

4:00 p.m.

The meeting opened at 4:00 p.m. Present were John Sylvester, David Burns, Glen Dochtermann and Joyce Wood.

The Chair, John Sylvester, opened the meeting saying that this is a follow up conversation from the January 10<sup>th</sup> meeting. Dave Burns asked for the conversation to be held in executive session.

It was moved by Mr. Dochtermann and seconded by John Sylvester to go into executive session. After approval by both the meeting was called in accordance with MRSA Title 1 §405 6., A. (1), personnel matter at 4:05 p.m..

The meeting was called out by the Chair at 5:15 p.m. No action was taken.

The Board discussed the Computer Policy. Some changes were made and the policy was approved by the Board.

The meeting was adjourned at 5:50 p.m.

## SELECTMEN'S MEETING MINUTES

Friday, January 17, 2012

4:00 p.m.

The meeting opened at 4:00 p.m. Present were John Sylvester, Glen Dochtermann and Joyce Wood. David Burns was in attending session as Legislature in Augusta.

Attending the RSU#57 meeting were the Superintendent, John Davis, Business Managers, Bill Brockman and Dee Lebel, members of the School Board and representation from the six town Selectboards. This was the first meeting held to hold discussions on the RSU budget for 2012/2013. All present shared concerns and thoughts and all agreed to continue discussions as the budget process continues. The next meeting was set for the middle of February at the Alfred town hall.

Bruce Norton, Stella Holt, Robyn Stinson, James Durham, Amy Moore and Melanie Frechette met with the Board to discuss the Park and Recreation Committee and the position of Director. Bruce Norton spoke on behalf of the group stating that they would like to try to bring the committee back together and potentially do away with the Director position. He explained why they all agreed that this is not working as anticipated and forming the committee again would make it possible to go back to more programs with more people helping to make these programs work. One person, the director, is finding it impossible to do all of the organization needed in order to keep all the programs going. If it were a full time position, which all agreed the Town does not need, it would be a different story. This was discussed in further detail by all. Mr. Norton asked that the Director position stay open until August to make sure that the committee will work for the needs of the town. The Selectmen approved this concept and it was moved and seconded to appoint those present as members of the Park and Recreation Committee for terms to be determined by the Town Clerk. All voted in favor. Also discussed was the need for the resurfacing of both the tennis court and the basketball court at the Alfred Park. A quote to do these two projects was presented to the Board. The Board agreed to take them into consideration for Town Meeting.

The minutes of the January 10<sup>th</sup> and January 13<sup>th</sup> Selectmen' meeting were read. Glen Dochtermann made a motion to approve both as written. John Sylvester seconded and both voted in favor.

The Board reviewed the report given by the Tax Collector on the amount taken in from the registration of snowmobiles last year. Fred Holt, Treasurer was called in to the meeting and gave further explanation of what the town receives back from the State. He agreed to look into the amount from last year.

After review of the computer policy with changes from the Board, it was moved by Glen Dochtermann and seconded by John Sylvester to approve and implement the policy. All voted in favor.

David Burns called into the meeting to continue discussion on the legislative matter involving him. John Sylvester stated that he and Glen Dochtermann have discussed an offer made by Mr. Burns at last weeks meeting to resign his position as Selectmen to be effective at the close of the March 2012 Town Meeting and both agreed to accept this offer. Mr. Burns stated that he has had 28 years of public service and has accomplished much. He needs to concentrate on legislative matters and would like to move on with hopes of community service still in his future. He agreed to turn in a written resignation. The Board agreed that he has accomplished much and that this current Board has worked together well and have moved the town forward in a positive way.

The Board then spoke with the Town Clerk about what the process would be with the resignation of Mr. Burns. Mr. Bors told the Board that the Selectmen would have to authorize a designated "shortened" period for the nomination process to be able to get the position on the March Town

Meeting warrant. A letter was drafted, read, approved and signed by the Board to the Town Clerk giving this authorization.

George Dugovic and Health Officer, Dr. Dennis Brewster spoke with the Selectmen about water testing in private wells. Mr. Dugovic explained that he had attended a meeting where a report was given on the potential presence of arsenic in well water due to agriculture use of land in some areas. Dr. Brewster explained that arsenic is a natural element but there are two different types, inorganic and organic stating that the inorganic element is of high concern. He shared documentation that addressed this further and said that he agreed that this information should be given to the public so that they are knowledgeable of the concerns. He added that water and homes should be tested for these and other elements such as radon and carbon monoxide and feels that this information should also be available to the public. Glenn Charette, Code Officer, attended the meeting and the group discussed briefly whether or not town ordinances address the need for water testing for sub-division etc. All were in agreement to follow through and make this information available to residents through the web site and perhaps as a discussion at an informational meeting.

Bill Davis, Transfer Station, Supervisor, met to discuss several items with the Board:

1. "Give away" Discussed – Mr. Davis explained that he would like to try giving away a gas card for \$25 each month to help promote recycling. Moved, seconded and approved by Board to try as a pilot program.
2. Cover for demo can – Mr. Davis said that because the demo can is open any rain or snow is absorbed by materials such as mattresses which cause the can to weigh more thus cost more just for water. Further discussion and agreement by the Board to research and report back to cost of a cover.
3. Bottle Redemption – Mr. Davis reported that he has found a company in Buxton, Main Street Variety and Redemption Center, that will come and pick up the returnables at no charge, count them and then return redemption funds to the Town. Many questions were asked. The Board asked Mr. Davis to get something in writing before final decision is made. Also recommended was to speak with Arlene Carroll about the Fueling February returnables to see if this is a program she may be interested in.
4. Books – Mr. Davis reported that he is looking for an end user for material such as books, vinyl, vinyl siding and other materials.
5. Internet – Mr. Davis said that if he had internet capability he could do more research for cost savings and would be able to send information back and forth from town hall staff.
6. Chipper- He then made a suggestion that the Town consider purchasing a chipper of their own for use by the transfer station instead of hiring a company to chip at \$3,000 per time, usually twice a year. Also suggested was potential use by the Road Commissioner instead of leasing this equipment when needed. This was discussed with no action taken.
7. Potential illegal dumping – It was reported that someone who dumps regularly at the Alfred Transfer Station was heard in public stating that he dumps trash from Alfred and Sanford in Alfred. All agreed to look into this.
8. Intruder – It was reported by Mr. Davis that a man was seen at the transfer station by one of the hauling companies and that he ran into the woods when he was seen. This was discussed.

The road network inventory as submitted by Jon Lord was reviewed. The Board was in agreement with the analysis of the Road Commissioner for the roads and agreed to turn the report over to the Road Committee for input to the road software.

The notice of the final payment made by FEMA #4032 "Irene" was read.

A response from Attorney Shirley regarding the letter from Roger Berube about the Escrow for the Phase I of the Middle Branch Estates was read. The Board agreed to follow up with his recommendation.

The Board reviewed the RSU #57 budget timeline for 2012/2013.

After discussing a quote to print the town report as submitted by Lincoln Press, it was moved and seconded and approved by all to authorize them to print the town report as stated on the quote.

After discussion of the dedication of the Town report, a suggestion was made and approved by all to continue with Boards and Committees. The Budget Committee was chosen and unanimously accepted.

A question was raised about not mailing the town report to cut cost down to which the Board agreed was not a good idea as residents have become used to getting this report in the mail.

A notice of the York County Government Building Open House on Sunday the 23<sup>rd</sup> was read.

A discussion was held on what is left for consideration and the timeline to complete the 2012 budget process.

Two items for the town audit were addressed. The Board filled out and signed the Purdy Powers & Company risk questionnaire and signed a letter to Attorney Ron Bourque and Attorney Shirley, asking about any pending litigation on behalf of the town.

The warrants were reviewed. Glen Dochtermann made a motion to approve and sign them as written. John Sylvester seconded the motion and all voted in favor.

Mr. Sylvester reported on a meeting that he was invited to at the Brothers of Christian Instruction. The meeting was a discussion about the future of the property of the Brothers.

After discussion, it was moved and seconded to sign a hiring form for Patti McKenna, the Waterboro CEO/LPI to the position of Deputy CEO/LPI for the Town of Alfred. This position is needed to fill in for times when Glenn Charette is out. All voted in favor.

There being no further business, the meeting was adjourned at 9:00 p.m.

## SELECTMEN'S MEETING MINUTES

Friday, January 24, 2012

5:00 p.m.

The meeting opened at 4:00 p.m. Present were John Sylvester, Glen Dochtermann and Joyce Wood. David Burns was in August attending a legislative session.

Jon Lord, Road Commissioner, reported on the recent storm clean up and road maintenance of the icy conditions. He added that he had to cut a couple of trees on the Mast Road that were blocking site for vehicles entering onto Route 202.

Paula Frodyma and Fred Holt, spoke with the Board about the previously discussed letter from J.P. Morgan concerning a Trust account held by them. They shared a Trustee discussion and a legal opinion given to the Treasurer about this matter. The information was discussed. Mrs. Frodyma said that the Trustees would like to use the funds to purchase a much needed furnace. Mr. Holt explained that this, according to the Town Attorney was an appropriate use of the funds. After further discussion, it was moved and seconded to approve this recommendation. All voted in favor.

Paula Frodyma then spoke with the Board about salary for the Librarian. She reported that Marjorie Anderson is doing research on what other Librarians of same size town are receiving and will meet with the Board to review her results. The Board agreed to review and discuss this.

Fred Frodyma, Conservation Chair asked about a recent meeting with the Brothers of Christian Instruction about their property on Shaker Hill. Mr. Sylvester gave a brief description of the meeting stating that he was unable to stay for the whole meeting due to another meeting.

After reading the minutes of the January 17<sup>th</sup> Selectmen's meeting, it was moved by Glen Dochtermann and seconded by John Sylvester to approve after minor changes. All voted in favor.

The Board read a notice from the Maine Center for Disease Control and Prevention giving Glenn Charette temporary authorization for position of Alfred's local plumbing inspector until July 17, 2012.

Fourteen applications for the vacant Transfer Station Attendant position were reviewed. The Selectmen agreed on five applicants to contact for interviews and directed that the interviews be set up for next Tuesday.

Park and Recreation appointment certificates as approved at last weeks meeting were signed by the Board.

The Board signed a hiring form for Deputy CEO/LPI for Patti McKenna as approved at last week's meeting.

The Board signed a letter to Debbie Thompson, accepting her resignation and thanking her for her service as Library Trustee.

After review of the dedication page for the Town Report, it was moved and seconded to approve as written. All voted in favor.

Several items for the 2012 budget were reviewed and voted on as follows:

Article	Request	Selectmen
General Code Publishers	\$5,000.00	same

Legal Fees	\$12,000.00	same
Emergency Authorization	\$5,000.00	same
Park & Recreation	\$14,300.00	\$13,000.00
Tennis Court Refinish	\$6,589.00	same
Basketball Court refinish	\$3,151.00	same
Vault upstairs	\$40,000.00	same
Speed Table (1 on Saco Road)	\$750.00	same

The Board discussed information presented from the Treasurer as requested on the Town's portion of the snowmobile excise tax. All agreed to bring the information to the Budget Committee.

It was reported that the amount that Alfred would need to pay for a combined hazardous waste day with the Town of Shapleigh would be \$5,000. A recommendation was made to do research on the availability of a grant and to discuss again for the 2012 budget.

The Alfred Veteran's Scholarship fund amount for 2012 was approved by all for \$659.00 which is the interest earned on the account.

Jackie Desrocher, and Richard Desrocher spoke with the Selectmen about the use of the transfer station as pertains to those who own multiple properties. Also present was the transfer station supervisor, Bill Davis. Explanation was given on the regulations at the transfer station. Mrs. Desrocher then asked about a beaver dam on her property that has caused water to run off onto Route 202. Mr. Dochtermann told her that he would research and send her some information on who to contact.

Bill Davis and the Selectmen then discussed signage, etc. to make it clear to those using the transfer station that we only accept material generated in Alfred. All agreed to make signs stating this.

A letter to Dr. Dennis Brewster, thanking him for his donation to the Veteran's Scholarship fund, was signed.

The Planning Board draft ordinance changes were reviewed. All agreed to read them for further discussion.

The Planning Board agenda for February 1, 2012 was read.

Planning Board minutes of January 4<sup>th</sup> and January 18<sup>th</sup> meetings and related correspondence were read.

It was reported that the Maine Municipal Collaboration Study report has been received.

The warrants were approved and signed as submitted.

Income to the Park and Recreation Committee were accepted as written.

Donations to Fueling February from Al and Barbara Carlson and from Martha Roberts were accepted and the income form was signed.

Donation from Dr. Dennis Brewster to the Alfred Scholarship fund was accepted and the income form was signed.

The meeting was adjourned at 8:50 p.m.

## SELECTMEN'S MEETING MINUTES

Friday, January 31, 2012

5:00 p.m.

The meeting opened at 4:00 p.m. Present were John Sylvester, Glen Dochtermann and Joyce Wood.

Interviews for the position of transfer station attendant #2 were held beginning at 5:10. Five applicants were scheduled for ½ hour sessions. One applicant did not come to his appointment. The last interview was held at 7:30 p.m. Present for three of the interviews was the transfer station supervisor, Bill Davis. Mr. Davis left at 7:00 to close up the station and came back at 8:00 p.m. to discuss the applicants with the Selectmen. It was noted, at that time, that the four who interviewed for the position were all excellent candidates. After further discussion, it was moved by Glen Dochtermann and seconded by John Sylvester to hire Keith Gerry to fill the vacant position as Transfer Station Attendant #2 and to ask Shawn Rowe if he would be interested in signing on as a sub attendant on an "on call" basis. All voted in favor. The Assistant was directed to send letters to all of the applicants on behalf of the Board.

The minutes of the January 24<sup>th</sup> Selectmen's meeting were read. After minor changes it was moved and seconded to approve. All voted in favor.

Information from Chief Lord concerning the removal of the water tanks at the York County jail was read. The Board agreed that, if possible the Selectmen should attend the Planning Board meeting on Wednesday, February 1, 2012.

Glen Dochtermann gave a review of the interviews for Lieutenant at the Fire Department that he attended. He said there were two applicants interviewed. An e-mail from Lt. Mike Fraser regarding the interviews was then read. No action was needed.

Two appointment certificates for members to the Park and Recreation Committee were signed after approval by all. Mr. Sylvester reported on attending this Committee meeting held on Sunday afternoon, January 29<sup>th</sup>.

The response from Bourque & Clegg Attorney's office to the 2011 audit of the Town of Alfred was read. It was noted that there is no outstanding litigation with their office and the town.

The Board discussed a letter to Roger Berube requesting that he provide a letter of credit for the Middle Branch Estates, Phase I project. Also present for this portion of the meeting were the Code Enforcement Officer, Glenn Charette and Roger Berube and party. The Selectmen explained the details of the request to include figures from engineer firm, Pinkham and Greer and figures from the Code Officer and the Road Commissioner. After discussion, it was moved by Glen Dochtermann and seconded by John Sylvester to approve and sign the letter with backup documents as written. All voted in favor. The letter was signed and given to Mr. Berube with copy to the Board.

After explanation and review of a tree growth penalty tax Supplement, it was moved and seconded and approved by all to approve and sign the supplemental as written.

The Board read a letter with a bill attached for legal services rendered from Attorney James Shirley. All approved to pay the bill as submitted

The Board signed a letter of appreciation to Shawn Rowe for the cleaning he did after last weekend's Republican meeting that was held upstairs in the town hall.

A written request to attend a workshop on ADA compliance from CEO, Glenn Charette was read. All were in agreement that he attend this important training session.

A notice from the State Planning Office was read. The Selectmen were notified that Glenn Charette, CEO, has passed the legal requirement needed for his certification.

The 2012 budget and review of what remains for Selectmen's consideration were discussed. All agreed to hold a workshop on Thursday, February 2, 2012 at 2:00 p.m.

Specific items for the budget were voted on as follows:

- Speed Table – It was moved, seconded and approved by all to resend the previous vote for one speed table in the amount of \$750 and to take this item off of the budget completely.
- Alfred Festival – It was moved, seconded and approved by all to change the previous vote of \$8,400 to \$7,000 for this article.
- Animal Control Overdraft – moved, seconded and approved by all to approve \$166.95 for the overdraft.
- Hazardous Waste Day – moved, seconded and approved by all to ask for \$5,000 to hold a hazardous waste day with the Town of Shapleigh.
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The Board agreed to look at information on a potential fireworks ordinance or a moratorium on Thursday as well.

The Board read the Code Officer's end of month report for January.

After review of two income forms; one for Park and Recreation and one for Fueling February, it was moved and seconded to accept and appropriate the funds as submitted. All voted in favor and the forms were signed by the Board.

The Board reviewed the warrant and voted in favor to approve and sign the warrant as submitted.

There being no further business, the meeting was adjourned at 9:10 p.m.

## SELECTMEN'S MEETING MINUTES

Tuesday, February 7, 2012

5:00 p.m.

The meeting opened at 500 p.m. Present were John Sylvester, Glen Dochtermann and Joyce Wood.

Several items for the 2012 budget were reviewed and voted as approval by all.:

Capital Improvement Fund	\$30,000
Salaries	\$525,410
Code Enforcement Software	\$2,525
Hazardous Waste Day	\$5,000
Animal Control 2011 Overdraft	\$166.95

The Treasurer, Fred Holt, shared financial statements with the Board and the Article Funding spreadsheet was reviewed by the Board. Also reviewed was the 1012 LD 1 amount, which is \$12,861.41. All agreed to meet again next Monday, February 13<sup>th</sup> at 4:00 p.m. to finish any further discussion on the budget in preparation for the Budget Committee meeting.

After reading the minutes of the January 31<sup>st</sup> Selectmen's meeting it was moved and seconded to approve after minor changes were made. All voted in favor.

The schedule up to and including Town Meeting was reviewed. All agreed to give a copy to the Planning Board and the Town Clerk.

Darcy Hobgood, Tax Collector, shared her monthly report for January, explaining the figures for property taxes and for excise tax.

Members of the Road Committee, George Dugovic, Jim Litchfield and road Commissioner, Jon Lord reviewed spreadsheets and reports from the road program they have been working on. Some highlights of the reports:

- 60% of paved roadway does not need work
- Approximately 5 miles of roadway need reconstruction
- Gravel roads are well maintained
- The "Paved Drainage Status" report shows which roads have the worst drainage problems. Among them are the Clark Road, Shaker Hill Road, Mountain Road and the Gore Road.
- "Surface Status" report show that the Shaker Hill Road is the worst

The Road Commissioner said that he feels the software is going in the right direction in its determination of road status.

Next discussed was a concept for road pavement. Mr. Lord said that there are examples of this process by local contractors. The process calls for grinding the roadway down 10 or 12" or as determined by the condition of the road and then mixing concrete into the material and grinding again in place. Water is mixed in and after this dries, the road is paved. This would be done ditchline to ditchline. Mr. Lord reported that this process will cover 2 to 3 times the distance for the same price as the traditional way of paving and leaves a much stronger roadway. A "fieldtrip" to see roads done with this process was suggested and all agreed this would be a good idea.

Mr. Litchfield asked about a Town boundary line research/walk. This was discussed.

The Town Clerk, Andrew Bors, reviewed his January end of month report with the Board. He stated that, as of today, there are still 82 unregistered dogs and he explained the process of notifying residents with postcards and putting ads in the papers. Mr. Bors also shared a current candidates log and said that absentee ballots will be available on February 28<sup>th</sup>.

Glenn Charette, Code Enforcement Officer, spoke with the Selectmen about the proposed ordinance changes, both his and the Planning Boards.

The Planning Board agenda for February 15<sup>th</sup> was read.

The Planning Board minutes of February 2<sup>nd</sup> and January 18<sup>th</sup> were read.

Mr. Sylvester reported on attending the last Planning Board meeting and shared a request from them that they contact the Town Attorney and request his presence at the March 21st meeting. It was moved by Glenn Dochtermann and seconded by John Sylvester approve the request and all voted in favor.

The monthly report sent by the York County Shelter was reviewed.

A memo from the US Forest Service regarding a project to work on eradication the Hemlock Woolly Adelgid was read. The insect has been found in the Massabesic forest partially located in Alfred.

The Board discussed the returnable cans and bottles at the transfer station and a request to turn them over to the Fueling February program to strengthen this account. It was noted that the Transfer Station Supervisor had expressed concern at the loss of this income as 2012 the recyclable market has been going down. After further discussion, it was moved and seconded to put an article on the Town Meeting warrant for discussion and decision. All voted in favor.

Information was read and discussed on the potential of a fireworks ordinance or moratorium. The Board was in agreement to add an article to the Town Meeting warrant for a moratorium.

The warrants were reviewed, approved and signed as submitted.

Income to the Park and Recreation Committee and two donations to the Fueling February account were accepted and appropriated as submitted.

The meeting was adjourned at 8:45 p.m.

## SELECTMEN'S MEETING MINUTES

Tuesday, February 13, 2012

4:00 p.m.

The meeting opened at 4:00 p.m. Present were John Sylvester, Glen Dochtermann and Joyce Wood. Fred Holt, Town Treasurer, met with the Board. He shared financial reports on the undesignated funds, the municipal budget comparison and capital improvement. These reports were discussed in detail.

The Board then voted on several items for the Town Meeting warrant including the Vault improvement, the heat improvement s upstairs in the Town Hall, grant matching, salaries and the employee benefits. All were approved except the heat upstairs which was removed from the proposed budget.

The group then went over the article funding sheet which determines where the funds will be taken from to pay for the warrant articles.

All agreed to work with information as discussed at next week's meeting to prepare for the Budget Committee meeting to be held on February 27<sup>th</sup>.

The meeting was adjourned at 5:30 p.m.

## SELECTMEN'S MEETING MINUTES

Tuesday, February 14, 2012

4:30 p.m.

The meeting opened at 4:30 p.m. Present were John Sylvester, Glen Dochtermann and Joyce Wood.

Also in attendance was Tammy Wells, from the Journal Tribune.

Fred Holt, Town Treasurer, shared information as requested at last night's meeting regarding the budget. This was discussed. All agreed to change the salaries and the employee benefits as submitted by Mrs. Wood and Mr. Holt.

Christian Elkington, Principal of the RSU #57 High School presented a report from NEASE (New England Association of Schools and Colleges). The report is the Commission's findings after an evaluation of the Massabesic High School which started last year. He explained that the NEASE is the Commission that rates the accreditation of the educational institution and said that the Commission voted to continue full accreditation for Massabesic High School. He also explained that the standards for accreditation include commendations and recommendations that will help the school as it works to improve teaching and learning and to better meet Commission standards. He went through the report sharing the specifics of some of the commendations and recommendations and said that the school has five years to complete all recommendations. He went on to report that many of these (at this point, 10 or more) have already been completed and that others are in progress or planned for. He thanked the Selectmen for the opportunity to share this information and agreed to come back to answer any questions.

The Selectmen contacted David Burns and spoke with him over the phone regarding the recent York County Grand Jury indictment. After some discussion, David Burns said that he is changing his resignation date from the end of Town Meeting in March to be effective immediately.

The minutes of February 7, 2012 were read. It was moved and seconded and approved by all to approve as written.

The Memorandum of Understanding between the Town of Alfred and the Town of Sanford was read. It was moved and seconded to approve and sign the memorandum as written. All voted in favor.

A letter from Attorney Libby was read. The letter requested all information between specific dates that the Selectmen have on file regarding the County fire prevention holding tanks at the jail that were removed. The Board agreed that the Assistant gather and send the information to the Attorney and the cover letter was signed.

The Board read the notice from the Fire Chief, David Lord, that Jarrett Clarke has been promoted to the Float Lieutenant's position..

A letter from Barbara Carlson, Massabesic Lions Club Member was read. The letter requested nominations for the annual Lions Youth Recognition program. The Board agreed to give this some thought.

It was reported that conversation came up at the Budget Committee meeting on Monday, February 13 about the Tax Collector and the Town Clerk's offices be open latter on Wednesday with recommendation to bring this to an informational meeting for input from other residents. The Board was in agreement to bring this topic up at the Selectmen's Quarterly meeting on March 20<sup>th</sup>.

After discussion the Board directed the Assistant to have signs made up directing residents to the Fueling February trailer at the transfer station.

Mr. Dochtermann reported spending about two hours at the transfer station on Saturday, February 11<sup>th</sup> talking to residents about recycling efforts in the town. He feels that most residents do recycle in some form but perhaps are not aware of all that can be recycled. Mrs. Wood said that signs and handouts were put up just today at the transfer station on this very topic.

The warrants were reviewed. It was moved and seconded and voted on by all to approve and sign the warrant as submitted.

Income to the Fueling February account was accepted and appropriated as submitted.

After brief discussion, the Selectmen agreed that Glenn Dochtermann will work with the Town Clerk on the formatting of the program for the two upcoming Candidates Nights.

There being no further business, the meeting was adjourned at 7:30 p.m.

## SELECTMEN'S MEETING MINUTES

Tuesday, February 21, 2012

4:00 p.m.

The meeting opened at 4:00 p.m. Present were John Sylvester, Glen Dochtermann and Joyce Wood.

The RSU #57 Superintendant, John Davis and the Business Manager, met with representatives from the School Districts six towns to review and discuss the upcoming 2012/2013 school budget. All agreed to meet again on March 27th at 4:00 p.m. at the Alfred Town Hall.

The minutes of February 13<sup>th</sup> and 14<sup>th</sup> Selectmen's meetings were read. Glen Dochtermann made a motion to approve them as written. Mr. Sylvester seconded and all voted in favor.

Three articles for the 2012 budget were discussed and voted on in approval by all as written.

Grant Matching	\$5,000.00
Vault Space	\$23,000.00
Salaries	\$520,931.19
Employee Benefits	\$200,903.15

The Selectmen reviewed and discussed the article funding worksheet and agreed to vote in approval with the tax amount set at \$5,495.18 less than last years amount and the budget coming in well below the LD1 limit.

A draft Town Meeting warrant was reviewed.

After reading the draft Selectmen's article for the spring newsletter, all agreed to make changes and give to Mrs. Wood for next week.

A notice from the State Planning Office was read. It gave notification of Glenn Charette's certification in the Residential Building Code and in the Residential Energy Code.

The contract with the Animal Welfare Society and the Town of Alfred was reviewed. It was moved by Glenn Dochtermann and seconded by John Sylvester to approve and sign the contract as written for April, 2012 to March 2013. All voted in favor and the Chairman signed the contract in duplicate.

The Planning Board agenda for March 21, 2012 was read.

Planning Board minutes for the February 1<sup>st</sup> and February 15<sup>th</sup> meetings were read.

John Sylvester reported on the 12-Town meeting held on Monday, February 20, 2012.

The warrants were read. It was moved by Glenn and seconded by John to approve and sign them as submitted. All voted in favor and they were signed.

Income to the Park and Recreation account was accepted and appropriated as submitted by the Committee.

There being no further business, the meeting was adjourned at 6:15 p.m. to attend the two Public Hearings and the Candidates Night program.

## SELECTMEN'S MEETING MINUTES

Tuesday, February 28, 2012

5:00 p.m.

The meeting opened at 5:00 p.m. Present were John Sylvester, Glen Dochtermann and Joyce Wood.

Members of the Park and Recreation Committee, Bruce Norton, Stella Holt and Amy Moore met with the Board to discuss winter carnival events. The Selectmen explained a concern they received from the Parish Church about not much attendance at the supper on Saturday. It was explained by the members of the Committee that, though the ice fishing portion had been cancelled, none of the other events were cancelled. All were held with many people in attendance. The church supper, which was another event, was under the control of the church. They said that they felt bad that it was not well attended and didn't feel that the cancellation of the fishing portion of the carnival should have played a factor in this. They said that they would be glad to contact the person in charge of the supper and share these thoughts in the effort to make sure communication stays at a good level.

When asked if they, the Park and Recreation Committee, would like to be involved in the summer festival the group responded "yes" and they will come to the next Festival Committee meeting.

The minutes of the February 21, 2012 Selectmen's meeting were read. Glenn Dochtermann made a motion to approve as written. John Sylvester seconded and both voted in favor.

The Board reviewed the article funding spreadsheet. It was reported that no changes have been made since the last review and that the Budget Committee has completed the budget. After further discussion, it was moved and seconded to approve the article funding as submitted. All voted in favor.

It was reported, in reference to the \$5,000 Hazardous Waste Day article, that Maine Energy Recovery Company (MERC) will reimburse the towns involved by half of the cost after the bill is paid. Also discussed was that the Town of Shapleigh will hold their Town Meeting on March 10<sup>th</sup> at which time we will know if they will approve this combined effort or not.

After reading the final draft of the Selectmen's newsletter article, it was moved and seconded to approve as written.

The Selectmen's Town report both the letter and the financial report were reviewed. Minor changes were made to the letter and the Board agreed to approve as submitted with changes.

Mrs. Wood reminded the Board that there is a scheduled Board meeting on Thursday, March 01, 2012 at 8:00 a.m. to speak with the auditor over the phone about the 2011 audit of the Town's financials.

A letter to Barbara Carlson, Massabesic Lion member, was signed after motion, second and agreement by the Board. The letter was a cover to nomination papers for an Alfred youth for the 2012 Lions Youth Recognition program.

Joyce Wood and the CEO, Glenn Charette, reported on the pending "Letter of Credit" for the subdivision off of the Gebung Road owned by Roger Berube stating that he would prefer to do an escrow account and that the staff is working with Attorney Shirley, at the contractors cost, and the Gorham Savings Bank to set this up if the Selectmen approved. After discussion, it was moved by Mr. Dochtermann to approve that the staff move forward with an escrow account. Mr. Sylvester seconded and all voted in favor.

Gary Fuschillo met with the Board. Also present was Glenn Charette, CEO. Mr. Fuschillo asked Mr. Sylvester if the latest article in the Smart Shopper was intended to be the Selectmen's opinion or his personally. Mr. Sylvester answered that this letter was written by him. Mr. Fuschillo then asked if the Board of Selectmen knew of the Ethics Committees concerns in the spring of 2011? The Selectmen, both agreed and answered that "no, we did not find out until one day before it came out in the media." Mr. Fuschillo stated that he understands how hard this must have been for the Board. The Selectmen went on to explain the what the Selectmen did when hearing of this including contacting and meeting with the Town Attorney when they found out that a Board of Selectmen have no authority over one of its members to dismiss them. They also, as a Board spoke of this matter and agreed that the Town should not be put in jeopardy due to this and when the time came Mr. Burns did resign as of the end of March Town Meeting, 2012 but then the indictment came down and he resigned effective immediately. Mr. Fuschillo thanked the Board for their time.

Ian appointment to the Budget Committee was discussed. It was noted that one member was appointed until the end of the 2012 March Town meeting to fill the vacant time that another member would be away and now that member would like to be reappointed. The Board agreed to hold this matter until after Town Meeting.

A certification of Nonprofit Organization for the York County Shelter for Maine Housing was signed after motion, second and approval by the Selectmen.

Selectmen read the notice of the Alfred Water Districts Annual Town Meeting on April 11, 2012 to be held at the Districts office.

A message was given to the Board through Lisa Cook and then through Joyce Wood from Barbara Carlson. The message which Mrs. Carlson asked Mrs. Cook to give to the Selectmen was "the Selectmen should not have held a candidates night during a school vacation week because many people go away during that week."

After review of the warrant, it was moved by Mr. Dochtermann and seconded by Mr. Sylvester to approve and sign the warrant as submitted. All voted in favor and the warrant was signed.

Bill Davis, Transfer Station Supervisor, met with the Board. Several items were discussed. The first, a complaint made to one of the Selectmen by a resident about not being able to take something out of the demo can as well as a complaint about the treasure chest was discussed. Those present agreed that the policy is that no one is allowed access to the demo can due to liability and Mr. Davis said that he does leave some "usable" items out of the container for a day or two for patrons to take if they want. After discussing the treasure chest, all agreed to speak with Paul Gauthier, Member of the Solid Waste Committee, to talk about the maintenance of the room, etc.

Also discussed was the Solid Waste ordinance and the policy on giving out annual permits to contractors and to those who haul trash for profit. All agreed that Mr. Davis will work with Mrs. Wood to come up with a list of these folks and the Board will send out letters to meet with them.

The article for a potential hazardous waste day shared with the Town of Shapleigh was then discussed between the group. Mr. Davis gave his thoughts and all agreed the article needed to be brought before the Town Meeting.

There being no further business, the meeting was adjourned at 7:30 p.m.

## SELECTMEN'S MEETING MINUTES

Thursday March 1, 2012

8:00 a.m.

The meeting opened at 8:00 a.m. Present were John Sylvester, Glen Dochtermann, Joyce Wood and the Treasurer, Fred Holt.

David Shorette, CPA, CVA of Purdy Powers, the company performing the 2011 town audit called in and spoke with the Board over the phone. A draft copy of the warrant had been sent earlier those present had a copy to go over with Mr. Shorette.

He began by saying the audit process, he felt, was very smooth adding that Mr. Holt is easy to work with, and very competent. He reviewed some of the highlights including fund balance, stating that the Town of Alfred is in a very healthy position with both the undesignated fund and said that numbers indicate a profit for the Town (if it were a business) in 2011. Very few adjustments were needed during the process and those minor ones that were done he described as record housekeeping.

Mr. Shorette went over the Management letter and said that he would still like to meet in person with the Board. This was set up for next Tuesday, March 6<sup>th</sup> at 5:00 a.m.

The meeting was adjourned at 9:00 a.m.

## SELECTMEN'S MEETING MINUTES

Tuesday, March 6, 2012

5:00 p.m.

The meeting opened at 5:00 p.m. Present were John Sylvester, Glen Dochtermann and Joyce Wood.

Dave Shorette, Auditor and Fred Holt, Town Treasurer met with the Selectmen to go over the 2011 Alfred Town audit. Joining the meeting by phone until 5:10 when he appeared in person was Glenn Dochtermann. Mr. Shorette opened the session by stating that he found the audit process to be smooth and said that he and his staff enjoyed working in Alfred. He asked the Board if they had any concerns/questions after reviewing and discussing the audit on March 1<sup>st</sup> over the phone with him. Mr. Sylvester asked about billing records from the billing company that works with the Rescue Department. Mr. Shorette said that the process works for "what it is" and went on to explain the difficulty in reconciliation due to the involvement of insurance companies and Medicare and amounts they can pay which leaves outstanding bills. With adjustments made, he said that last years ending figures showed only slight differences. He then gave a couple of suggestions that may be helpful for better reconciliation figures.

Mr. Shorette explained the GASB 54, a new auditing standard that requires that any unspent funds be returned to the general fund for the next fiscal year. He said that this is how Alfred currently handles these funds anyway. He reported that Alfred is "healthy" with a 41% of total expenses held in the unassigned fund balance. He made a suggestion that, after 2012 the Town should look at the debt owed on the transfer station bond and try to find a better deal. Some questions were asked by those present and after further discussion, the Selectmen thanked Mr. Shorette for the excellent job on the audit.

Jon Lord, Road Commissioner met with the Board to report on the snow storm clean up last week and reported that he plans to do some road patching and cleaning of the sand and salt area. It was reported that the Department of Transportation will be holding a meeting at the Alfred garage on Stone Road to discuss "scour critical" bridges in surrounding towns with area Selectmen and Road Commissioners. Mr. Lord and the Selectmen agreed they should attend on March 23<sup>rd</sup>.

The minutes of the February 28<sup>th</sup> and the March 1<sup>st</sup> Selectmen's meetings were read. After minor spelling corrections, it was moved and seconded to approve both sets of minutes. All voted in favor.

After final review, questions and discussions, it was moved by Glenn Dochtermann to approve and sign the warrant for the March, 2012 Town Meeting. Mr. Sylvester seconded and both voted in favor. Multiple copies of the warrant were signed.

A letter from J.P. Morgan was read. The letter accompanied a check from JP Morgan with funds to be spent on the Library as previously requested by the Trustees approved by the Board of Selectmen.

The Board approved the signing of a hiring form for a new firefighter, Merrill Clarke.

A letter of complement from a resident about the transfer station and specifically the attendant for the good service given was read. All agreed to share a copy of the letter with Mr. Morgan Stearns.

The Selectmen read a copy of a letter sent to Governor LePage from an Alfred resident, The letter was concerning the need to fill the vacant legislative seat in this District.

The Board read a copy of a letter to Attorney Libby from the Water District Superintendent, Kerry Smart in regards to the County fire suppression tank removal matter.

It was reported that Steve Landry of the D.O.T. has asked about the crosswalk light system that was offered to the Town. After discussion, both Selectmen agreed to send a letter to Mr. Landry letting him know that the Selectmen have taken this matter before the Town to several different formats and when taken to a Special Town Meeting it was turned down, therefore the Town cannot accept the crosswalk system.

The upcoming Quarterly Meeting was discussed. The Board agreed on what they would like to be taken as handouts and agreed to share every other article for discussion.

Bill Davis, Transfer Station Supervisor, met with the Board to update them on a 3-day survey taken by him and Morgan Stearns on what, if any, materials residents may have to dispose of if a hazardous waste day were to be held. He said that approximately 100 residents were surveyed over the three days, Saturday, Tuesday and Thursday. The largest concern is paint, both latex and oil based. Also stains, strippers and solvents as well as pool chemicals were on the list as items to dispose of. He gave the written survey to the Board. The Board thanked him for this effort.

The Town Clerk's end of month was read.

After discussion of potentially reducing the number of newsletters down to 2 editions annually, the Board, after discussion, agreed that they would like to continue with the four editions.

The Code Officer's end of month for February was read. Mr. Charette was present and he reported that he has had three applications for new houses since January 1<sup>st</sup>.

The Board reviewed the "draft" County assessment for 2012.

The Solid Waste Committee meeting minutes of February 16<sup>th</sup> were read.

An e-mail from Rescue Chief Matt Bors regarding the problems with software at the Public Safety Building was read.

The MMA Workers Compensation audit for 2011 showed that the Town's rating was down and \$202.00 is due. The main reason given for the decrease in rating was due to several accidents at the fireman level over the past two years.

A summary of plans for the Park and Recreation Committee was reviewed.

At 7:45 p.m. the meeting was called into executive session after motion, second and approval by all in accordance with M RSA Title 1 §405,6.G, Concealed Firearms Permit application. After proper procedure, the Chairman, John Sylvester called the meeting out at 7:49 p.m. It was moved and seconded to sign the document. All voted in favor and it was signed.

The warrants were reviewed, Glenn Dochtermann made a motion to approve and sign both as submitted. Mr. Sylvester seconded, all voted in favor and the warrants were signed.

Mr. Dochtermann reported that he will not be able to attend the April 15<sup>th</sup> or the April 24<sup>th</sup> Selectmen's meeting.

There being no further business, the meeting was adjourned at 8:15 p.m.

## SELECTMEN'S MEETING MINUTES

Tuesday, March 13, 2012

5:00 p.m.

The meeting opened at 5:00 p.m. Present were John Sylvester, Glen Dochtermann and Joyce Wood.

Attending the meeting was George Donovan.

Fire Chief, Dave Lord, met with the Board to discuss a request from a firefighter for support to be able to apply for the highest certification of Certified Fire Investigator. Chief Lord explained that this firefighter has been on the Alfred Department for seven years and is also been on the Waterboro Fire Department for six years and that he will be asking for financial support from both towns to improve skills, abilities and knowledge for the positions he serves. He is looking to seek an associate's degree in Fire Science. He is looking for support in the amount of \$540. Chief Lord said that the funding would come from the Fire Department account under training. More details of this were given and discussed. The Selectmen agreed that more research needed to be done before any decision could be made in this matter. Chief Lord agreed to contact the Fire Chief's Association and other Towns to see if this type of support has been authorized before and to also speak with the firefighter.

The minutes of March 6, 2012 were read. Glenn Dochtermann made a motion to approve them as submitted. John Sylvester seconded the motion and all voted in favor.

Public Comment: George Dugovic stated that he feels that only the top 3 officers should be considered for training as requested by the Chief.

Darcy Hobgood, Tax Collector, shared her end of month reports for February and answered questions from the Board.

A letter of credit from Roger Berube Builders, Inc for Phase I of the Middle Branch Estates was read. It was reported that Attorney Shirley has read and approved the letter as written. The Code Officer, Glenn Charette, was present and he also agreed that the letter of credit works for the project. It was moved and seconded and approved by all to sign the letter of credit in duplicate.

A statement from the Bank of Maine regarding the L.V.Allen & Sons escrow account that had been for the Middle Branch Estates was discussed. It was reported that the Attorney is looking into this for the Board.

The Board discussed the upcoming Selectmen's Quarterly meeting format, etc.

Pat Smith and Fred Frodyma met with the Board on the Shakers Woods Reserve. Ms. Smith gave the monitor's report as the monitor appointed by the Three Rivers Land Trust. She added that Fred Frodyma has agreed to take this position over as she will no longer be the monitor. An appointment certificate for Fred Frodyma as a member of the Shakers Woods Reserve Committee was approved and signed by the Board.

A letter to the State Planning Office regarding the recycling grant was read. The Board agreed that, because they could not, after going out to bid twice and then asking contractors about building the addition to the recycling building, they would sign the letter turning the grant back to the SPO. The letter was signed.

A letter to Steve Landry, thanking him for the Department of Transportation's offer of a crosswalk system to the Town of Alfred and not accepting it was signed.

The renewal application paper work for the Property & Casualty Insurance through Maine Municipal was reviewed. It was moved and seconded to sign the application as completed. All voted In favor and the document was signed.

The agenda for the RSU #57 budget meeting for March 14, 2012 was read.

The Board read the monthly report from the York County Shelter for the month of February.

The Preliminary State Valuation from the Maine Revenue Service for 2012 was reviewed.

It was reported that the six RSU # towns will meet with the Superintendent on March 27<sup>th</sup> at Alfred at 4:00 p.m.

John Sylvester reported on the MMA Legislative Policy Committee meeting. He reported on several items slated to come before the legislature. He said that he was asked to chair this meeting as others will be unable to attend/

After review of the warrants it was moved by Glen Dochtermann and seconded by John Sylvester to approve as written. All voted in favor and the warrants were signed.

Income to two accounts, Park and Recreation and Fueling February, were approved as submitted by the Board.

The CEO, Glenn Charette reported that he will be inspection J&J Garage with the DEP tomorrow.

It was reported that Mike Edgecomb will meet with the Treasurer, Fred Holt, to do a drive around town next week to assess which roads do not have full cable coverage.

There being no further business, the meeting was adjourned at 7:30 p.m.

## SELECTMEN'S MEETING MINUTES

Tuesday, March 20, 2012

5:00 p.m.

The meeting opened at 5:00 p.m. Present were John Sylvester, Glen Dochtermann, Fred Holt, George Donavon and Donna Pirone.

Fred Holt approached the Selectmen about the idea of not mailing out the Annual Reports. This costs the town approximately \$700.00 to mail them to residents. He thinks that having the reports available for residents to pick up at the Town Hall, Library and Transfer Station would be a good idea while saving on the cost of mailing them. John Sylvester disagrees with that idea. He feels that mailing them is still a good idea. It was decided that this topic would be brought up at the Selectmen's Quarterly meeting later in the evening today.

George Donavon brought up the idea of hiring someone to delivery the Annual reports to residents and feels that would not cost as much as mailing them either.

Glenn Dochtermann said that someone had asked him if we are going to fill the State Representative position. John Sylvester says he is hearing that the statute is not clear on whether the Governor will declare a special election or not. The thought is that the session is ending in a few weeks and that he will probably not call a special election. It is felt that most people would approve the cost of a special election.

Fred Holt had a visit from Mike Edgecombe with Time Warner today. They took a tour to survey some areas of Alfred that at this time do not have Time Warner Cable service.

An email from Paula Frodyma was read. She has let the Selectmen know that she would be interested in serving on the Budget Committee if there were a vacancy in the future, The Board of Selectmen appreciate her interest in serving the town.

The letter from the York County Commission was read. No response needed.

The new hire from for Emily Walis Stewart-Dore was reviewed. The Selectmen have decided that they would like to interview her at next weeks meeting.

At 5:38 p.m. the meeting was called into executive session after motion, second and approval by all in accordance with MRSA Title 1 §405,6.G, Concealed Firearms Permit application. After proper procedure, the Chairman, John Sylvester called the meeting out at 5:41 p.m. It was moved and seconded to sign the document. All voted in favor and it was signed.

The warrant was reviewed, Glenn Dochtermann made a motion to approve and sign as submitted. Mr. Sylvester seconded, all voted in favor and the warrant was signed.

There being no further business, the meeting was adjourned at 5:43 p.m.

## SELECTMEN'S MEETING MINUTES

Tuesday, March 27, 2012

4:00 p.m.

The meeting opened at 4:00 p.m. Present were John Sylvester, Glen Dochtermann, Selectpeople from five Towns and the Superintendent of RSU#57 to discuss the RSU #57 budget and related information. Preliminary figures were shared and discussed. It was reported that the RSU finance committee will be looking at the numbers as well as the School Board. It was agreed by all to meet again on April 23<sup>rd</sup> at 4:00 p.m. in Alfred.

Emily Stewart Dore met with the Selectmen to discuss an appointment as a firefighter. After discussion, Glenn Dochtermann made a motion to hire Ms. Dore. John Sylvester seconded all voted in favor and a hiring form was signed.

Mr. Sylvester, Chair, asked for any public comment. There was none.

The minutes of March 13<sup>th</sup> and March 20<sup>th</sup> Selectmen's meetings were read. After minor corrections the minutes were approved with a motion, second and approved by all.

John Sylvester reported on a meeting attended by the Selectman and the Road Commissioner at the Alfred D.O.T. garage last Friday to hear the D.O.T. report on area State owned bridges that have "scour". The two in Alfred were the Rt. 4 bridge at the intersection and the bridge on Swett's Bridge Road. Scour is when a bridge is undermined by water wearing away the abutments. D.O.T. said that they have place colored indicators for the level of the water and when it reaches a certain level they may close the bridge (s) down until they can be repaired or replaced.

A letter from the State Planning Office, stating their regrets for the grant that the Town was unable to use, was read.

After some discussion, the Board agreed to contact Chief David Lord to see if he has followed up on his request for a share in the cost of education for one of the officers at the Fire Department.

The Planning Board minutes for February 15<sup>th</sup>, March 21st and related correspondence was read.

The Planning Board agenda for their April 4, 2012 meeting was read.

John Sylvester reported that Chief Lord spoke with him about the results of last weeks Planning Board meeting and said that he has a "plan B" that includes mutual aid from at least four other fire departments to bring in tanker trucks if needed at the jail so that a good water supply is readily available.

The Board acknowledged certification for Glenn Charette for passing both the Land Use and Zoning and the Shoreland Zoning testing. It was noted that he needs to pass one more test to complete his certification for CEO/LPI (Code Enforcement Officer/Licensed Plumbing Inspector).

A check for \$100 as a donation to the Festival Committee to go towards renting a tent was discussed. Questions arose about keeping a separate account to keep track of the donations, etc. After further discussion, all agreed to speak with the Treasurer about this.

John Sylvester reported, as Chairman of the Festival Committee, that the committee met yesterday made the decision to dedicate the Festival to the Alfred Elementary School. He also reported on other topics and decisions made at the meeting.

The Board reviewed the property ratio declaration and reimbursement application sent by Maine Revenue Services. The Maine Revenue has set the developed parcel ration for Alfred at 90% for 2012 giving the Selectmen option to adjust this ratio within 10%, up or down.. After discussion it was moved by Glenn Dochtermann to set the declared ratio at 99% which gives the highest amount for tax payers on the exemptions, thus lowering the tax amount. John Sylvester seconded and all voted in favor.

A document for Time Warner Cable Internal Restructuring was discussed. It was reported that this has nothing to do with the Town's contract with Time Warner and that it has to do with changes within Time Warner and the franchise being held by Time Warner Cable Northeast LLC that all municipalities must approve. It was also reported that the document has been sent to the Attorney for his review before signing. The board agreed to wait for reply from the Attorney.

A letter from the County Commissioners was read. The letter reported that they will take funds from surplus that they will apply towards the Orthoimagery program for the County, a program that was taken out of the 2012 budget by the Budget Committee.

The Board read a notice from the Maine Municipal Association regarding the election of membership to the Executive Committee and Vice President of MMA.

A notice of the March 28<sup>th</sup> meeting of the Sanford Regional Communications Advisory Committee was read.

Glenn Charette, CEO, reported on the Department of Environmental Protection's inspection, findings and subsequent clean up of the J & J garage site. He reported that the clean up will take approximately 4 days and further clean up will be determined by what is found by the D.E.P.

The Board agreed to meet at the Alfred Elementary School at 9:30 a.m. prior to the Town Meeting on Saturday.

The Board reviewed the capital improvement plan.

John Sylvester reported that he will attend the meeting of the York County Connections Study this Wednesday and reported that there will be a Public Hearing on Thursday in Kennebunk at 6:00 p.m.

The warrants were reviewed. Glenn Dochtermann made a motion to approve and sign as written. John Sylvester seconded and all voted in favor.

Public comment was opened. There was none.

After motion, second and approval by all, the meeting was called into executive session at 7:20 p.m. in accordance with MRSA Title 1 §405, 6. G, Concealed Firearms Permit application to review two applications. After proper procedure the meeting was called out at 7:30 p.m. It was moved and seconded to sign the applications. All voted in favor and the documents were signed.

The Board discussed the upcoming Town Meeting and the warrant.

The meeting was adjourned at 7:45 p.m.