

Selectmen's Meeting
October 4, 2016
Tuesday, 4:30 p.m.

The meeting opened at 4:30 p.m. Present were Selectmen George Donovan, Tony Palminteri and Glenn Dochtermann. Also present was Joyce Wood, Administrative Assistant and Fred Holt, Treasurer.

The minutes of the September 27, 2016 Selectmen's meeting were read. Motion was made and seconded to approve them as written. All voted in favor.

George Donovan reported on the meeting on the County of York courthouse construction project that he attended last night. He said that the committee is down to three sites, one of which is a new site in Biddeford that was presented last night and was discussed by the committee. Also reviewed was a Journal Tribune article on the meeting. Mr. Donovan reported that on October 12th there will be site walks in Biddeford and on the Alfred property and he will plan to attend.

He then asked the Board Members if they might consider writing a letter to Judge Humphrey, Chairman of the Committee, in support of the courthouse structure being built in Alfred. This was discussed in detail with questions around the room about what thoughts were for the Town of Alfred if the court was located here. Comments were given by Mr. Holt, Mr. Allaire, the CEO and Al Carlson, who were also present and by Mrs. Wood. The Board agreed to postpone a decision on a letter until next week giving them time to give this further consideration. Mrs. Wood was directed to draft two letters.

Bob Dawber and Diane Gerry, from the York County Shelter met with the Selectmen. Also present were the Code Officer, Jim Allaire, Al Carlson and Jon Lord, Road Commissioner. Mr. Dawber described a problem of speeding traffic and said that the speed limit goes from 25 to 40 quite quickly. The Brothers cross the road sometimes with walkers and he is very concerned for the safety of them and other pedestrians. He asked if the speed limit could be enforced, changed to a slower speed or perhaps install speed bumps or cones in the crosswalk to help slow the traffic. Mr. Lord said that he doesn't agree with speed bumps as they become a liability to the entity who installs them if an accident occurs. The State of Maine posts the speed limits after a study of an area so the Town would have to request for this to be looked at. He added that enforcement is the key and that calls should be placed to the State Police. When drivers are aware that a police car may be in the area they tend to slow down. Mr. Dawber asked about signs like "pedestrians in the roadway" etc. Mr. Lord said that signs may help. He suggested that they consider signage as opposed to placing of anything in the road. He also said the crosswalks need to be repainted with reflected paint. Mr. Donovan suggest that the Sheriffs office may lend out a speed sign showing drivers the speed they are travelling. After further discussion, Mr. Dawber and Ms. Gerry borrowed the sign book to see what signs they may want and Mr. Lord agreed that he could, at the authorization of the Selectmen put the signs in at the costs covered by the Shelter for the signs and the placement of them. The Board was in agreement that this be done.

An article in the Journal Tribune that reported on the plans for the drug rehabilitation center by York County was then discussed. A portion of the article was read and Mr. Dawber was asked for explanation on the statement that the York County Shelter may offer short-term

placement if the program is full. Mr. Dawber said that this is not correct and that the Shelter cannot take in prisoners. When asked if he could ask for a correction of the statement he agreed to do so.

Jim Allaire, Code Officer shared his end of month report for September with the Board. Several questions were asked and discussed.

Two articles for the December 3, 2016 Town Meeting warrant for the 6 month budget were reviewed, discussed and voted on as follows:

- Salaries \$360,500 - Motion by Glenn Dochtermann, second by Tony Palminteri and approval by all.
- Employee Benefits \$118,000 – Motion by Tony Palminteri, second by Glenn Dochtermann and approval by all.

The draft minutes of the Comprehensive Plan Committee September 1, 2016 meeting were read.

The Town Clerk's end of month report for September was read.

The Rescue end of month report for September was read.

Agenda for the Budget Committee meeting that was held Monday, October 3rd was read and discussed. It was reported by the Chairman of the Budget Committee, Fred Holt that he asked the Committee if they felt they needed to speak with the Selectmen on the Salaries request and that after discussion by the group they all said "no" they were fine with the request by the Selectmen.

The October 5, 2016 Planning Board's agenda was read.

An invitation sent by Geoff Herman of the Maine Municipal Association to the Monday, October 10, 2016 12-Town Group Meeting was read. The meeting will be a candidate's forum for those running for position in the state legislature.

A complaint about the Treasure Chest made in writing through a Town Hall Staff Member was discussed. All agreed that Joyce Wood and Fred Holt check on the Treasure Chest and work with Mr. Stearns, Supervisor on making any needed changes.

At 5:00 p.m. George Donovan, Chairman, opened a Public Hearing in accordance with MRSA Title 28-A §653 to hear comment on the renewal application for a State Liquor License for the Oak Street Bistro. Present was Owner, James Marchese. He answered questions from the Board. There was no public comment. After motion and second the Public Hearing was closed. Tony Palminteri made a motion to approve and sign the license in the appropriate place for the host municipality. Glenn Dochtermann seconded and all voted in favor. The application was signed by the Board.

A request from the CEO, Jim Allaire, to attend three Building Code workshops was discussed and approved by the Board.

Mr. Palminteri reported that Eric Grove, Forester, has given rough estimates on lumber and bio-mass value on the Town owned property off of Whichers Mills Road and that a final report will be presented soon. He also reported speaking with Blaine Burnett, Heine's Group, on the interest of potential purchase of this property to add to the Keywood Manor property.

After review of the warrants, motion was made by Glenn Dochtermann with second by Tony Palminteri to approve and sign it as presented. All voted in favor and the warrant was signed.

Income to the Solid Waste Account was accepted and appropriated by the Board.

The Board had a discussion of setting up a meeting with the Planning Board to discuss contract zoning. All agreed that Mrs. Wood would set this up with the Planning Board Chair, Al Carlson.

The meeting was adjourned at 6:00 p.m.

Selectmen's Meeting
October 11, 2016
Tuesday, 4:00 p.m.

The meeting opened at 4:00 p.m. Present were Selectmen George Donovan, Tony Palminteri and Glenn Dochtermann. Also present was Joyce Wood, Administrative Assistant and Fred Holt, Treasurer.

The minutes of the October 4, 2016 Selectmen's meeting were read. Motion was made and seconded to approve them as written. All voted in favor.

George Donovan reported that he would try to attend the site walk for the proposed courthouse site tomorrow in Alfred.

Joyce Wood asked the Board if they would call the meeting into executive session so that she could report on a conversation with Mr. Beers, Consultant for the Heine's Group. Motion was made by Tony Palminteri and seconded by Glenn Dochtermann. All voted in favor and the Chairman, George Donovan, called the meeting into executive session per MRSA Title 1 §405, C. to discuss a conversation between Mrs. Wood and the Consultant on the potential disposition of Town-Owned property at 4:06.

The meeting was called out at 4:20 after motion second and approval by all. No action was taken. All were in favor of Mr. Palminteri continuing being the point person in this matter.

Mr. Dochtermann reported that he and others have tried to remove the ice shack that had been left on the Town Beach property but were unable to do so. The building is too large and is in a wooded area. Suggestions were made and Mr. Dochtermann said that he will take care of it.

Dominique Zulueta, Parsons Memorial Library Trustee, met with the Selectmen to request the spending of funds from the Library donation account to make needed repairs on the stairway and landings as they are in poor shape. Several quotes were obtained and the Trustees approved one from George Burr & Sons, Inc. She shared copies of this quote with the Board. The quote was in the amount of \$8,050. After discussion, the Board agreed to request that copies of the other quotes be sent to the Board and Ms. Zulueta agreed to send them by e-mail. Also requested by the Board was to keep the CEO, Jim Allaire, involved during the repair project. It was then moved by Tony Palminteri and seconded by Glenn Dochtermann to approve the project as requested. All voted in favor.

Fred Holt, on behalf of the Three Rivers Land Trust, of which he is a Board Member, spoke with the Board about two properties that have received Town Meeting approval for easements to be put on them by Three Rivers. He reported that due to the lack of clear metes and bounds of the properties they were advised by their attorney not to move forward with the easements. He then made a request on behalf of Three Rivers that the Selectmen consider donating these two properties to the Trust. Much discussion followed and the Board agreed to give this further consideration.

The Alfred Water District's quarterly report on the nitrate testing of the well sites off of Route 4 was read. The levels tested at good.

After review of a hiring form for a firefighter/EMT motion was made by Tony Palminteri with second by Glenn Dochtermann to approve and sign the form. All voted in favor and the hiring form for Casey Cyr was signed.

The Planning Board Public Hearing notice for October 19, 2016 was read.

The Planning Board Site Walk notice for October 12, 2016 was read.

The Budget Committee agenda for the October 17th meeting was reviewed.

A State Recycler License renewal for Roland's Motor Sales was discussed. The CEO, Jim Allaire reported that he recommends approval. It was moved and seconded to approve and sign the document and send to the State for their approval. All voted in favor and the Chairman, George Donovan signed the renewal.

The Board discussed the upcoming meeting with the Planning Board on the proposed Contract Zoning ordinance.

After review of the warrants, it was moved and seconded to approve and sign them as submitted. All voted in favor and the documents were signed.

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

A document entitled "Layman Way Recovery Center" was briefly discussed. The Board requested that Ms. Wood ask for three additional copies so that the Selectmen could each read their own copy.

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

Selectmen's Meeting
October 12, 2016
Wednesday, 6:00 p.m.

The meeting opened at 6:00 p.m. Present were Selectmen George Donovan and Tony Palminteri. Also present was Joyce Wood, Administrative Assistant and several Members of the Planning Board, Al Carlson, George Dugovic, John Ibsen and Ray Blanchette and Secretary, Darcy Hobgood.

George Donovan opened the meeting by explaining the reason for the two Boards meeting together. The topic, he said is contract Zoning and the possibility of bringing an ordinance to the December 3, 2016 Town Meeting for a vote.

Tony Palminteri gave an explanation of how this came before the Selectmen by an applicant who met with the Planning Board and was asked by the Planning Board to meet with the Selectmen. This contractor gave a presentation on contract zoning and presented a copy of portions of the City of Biddeford's Contract Zoning Ordinance along with explanation of how this works. The Selectmen agreed to look into this and have done research on contract zoning and agreed that this might be a benefit to the Town of Alfred.

Mr. Palminteri continued to explain how contract zoning works with current zoning and the process to create a draft ordinance and bring to Town Meeting. He said that both the Selectmen and the Planning Board and Town Meeting must approve any application and that the "agreement" can be very specific as to requirements and stipulations of the project.

It was reported that much work and research has been done on a proposed ordinance and copies of a draft done in house was briefly discussed. Mr. Palminteri said that they have asked Kathy Connor of Southern Maine Planning & Development Commission what she would charge to do a draft ordinance and the reply from her was around \$500. It was added that this cost might be covered jointly by the Consultant line item in the Government Operations account and from the Planning Board account. This was discussed.

Jim Allaire added that a contract with a developer can have anything the Planning Board or Board of Selectmen wanted including down to "the color of a building". He said that he feels this would be an asset and benefit to the Town.

John Ibsen asked about transferability and Mr. Palminteri answered that it is transferable but only if the new owner comes in for approval in the same manner and receives approval.

Other questions and discussions followed to include a question from George Dugovic about the Comprehensive Plan containing the proper verbiage to back this up. It was reported that the Comprehensive Plan Committee has agreed that this would be a good tool for the Town and have agreed to put an amendment in the new Plan to make sure that this is covered. This amendment will go before the December 3rd Town Meeting for a vote.

Al Carson referred to the Alfred code 148-67 where he said that the Planning Board already has authority to make changes or waive criteria if approved. This was discussed.

Mr. Palminteri reported that the Selectmen have previously agreed to ask Kathy Connor to draft an ordinance and asked that, if the Planning Board Members present agree, they will move forward with this for review by both Committees. A formal vote was not taken but it was clear that the Planning Board Members agreed that they make this request to Ms. Connor. All information and research was then offered to the Planning Board.

The meeting was adjourned at 6:30 p.m.

Selectmen's Meeting
October 18, 2016
Tuesday, 4:30 p.m.

The meeting opened at 4:30 p.m. Present were Selectmen George Donovan and Tony Palminteri. Also present was Joyce Wood, Administrative Assistant and Fred Holt, Treasurer.

The minutes of the October 11, 2016 Selectmen's meeting were read. Motion was made and seconded to approve them as written. All voted in favor.

The minutes of the October 12, 2016 Selectmen's meeting were read. Motion was made and seconded to approve them as written. All voted in favor.

The Tax Collector, Darcy Hobgood, met with the Board to go over the end of month reports for property taxes, motor vehicle registration and for the Inland fisheries for the month of September.

Mr. Palminteri reported on a conversation with Forester, Eric Grove, regarding the timber on two town-own properties and the timber bidding process. He added that Mr. Grove said that he could, if given the authorization, have the project completed by April if needed.

Mr. Palminteri then reported on a conversation with Gary Beers, who is representing the Heine's Group, and who said that he would like to be involved in the cut if possible or maybe mark certain trees they would like to be left. This was discussed. Mr. Palminteri agreed that he would continue with negotiations as authorized by the Board on these two properties.

The Board reviewed the quotes they had requested from the library on the work to be done on the steps and landings.

After review of letter to Junkyard Owners in Alfred, notifying them of the upcoming Public Hearing to be held on November 22, 2016 at 5:30 p.m., motion was made by Tony Palminteri and seconded by George Donovan to approve and sign the letter as written and to send a copy to all of the Junkyard Owners. All voted in favor.

Jon Lord, Road Commissioner met with the Board briefly. He reported that he had to cut up some downed limbs and trees due to the high winds during the past week.

The Assessors return for the York County tax payment was approved and signed by the Board after motion by Mr. Palminteri and second by Mr. Donovan.

After explanation of a Veteran's Exemption application, it was moved and seconded to approve and sign the application as submitted. All voted in favor and the Chairman, George Donovan signed the document.

A notice from the City of Sanford Planning & Development regarding the Libby pit was read. All agreed to bring this to the attention of the Road Commissioner.

A 2016 tax abatement and corresponding tax supplement was read. After explanation, motion was made by Tony Palminteri and seconded by George Donovan to approve and sign both documents. All voted in favor and they were signed.

A statement from Bergen Parkinson Attorneys was read. After discussion it was moved and seconded to pay this bill and to add an article for additional funds to the 2016 Legal account on the December 3, 2016 Town Meeting warrant.

The Planning Board Agenda for the October 19, 2016 meeting was read.

After review of the warrants, motion was made by Tony Palminteri to approve and sign the warrant as presented. George Donovan seconded and all voted in favor. The warrant was signed.

Income to the Town from Three River's Land Trust under the Payment in Lieu of Taxes program was accepted and appropriated by the Board.

Mr. Palminteri reported that he is in process of setting up a conference call with Congresswomen Pingree's office regarding the Massabesic Forest as requested by the Board. He also reported that he has spoken with Dayton Selectmen Hicks about the portion of the Massabesic Forest in their Town.

The Board reviewed a draft proposed ordinance to go before Town Meeting entitled "Design Review Committee". The Board agreed to send copies to the Planning Board and to request a meeting with them next week.

York County Commissioner, Mike Cote, spoke with the Board about several issues:

- York County Jail Working Group – He explained that this group has been set up to look at the budget of the jail and related items including the loss of Medicaid benefits by a prisoner after 30 days in jail. The Selectmen asked "because the Town of Alfred Rescue becomes involved at this level and does not get reimbursed for any calls shouldn't a representative from Alfred be on this committee". Mr. Cote said that the goal of the Committee is the help to get the jail budget under control. After further discussion on this Mr. Cote said that if a vacancy occurs he would request that an Alfred Selectmen be considered.
- Recovery Center – The plans are still moving forward with this but still no response for funding as yet.
- Court construction Project. This was discussed by all. Mr. Cote said that the Alfred Selectmen's letter of support was appreciated. No decisions have yet been made as to the location of the new courthouse.

There being no further business, the meeting was adjourned at 6:00 p.m.

Selectmen's Meeting
Thursday, October 20, 2016
9:00 a.m.

The meeting opened at 9:00 a.m. Present were the Selectmen, George Donovan, Tony Palminteri and Glenn Dochtermann. Also present were Joyce Wood, Fred Holt, Jim Allaire, Andy Bors and Darcy Hobgood.

It was reported by Joyce Wood that she contacted Tammy Wells, Reporter of the Journal Tribune, of this meeting to cover statutory regulations on posting of meetings. (The meeting was posted at 4:30 on October 19th.)

Several topics were discussed in relation to setting schedules for hearings and notices for Town meeting in December.

- Moratorium Ordinance. The process to bring this to a Town Meeting vote on December 3, 2016 was reviewed. It was moved by Mr. Palminteri to put the question on the December 3rd Town Meeting Warrant for a Moratorium Ordinance regarding Recreational Marijuana Retail Establishments and Social Clubs if Question #1 passes on November 8, 2016 and to give notice to the Town Clerk after the vote on the 8th. Glenn Dochtermann seconded the motion and all voted in favor.

- Proposed Design Review Ordinance and related zoning changes: Copies of the proposed ordinance and zoning changes were reviewed. It was reported that the Planning Board has been given these proposed changes and have agreed to meet with the Selectmen next Tuesday to discuss this and the potential contract zoning ordinance.

Mr. Allaire reported on minor comments that had been made at the Planning Board meeting. Mrs. Wood reported that she is waiting for a response from MMA Legal on who has authority to bring zoning changes to a town meeting. After further discussion, motion was made by Tony Palminteri to, bring the proposed changes to the December 3, 2016 Town Meeting and to notify the Town Clerk at the appropriate time with a copy of these changes. Glenn Dochtermann seconded and all voted in favor. Also agreed on by the Board was, if MMA Legal has not responded by end of day, today, that Ms. Wood contact Attorney Rachin and ask this question, knowing that doing so would cause an increase to the overdraft in the Legal account.

- Amendments to the Comprehensive Plan regarding Contract Zoning. Ms. Wood reported that the Comprehensive Plan Committee needs to hold a Public Hearing on this potential amendment and that the notice for that hearing must be posted 30 days prior to the hearing. She reported that the date for the Public Hearing will need to be on November 22nd due to time constraints in placing the notice. And that she has been speaking with the Co-Chair, Amy Titcomb about this. Mr. Allaire, CEO and a member of the Comprehensive Plan, said that he would represent the Comp Plan at that hearing as the Co-Chairs may not be able to attend. After further discussion, it was moved and seconded to place an ad in both the Smart Shopper and in the Journal Tribune if they were posting it in this week's edition for the November 22, 2016 Public Hearing at 6:00 p.m.

- Contract Zoning proposed ordinance. Mrs. Wood reported that Planner Kathy Connor, SMPDC, will complete and send the proposed ordinance this week and will send copies to all. The Board agreed to bring to next week's meeting to discuss this with the Planning Board. Motion was made by Mr. Palminteri and seconded by Mr. Dochtermann to, bring the proposed ordinance to the December 3, 2016 Town Meeting and to notify the Town Clerk at the appropriate time with a copy of these changes. All voted in favor.

Andy Bors, Town Clerk, then made a recommendation that the Town should consider hiring help to move equipment to the Conant Chapel for voting especially during a presidential election. After discussion the Board agreed to contact the transfer station staff to inquire if 2 or 3 of them might be interested in working the day before to set up and the day after elections to take down the equipment. Also discussed was the potential need to deputize additional election workers for this upcoming election. The Board agreed that Mr. Bors give this consideration and let them know next week.

The meeting was adjourned at 10:15 a.m.

Selectmen's Meeting
Tuesday, October 25, 2016
4:30 p.m.

The meeting opened at 4:30 p.m. Present were Selectmen, George Donovan, Tony Palminteri and Glenn Dochtermann. Also present were Joyce Wood and Fred Holt.

After reading the minutes of both the October 18th and October 20th Selectmen's meetings, motion was made by Tony Palminteri and seconded by Glenn Dochtermann to approve them as written. All voted in favor.

Jon Lord, Road Commissioner, met briefly with the Selectmen to report that he has cleaned up some blocked culverts from the recent heavy rains. He is anticipating doing some tree work but will wait until later in December to make sure the funds will be available pending any emergency work that may need to be done.

The group discussed the opening of the old Kennebunk Road gates into the Massabesic Forest for hunting season. After much discussion about an incident that took place last year and the understanding that the US Forest Service doesn't open their gates for hunting season, it was moved and seconded to keep the gates closed this year. All voted in favor.

Next discussed with the Road Commissioner was authorizing snowmobiles/four wheelers on the Town's Beach Property. Mr. Lord said that the regular trail follows the old railroad bed. The Board agreed that this stay the practice but to not allow the machines running all over the property but to stay on the trail.

The 2016 six-month budget spreadsheet was reviewed. The information showed the amount recommended for the articles for the December 3, 2016 Town Meeting Warrant and the votes of both the Selectmen and the Budget Committee. All were in agreement to transfer the amounts to the warrant for the December 3, 2016 Town Meeting.

Mr. Palminteri gave an update on his conversation with Gary Beers, representative for the Hyne's Group concerning two town owned properties and their interest to purchase these two from the Town. He agreed to continue with these negotiations on behalf of the Board.

Mr. Palminteri then reported that he has a conference call with a representative from Chellie Pingree's office regarding the Massabesic Forest and that Collins and Kings Office reported to him that they are working on setting up a meeting with the US Forest Service. He also reported that he attended a Dayton Selectmen's meeting last night and filled that Board in on what has transpired up to now so that they may be included if they choose to.

An upcoming meeting regarding upgrading to LED lighting and municipal acquisition of street lights was discussed. As all thought this could be a potential for Alfred to look into, all were in agreement to ask Mr. Holt to attend this meeting in South Portland on November 10th. He agreed to attend.

The Board reviewed the recommended changes to the fueling February account as recommended to them by the Fueling February Committee. After discussion of the changes, Glenn Dochtermann made a motion to approve them as recommended and to sign the

revised policy as presented. George Donovan seconded and all voted in favor. The document was signed.

A notice of a Planning Board Public Hearing for November 2, 2016 was read.

The draft minutes for the October 12, 2016 Planning Board meeting were read.

An appointment certificate for Joyce Wood to serve as Deputy Town Clerk and Deputy Registrar of Voters was discussed, approved and signed by the Board.

The Treasurer, Fred Holt, presented the 2014 tax lien potential foreclosure list. These foreclosures, if not paid, would take place on December 1, 2016. The list was read, reviewed and discussed.

After review of the warrants motion was made by Mr. Dochtermann and seconded by Mr. Palminteri to approve and sign them as presented. All voted in favor and the warrants were signed.

Income to the Solid Waste account, the Festival account and a reimbursement from MMA for two convention non-attendance to the Government Operations account were accepted and appropriated by the Board.

Fred Holt, representing the Three Rivers Land Trust, spoke with the Board about the potential of the Town donating a 40 acre landlocked piece of the owned property to the Land Trust as was requested and discussed at a prior Selectmen's meeting. When asked, he acknowledged that a building and two acres on Kennebunk Road has been donated to the Trust by the owner. The request was discussed with no decision made at this time.

Planning Board members met with the Selectmen to discuss several proposed ordinance changes.

- The ad for a Public Hearing was reviewed. Mr. Carlson explained that the Planning Board usually adds each potential change that will be discussed in bullet format on a Public Hearing ad. Mrs. Wood agreed to make this change.
- Design Review Committee – This proposed new ordinance was discussed by all with some recommended changes. After discussion of the changes all were in favor that those changes be made.
- Amendment to Chapter 160 Article XVII §160-90 –These proposed changes were approved by all
- Amendment to Chapter 160 Article XIX §160-148 - After review of the proposed changes all were in favor of keeping them as presented
- An amendment to Chapter 160 Article XIX §160-149 – all were in favor of these changes.
- Contract Zoning – A new proposed Article XXII - Reviewed in detail with several suggested changes to the draft. All agreed to pass the recommended changes to Kathy Connor of Southern Maine Planning & Development Commissions who drafted the article and then to pass the proposed ordinance to the Town Attorney for final approval.

After all of these items were discussed all agreed that the final changes be made and sent to Darcy Hobgood, Planning Board Secretary and then sent on to the Planning Board Members. The Selectmen reviewed the final proposed changes to the Library Endowment Advisory Committee Ordinance. All were in agreement to add this to the December 3, 2016 Town Meeting warrant.

The Selectmen reviewed the final proposed changes to the Comprehensive Plan Committee Ordinance. All were in agreement to add this to the December 3, 2016 Town Meeting warrant.

The proposed Marijuana Moratorium Ordinance was approved as written by Attorney Rachin. All agreed to sign and put the proposed ordinance on the December 3, 2016 Town Meeting warrant.

The meeting was adjourned at 7:15 p.m.

Selectmen's Meeting
Tuesday, November 1, 2016
4:00 p.m.

The meeting opened at 4:00 p.m. Present were Selectmen, George Donovan, Tony Palminteri and Glenn Dochtermann. Also present were Joyce Wood and Fred Holt.

The minutes of the October 25, 2016 Selectmen's Meeting were not available.

Tom Holland, Animal Control Officer, met with the Selectmen to discuss a complaint call that was received by staff member at Town Hall. A suggestion was made to go into executive session to discuss this as it relates to his position and actions taken. Motion was made to go into executive session followed by second and approval by all. The Chairman, George Donovan called the meeting into executive session in accordance with MRSA Title 1§405.6 A. (1) for a Personnel Issue at 4:15 p.m.

The meeting was called out of executive session by the Chairman after motion and second at 4:30 p.m.

It was moved and seconded to draft a policy on steps, if not already on file, for the Animal Control to take when picking up a stray animal and related issues including where and how long to keep an animal before turning over to the Animal Shelter. All voted in favor.

Two Town-owned properties off of Whichers Mills Road were discussed. Mr. Palminteri reported that he has spoken with the Town Attorney, Leah Rachin, and needs to report the legal response he has heard from her. He asked the meeting be called into executive session. It was moved and seconded to do so. After approval by all the Chairman, George Donovan, called the meeting into executive session in accordance with MRSA Title 1, §405,6.E.

After motion, second and approval by all the meeting was called out of executive session by the Chairman.

Mr. Palminteri said that he had informed Mr. Beers of the Hynes Group that on the advice of counsel the Selectmen, after vote on Tuesday, had to offer the parcels in a public bid process, and review competitive bids to determine if any further conversations would take place. Motion was then made by Tony Palminteri to begin procedure to potentially sell two Town-owned properties identified as Map 1 Lot 21 and Map 1 Lot 20-B as one at Public Sale as recommended by Attorney Rachin and to put the ad in the paper for a sale to be held on Tuesday, November 15, 2016 at 5:00 p.m. Glenn Dochtermann seconded the motion and all voted in favor.

Mr. Palminteri then reported on a conversation with Alex Pelczar from Senator Collins office who reported to him on the meeting with the US Forest Service and the Congressional offices of Collins and King about the Massabesic Forest request from the Towns of Alfred and Lyman. Some of the items brought up by the US Forest were the fact that ongoing experiments are still in place and that the Forest Service has spent a significant amount of funds on the Forest and the work being done over the years. He reported that Ms. Pelczar told him that it doesn't look good from her point of view to turn over the forest to the Towns.

Mr. Palminteri recommended that a letter be sent to the Chief of the US Forest Service on behalf of the Towns. After discussion, all were in agreement that he do so.

A letter to a resident who requested a private road sign that was authorized by the 911 Officer, Jim Allaire, asking her for reimbursement to the Town for the cost of the sign was read. Motion was made and seconded to send the letter as written. All voted in favor and the letter was signed. Enclosed was a bill from White Sign showing the amount of the sign.

The Board and the Treasurer discussed the 2016 Legal account and recommendation was made to ask for an additional \$5,000 to cover expenses until December 31, 2016 on the December 3rd Warrant. Also discussed was the six month budget legal account from January 1st to June 30th of 2017. All were in agreement to change the amount requested to \$10,000 from \$6,000.

The final draft of the proposed Contract Zoning ordinance that will be going to the December 3, 2016 Town Meeting was reviewed.

Fred Holt spoke with the Selectmen on the Three Rivers request that he has brought to the Board in previous meetings. He said that the Trust has offered, that if the land is gifted to them that the Town will be authorized to do a sustainable harvest as needed. This was discussed. All agreed that Mr. Holt take back to the Trust that the Board may be interested in this if there was a legal "way" to get to the property to do the forest maintenance cutting. Mr. Holt agree to look into this.

Mr. Donovan reported that he has been to the Treasure Chest and reported that it looks better after the visit made by Mrs. Wood and Mr. Holt to give the attendant some suggestions for improvements.

The minutes of the Library Endowment Committee's October 16, 2016 meeting were read.

The monthly report from Fire and Rescue on the calls to the County jail were reviewed.

A request to use the Brothers Beach was discussed. All were in agreement to approve and sign the request and pass it on pending the approval of the Brother's Beach Committee.

The 12-Town Group meeting minutes were reviewed.

The Marijuana Moratorium was signed by the Board as approved at last week's meeting.

The Planning Board Public Hearing notice for November 2, 2016 was read.

The Planning Board Agenda for their November 2, 2016 meeting were read.

The Planning Board draft minutes of October 19, 2016 were read.

Mr. Palminteri asked about an ad for a café and catering business to include on premises catering at the York County Shelter. All agreed to ask the CEO, Jim Allaire, if these are permitted uses.

An Assessor's 801 form for taxes paid in 2015 was signed.

After review of the warrants, motion was made by Mr. Palminteri and seconded by Mr. Dochtermann to approve and sign them. All voted in favor and the warrants were signed.

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

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

Selectmen's Meeting
Tuesday, November 8, 2016
4:00 p.m.

The meeting opened at 4:00 p.m. Present were Selectmen, George Donovan and Tony Palminteri. Glenn Dochtermann was absent. Also present were Joyce Wood and Fred Holt.

The minutes of the October 25, 2016 Selectmen's Meeting were read. Motion was made by Mr. Palminteri and seconded by Mr. Donovan to approve as written. All voted in favor.

The minutes of the November 1, 2016 Selectmen's Meeting were read. Motion was made by Mr. Palminteri and seconded by Mr. Donovan to approve as written. All voted in favor.

An Assessor's 801 Form verifying taxes paid on a personal property account was approved by all and signed by the Chairman, George Donovan.

Notices for three Planning Board Public Hearings to be held on November 16th beginning at 7:15 were read.

A Planning Board Site Walk notice for November 9, 2016 at 3:00 p.m. for a Three Rivers Land Trust Use Permit at Map 8 Lot 35-B was read.

Darcy Hobgood, Tax Collector, reviewed her end of month report for October with the Board. Her report showed that there were \$451,000 outstanding taxes for the 2016 commitment at the end of October. The vehicle registration numbers were up from last year at this time by \$40,900 and her report showed that there was minimal activity in the Inland Fisheries with the registration of a few boats and four wheel drive vehicles.

The Board read the quarterly report from Time Warner on franchise fees. The report showed a quarterly amount of \$10,869.70.

The Town Clerks end of Month report for October was read. There were two births, five deaths, seven burial permits, twenty dog licenses and four hunting/fishing licenses.

After review of warrants, it was moved by Tony Palminteri to approve and sign them as submitted. George Donovan seconded the motion and after approval by all the warrants were signed.

Income from "Kans for Cash" for recyclables was accepted and appropriated by the Board to the Fueling February account in the amount of \$689.08 for the month of October.

George Donovan reported that he attended the meeting where the vote and decision was made that the location of the new court building would be in Biddeford. He gave a few details of that meeting.

Fred Holt, Treasurer, presented the sealed monthly bank statements to the Board. Each Selectmen opened several statements. They were reviewed and briefly discussed by all.

The Code Officer, Jim Allaire, met with the Board to share his end of month report for October. The report showed permit details and fees totaling \$13,950.50 for the month.

Mr. Allaire then updated the Selectmen on conversations with the York County Shelter's Attorney, Gene Libby, about an ad and a follow up visit from Mr. Allaire to the Shelter concerning a potential café and on site catering. He said that Attorney Libby asked him about this and that he, Mr. Allaire, explained why he visited the Shelter and asked questions because of what the ad stated about these two potential items. Mr. Allaire reported that Attorney Libby told him that the Shelter is not making any changes to the bakery and that he will look into the catering aspect.

Joyce Wood added that she received a request from Attorney Libby's office for a copy of the recording of the July 5, 2016 Selectmen's meeting which she is preparing to send.

It was reported that the Road Commissioner, Jon Lord, has installed the signs that were ordered by the York County Shelter on the Shaker Hill Road.

Mr. Palminteri reported that he has set up a conference call with the Congressional staff of Senator King tomorrow, Wednesday, November 9th at 11:00 a.m. to further discuss the Massabesic Forest and conversations with the US Forest Service.

Fred Holt spoke briefly with the Board and the CEO about the Planning Board meeting with the Three Rivers Land Trust at which fees were waived at the approval of the Planning Board. He questioned the authority to do so. After discussion the Board was in agreement that Mr. Allaire speak with the Planning Board about the ordinances that do not allow for fees to be waived. He agreed to do so.

Mr. Holt then spoke with the Selectmen about a conversation he had with the Road Commissioner, Jon Lord, about the concrete barriers that are no longer used at the transfer station as he was approached by another Town who was looking for these type barriers. After discussion, all agreed that Mr. Holt look into cost of this type and size barriers and to come up with a fair price and offer them to the Town of Waterboro. He agreed to do so.

Jim Allaire reported to the Board and shared pictures and specs on a potential light for the outside of the Town Hall as he was requested to search for an appropriate light. The light he recommends will cover a 120 foot by 80 foot section if hung at the height of 20 feet and that would light up the stairway/ramp and the parking lot. The cost is \$400 and the LED light could be set in a box frame that he said he offered to make. After further discussion, it was moved and seconded and approved by the Board to purchase and install this light.

There being no further business, the meeting was adjourned at 5:15 p.m.

Selectmen's Meeting
Tuesday, November 15, 2016
3:00 p.m.

The meeting opened at 3:00 p.m. Present were Selectmen, George Donovan, Tony Palminteri and Glenn Dochtermann. Also present were Joyce Wood and Fred Holt.

The minutes of the November 8, 2016, Selectmen's Meeting were read. Motion was made by Mr. Palminteri and seconded by Mr. Dochtermann to approve as written. All voted in favor.

The Board reviewed a draft Animal Control Officer Job description. Many comments were made and some changes suggested. All agreed to bring back next week for further discussion. Also discussed was the possibility of appointing a Deputy ACO. All agreed to give this consideration.

The 4:15 item on the agenda, "Interview for Transfer Station Sub", and the process for hiring was questioned and discussed. It was explained that some interviews have been held by Mrs. Wood and Mr. Holt for employees at the Town Hall with recommendations given to the Board. Also reported was the process the Fire & Recuse typically use which is basically the same. The applicant is interviewed and recommendations are made to the Selectmen for final approval. Mrs. Wood indicated that, when able, the Transfer Station Supervisor has attended interviews. After further discussion, it was moved by Tony Palminteri and seconded by Glenn Dochtermann that, unless requested, the Selectmen will not hold individual interviews, but will make decisions based on recommendations from the Human Resource personal.

It was agreed on by all to contact Mr. Alan Bourgoin who is the applicant for transfer station sub and let him know that he will not have to come in as Joyce Wood has already met with him and told the Board that she could recommend him for this position. The call was made and Mr. Bourgoin will meet with staff tomorrow morning to fill out the necessary paperwork. The Board approved and signed his hiring form.

Chris Caswell, Park & Recreation Chairman, met with the Board to report on an incident at the Alfred Park. This past weekend he was called to the Park and found hypodermic needles, some with liquid still inside, strewn on the ground. He called the Fire Department and the State Police. The paraphernalia was properly picked up. The State Police agreed to make periodic drives past the park at various times. A suggestion was made to add lighting to the area and that, said Mr. Caswell, is why he is before the Board. He asked if they would consider allowing for funding to put up additional lights at the park. After discussion all were in agreement to contact Central Maine Power and inquire about putting up additional lights on the poles.

After review of a letter with billing to the York County Shelter for signs and the installation of signs as requested by them, it was moved and seconded to approve and sign the letter as submitted. The letter was signed.

The Zoning Board of Appeals Public Hearing Notice for November 30th was read.

The Planning Board agenda for November 16, 2016 meeting was read.

The Board reviewed the two Warden's Tally sheet of the November 8, 2016 voting.

Andrew Bors, Town Clerk, met briefly with the Board to discuss the voting at the Conant Chapel. He said that he has not received a directive from the State that a recount will be done on question 1 (Use of Marijuana, etc.) but that Clerks have been given a "head-up" that this might take place. When asked how the physical aspect of the voting went, he said that it was a big help having the transfer station employees move all the equipment back and forth and though not the best place he felt it went smoothly at the Chapel. Next discussed was the question of having two wardens overseeing two separate voting areas. Mr. Bors said that the room they use now is ADA compliant but that the back room in the chapel is not. He said that he felt that the Town should have a deputy warden in case the warden were not able to serve. This was discussed and he agreed to think about this further. He also reported that 76% of all eligible voters in Alfred voted on November 8th.

After discussing a request for workshop with the CEO, Jim Allaire, motion was made by Tony Palminteri and seconded by Glenn Dochtermann to approve the request. All voted in favor.

The minutes of the October 6, 2016 Comprehensive Plan meeting were read.

A request from Life Flight for municipal funding was discussed. All were in agreement to put in the June 2017 Town Meeting warrant folder for discussion at that time.

Motion was made by Glenn Dochtermann and seconded by George Donovan to approve and sign the warrants as submitted. All voted in favor and the warrants were signed.

The Board accepted and appropriated income to the Park and Recreation account as submitted.

The Board discussed the tires on the tractor at the transfer station. A quoted cost from Westcott's as reported to Mr. Holt by Morgan Stearns was \$500 to replace each tire and \$2,500 for each if rims were needed replacement. This was discussed further and all agreed to get another quote and that Mr. Palminteri will follow up on this.

At 5:00 p.m. as scheduled, the Selectmen agreed to open two sealed bids for two Town tax acquired properties as advertised, Map 1 Lot 21 and Map 1 Lot 20-B with a total of 49+/- acres located off of Whichers Mills Road in Alfred. The Chairman, George Donovan opened the bids individually. The first he read was from Robert Champagne and the offer was \$250 per acre times 49 acres equaling a total bid of \$12,250.00. The second bid was then opened and read being from Gary Beers, of GB Park Services and the bid was in the amount of \$237,500.00 for the 49 acres. Both bids were discussed by the Board.

Motion was made by Tony Palminteri to accept the bid from Gary Beers for \$237,500.00 and to enter into negotiations with him for the sale of said properties. Second was made by Glenn Dochtermann and all voted in favor. All agreed that Mr. Palminteri will contact Mr. Beers on behalf of the Board.

The meeting was adjourned at 5:45 to attend the Planning Board Public Hearing and then to hold the Selectmen's meeting on the warrant at the Conant Chapel.

Selectmen's Meeting
Tuesday, November 22, 2016
3:30 p.m.

The meeting opened at 3:30 p.m. Present were Selectmen, George Donovan, Tony Palminteri and Glenn Dochtermann. Also present were Joyce Wood and Fred Holt.

The minutes of the November 15, 2016, Selectmen's Meeting were read. Motion was made by Mr. Palminteri and seconded by Mr. Dochtermann to approve them as written. All voted in favor.

The Board reviewed a draft Animal Control Officer Job description. Many comments were made and some changes suggested. All agreed to bring back next week with additional changes as agreed upon.

The warrant for the December 3, 2016 Town Meeting to cover a six month budget, January 1, 2017 to June 30, 2017 was reviewed along with recommended wording changes from the Town Attorney, Leah Rachin. After discussion, motion was made by Tony Palminteri with second by Glenn Dochtermann to approve and sign the warrant as presented. All voted in favor and six copies of the warrant were signed by the Board.

A copy of a letter from Mr. Palminteri to Chief Thomas Tidwell of the U.S.D.A. Forest Service regarding the Massabesic Forest was read.

A copy of a letter to Congresswoman Chellie Pingree, Senator Angus King and to Senator Susan Collins from the Town of Dayton regarding the Massabesic Forest was read.

A draft Purchase and Sale Agreement between the Town of Alfred and Keywood Manor, LP for the purchase of two Town owned properties identified as map 1 lot 20-B and map 1 lot 21 was read and discussed. It was reported that the legal representation for both groups have worked back and forth and are in agreement with the document as currently written. The Selectmen agreed to meet next week to finalize this and meet with Mr. Beers to sign the agreement.

Thank you letters for the volunteer assistance in planting the donated trees at the Public Safety Building were approved and signed by the Board. Letters went to Mark Pendergast of the Salmon Falls Nursery, Noah Tucker, and to Jon Lord.

The Planning Board notice of a Public Hearing for December 7, 2016 was read.

The Planning Board agenda for their December 7, 2016 meeting was read.

Dominique Zulueta, Library Trustee, met with the Board to discuss tree work at the Parsons Memorial Library. She explained that several trees were in need of attention. Pruning and fertilizing and other work was needed to keep the trees as long as possible as they are not in excellent condition. She shared two copies of quotes, one from Tamarack Trees in the amount of \$2,106 and the second from Bartlett Tree for \$1,880. She gave an explanation of each and said that she would recommend Bartlett Tree. The Board asked several questions, and motion was made by Mr. Palminteri to approve the work to be done by Bartlett Tree with the funds to come out of the endowment fund as reported by Dominique. After second by Mr. Dochtermann, all voted in favor.

Ms. Zulueta then reported that the heat is not working at the library and that they will have to be closed for a couple of days as the company fixing it is waiting for parts. She reported that it was found that a mouse chewed through the part needing replacement. The Board asked about the

company and not having the part available and also discussed having a regular pest control done at the library. She said that she will bring up at the next Trustee meeting for discussion.

George Donovan reported on the County Commissioner's sub-committee to research the potential to overturn the recent decision to put the new court in Biddeford. He said that Members included himself, Mr. Sylvester, Joe Hanslip, Kathy Slatery, Susan Duchambault, Lynn Mansur, Heidi Sampson, Sheriff King and Mike Cote. He reported that the group discussed contacting the judicial system to see what they should do.

Joyce Wood reported that Jon Lord, Road Commissioner, said that he went out with one truck during the storm this past weekend and that he plowed a portion of North Alfred and spread 3 yards of salt to 80 % of the Town and that he cleaned up a tree that had blown over.

The weekly warrants were reviewed. After motion and second all voted in favor to approve and sign them as submitted.

Income to the Public Safety Building was accepted and appropriated as submitted.

Fred Holt reviewed the remainder of the 2014 tax assessment foreclosure list. Letters for the Selectmen's signature to those on the list were read. Mr. Palminteri made a motion to approve and sign them as written, Glenn Dochtermann seconded, all voted in favor and they were signed.

Three Rivers Land Trust's request to the Town of Alfred to deed over by quit claim landlocked property owned by the Town was discussed. Mr. Holt agreed to, on behalf of Three Rivers look into a potential waiver to put in an access road to the property so that a maintained harvest might be done as requested by the Selectmen.

After discussing an e-mail from Aaron Weston from CAI Technologies regarding mapping/GIS all were in favor of setting up a meeting with him after the first of the year to discuss this.

George Donovan reported that he spoke with the owner of the offered donut maker and that he told him he would help him find someone to donate it to.

At 5:00 p.m. the Chairman, George Donovan, opened the Junkyard Public Hearing. Several applications were reviewed: J&J Auto Salvage, Roland's Motor Sales, Inc., Jalbert's Auto Sales, Daney's Auto Salvage, and Airtech Management. The Code Officer, Jim Allaire, reported that he has inspected each of the junkyards and has no concerns that would prevent approval of the applications. Mr. Donovan asked for public comment. Being none the Public Hearing was closed at 5:15 p.m. Motion was made by Glenn Dochtermann and seconded by Tony Palminteri to approve all applications and to sign the 2017 permits for all junkyards as inspected. All voted in favor, payments were made and the permits were signed by the Board.

The meeting was adjourned at 5:45 to attend the Comprehensive Plan Committee Public Hearing at the Conant Chapel 6:00 p.m.

Selectmen's Meeting
Tuesday, November 29, 2016
4:00 p.m.

The meeting opened at 4:00 p.m. Present were Selectmen, George Donovan, Tony Palminteri and Glenn Dochtermann. Also present were Joyce Wood and Fred Holt.

Jon Lord, Road Commissioner, met briefly with the Board to report on the road conditions earlier in the day. He spread 3 tons of salt, town-wide due to icing of the roadways. He then discussed a spreadsheet of the past 3 years of the sand and salt account and how much has been used in those years. All agreed that the amount being requested for the six month budget was right where it should be with the understanding that any unused funds would go back into the undesignated fund at the end of the six months.

Gary Beers, representing Keywood Manor, Inc. presented the Purchase and Sale agreement signed by Stephen Hynes, Manager of the Keywood Manor Investments, LLC for the Town-Owned property identified as Map 1-20-b and Map 1 Lot 21 which was awarded to Keywood Manor, Inc. at the sealed bid process at last week's meeting. This copy has been reviewed and approved by the respective legal councils. Mr. Beers presented a check as agreed upon, in the amount of \$11,875.00. After further discussion, motion was made by Tony Palminteri and seconded by Glenn Dochtermann to approve and sign the agreement as presented and to accept the check as written with funds to be put in undesignated funds in a new account at Gorham Savings. All voted in favor. The agreement was signed and copy made for the Town's files. All agreed to now move forward with the next step in this agreement, to do the timber harvesting as agreed.

The minutes of the November 22, 2016, Selectmen's Meeting were read. Motion was made by Mr. Palminteri and seconded by Mr. Dochtermann to approve them as written. All voted in favor.

Bob Dawber and Diane Gerry representing the York County Shelter presented the Maine State Housing Authority Certification for Non-Profit Organizations, a certification that needs signing by the Board of Selectmen on an annual basis. Mr. Allaire, CEO, was also present. Explanation was given on what this document is and what the Selectmen authorizing and signing this actually means. After discussion, motion was made by Mr. Palminteri and second by Mr. Dochtermann to approve and sign the certification. All voted in favor and the Chairman, George Donovan signed on behalf of the Board.

It was then reported that the septic system replacement at the Shelter has been inspected and approval given by Sebago Technics to use the system again. A copy of the e-mail from them to the Shelter and the Code Officer was shared.

The Town Meeting and related topics for this Saturday, December 3, 2016 were discussed by all. The set up for the meeting was discussed and all agreed that the Budget Committee should sit up front with the Selectmen as was done at the last March Town Meeting.

A letter to the second bidder for the Town-owned property informing him about the bid award was approved and signed by the Board.

The Board then reviewed the remaining pending foreclosure list with the Treasurer, Fred Holt. Each property was discussed. The foreclosure date is this Thursday, December 1st at 5:00 p.m.

After review of the changes made to the Animal Control Job Description motion was made by Tony Palminteri and seconded by Glenn Dochtermann to approve as written. All voted in favor.

It was reported that the DUNS/CCR program that is needed for the Town to apply for and receive grant funds has been changed and in order to update to the current program \$599.00 is needed to complete an application process to change to the System for Award Management (SAM). After further discussion, all were in agreement to approve that Mrs. Wood and Mr. Holt work on when this should be done and where the funds will come from to process this.

At 5:00 p.m. Mr. Palminteri made a motion to call the meeting into executive session. Second was made by Mr. Dochtermann and approved by all. The Chairman, George Donovan called the meeting into executive session per MRSA §841 (2). The meeting came out of executive session after motion, second and approval by all. A motion was then made by Tony Palminteri to grant an abatement request made pursuant to 36 MRSA §841 (2) in the sum of \$1,691.48 for the tax year 2014. Motion was seconded by Glenn Dochtermann and all voted in favor.

After review of the notification of increase in fees for disposal of tires from BDS Waste, it was moved and seconded to change the Transfer Station fee schedule to coincide with the increases as reported. All voted in favor. Also agreed on was to put a notification of these changes on the web site and on Facebook.

The draft Forestry Consultant Agreement sent from Southern Maine Forestry Services, Inc. was discussed. All agreed that this document does not meet the needs of the Town and all were in agreement to appoint Mr. Palminteri as the point person to contact the Company and work out the changes.

Joyce Wood reported on concerns at the transfer station as relayed to her from Morgan Stearns, Supervisor. These matters included speeding, congestion at the demo can area and at the recyclable building due to various issues among other issues. A draft notice to residents was reviewed. After discussion, the Board was in agreement to speak with the employees at the transfer station before making any decision on these matters.

The Board approved and signed a hiring form for Casey Cyr a new Firefighter/EMT for the Fire/Rescue Departments.

A notice and agenda from Southern Maine Planning and Development Commission for an upcoming York County Advocacy Group meeting on December 15, 2016 was read.

The Board reviewed the warrants. Motion was made by Mr. Dochtermann and followed with a second by Mr. Palminteri to approve and sign them as submitted.

Income to the Selectmen fees account (undesignated funds) from the Junkyard permit fees was accepted and appropriated as submitted.

There being no further business the meeting was adjourned at 5:40 p.m.

Selectmen's Meeting
Tuesday, December 6, 2016
4:00 p.m.

The meeting opened at 4:00 p.m. Present were Selectmen, George Donovan, Tony Palminteri and Glenn Dochtermann. Also present were Joyce Wood and Fred Holt, Diane Gerry, York County Shelter and Jim Allaire, CEO.

The minutes of the November 29, 2016 Selectmen's were read. Motion was made by Glenn Dochtermann and seconded by Tony Palminteri to approve the as written. All voted in favor.

The Town Clerk's results of the December 3, 2016 Town Meeting were read.

The Treasurer, Fred Holt, reported on three properties that were automatically foreclosed on last Thursday, December 1, 2016 due to non-payment of the 2014 taxes. Each property was reviewed and the Board voted in favor after motion and second to ask the Town Attorney, Leah Rachin, to provide the verification that the Town's procedure to foreclosure was followed correctly and to discuss again next week. Also agreed upon was to contact John Caramihalis, local Real Estate agent, to do a brief/drive by assessment of each of these properties for next week's conversation.

A response from CMP on two matters were discussed. It was reported that the two lights as requested can be installed at the Alfred Park. The Selectmen agreed to ask if there were any costs to the Town for the lights and/or installation of the lights. If not, then to move forward with the installation knowing that there will be an increase in electric bill for the regular services. The inventory of the street lights as sent by CMP was reviewed.

Glenn Dochtermann reported that he has asked Chuck Hayden, Supervisor of the Women's Pre-release Center, if they may be able to assist Chris Caswell with the concession stand at the Alfred Park. He said that Mr. Hayden said "yes". All agreed to give Mr. Hayden's contact number to Park and Recreation Chair, Chris Caswell.

George Donovan reported that he has worked with a request from Bruce Edgecomb of Walnut Grove Camping with his donation of a donate maker. Mr. Donovan reported that the York County Shelter will most likely take the machine.

The Board approved and signed appointment certificates for the members of the Comprehensive Plan Committee. The members will be Amy Sprague, Amy Titcomb, Lee Steele, Steven Gile, Howard Dupee, Heidi Gendreau and Seth McCoy.

A resignation letter from Alix Golden-Gutkowski as a member of the Alfred Festival Committee was accepted by the Board. An acceptance and thank you letter to her was then signed.

After discussion, the Board was in agreement to send an e-mail to the 2016 members of the Festival Committee to see if there is interest to continue on this committee.

The Board then discussed two topics concerning the York County Shelter.

1. Consideration to involve the Town Legal Counsel – it was explained that the Town has received requests through the Shelters Attorney for information/copies of audio CDs more than once and the Board was asked if they felt that we should include Attorney Rachin on this. After discussion, the Board agreed "no" not at this time.

2. Potential fees for audio recordings requested by Attorney Libby on behalf of the Shelter as three cd's have been made thus far - After explanation of the fee schedule of Alfred's Freedom of Access

policy, the Selectmen agreed that if any further requests for audio cd's were received to charge a fee of \$25.00.

Jon Lord, Road Commissioner, reported on the recent winter roadwork due to the snow fall.

After review of a widow's exemption application, it was moved and seconded to approve and sign as filled out. The Chairman, George Donovan signed the exemption.

The SAD#57 agenda for the December 14th Board of Director's meeting was read.

Mr. Donovan reported that he has spoken with Gary Lamb, Waterboro Administrator, who said that he will take over the meetings with the 6 SAD #57 Towns and the Superintendent and said that the first meeting should be mid-March.

The Town Clerk's end of month report for November was read.

The draft minutes of the November 17th Comprehensive Plan Meeting were read.

Fred Holt presented the annual engagement letter with Purdy Powers & Company to perform the Town of Alfred's 2016 audit. It was moved by Tony Palminteri, seconded by Glenn Dochtermann and approved by all to approve and sign the letter.

Correspondence was read.

After review of the warrants, motion was made and seconded to approve and sign them as submitted. All voted in favor and the warrants were signed.

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

When asked for public comment, Diane Gerry gave explanation of the requests for information stating that they would like to have a complete record of what the York County Shelter has been permitted for by the Town. This was briefly discussed with all agreeing to work together on this.

Darcy Hobgood, Tax Collector, presented her Certification of Settlement for the collection of the 2015 Tax Commitment. The original commitment amounted to \$3,812,926.42 including both real estate and personal property. With interest and liens added, abatements and supplemental and payments made the balance is \$1,853.41 which is all from Personal Property tax. This was discussed by all. Motion was made by Mr. Palminteri and seconded by Mr. Dochtermann to accept, approve and sign the 2015 settlement of taxes to the Tax Collector. All voted in favor and the certificate was signed.

Ms. Hobgood then reviewed her end of moth report with the Board including taxes, motor vehicles and inland fisheries.

Erik Grove, Forester, met with the Board at their request to present the Timber Work Order Agreement between Southern Maine Forestry Services and the Town of Alfred for a timber cut on map 1 lot 20 b and lot 21. The agreement had previously been sent as a draft via e-mail and changes were made at the request of the Board. The agreement was reviewed and discussed by all. The group discussed legislative rules for timber cutting. Also discussed was the easement to reach the two properties and the condition of the road that may mean bringing in gravel to make it passable and the condition that the easement should be left in when work is completed.

After further discussion all agreed to the following:

- Mr. Grove will work with Gary Beers of the Hynes Group so that they may mark out any trees they want left standing.
- Mr. Grove's intent to sell timber before April of 2017 and the cut will be done before June 1st.
- The Town will contact the US Forest Service for a key to access entrance through their gate.
- Mr. Grove will begin the bid process as soon as the next day with the assessment of trees and putting the bid document's together.
- Joyce Wood will work with the two entities for what may be needed.

Motion was made by Mr. Palminteri and seconded by Mr. Dochtermann to approve and sign the agreement as submitted. All voted in favor and the document was signed in duplicate.

Jim Allaire, CEO, shared his end of month report for November with the Selectmen.

The meeting was adjourned at 5: 45 p.m.

Selectmen's Meeting
Wednesday, December 7, 2016
9:00 a.m.

The meeting opened at 9:00 p.m. Present were Selectmen, George Donovan, Tony Palminteri and Glenn Dochtermann. Also present were Joyce Wood and Fred Holt, and three Transfer Station staff members, Morgan Stearns, Steven Dochtermann and Guy L'Heureux.

A list of some concerns from the Transfer Station Supervisor, Morgan Stearns, was shared and discussed by all.

1. Traffic Speed – Some Patrons continue to go over the speed limit which is 15mph. When they are asked to slow down some don't respond.

Suggestions made and agreed on:

- Place more cones to slow traffic down.
- Place more speed signs (and bigger)
- Use the Sherriff's speed indicator sandwich sign as he offered (George Donovan will follow up)

2. Congestion of vehicles and back up of traffic at the recycling building – it was explained that some patrons do not separate their trash from their recyclables until they come to the recycling container. They then put their container on the lip of the machine and do the separating there. When asked not to do this they continue doing anyway and the line then backs up to get to the recycling bin and this causes traffic to back up as well. It was also reported that if some have to wait too long they will simply throw their recyclables in the MSW can.

Suggestions made:

- Put up a sign "NO SORTING" right at the recycling bin
- Create a handout for this issue and pass out giving an explanation of why it is important to sort at home before coming to the transfer station.
- Shredded paper should be put in paper bags NOT plastic – so do a handout for the importance of this as well.

3. Items in wrong containers – Patrons are putting items in the wrong containers.

Suggestions made:

- Create a handout to explain why it is important to follow the signs when using the containers.
- Hire another person to be on site to assist in making sure items are put in correct container.

4. Congestion of vehicles and back up of traffic at the metal, demo and plastic container area. Because some of the items need to be taken apart by attendants when they are able to, items pile up creating a "picking" pile for residents to go through.

Solution:

- Don't allow for pile up of items – hire another person to work during busiest hours at first to take care of items immediately and if there are any items worth saving for public to bring them to the treasure chest as long as they are not large items like doors.

5. Some Patrons not listening or following regulations on a regular basis.

Suggestions:

- Provide handouts to meet a specific regulation
- Try to explain and ask patrons to follow the regulations
- Send names (if known) to habitual offenders for the Selectmen to send letters to.

After further discussion, it was moved by Mr. Palminteri to hire a person to assist for four hours on Saturday to see if this makes any difference and to report back to the Board at the end of January and maybe extend the hours if needed. Mr. Dochtermann seconded and all voted in favor.

Also agreed upon was to contact Karen McNaughton of Casella and relay some of these issue to her to see if she has further recommendations and to invite her to come to the transfer station.

Authorize and train all subs in speaking with respect with people to help them better understand the rules.

The meeting was adjourned at 10:15 a.m.

Selectmen's Meeting
Tuesday, December 13, 2016
4:00 p.m.

The meeting opened at 4:00 p.m. Present were Selectmen, George Donovan, Tony Palminteri and Glenn Dochtermann. Also present were Joyce Wood, Fred Holt and Jim Allaire, CEO.

Jon Lord, Road Commissioner, gave a report of the latest storm clean up. He reported that he has been doing repairs, etc. on his trucks to be ready for the next storm(s).

Jim Allaire, Code Officer, reported on a letter of violation he has sent to a landowner and also an e-mail sent to both he and to the Board of Selectmen from a neighbor who asked about the issue. Mr. Allaire reported that if the landowner does not comply, the next step is to take the issue to court. This was discussed further by all and Mr. Allaire will keep the Board up to date on the issue.

The minutes of the December 6, 2016 Selectmen's meeting were read. Motion was made by Mr. Palminteri and seconded by Mr. Dochtermann to approve as written. All voted in favor.

The minutes of the December 7, 2016 Selectmen's meeting with some of the Transfer Station employees were read. It was reported on by two at this meeting that when they went to the transfer station on Saturday they were told that another person was not needed now, as was agreed and voted on at the December 7th meeting. The Supervisor told the two that another person was only needed in the summer. This was discussed as well as the other items that were approved to take place that are in the minutes of the December 7th meeting. After discussion, it was moved by Tony Palminteri to approve the minutes as written. Glenn Dochtermann seconded and all voted in favor.

The Town owned properties that are under contract were then discussed. It was reported that the U.S. Forest Service is not willing to allow access through their gate on the road leading to the property. Much research is being done as the U.S. Forest cannot show clear ownership of the road and the Town cannot show specific document of legal easement. Both entities are researching to provide necessary documentation. In the meantime, it was reported, Keyword Manor has authorized access to the two properties through their property that abuts on of the properties. It was then reported that the CEO has taken the Forester to this area and that they both agreed that this could be used to do a timber cut on the two properties.

Also discussed regarding these properties was e-mails to and from Hawley Strait of Bernstein & Shur, who is doing the title research for Keyword, to Town Attorney Leah Rachin on the documents for one of the properties, Map 1 Lot 21. There is research being done to clarify the identity of ownership back to the 1920's and before. It was reported that the Town has been the owner since 1929 and no taxes have been paid to the Town since that time. All agreed that the Town Attorney work on this as needed.

The Board read a notice of a Public Hearing from the Lyman Planning Board for an application from Stonefield Towers Inc/Ted Hissong to construct a telecommunications tower at a property located at 95 Old Kennebunk Road, (site in Lyman).

Draft changes to the Freedom of Access Policy fee schedule was reviewed. It was reported that the hourly fee, after the first hour, is recommended to go up from \$10 per hour to \$15 per hour for staff work to produce documents requested. Motion was made by Mr. Palminteri to approve and sign the change. Mr. Dochtermann seconded and all voted in favor.

The Board then discussed a request for a State Police report for an incident that took place on Shaker Hill Road this past weekend. Mrs. Wood reported that the Department responsible for these reports has said that a letter of request with reasons why it the report is requested needs to be signed and sent by the Board of Selectmen. It was reported that members of the Board received calls from residents who were very concerned about what may be happening at the time that the incident took place. After discussion, it was a moved and seconded that a letter will be written and that the Chairman, George Donovan, will sign it tomorrow and that it will be sent.

Mrs. Wood reported that she has met with Assessor, George Greene, from Sanford and that he has requested an increase in the next contract with the Town of Sanford for Assessing Services. After much discussion, the Board directed that she do research on what other towns the size of Alfred are doing and how much they pay for these services and to bring the information back next week for further discussion.

After review of the warrant, motion was made by Glenn Dochtermann to approve and sign it as presented. Tony Palminteri seconded the motion, all voted in favor and the warrant was signed.

The meeting was adjourned at 5:00 p.m.

Selectmen's Meeting
Tuesday, December 20, 2016
4:00 p.m.

The meeting opened at 4:00 p.m. Present were Selectmen, George Donovan, Tony Palminteri and Glenn Dochtermann. Also present were Joyce Wood, Fred Holt and Jim Allaire, CEO.

Jon Lord, Road Commissioner, gave a report of the latest storm clean up and the use of sand and salt. Also discussed with Mr. Lord was a bill and follow up conversation with the City of Sanford Public Works Director, Matt Hill. The bill in the amount of \$2,055 was sent to the Town of Alfred as reimbursement for work done on the Hay Brook Bridge by Sanford unbeknownst to Alfred. After discussion with Mr. Hill, he agreed that this bill should not have been sent to Alfred but it was also agreed that it is time to set up another meeting with the two municipalities to discuss the future of this bridge. The Selectmen agreed to work out a time and place with Sanford.

Fred Frodyma, Member of the Conservation Commission, met with the Board to give the annual report on the Three Rivers Land Trust easement monitoring of the Shaker Woods open space. He reported that he walked the boundary with Bill Bullard, and said that there is still one missing boundary marker. To replace this he had received a quote of approximately \$500. Mr. Palminteri suggested that Corner Post Survey be approached about this and offered to do so. Also reported by Mr. Frodyma was the work done this past year to include replacement of a bridge across wetlands and the addition of some new signs. He shared the report along with a map of the property.

Next discussed was the potential to apply for a grant entitled "Project Canopy". It was reported that Joyce Wood and Fred Frodyma attended a web workshop on this grant as one of the stipulations in being able to fill out an application. The details of the grant were explained by both. The planting and maintenance grant which the Town would apply for has a maximum reimbursement of up to \$8,000 and is a 50/50 grant. The criteria for what can be applied for was explained. The Town can put in costs to include "in-kind" services and the grant application is due by January 18, 2017 with notification of approved applications and grants awarded on February 15, 2017 by the US Agriculture Department. The proposed project would be the planting of trees on the Town Green to include removal of the current dying trees, ground work and preparation, planting and maintenance of new trees. Board Members offered their assistance. After further discussion motion was made by Mr. Palminteri that the Town move forward with the application. Mr. Dochtermann seconded the motion and all voted in favor.

Dave Lowe, IT Consultant, presented a proposal from "Revize" for a new web-site for the Town. Also present for this portion of the meeting was Andy Bors, who assists with the current web-site. Mr. Lowe reported on several municipalities who use this company for their web sites and he has received excellent feedback. He then explained the advanced capabilities that the program can offer to include an e-mail list and text list of residents who choose to be included to be able to send out notices, etc. and the size of the site which will allow for more information to be added and stored. Training can be given to several people who will be involved in administering the site and the company provides help as needed. Much discussion followed. Motion was made by Tony Palminteri and seconded by Glenn Dochtermann that Mr. Lowe proceed with the implementation of the new site with the cost to come from the Computer support Budget. All voted in favor.

Mr. Donovan reported that he attended the York County Advocacy Group meeting last Thursday at the Sanford Council Chambers. He gave a brief report on what was discussed at this meeting.

A letter to a property owner concerning a pending tree growth penalty supplement was read. It was moved and seconded to approve and sign the letter as written. All voted in favor and the letter was signed.

An update on the pending sale of two town-owned properties was given. It was reported that Attorney Rachin is working with the buyers Attorney's in finalizing the title search and that Alfred Staff and volunteer, Bruce Tucker is also working with them to provide the needed documents. The cut of timber on the properties is on hold until this process is completed.

The Board agreed to meet at 3:00 p.m. next week, December 27th to hold a brief meeting to sign any warrants and address and concerns that may come up.

Darcy Hobgood, Tax Collector, met with the Board. She shared a draft letter to residents who are in the tax club that explains changes in payment dates due to the change of the Towns fiscal year to July through June. Also discussed were the tax due dates and the commitment date. After discussion, the Board agreed that she send the letter as written.

The Selectmen discussed an article from the Journal Tribune about an incident that took place at the York County Shelter. It was reported that the Assistant was unable to get a Police report to review. No one has heard from Shelter personal on this incident.

A letter of resignation as a member of the Zoning Board of Appeals from Virginia Martin was read. Motion was made by Glenn Dochtermann and seconded by Tony Palminteri to accept her resignation and to send a letter of thanks to her for her service. All voted in favor.

Mr. Palminteri reported that he has sent a quick note to Attorney Rachin to make sure that Alfred follows through with the proposed marijuana moratorium at the appropriate time now that it is official that the legalization of recreational marijuana has passed.

After review of the warrants, motion was made and seconded to approve and sign them as submitted. All voted in favor and they were signed.

The meeting was adjourned at 6:30 p.m.