

Selectmen's Minutes
April 3, 2018
4:00 p.m.

The meeting opened at 4:00 p.m. Present were Selectmen Tony Palminteri, Glenn Dochtermann and George Donovan. Also present were Fred Holt and James Allaire. One member of the public was present, George Rand.

George Rand asked the board for permission to use the right hand section of the sand/stockpile area on Depot Street at a later time in the year as a logging yard for a timber harvest on his and a neighbor's property that abuts the stockpile area. After discussion permission was granted with the understanding that Mr. Rand will give adequate notice prior to the harvest.

Minutes of the March 27, 2018 Selectmen's meeting were moved by Glenn Dochtermann, seconded by George Donovan, approved by all.

Fred Holt reported that Monday morning a large limb on one of the trees in the cemetery had partially snapped but did not detach from the tree. It left several pieces of bark and debris on top of Mr. Holt's truck. Mr. Holt moved his vehicle and placed a safety cone in the area to deter others from parking under the limb. Discussion took place as to the need to remove both trees that overhang the Town Hall parking lot. MMA Property & Casualty will be asked to inspect the trees and give a recommendation as to the removal of the trees based upon liability to the Town.

The need to purchase a trailer for the recently donated speed sign was discussed. Road Commissioner Jon Lord and Fred Holt had located a new trailer from K-K Systems, Inc. designed specifically for the sign at a cost of approximately \$3,000.00, their recommendation was to follow-up with the Company and purchase it. Further discussion took place and more research will be done on purchasing a small flatbed trailer and fabricating the necessary components.

The Parsons Memorial Library agenda for April 2, 2018 was reviewed.

The Planning Board agenda for April 4, 2018 was reviewed.

The Budget Committee minutes from March 12, 2018 was reviewed.

Darcy Hobgood, Tax Collector reviewed the end on month report for March with the board. She indicated that the small CMP trucks located here in Alfred have been registered in another municipality and is looking into why this occurred.

A request from the Transfer Station Supervisor to have the tractor serviced was discussed. Due to the anticipated cost it was suggested to have a local mechanic contacted to see if he had any interest in doing it at a lesser cost in his spare time. CEO James Allaire will make this contact.

It was reported thru Fred Holt that Road Commissioner Jon Lord would like the current overnight parking ban to stay in effect until April 15th. He also will keep the posted road weight limit restrictions in place until then. The Board agreed with both recommendations

Due to the timeframe leading up to the June 12th referendum the board voted unanimously to support the question being placed on the warrant concerning the purchase and renovation of the old jail on Court Street.

CEO James Allaire reported that the Alfred Water District would like to do exploratory bore hole drilling on School Street and two sections of Kennebunk Road for ledge in preparation for future line replacement. This cannot be done currently as the roads are still posted with weight restrictions and an Engineers report must be completed prior to.

Correspondence was read and discussed as needed.

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

The meeting was adjourned at 5:15 p.m.

Selectmen's Minutes
April 10, 2018
4:00 p.m.

The meeting opened at 4:00 p.m. Present were Selectmen Tony Palminteri, Glenn Dochtermann and George Donovan. Also present were Fred Holt, James Allaire and Joyce Wood. One member of the public, George Rand was present.

The minutes of the April 3, 2018 Selectmen's meeting were read. Motion was made by Dochtermann and seconded by Donovan to approve as written. All voted in favor.

The group discussed a potential to hold an Open House event at the old jail on Court Street. As requested by the owner, an additional insurance coverage for the proposed times was requested and received from MMA Risk Management. After further discussion motion was made by George Donovan, seconded by Glenn Dochtermann and all voted in favor to hold a two day open house on May 5th and 6th from 10:00 a.m. to 2:00 p.m. The group discussed the format for those days to include who would give tours, handouts, food etc. This will be considered and brought back to next meeting.

After reading a Notice of Referendum Vote to the Town Clerk, motion was made by Mr. Palminteri, seconded by Mr. Dochtermann and approved by all to sign and give the notice to Andy Bors, Town Clerk. The notice was signed by the Board.

Fred Holt shared a response from Lance Lemieux from MMA Risk Management about the two large trees overhanging the parking lot in front of Town Hall as branches and pieces of limbs have fallen recently and a cone has been placed to prevent parking under one of the trees. Mr. Lemieux, in his e-mail response recommended that the Town have a Certified Arborist evaluate the health of the trees before making any decisions about the trees. After further discussion, motion and second were made to contact Noah Tucker of Bartlett trees and ask that an evaluation be done with a written report. All voted in favor.

Dominique Zulueta, Library Trustee, met with the Board to discuss a couple of matters. She reported on the potential sidewalk and front driveway repairs/replacement project. She said that they were not successful in being approved for a grant that had been applied for and that the Trustees will be looking at other options to cover this. Next she reported that after reviewing the States accessibility guidelines that they need to install an automatic door opener on the parking lot entrance to the library. They have received two quotes for the installation with a chosen quote of \$4,650.00 and needed to get approval from the Board. After further discussion, motion was made by Mr. Donovan and seconded by Mr. Dochtermann to authorize the request. All voted in favor. She then asked about the possibility of the library holding an auction and all agreed to check this out with MMA Legal and get back to her.

Dominique then reported that the library will be holding summer concerts with the first one being on Mother's Day on May 13th.

Jon Lord, Road Commissioner, and Dick and Marion Menelly met with the Board. Mrs. Menelly spoke about replacing the speed bumps on Saco Road. Mr. Lord said that new ones would have to be purchased as the old ones are destroyed and two years ago they cost \$3,000.00. He added that the road has been "chewed up somewhat as well". Mrs. Menelly stated that large trucks are a big problem and that traffic has increased on Saco Road. She also said that younger families with children have moved onto Saco Road and made note that the library with many patrons and the Woodsedge complex are also off of Saco Road. Mr. Lord noted that other residents have requested speed bumps across Town with similar reasoning and we need to be mindful of this. After further discussion, a suggestion was made to place the new speed sign at this location periodically and even go so far as stating that the speed tape is shared with the State Police. Next discussed was the berm in front of the Menelly's property being "chewed up". There followed a discussion of whether their private plow company did this or if the town did this as last year. The Menelly's agreed that it was not the town. Mr. Lord said that he would pick up any hot top debris and sand as he does at all intersections. Mrs. Menelly shared a letter that was signed by John Sylvester in 2005 which stated that (excerpt from letter) "decision made by the Selectmen at our September 13, 2005 meeting.That when paving was completed in Alfred by Libby & Sons, most likely the first week of October, that they will complete the paving of the swale from stop sign to stop ahead sign in front of your (Menelly) property. This was discussed further.

Next discussed with Mr. Lord was a trailer for the speed sign given to the Town by DOT. The cost after research by Fred Holt, is \$3,000 and it would be a 30 day process as they make the trailer after order is given. Mr. Palminteri asked Mr. Holt to question an acceleration of the process. He agreed to do so. Mr. Donovan made motion to approve the purchase of a trailer for the speed sign as discussed. Second was made by Mr. Dochtermann and all voted in approval.

The Saco Road and traffic flow was discussed. It was noted that a State Police Officer had questioned the Road Commissioner whether the Town had given any consideration to making this a one-way road to keep traffic lighter and to make the entrance/exit onto Route 111 safer. This was discussed and all agreed to contact the Department of Transportation to get thoughts on this.

Another item on the agenda under new business was discussed. The Bridge Inspection Report done by the D.O.T. on the Russell's Mills Bridger across the Fort Ridge Road. The report shows a "poor" condition rating among other statistics gathered at the inspection. Mr. Lord suggested that he contact the inspector as the pictures which were taken in the winter do not clearly show the work that he has done on this bridge. All were in agreement.

Presented were draft figures on assessing options for the Town to include possible revaluation, new software and digital mapping. All were in agreement to study this for discussion next week.

The progress of the new web-site was then discussed. It was reported that Dave Lowe, IT, is working on this trying to get information transferred over as soon as possible but that many items like minutes, etc. are still not available.

The Library minutes of April 2, 2018 were read.

E-mail threads between the Board and Representative Heidi Sampson regarding foreclosure of property on the elderly and potential legislature that may change. No decisions were needed at this time from the Board.

The Board read the notice of an AmeriCorps Grant Competitions information.

The Zoning Board of Appeals minutes of September 14, 2017 and April 18, 2018 were read.

A letter from the York County Budget Committee Chairman, John Sylvester, notifying the Board of the April 18, 2018 caucuses was read and discussed.

A renewal Mowing Contract with Lavertu Brothers Property Maintenance was reviewed. Added to the contract was the care of the lawn at the Old School House on Gore Road and the mowing of the Beach Property at no extra charge. Motion was made by Mr. Palminteri and seconded by Mr. Dochtermann to approve and sign as written. All voted in favor and the contract was signed.

Minutes of the Budget Committee for both the March 26th and the April 2nd meetings were read.

Several articles for the 2018/2019 budget were reviewed, discussed and vote on as follows:

Article	Amount	Motion	Second	Vote
Alfred Planning Board	\$2,073.00	Palminteri	Dochtermann	All
Government Operations	\$26,000.00	Palminteri	Dochtermann	All
Town Hall Maintenance/Utilities	\$15,000.00	Palminteri	Donovan	All
Town Insurance	\$25,675.00	Palminteri	Donovan	All
Alfred Rescue	\$53,155.00	Palminteri	Dochtermann	All
Alfred Water District	\$150,040.00	Palminteri	Donovan	All
Animal Control	\$6,365.00	Palminteri	Dochtermann	All
Dispatch	\$26,914.00	Palminteri	Donovan	All
Immunizations/Physicals	\$1,500.00	Palminteri	Dochtermann	All
Ross Corner Fire	\$10,120.00	Palminteri	Dochtermann	All

Solid Waste Management	\$122,050.00	Palminteri	Donovan	All
Outlying Cemeteries & Mowing	\$2,680.00	Palminteri	Dochtermann	All
Parish Cemetery	\$3,500.00	Palminteri	Dochtermann	All
Parks & Recreation	\$14,698.00	Palminteri	Donovan	All

Warrants were reviewed, discussed as needed and voted in approval by all after motion by Dochtermann and second by Donovan.

Income to the Fueling February account was accepted and appropriated as submitted after motion, second and approval by all.

Fred Holt, Treasurer shared several Journal Entries with the Board with explanation on each one.

Under new business it was reported that RSU #57 will hold a six Town Board meeting with the Superintendent and Staff on April 19th at 6:30 p.m. at the Waterboro Town Hall.

It was reported that the Kabota tractor at the transfer station will be serviced by a local mechanic and then Mr. Donovan made a suggestion to set up an annual service schedule and all were in agreement.

Correspondence was reviewed and discussed as needed.

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

Selectmen's Minutes
April 17, 2018
4:00 p.m.

The meeting opened at 4:00 p.m. Present were Selectmen Tony Palminteri and Glenn Dochtermann. George Donovan joined the meeting at 5:15 p.m. Also present were Fred Holt, James Allaire and Joyce Wood.

Chief David Lord and Chief Matt Bors introduced Tyler Thorpe, as the recommended candidate for the open position of full-time firefighter. Introductions were made around the room and after conversation with Mr. Thorpe, motion was made by Mr. Palminteri and seconded by Mr. Dochtermann to hire Tyler Thorpe as the Full-Time Firefighter for the Town of Alfred. All voted in favor.

The minutes of the April 10, 2018 Selectmen's meeting were read. Motion was made by Mr. Palminteri and second by Mr. Dochtermann to, after a spelling correction, approve as written. All voted in favor.

Fred Holt passed the sealed monthly bank statements to the Board. Each one was opened and reviewed and turned back over to the Treasurer, Fred Holt.

Old jail proposal discussion included:

- An e-mail from Civil consultants regarding the presentation plans for the old jail after the vote and if it passes.
- Ad for Public Hearing Motion made by Dochtermann, second by Palminteri and approved by all to place ad as written two weeks prior to the public Hearing and to post at Town Hall.
- Pictures that were donated by a local artist showing before and after pictures of the old jail property were reviewed. All agreed to use them in information.
- Ad for the upcoming Public Hearing was reviewed. After revision all were in agreement to place the ad in the Smart Shopper for two weeks prior to the Hearing.
- An ad for the Open House to be held on May 5th and 6th was reviewed. Motion was made by Mr. Palminteri and seconded by Mr. Dochtermann to approve as written and to place the ad in the Smart Shopper for two weeks prior to the event. All voted in favor.
- A draft informational handout regarding the financial aspects of the potential purchase and renovation of the old jail written by Mr. Palminteri was read and discussed. Minor suggestions were made and he agreed to revise the document.
- The format of the Open House was then discussed. Jimmy Allaire suggested that they hold it in the addition section as there is a room large enough to place tables

and chairs if needed and that the tours can begin there and then end at the front of the building on Court Street. Also discussed was what to have for handouts and displayed. Question was asked about having refreshments and all agreed it wasn't the proper set up for that.

A reminder was given about the RSU #57 Six Town Selectboards meeting with the Superintendent at the Waterboro Town Hall on Thursday, April 19th.

The Board was also reminded of the York County Budget Committee Caucuses to be held on Wednesday, April 18th at 6:30 pm in the Government building.

The Planning Board agenda for April 18th was read.

A letter to the Planning Board regarding their changes to the Zoning Ordinances was read. Motion was made by Mr. Palminteri with second by Mr. Donovan to approve, sign and send the letter to the Planning Board for their April 18th meeting. All voted in favor and the letter was signed.

Draft minutes of the April 4, 2018 Planning Board meeting were read.

A notice from the Alfred Water District of the rate increase that will take place July 1st and a Public Hearing to be held on May 2, 2018 at the Conant Chapel in Alfred.

Fred Holt presented the hiring form for Tyler Thorpe, Full-Time Firefighter. Motion was made by Mr. Donovan with second by Mr. Dochtermann to approve and sign the hiring form. All voted in favor and the form was signed.

After review of the warrant motion was made by Mr. Donovan and seconded by Mr. Dochtermann to approve and sign as submitted. All voted in favor and the warrant was signed.

The Board then discussed holding a Candidates Night. An e-mail from a resident questioning whether or not the Selectmen will hold one for State and Congressional candidates was discussed. Several comments were made and discussed including "this is not something that the Town has done in the past and is not the responsibility of the municipalities". Mr. Donovan said that he wouldn't be opposed to it. This was discussed further.

The Board then discussed the local races and agreed to hold one even though there is only one contested position. A date was chosen and the Board asked Mrs. Wood to check and see if this date was open at the Conant Chapel and let the Board know. A final decision will be made next week.

Mrs. Wood reported that Jon Lord, Road Commissioner asked her to report that he has been working on several washouts due to the rainstorm and that he had to spend some time treating the roads on Sunday and Monday.

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

Selectmen's Minutes
April 18, 2018
4:45 p.m.

The meeting opened at 4:45 p.m. Present were Selectmen Tony Palminteri and Glenn Dochtermann and George Donovan. Also present were Fred Holt and Joyce Wood.

It was reported that a Reporter from the Journal Tribune had been notified of this meeting to cover notification regulations.

Joyce Wood reported that a representative from Bon Ami Catering requested that a Division of Liquor Licensing & Enforcement application be presented to the Selectmen for their decision and signature. The event is to be held next Wednesday at 4:00 p.m. and according to the representative the Bureau of Alcoholic Beverages needed this application submitted to them 24 hours in advance of the event. She explained that she then contacted the Board and this meeting was set up. She also contacted Tammy Wells, Reporter, Journal Tribune.

The application was reviewed and discussed. The event is to be held at the Brothers Henry Hill on Shaker Hill Rd and will be a Volunteer and Staff Appreciation Dinner for the York County Shelter Programs according to the application. The Chairman, Mr. Palminteri called for a motion. Motion was made by Glenn Dochtermann and seconded by George Donovan. When asked for any further discussion, Mr. Donovan said that he feels it is hypocritical for the Board to sign an application for an event that will serve alcohol at a facility that cares for the homeless and substance abuse clients. Mr. Dochtermann said that he agrees with this sentiment and then he and Mr. Palminteri agreed that this feeling cannot prevent them from signing the application. A vote was then called for. Two voted in favor and one voted against.

Mr. Allaire, Code Officer, who joined the meeting mid-way through asked the Board if, since they were all together, would they like to take a tour of the old jail in preparation of the Open House. All agreed and the three members of the Board, Joyce Wood and Andrew Bors all took a tour of the building.

At 5:00 p.m. the group went to the old jail and the tour lasted until 5:45 p.m.

Selectmen's Minutes
April 24, 2018
4:00 p.m.

The meeting opened at 4:00 p.m. Present were Selectmen Tony Palminteri, Glenn Dochtermann, and George Donovan. Also present were Fred Holt, Treasurer and Arlene Carroll from the public.

The minutes of April 17, 2018 Selectmen's meeting were read. Motion was made by Dochtermann and seconded by Donovan to approve as written. All voted in favor.

The minutes of April 18, 2018 Selectmen's meeting were read. Motion was made by Dochtermann and seconded by Donovan to approve with a minor spelling change. All voted in favor.

Under public comment Arlene Carroll questioned the status of the new Town website. Palminteri verified that the site is up and most of the content has been added and updated.

Motion was made by Donovan to approve and sign the warrant as submitted. Dochtermann seconded and all voted in favor and the warrant was signed.

Income to the Transfer Station account was accepted and appropriated as submitted after motion by Palminteri and second by Dochtermann. All voted in favor.

A discussion of a Candidates night for those on the June 12th ballot took place. The date of May 23rd at 7:00 p.m. at the Conant Chapel was chosen. Motion by Palminteri, second by Dochtermann to sign a letter to all candidates on the ballot inviting them to participate.

The RSU #57 Budget Validation Referendum Warrant was reviewed. Motion by Dochtermann, second by Donovan to sign as presented. All voted in favor and nine originals were signed and presented to the Town Clerk for distribution.

The Board was reminded of the upcoming Massabesic Lions Annual Youth Recognition Event on April 26th. All agreed to attend if available.

Holt updated the Board on a conversation he had with MMA Property & Casualty Insurance concerning the trees that overhang the Town Hall parking lot. MMA has issued a written recommendation that the area below the limbs be roped off from vehicles and pedestrians out of concern for safety. The ownership of the cemetery and the parking lot was then discussed. With the Alfred Festival approaching and the lack of parking not only for Town Hall business but also the Church patrons, the Board would like to meet with the Church Trustees as soon as possible to establish legal ownership and responsibilities of the parking lot and cemetery as this has been an ongoing item for years.

The recent clean-up of the Park on School Street was discussed. All were in agreement that the committee did an excellent job with this.

The final minutes of the April 4, 2018 Planning Board were read.

An MMA Legislative Policy update provided by Kate Dufour, Director State and Federal Relations, was read.

The Budget Committee minutes from April 9, 2018 were read.

Holt informed the Board that he learned late this afternoon that the City of Sanford will be working on their end of Gebung Woods Road April 26 & 27 and they will be closing Gebung Woods Road from 7:30 a.m. to 4:00 p.m. each day to all vehicle traffic. This information will be posted to the Town website and Facebook account.

Under public comment, Arlene Carroll shared her concern with a truck she encounters most mornings speeding on Saco Road at approximately 6:15. After discussions Dochtermann agreed to contact the State Police and ask for their assistance.

There being no further business, the meeting was adjourned at 4:35 p.m.

Selectmen's Minutes

May 1, 2018

4:00 p.m.

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

The minutes of April 24, 2018 Selectmen's meeting were read. Motion was made by Mr. Palminteri and seconded by Mr. Donovan to approve as written. All voted in favor.

After review of the warrant motion was made by Mr. Dochtermann with second by Mr. Donovan to approve and sign as submitted. All voted in favor and the warrant was signed.

Motion was made by Mr. Donovan, seconded by Mr. Dochtermann and all voted in favor to accept and appropriate income to the Alfred Festival account as stated on the forms.

A copy of an invitation for a Candidates Night to all who turned in their nomination papers was read. The Candidates Night will be held on May 23, 2018 at the Conant Chapel at 7:00 p.m. The invitation was sent to: Selectmen Position: Tony Palminteri and Thomas Stonehouse – Road Commissioner: Jon Lord – RSU #57: David Galbraith - Library Director positions (2): Dominique Zulueta and Tom Stonehouse.

The format of the Open House scheduled for this weekend from 10:00 a.m. to 2:00 p.m. on both Saturday, May 5th and Sunday May 6th was discussed by the Board. Also present were the Town Clerk, Andy Bors and the CEO, Jim Allaire. The group discussed the set-up of the event, the format of the tours and handouts. Because of time constraints, motion was made and seconded to hold a workshop on this on Thursday May 10th at 10:00 a.m. and invite all who will be involved in the Open House to finalize the plans. All voted in Favor.

Darcy Hobgood, Tax Collector asked for a few minutes to speak with the Board. She then presented a letter of resignation giving a verbal explanation that she will be moving out of State. Her last day as stated in the letter will be approximately July 31, 2018.

The Board discussed the Public Hearing to be held on Wednesday, May 9, 2018. The presentation of information and a potential power point was discussed. It was reported that Geoffrey Aleva, PE of Civil Consultants has offered to attend the Public Hearing at no charge as the Selectmen cannot spend any more funds on this proposal. The fee to have him do this was originally \$725 which he will waive.

Steve McKinnon, Trustee of the Alfred Parish Church met with the Board to discuss the ownership of the cemetery between the Church and the Town Hall. Explanation was given that this has come up before and needs to be addressed again because of the two maple trees in the cemetery overhanging the parking area. The Town's Insurance Company looked at the trees and in a letter stated (several comments from the letter) " Since it is unknown who actually owns the trees that are overhanging the Town Hall Parking Lot MMA cannot recommend any tree removal at this time." "... we have decided at a minimum, the Town should restrict access to the area under the tree branches to protect vehicles, employees and visitors to the Town Hall from any harm." It went on to state "The attached Action Plan has the single recommendation to restrict access to this area located under the trees until a Certified Arborist can perform maintenance or remove the trees for your review." This was

discussed further. Research done by Bruce Tucker was then discussed. As to the ownership of this property, Mr. McKinnon stated that he understands this issue and realizes that the church can't say definitely that they own the cemetery. When asked how he thought the church felt about legally owning the cemetery he said that he feels that they don't have the funds needed for continued maintenance but that they would like to be able to at least have a right of way into the cemetery and have to option to use the burial grounds, if there were room in case a future minister or long standing member may want to be buried there. He also said that the church would want a legal authority to use the parking area in front of the cemetery for church events and would request that legal fees be taken care of by the Town. This was discussed in further detail. At the conclusion of this meeting all agreed to the following:

1. The Town will have a land description done of the cemetery and parking lot area in question.
2. The Town will have a draft agreement/deed drafted after checking with legal counsel.
3. The Town will check with legal counsel to see if this transaction if it occurs will need to go through Town Meeting approval.
4. Mr. McKinnon will check with the Church's insurance policy to see if they have liability coverage for the cemetery and therefore the trees in question.
5. Mr. McKinnon said that this will have to be presented this to the Board of Trustees and with the Counsel and then the Church membership.
6. Another meeting will be set up with all parties.

All agreed to meet back again as soon as possible.

It was reported that Dean Currier reported that the Park & Recreation Committee is proposing to hold a Movie Night one night during the Alfred Festival. They have contacted a copy right Attorney so that they can legally run the movie. The cost for this was between \$300 and \$400. They plan to set up in the tennis court and may try to have a fire pit for s'mores. The concession stand would be open to sell food and drinks.

The Board signed a letter to Ethan Lord, Alfred Student, commending him on his recent Massabesic Lions award.

An application form from the Library for Energy Efficiency Program to replace lighting in the Library was approved by the Board after motion by Mr. Palminteri, second by Mr. Dochtermann and approval by all.

It was noted that the Planning Board Draft minutes of April 18, 2018 were reviewed at last week's meeting.

The Planning Board agenda for May 2, 2018 was read.

The report of the Alfred Water District Nitrate Testing Results were read. All results were at acceptable levels.

The Board read and briefly discussed the 2017 Annual Solid Waste report sent to the DEP. The report shows the Town is at a 55.21 recycling rate. It was explained this, may in reality, be slightly high as the chipping from the previous year was added to the 2017 chipping pile due to non-availability of the chipping company.

A letter of resignation as Fire Chief for the Town of Alfred written by Chief David Lord was then read and discussed. All were in agreement to continue discussion on this position at another Selectmen's meeting and to send a letter of acceptance to Chief Lord.

After discussion of the MMA Legislative Policy Committee nomination notice, Mr. Donovan said that he would be interested in being nominated for this position. Motion was made by Mr. Dochtermann with second by Mr. Palminteri and approval by all. Paperwork will be filled out and brought back to next meeting.

Mr. Palminteri reported that a representative from Atlantic Leasing contacted him about maintenance, especially an oil change on both the compactor and the baler at the transfer station. He said that after speaking with Steve Dochtermann, Supervisor, he recommended that the baler does not need an oil change but that it should be run periodically for 15 minutes as we do not currently use this. As to the compactor he recommended that a hydraulic oil check be done to check on the condition of the oil in the compactor before spending over \$200.00 to change the oil but to move forward with changing the filter. All were agreement with this.

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

Correspondence was read and discussed as needed.

Kerry Smart, Alfred Water District Superintendent, Tim Sawtelle of Dirigo and Jon Lord, Road Commissioner met with the Board to review and discuss an upcoming Water District Project to be overseen by Dirigo. The project will involve a section of Kennebunk Road and a section of Mouse Lane with portions of work done on School Street and Swetts Bridge Road.

Mr. Sawtelle reported that the job will be put out to bid and he wants to be able to share the correct information to potential bidders on what the Town expects. He then gave a quick description of the locations(s) of the job, length and footage specs, side cuts, road cross cuts which will be four altogether, specs on ditching and materials to be used. The application and Town Ordinance was referred to. Mr. Sawtelle said that the Town will be named as additionally insured during the time of the project. The application permit per square yard cost was discussed. No decision will be made until the project specs have been presented. It was noted that the contractor who is awarded the project will be filling out the application. Many questions were asked and discussed to include:

What happens if a stone wall has to be affected – answer was that everything must be put back to original condition.

What about trees? – answer- contractors try to go around trees without doing any damage. He added that the contractor must stay in the right of way which is sometimes difficult to determine.

What happens if Town Hall starts getting calls – answer- refer them to the Alfred Water District.

How do the residents get notified? Answer – The Water District sends out advance notice to all customers who will be on the length of the project site(s)

Mr. Sawtelle then shared plans for ditching and filling in of these and questioned if the Town wanted the 24" of gravel as stated in the ordinance or something else as this section may not expand or shrink the same as the rest of the road. He asked for the Town to choose one of

the options presented on the plan. This was discussed further with no decision made at this time.

Jon Lord stated that with the many lengthy side cuts and potential butt joints and the four cross cuts the road could be left in a poor condition and the Town may require the entire project length be overlaid to protect the road. This can't be decided at this meeting but he said that a performance bond from the contractor may be required in case this decision is made. The Board will have to take this into consideration. Mr. Sawtelle commented that this may make it more difficult for a bidder to bid the project with the amount that will be borrowed by the Alfred Water District.

There was a discussion about a worksite inspector to oversee the project and that this may be one of the "other conditions" listed. Mr. Sawtelle had no problem with this.

All agreed that the Town will get back to Mr. Sawtelle as soon as possible so that he can put the project out to bid.

There being no further business, the meeting was adjourned at 6:15 p.m.

Selectmen's Minutes

May 8, 2018

4:00 p.m.

The meeting opened at 4:00 p.m. Present were Selectmen Tony Palminteri, and George Donovan. Also present were Fred Holt, Treasurer and Joyce Wood. Glenn Dochtermann joined the meeting at 4:50

The minutes of May 1, 2018 Selectmen's meeting were read. Motion was made by Mr. Palminteri and seconded by Mr. Donovan to approve as written. All voted in favor.

After review of the warrants motion was made by Mr. Donovan with second by Mr. Palminteri to approve and sign as submitted. All voted in favor and the warrants were signed.

Motion was made by Mr. Palminteri, seconded by Mr. Donovan and all voted in favor to accept and appropriate income to the Fueling February account as stated on the form.

The Board approved and signed a letter to Darcy Hobgood, accepting her resignation as Tax Collector and thanking her for her service.

The Board approved and signed a letter to David Lord, accepting his resignation as Fire Chief and thanking him for his service.

A memorandum from the Planning Board concerning zoning ordinance changes was read and discussed by the Board. The memo indicated proposed mixed-use district changes may be ready for a special Town Meeting in the fall. Also discussed was an invitation to meet with the Planning Board at their June 6th meeting to review their proposed plans thus far and in the future.

The MMA Legislative Policy Committee Nomination Form was reviewed as filled out with George Donovan being submitted as nominee to this Committee. Motion was made by Tony Palminteri and seconded by Glenn Dochtermann to approve and sign his nomination. All voted in favor.

A letter to an Alfred student, congratulating her on her recent Massabesic Lions Award was signed.

Mr. Palminteri reported speaking with Dana Libby of Corner Post and with Bruce Tucker who had met to review documents concerning the cemetery in center village. He reported that they both agreed there is no definitive documentation on the ownership of the cemetery and agreed that it is a public cemetery. Mr. Libby gave a verbal estimate of approximately \$2,500 to do a survey. As the Church Trustees were going to be meeting on this matter after last week's meeting with Trustee, McKinnon, the Board agreed that no decision could be made until they meet with or hear from the Trustees. After discussion, it was moved and seconded that Mr. Palminteri write and send a follow-up letter to Mr. McKinnon regarding this matter.

It was reported that a request has gone out to four licensed arborists to do an inspection and give a report on their findings of the trees in the cemetery as requested by the Town's Insurance.

Steve Dochtermann, Transfer Station Supervisor met with the Board to go over several items.

1. Paint Care Program – He explained a program that is a free service for residents to be able to bring in their paint cans. The Company, Clean Harbors, will provide a Gaylord box delivered and pick up at no cost to the Town. The Board was in agreement that Mr. Dochtermann look into this.
2. Web-Site – He requested that the fee scheduled be revised on the web site.
3. Propane Tanks – He reported that he has spoken with a company, “Mighty Flame” who will pay for any tanks that they can re-service for use. There would be a container that Mr. Dochtermann indicated he would place behind the tire pile. Motion was made by Mr. Palminteri and seconded by Glenn Dochtermann that he move forward with filling out the paperwork for this service.
4. Old Baler – The group discussed the old baler that is not being used by the Town since turning over to the single sort program. A suggestion was made that if we know we will not have a use for it perhaps it should be sold. Fred Holt will find out how much the Town paid for this equipment and the Board will follow up at a later meeting.
5. Extra Attendant on Saturdays – Mr. Dochtermann said that they was a previous discussion that, especially during the summer months, an extra sub be put on duty to on Saturday due to the additional use of the station that never happened. He requested that the Board again consider this. This was discussed. A suggestion was made to bring the Treasurer Chest Attendant up when busy and Steve Dochtermann agreed that this may work and he agreed to try this.
6. Golf Cart – Steve Dochtermann reported that the golf cart that is used at the station is not working. He asked if he could sent it out for maintenance. After discussion, the Board agreed that he do so.
7. Oil/filter change of the compactor – A notice came from Atlantic Leasing that it was time for this service to the compactor and Mr. Dochtermann requested that he have this done. The Board approved.
8. Tractor – Mr. Dochtermann reported that the tractor is being worked on and that they are waiting for parts to come in before it can be completed.

The Board commended Mr. Dochtermann for his good service to the Town in his position.

Rescue Chief, Matt Bors, spoke with the Board about the soon to be vacant positions of Fire Chief and of the Full Time Firefighter. A request was made to go into executive session. Motion was made by Tony Palminteri and seconded by George Donovan. All voted in favor and the Chairman, Mr. Palminteri called the meeting into executive session per MRSA Title 1 §405, 6. A (1) at 5:10 p.m. The meeting was called out after following proper procedure at 5:30 p.m. It was discussed that we are losing employees to other municipalities due to, in part the benefit package, the pay and a retirement package. The Board asked Mr. Holt to look into a cost for the State Retirement Program. All were in agreement that Chief Bors will do a chart to show the Board the flow structure of the Fire and Rescue Departments for further discussions on how to proceed in filling the two positions in the future.

The Board discussed the May 9th Public Hearing. The meeting will be opened and an introduction will be made for Geoff Aleva, of Civil Consultants who will give a brief description of his findings and then he will answer questions. This will take place early in the meeting so that Mr. Aleva may leave as he offered to come to this meeting at no charge. The meeting

will then continue. What to have available for handouts was discussed and agreed upon. Also discussed was the probability that there will not be enough room and all agreed that Mrs. Wood contact the church representative to see if the meeting can be moved to the main church.

Fred Holt spoke with the Board about the Town's assessing services. As the City of Sanford Assessor's will be done after this upcoming commitment, the Board needs to make a decision on a replacement service. Options that have already been brought to the Board were discussed. Also discussed was to leave the assessing process as is currently being done for another year or two. After much discussion of the options, motion was made by Tony Palminteri with second by Glenn Dochtermann and approval by all that the concept and costs of hiring a Town Assessor for one to two years be put together for next week's meeting.

The Conservation Commission minutes of their April 25, 2018 meeting were read.

An e-mail sent to Glenn Dochtermann from an abutter of the Transfer Station property was read and discussed. It was an inquiry about purchasing a small amount of the Town's property. All were in agreement to table this inquiry until a later date.

The Rate Increase Info report from the Alfred Water District was reviewed.

Planning Board minutes of their April 18, 2018 meeting were reviewed.

After review of a Veteran's exemption application, motion was made by Mr. Dochtermann and seconded by Mr. Palminteri to approve and sign as presented. All voted in favor.

All correspondence was read and discussed as necessary.

Darcy Hobgood, Tax Collector, met with the Board to share her end of month report for April for tax collections, registrations and Inland Fisheries registrations.

Joyce Wood asked the Board to call the meeting into executive session to relay a conversation she had with the Town Attorney about the process of a Freedom of Access Request. Motion was made by Mr. Palminteri and seconded by Mr. Dochtermann, all voted in favor and the Chairman, Tony Palminteri called the meeting into executive session at 6:20 p.m. per MRSA Title 1 §405 6. E. legal consultation. After following proper procedure the meeting was called out of executive session at 6:30 p.m.

The filing and advertising for the Tax Collector's position was brought up. The hours, compensation and duties were all discussed to determine what this position will look like in the future and how to post the position. All agreed that Fred and Joyce will come together on wording and post the ad this week.

The meeting was adjourned at 6:45 p.m.

Selectmen's Minutes

May 15, 2018

4:00 p.m.

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

The minutes of May 8, 2018 Selectmen's meeting were read. Motion was made by Mr. Dochtermann and seconded by Mr. Donovan to approve as written. All voted in favor.

After review of the warrants motion was made by Mr. Donovan with second by Mr. Dochtermann to approve and sign as submitted. All voted in favor and the warrants were signed.

Motion was made by Mr. Dochtermann, seconded by Mr. Donovan and all voted in favor to accept and appropriate income to the Fueling February account as stated on the form.

Several articles for the 2018/2019 warrant were reviewed discussed and voted on with motion by Mr. Donovan, second by Mr. Dochtermann and approval by all.

Paving/Paving Prep	\$350,000
Stockpile	\$125,000
Stockpile overdraft	"UP TO" \$40,200 (explanation given that at least 2 bills for the fiscal year may not be in until after Town Meeting vote)
Year Round Road Maintenance	\$250,000 ((additional \$20,000 added due to the plowing of municipal lots)
Plowing & Sanding Roads	\$318,500
Alfred Fire Department	\$59,015
Public Safety Building	\$26,950

Fred Holt reported that the trailer to house the speed sign has been shipped and that Jon Lord has agreed to put it all together so that we can begin using it.

Mr. Holt then reported that, as asked, he found that the baler at the transfer station cost the Town \$7,300 and that it is a 1997 Marathon. The Board asked him to look into what it could go for today.

Mr. Dochtermann reported that a person is interested in purchasing the old open top container and that there is also some interest in the old boat trailer that is at the transfer station. The Board, after discussion agreed to research the value of both.

Next discussed was the hiring of an assessor to do a 2 year hiring contract/agreement with the Town for services. This was discussed. Motion was made and seconded and approved by all to contact the Town Attorney and have her draw up an employee agreement/contract for the town to hire an assessor.

Mr. Holt shared an organizational chart as sent to him by Chief Matt Bors for a potentially combined Fire & Rescue Service. The chart was reviewed and discussed.

The Planning Board agenda for May 16, 2018 was read.

Maine Revenue Services annual Ratio Declaration & Reimbursement application was explained. Motion was made by Glenn Dochtermann, seconded by George Donovan and voted by all to approve and sign the application as filled out. The form was signed.

A Letter of Credit from Sanford Institution for Savings in the amount of \$74,232.00 for Roger Berube Builders, Inc. to complete Phase I of the Pheasant Run project was read and discussed. Jim Allaire gave an explanation of what needs to be completed on Phase I of this project. Motion was made by Mr. Palminteri and seconded by Mr. Donovan to approve the Letter of Credit. All voted in favor and it was signed by the Chair, Tony Palminteri.

An e-mail thread between the Town's Health Officer, Dennis Brewster, the Maine CDC and the York County Shelter was read as sent by the Health Officer.

Mr. Holt reported on his research into the Maine State Retirement Program. After speaking with Stephanie Fecteau from Maine PERS she agreed to meet with the Board to discuss this. The Board agreed on 3:00 p.m. next Tuesday, May 22nd.

Two appointment certificates for members to the Veteran's Committee were approved and signed by the Board after motion by Mr. Palminteri, second by Mr. Donovan and approval by all. The two are Renald Ouellette and Tammy Chadbourne.

Alfred Water District Trustees, Mike Kucsma, and Tom McEwen along with the Supervisor, Kerry Smart and the Road Commissioner Jon Lord met together with the Selectmen to discuss specific details so that the Water District will be able to understand the Town requirements to be ready for their pre-bid conference. They also asked Mr. Lord if he would be able to attend this meeting and asked for him to give convenient times making it easier for him to attend. The group then discussed cuts on sides of road and cross-cuts and the specifications on compaction, patch and pavement. Also discussed was the potential for the Town to hire, at the contractor's expense, a person to inspect/monitor the work when compression and patching is being done. The Board asked the Trustees about the future plans and Mr. Kucsma responded that the only item in the future is a possible new well located away from the two current wells. Mr. Lord agreed to, by next week, come up with written specs on what the town's requirements will be.

Mr. Dochtermann asked if the Board should send out a response to the property owner who made an inquiry about purchasing town property. All agreed to send them a response stating that the Board will look at this after Town Meeting.

Members of the Alfred Parish Church Board of Trustees met with the Board to discuss the long standing ownership question of the cemetery. Mr. Palminteri, asked for introductions. Present from the Trustees were Betsy Smith, Frances Dore, Del Dorr, Steve MacKinnon, Linda Aaskov and George Dugovic. He then explained events leading to this joint meeting including the Town's Insurance Companies letter and recommendations leading to a meeting with Steve MacKinnon and a follow-up letter from the Selectmen back to Mr. MacKinnon. Mr. Dugovic asked if the letter that was signed by Tony Palminteri was from the Board or from him. Mr. Palminteri said that "yes, as stated in the last sentence of the letter on behalf of the Board." He added that it was in the minutes of the meeting that he do so. Much discussion followed with all understanding that the letter gave an explanation of what needs to be done but that the Selectmen needed approval from the Trustees before any steps could be taken. It was reported that Dana Libby of Corner Post and Bruce Tucker did significant research and found the land to be "Public" with no evidence of ownership. A quote of \$2,500 has been

given by Mr. Libby to do a survey and if agreed by both parties an agreement/deed would be drafted for approval by both. Mr. Palminteri said that the Board understands the financial position of the Church and they are willing to pay for the survey and drafting of the document. He said that they understand that the church would like a right of way into the cemetery and that they would like the option to, if there was room for interment in the future. He added that the Board understands that a right of way in back of the church would be needed so that would could be done on the building if needed. Mr. Dugovic again asked if the letter signed by Mr. Palminteri was from him or the full board. The response was that the letter was authorized by the Board. After further discussion Mr. MacKinnon with comment from other Trustees said that they would like to see the following in the document and survey:

A 20 foot right of way from the Saco Road to the gate into the cemetery for better access and for parking and a 14 foot right of way in back of the church for the length of the property and the verbiage about the interment if needed. This was discussed further and all agreed that the document will state that any interment will be with the agreement by both the Trustees and the Board of Selectmen. George Dugovic asked if the Town would pay for any legal fees that the church may incur to have to document reviewed by their Attorney. Mr. Palminteri responded "no" and added that the Town was paying for everything else.

Mr. MacKinnon said that all of the Trustees agreed at a meeting prior to this meeting to move forward with a survey and drafting a document stating that the Town owns the property in discussion. The contacts for the Church will be Linda Aaskov and Steve MacKinnon.

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

Selectmen's Minutes
May 22, 2018
3:00 p.m.

The meeting opened at 3:00 p.m. Present were Selectmen Tony Palminteri, Glenn Dochtermann, and George Donovan. Also present were Fred Holt, Treasurer and James Allaire CEO. Three members of the Budget Committee were also in attendance, Lee Steele, Harold Metcalfe & Jon DeFrance.

At 3:00 Stephanie Fecteau from Maine State Retirement gave a presentation of the Maine Public Employees Retirement System (PERS). PERS is a defined benefit plan. The Town can only apply to join on Jan 1 or July 1 of any year. All agreed that the timing will not work for a possible joining July 1, 2018. The benefit paid out at retirement is based upon number of service credit "years", average final compensation and accrual rate of the plan (typically 1 or 2%). The Town would have to make a quarterly contribution based on participating employee's earnings. Eligibility to receive retirement benefits is either 25 years of service or reaching a "Normal Retirement Age," either 60 or 65 depending on the plan enrolled in. Other benefits of the plan include Disability Retirement & Ordinary Death. Mrs. Fecteau also reviewed the "MaineStart" tax deferred savings plans offered by PERS. These plans are considered defined contribution plans, either a 401(a) or 457(b). Contributions to either plan by the Town would be determined by the Town, if any. Many specific questions were asked relating to both the defined benefit and define contribution plans.

The minutes of May 15, 2018 Selectmen's meeting were read. Motion was made by Dochtermann and seconded by Donovan to approve as written. All voted in favor.

Motion was made by Donovan to approve and sign the warrants as submitted. Dochtermann seconded and all voted in favor and the warrant was signed.

Income from the Alfred Square Dancers was accepted and appropriated as submitted after motion by Palminteri and second by Dochtermann. All voted in favor.

After discussion several 2018/2019 budget articles that were previously approved by the board were revisited. The following articles were decreased from their original amounts.

<u>Article</u>	<u>Original Amount</u>	<u>Revised Amount</u>
ME Health Care at Home	1,000.00	750.00
York County Comm. Action	2,100.00	1,000.00
Legal	20,000.00	15,000.00
Alfred Fire	59,015	56,515.00
Alfred Rescue	53,155.00	50,655.00
Paving Program	350,000.00	325,000.00
Stockpile	125,000.00	100,000.00
Year Round Maint.	250,000.00	225,000.00
General Assistance	7,000.00	3,500.00

Three new articles were discussed. Motion to approve by Dochtermann, seconded by Donovan. All voted to approve the following:

Assessing	2,575.00
Computer Support	24,000.00
General Code	1,700.00

A workshop will be scheduled for Tuesday May 29th to discuss the remaining articles after the budget committee finishes its' work on Thursday May 24th.

An e-mail from Attorney Rachin concerning a potential meeting with representatives from the York County Shelter was read. After discussion it was agreed to have Attorney Rachin postpone any meeting until after July 1st and clarify with the Board exactly what the intended purpose of the meeting was.

A job description and "Offer of Employment" to Mr. Robert Tripp for an assessor's assistant were reviewed. After discussion Dochtermann motioned and Donovan seconded to sign the "Offer" for an annual stipend of \$13,000.00 to start July 1, 2019. All voted in favor.

Holt reported that Atlantic Recycling has made an offer of \$1,000.00 to purchase the unused baler at the transfer station. Palminteri will do some research prior to contacting Atlantic Recycling to see if this is a fair price.

The RSU #57 District Budget Meeting on May 15, 2018 results were read along with the adopted amounts of the meeting.

Planning Board minutes of May 2, 2018 were read.

After confirmation from James Allaire, CEO of his inspection at Jalbert's Auto Sales, motion by Donovan second by Dochtermann to sign a Recycler License Renewal. All voted to approve. The renewal was signed by Chairman Palminteri.

Holt relayed a citizen's complaint about the Deputy Animal Control to the board. The complaint was that the Deputy was rude and yelling at a resident who was trying to get his neighbors cows back into the pasture on Mountain Road. After leaving this resident, the Deputy went to the place of business of the cows owner and again was yelling at the workers about the cows being out of the pasture with customers present. The board instructed Holt to talk with the Deputy about being respectful and dealing with the public in a better fashion.

The abandoned trailer at the transfer station was discussed. Since the trailer is not being used and may not be in good condition it was agreed that the transfer station supervisor should clean it off, move it to a visible area and post a for sale sign on it.

There being no further business, the meeting was adjourned at 5:10 p.m.

Selectmen's Minutes
May 29, 2018

The meeting opened at 4:00 p.m. Present were Tony Palminteri, Chairman, Glenn Dochtermann and George Donovan. Also present were Fred Holt, Treasurer and Joyce Wood, Administrative Assistant. Jim Allaire, Code Officer attended the meeting as well.

Mr. Palminteri reported that he has been contacted about the pending agreement/survey of the Parish Cemetery and was told that the changes were being made at Attorney Dumas's Office with the Trustees and that as soon as they are completed a signed copy will be brought to the Selectmen's meeting.

After reading the minutes of the May 22, 2018 Selectmen's Meeting motion was made by Mr. Donovan and seconded by Mr. Dochtermann to approve them as written. All voted in favor.

The warrant was reviewed. Motion was made by Mr. Dochtermann, seconded by Mr. Donovan and voted by all to approve the warrant as submitted. The warrant was signed.

The Article funding for the proposed 2018/2019 budget was then reviewed discussed and changes were made after motion by Mr. Palminteri, second by Mr. Dochtermann and approval by all. Decreases were made to several budgets to stay within the LD 1 limitation. The following changes were made:

Paving Prep reduce by \$5,000
Contingency Fund – reduce by \$1,000
Town Government - reduced by \$1,000
Rescue Department – reduced by \$5,000
Fire Department – Reduced by \$5,000
Benefits – Reduced by \$15,000
Salaries Reduce by \$30,000
York County Action –reduced by \$755
Snow Traveler's – reduce by \$330

Because the Budget committee needed to revisit any changes of the budget, Mr. Palminteri made a motion to hold a Selectmen's Meeting tomorrow, May 30, 2018 at 6:16 p.m. to make a final vote on the budget and to sign the warrant.

Steve MacKinnon, Trustee, Alfred Parish Church dropped off a signed copy of the proposed agreement for the Parish Church and easements. Brief discussion followed. The Board agreed that this could now be put on the warrant for Town Meeting.

Mrs. Wood reported that she will go to Heritage Memorial in Sanford to look at benches with a member of the Massabesic Lion's Club this Thursday as they are ready to purchase a bench for the Town Green as a gift to the Town.

Fred Holt reported that he has received 10 applications for the Tax Collector position.

Mr. Dochtermann reported that a resident has offered to pay \$125.00 for a trailer and an old open top container at the transfer station. After discussion, motion was made by Mr. Donovan and seconded by Mr. Dochtermann to check into the regulations of selling an abandoned trailer and if it can be done to move forward with the sale. All voted in favor.

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

Selectmen's Minutes
May 30, 2018

The meeting opened at 6:15 p.m. Present were Tony Palminteri, Chairman, Glenn Dochtermann and George Donovan. Also present were Fred Holt, Treasurer and Joyce Wood, Administrative Assistant.

It was reported that the Budget Committee had a meeting at 10:00 a.m. this morning and reviewed the LD 1 Limit and the changes made by the Selectmen.

The Selectmen reviewed some minor recommendations made by the Budget Committee and the warrant. Motion was made by Mr. Palminteri to sign the warrant as presented. Mr. Donovan seconded and all voted in favor. Six copies of the warrant were signed by the Board.

The meeting was adjourned at 6:40 p.m. to attend the Informational Meeting on the warrant at the Conant Chapel at 7:00 p.m.

Selectmen's Minutes
June 5, 2018

The meeting opened at 4:00 p.m. Present were Tony Palminteri, Chairman, Glenn Dochtermann and George Donovan. Also present were Fred Holt, Treasurer and Joyce Wood, Administrative Assistant. Jim Allaire, Code Officer attended the meeting as well.

After reading the minutes of the May 29th and the May 30th Selectmen's meetings motion was made by Glenn Dochtermann and seconded by George Donovan to approve them as written. All voted in favor.

An e-mail from the Librarian concerning the repair of a windowsill at the library was discussed. All agreed to ask Jim Allaire to take a look at the damage and work with Mr. Hedden on repair work.

The warrants were reviewed. Motion was made by Mr. Donovan with second by Mr. Dochtermann to approve them as submitted. All voted in favor and the warrants were signed.

Income to the Selectmen's fees account, the Fueling February account the Veteran's Scholarship fund and the Conservation Commission account was accepted and appropriated as submitted.

After discussion of the donation of a bench from the Lion's Club, the Board agreed that Mrs. Wood should make a recommendation on where it should be placed.

After reading a memo to all departments and committees regarding the final budget for Town Meeting, motion was made by Mr. Donovan and seconded by Glenn Dochtermann to approve and sign the memo as written. All voted in favor.

Mrs. Wood explained that she has reached out to Inland Fisheries and is waiting to receive paperwork to fill out for the abandoned trailer that was brought to the transfer station a couple of years ago. Once the Town fills out the documents and receives an abandoned vehicle title the Town may sell it to a resident who is interested.

Mr. Holt reported that twelve applications have been received for the Tax Collector positions and that both he and Mrs. Wood plan to hold interviews as soon as possible. The Board appointed Mr. Palminteri to review the applications as well.

A notice of the York County Budget Committee Public Hearing on the 2019 proposed budget to be held on June 13, 2018 was read.

The quarterly report from Charter Communications on the Franchise fee was read.

The Alfred Water District Audited Financial Statements Report as of December 31, 2017 was briefly discussed.

Planning Board agenda for June 6, 2018 was read.

The Planning Board draft minutes of May 16, 2018 were read and briefly discussed.

The need to replace a Planning Board and Zoning Board of Appeals secretary to replace Darcy Hobgood was discussed.

The Town Clerk's end of month report for May was reviewed.

A letter, which was requested by the previous owner, verifying that a property was foreclosed on in 2016 was read and briefly discussed. Motion was made and seconded to approve and sign the letter as written. All voted in favor.

Darcy Hobgood spoke with the Board about her position and reported that she would begin a new job on July 17th but would be willing to come back, if needed, after speaking with her new manager to help with the lien process. This was discussed.

The Board briefly discussed the Town Report which will be started soon and sent out after the audit of the Town is completed, probably in August. All agreed to give consideration on the dedication and the front cover.

A resident, Brian Bernier, met with the Board to discuss a concern of the speeding traffic on the Old North Berwick Road coming off the bridge from Sanford. He lives at a "blind driveway" and it is difficult for him to get out due to the speeding traffic. The Board agreed to speak with Jon Lord about potentially getting a "Hidden Drive Ahead" sign.

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

Selectmen's Minutes
June 12, 2018

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

At 4:03 p.m. Michelle Lord met with the Board for a second interview for the open Tax Collector position. A request was made to call the meeting into executive session. Motion was made by Mr. Donovan, seconded by Mr. Dochtermann and approved by all. The Chair, Mr. Palminteri called the meeting into executive session in accordance with MRSA Title 1 §405 6.A. (1).

The meeting was called out at 4:25 p.m. after motion, second and approval by all. No decisions were made. The Board told Mrs. Lord that they would get back to her before the end of the week.

Fred Holt, Treasurer, shared several Journal Entries made over the month of May. The Board reviewed. Motion was made by Mr. Donovan, seconded by Mr. Dochtermann and after a vote of approval by all the entries were initialed as presented.

The minutes of the June 5, 2018 Selectmen's meeting were read. Mr. Dochtermann made a motion to approve as written. Mr. Donovan seconded and all voted in favor.

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

An e-mail from Gus Hedden, the Librarian was read and discussed. It was regarding the repairs to windows at the library. He indicated that they have found another contractor who has the proper insurance coverage to do the work. After discussion, the Board agreed to look into what this project encompassed and to make sure that the Code Officer was aware.

Mrs. Wood reported that she and Mr. Holt have agreed, if the Board approves, to work on the Town Hall garden as it needs attention. After further discussion, motion was made by Mr. Donovan, seconded by Mr. Dochtermann and approved by all that they do so. The work will be done this Thursday, June 14th.

A State Recycler License application form for J & J Auto Sales & Salvage was reviewed. Notice from the Code Officer, Jim Allaire, stated that he has inspected the facility and recommended the Selectmen's signature indicating that the garage is in compliance with the Town regulations. Motion was made by Tony Palminteri to approve and sign the document. Mr. Donovan seconded, all voted in favor and it was signed.

A Tree Growth renewal application was reviewed. Mrs. Wood explained that it meets the criteria. Motion was made by Mr. Palminteri, second by Mr. Donovan and voted by all to approve and sign the document as submitted. It was then signed.

Notice of the amount of the Local Road Assistance Program (LRAP) to the Town of Alfred from the Department of Transportation was read. The amount to be received by December 1, 2018 will be \$43,040. Mr. Holt, Treasurer explained that this is used by the Town for the Paving Program in the next year's budget. The form asked for signatures of certification that the previous year's funds were spent on the projects listed on the back of the form. Motion was made by Mr. Palminteri, seconded by Mr. Dochtermann and voted on by all to approve and sign the document as submitted. The certification was signed.

The audit Engagement Letter from Purdy Powers & Company to perform the 18 month audit at a cost of \$13,000 was read and discussed. Motion was made by Mr. Palminteri and seconded by Mr. Dochtermann to approve and sign the letter. All voted in favor and the letter was signed by the Chairman, Tony Palminteri.

The Planning Board notice of Public Hearing to be held on Wednesday, June 20, 2018 was read.

The May 30, 2018 minutes of the Conservation Commission meeting were read.

Darcy Hobgood, Tax Collector, met with the Board to share her end of month report for May. She reviewed figures on tax collection, registrations and the Inland Fisheries report. She also reported that the 2018 tax liens will go out in late July or early August. When asked about the CMP trucks that were registered in Portland instead of Alfred, she said that she is still waiting to hear from Portland and that the amount would be around \$4,000.00 if Alfred was able to recoup it. She also reported that the addresses for these trucks have been changed to Alfred so that this would not happen again.

Mr. Donovan reported that he received several complains of garbage and smell on a property on Court Street. The Heath Officer did come down to look at the site and the most of the garbage had been picked up and when he knocked on the door he received no answer. Dennis Brewster, Health Officer, told Mr. Donovan to contact him if it reoccurred.

Eullah Brown met with the Board for a second interview for the open position of Tax Collector. After request to go into executive session, motion was made by Mr. Palminteri, seconded by Mr. Donovan and approval by all, the Chairman, Tony Palminteri called the meeting into Executive Session in accordance with MRSA Title 1 §405 6.A. (1) at 5:00 p.m. The meeting was called out after following proper procedure at 5:20 p.m. No decision was made. The Board told Mrs. Brown that they would get back to her before the end of the week.

Jon Lord, Road Commissioner met with the Board to review and discuss a letter from the Alfred Water District, Attorney James Katsiaficas regarding verbiage in a draft

Highway Excavation Application for permit. Some of the details given by the Town were, in the Attorney's opinion not allowed by Ordinance. The Board discussed the Ordinance entitled Town of Alfred Public Highway Excavation Ordinance originally approved by Town Meeting in 2004 and then amended by the Board of Selectmen in 2011, which was not an authorized act of the Selectmen. Mrs. Wood sent the letter to the Town's Attorney, Leah Rachin and shared her response with the Board with recommended changes to the application. After further discussion, motion was made by Mr. Donovan to make the changes as recommended to the application form and to follow the original ordinance approved in 2004. Also, that when dealing with the upcoming project of the Alfred Water District to follow the 2004 ordinance as approved. Second was made by Mr. Dochtermann and all voted in approval. Mrs. Wood will make the changes to the application form and Mr. Lord, Road Commissioner, will meet with the contractor who receives the bid from the Water District as stated in the ordinance. All agreed that any bond will be set after learning of the cost of the project and that it should be at least the amount to overlay the road if needed.

The Board then discussed follow-up discussions on the open position for the Tax Collector. All were in agreement to hold a Selectmen's meeting on Thursday, June 14, 2018 at 9:00 a.m.

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

Selectmen's Minutes
June 14, 2018

The meeting opened at 9:00 a.m. Present were Tony Palminteri, Chairman, Glenn Dochtermann and George Donovan. Also present were Fred Holt, Treasurer and Joyce Wood, Administrative Assistant.

Andy Bors, Town Clerk met with the Board to report that he has made a decision to resign as Town Clerk as of August 1, 2018. He said that he will put it in writing with today's date for the record. When asked if he would come back if needed for elections/Town Meeting(s), he said that he would have to give this some consideration.

Motion was made by Glenn Dochtermann to accept, with regret, the resignation given by Andrew Bors. Second was made by George Donovan and all voted in favor.

A motion was then made by Mr. Donovan and seconded by Mr. Dochtermann to go into executive session. All voted in favor and the Chairman, Tony Palminteri called the meeting into Executive Session in accordance with MRSA Title 1 §405 6. A (1) at 9:08 a.m. to review and discuss applications for employment.

The meeting was called out at 9:40 a.m. after motion by Mr. Dochtermann, second by Mr. Donovan and approval by all.

The Board discussed offering the position of Tax Collector and Town Clerk as both are officially open. As there were two applicants that were recommended by both Fred Holt and Joyce Wood, motion was made by Mr. Donovan to offer the cross-trained positions to Eullah Brown and Michelle Lord at \$18.00 per hour and when certified increase to \$19.00 per hour. Mr. Hold will make the calls. Mr. Dochtermann seconded the motion and all voted in favor.

The Board then called in the Staff who were in the building and announced their decision.

The meeting was adjourned at 10:00 a.m.

Selectmen's Minutes
June 19, 2018

The meeting opened at 4:00 p.m. Present were Tony Palminteri, Chairman, Glenn Dochtermann and George Donovan. Also present were Fred Holt, Treasurer and Joyce Wood, Administrative Assistant. Mr. Palminteri was unable to stay for the whole meeting.

The minutes of the June 12th and June 14th Selectmen's meetings were read. Motion was made by Mr. Donovan and seconded by Mr. Dochtermann to approve both sets of minutes as written. All voted in favor.

After review of the warrants motion was made by Mr. Donovan with second by Mr. Dochtermann to approve and sign them as submitted. All voted in favor and the warrants were signed.

Income to the Historical Committee account was approved and appropriated as submitted with motion by Mr. Donovan, second by Mr. Dochtermann and approval by all.

As the Cemetery Agreement passed at the Town Meeting, motion was made by Mr. Palminteri and seconded by Mr. Donovan to approve and sign the agreement as signed by the Parish Church Trustees. All voted in favor and the document was signed. Mrs. Wood will speak with Danna Libby, Corner Post Land Surveyors to get the Mylar copy of the survey and have that and the agreement registered.

The Board discussed holding a retirement/farewell event for Darcy Hobgood and Andy Bors. Several ideas and dates were discussed. All agreed to speak with them and if they were OK with it to make it a public event and to also authorize Mrs. Wood to make the arrangements as necessary.

At this time Glenn Dochtermann took over as acting Chairman and led the meeting.

The MMA ballot for membership to the MMA Legislative Policy Committee was reviewed. Motion was made to vote for George Donovan, after second and approval by all the ballot was completed.

The Town Meeting was briefly discussed.

The RSU #57 Results of the voting and the 2018/2019 Assessment report were reviewed. The Assessment for Alfred is \$2,951,141.00 which is an increase from last years by \$143,000.

Jon Lord, Road Commissioner met with the Board to go over a letter to the Alfred Water District's Attorney concerning the Town's Road Excavation Ordinance and Permit Application. They reviewed and discussed the changes made to both as they had to revert back to the 2004 Town approved ordinance. After further discussion, motion was made by Mr. Donovan to sign the letter as written with enclosed copies of the corrected

ordinance and permit application. Mr. Dochtermann seconded and all voted in favor. The letter was signed by the Board.

A CMP Pole Permit application for a new pole on Chickadee Drive was then reviewed. Motion was made by Mr. Donovan and seconded by Mr. Dochtermann to approve and sign the application as presented. All voted in favor and the document was signed.

The Board reviewed the Planning Board agenda for their June 20, 2018 meeting and site walk.

A letter of request from the Veteran's Committee to donate funds to the Scholarship account from the Committee account was read and briefly discussed. Motion was made by Mr. Donovan with second by Mr. Dochtermann and approval by all to authorize the request of \$100 to the Veterans Memorial Scholarship account.

After discussion of the placement of the bench that is to be donated to the Town by the Massabesic Lions's Club, all were in agreement to place it on the patio in front of one of the new trees on the Town Green.

Fred Holt reported that Tammy Bellmann, Waterboro's Planning Board and Zoning Board of Appeals Secretary, has agreed to take over these same positions in Alfred when Darcy Hobgood leaves. He reported that he and Mrs. Wood met with her and that she has also met with Ms. Hobgood and the CEO, Jim Allaire. After further discussion, motion was made by Mr. Dochtermann and seconded by Mr. Donovan to hire Tammy Bellmann to these positions as discussed. All voted in favor and the hiring forms were signed.

Mr. Holt then reported that because one of the candidates to fill the position of Tax Collector has turned down the offer, he and Mrs. Wood have contacted and spoke with the third choice applicant. He asked the Board if they would be willing to meet with her next Tuesday, June 26, 2018 as a second interview. The Board agreed.

Under Other Business, Mrs. Wood presented a State Recycler License Renewal document which is a report to the State whether the business is in compliance with the Towns Ordinances or not. A letter from the Code Officer stating that this business is in compliance with recommendation to approve was read. Motion was made by Mr. Donovan, seconded by Mr. Dochtermann and approved by all to approve and sign the application. The application was signed.

The Board then discussed the upcoming Town Report which won't be ready to print until after the Town Audit is completed, sometime in August. Suggestions were made at to the front cover and the dedication page.

Bob Tripp met with the Board to discuss his employment to the Town as the Assessors Assistant. The Selectmen being the "Assessors of the Town". A Letter of Employment was read and discussed. Mr. Tripp signed the letter as presented. Motion was then

made by Mr. Dochtermann and seconded by Mr. Donovan to sign a hiring form for Bob Tripp to be hired as of July 1, 2018. All voted in favor and the form was signed.

Steven Dochtermann, Supervisor of the Transfer Station, met with the Board to discuss a paint return program that he has learned about. He presented paperwork on the program and gave details on how this would work. After discussion, all agreed to speak with other Towns or facilities who use this company and bring the topic back to another Selectmen's meeting.

Steven Dochtermann then reported on several other matters at the Transfer Station including that Mighty Flame Propane is all set up to start their propane program. He said that the cages to store the tanks in will be coming soon. He then suggested that during Town Meeting the Transfer Station not be closed because he feels it creates a problem. They are finding that big black bags are being thrown into the demo can and the attendants are finding items that should not go into the demo can. A suggestion was made to put up more signage and to add "no closed bags without inspection first". Steven Dochtermann then asked if he should have the golf cart fixed before festival day in case they needed it. The Board agreed that he do so.

The Board briefly spoke with Darcy Hobgood and Andy Bors about their availability to hold an open house for the both of them.

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

Selectmen's Minutes
June 26, 2018

The meeting opened at 4:00 p.m. Present were Selectmen Tony Palminteri, Chairman, Glenn Dochtermann and George Donovan. Also present were Fred Holt, Treasurer and Joyce Wood, Administrative Assistant. Arlene Carroll was present as a member of the public.

Mr. Palminteri asked for public comment. There was none.

Motion was made by George Donovan to appoint Tony Palminteri as Chairman of the Board of Selectmen. Glenn Dochtermann seconded, both voted in favor and Mr. Palminteri accepted and thanked the Board.

Warrants were reviewed by the Board. Motion was made by Mr. Donovan, seconded by Mr. Dochtermann and voted on by all to approve and sign them as submitted.

The minutes of the June 19, 2018 Selectmen's meeting were read. Motion was made by Mr. Donovan and seconded by Mr. Dochtermann to approve the minutes as presented. All voted in favor.

An inquiry to purchase a portion of a Town-owned property from a resident whose property borders the land was discussed. All were in agreement to ask Mr. Allaire to speak with the residents to see what exactly they are asking for.

It was reported that the Town is waiting for the mylar copy of the boundary survey from Corner Post Surveying and then both the Town Meeting approved agreement deed and the mylar will be taken to the Registry of Deeds. The Board agreed to ask if the boundary rebars have been set in the cemetery.

Mrs. Wood reported that she is still waiting for a response to the information sent to MMA on the trees in the cemetery but that she may receive a call before end of day. She reported that she sent them the Town Meeting results, the signed agreement deed and the three certified arborist's inspection results. The Board agreed to hold off discussion for now as they need to receive recommendation from MMA Risk Management before a final decision can be made.

Mr. Dochtermann reported that he and Mr. Donovan, as agreed, visited Springvale Hardware to discuss the Paint Care Program that the Town is considering joining. They reported that they were told that this is an excellent program; no cost to the Town; company provides container; hires Clean Harbors to pick up the paint and the program is highly recommended. Mr. Holt asked if the Board is considering just the recycling portion (phase I) of this program or the re-use portion of the program (phase II). After discussion, motion was made by George Donovan to sign up for phase I of the Paint Care Program. Glenn Dochtermann seconded the motion and all voted in favor.

The Town Clerk's results of the June, 2018 Town Meeting were read.

The Board reviewed the Town Meeting billing to both the Alfred Water District and to RSU#57.

The quote from Edison Press for the 2017/2018 Town Report was discussed. All agreed to give consideration to the cover and the dedication.

Thank you letters to Tom Bouchard and to Geoff Aleva for their work on the old jail project were approved and signed by the Board.

A copy of the letter signed by George Donovan on behalf of the Board as agreed at last week's meeting was read. Enclosed with the letter was the Road Excavation Ordinance and the permit application that will be used by the Road Commissioner and the Board.

Mr. Dochtermann reported that the golf cart is being worked on so that it will be ready for festival.

The minutes of the June 4, 2018 Library Trustees meeting were read.

Notice from the Maine Revenue Services regarding the Preliminary 2019 State Valuation was read and discussed.

The notice from RSU#57 regarding the recipient of the 2018 Alfred Veteran's Memorial Scholarship was read.

Several 2018 reappointment certificates were reviewed. Motion was made by Mr. Palminteri, seconded by Mr. Donovan and voted by all to approve and sign the reappointments for the following:

911 Addressing Officer	James Allaire
Board of Assessment Review	Cynthia Swaney
Code Officer	James Allaire
Deputy CEO	Glenn Charette
Deputy CEO	Patti Berry-McKenna
Deputy LPI	Glenn Charette
Deputy LPI	Patti, Berry-McKenna
Deputy Registrar of Voters	Sheila Chalmers
Deputy Registrar of Voters	Lisa Cook
Deputy Tax Collector	Sheila Chalmers
Deputy Town Clerk	Sheila Chalmers
Deputy Town Clerk	Lisa Cook
Deputy Treasurer	Sheila Chalmers
Health Officer	Dennis Brewster
Licensed Plumbing Inspector	James Allaire
Park & Recreation Comm.	Dean Currier

Park & Recreation Comm.	Rose Caswell
Park & Recreation Comm.	John Campbell
Park & Recreation Comm.	Matthew Guilbeault
Park & Recreation Comm.	Kelly Souliere
Park & Recreation Comm.	Melissa Currier
Park & Recreation Comm.	Joshua Howe
Planning Board	Alfred Carlson
Veteran's Committee	Tom Plummer
Zoning Board of Appeals	Cynthia Swaney

Donna Buckley, Candidate for Town Clerk met with the Board for a second interview. Much discussion followed.

Jon Lord, Road Commissioner, reviewed the Paving Bid Invitations with the Board. After discussion, motion was made by Mr. Palminteri, seconded by Mr. Dochtermann and all voted to approve and sign the form and send to F.R. Carroll, Inc., Dayton Sand & Gravel co. Inc, Pike Industries, Inc Libby-Scott, Inc, and Shaw Brothers.

A request from the Chair of the Festival Committee, Sue Pierce, was discussed. She asked if the Board would consider taking part in the ceremony of the Lion's Club gifting a bench for the Town Green. They agreed to do so, if possible.

The Alfred Water District Consumer Confidence report was reviewed.

The Planning Board minutes of June 6, 2018 were read.

A thank you letter to Resident Arlene Carroll for her assistance with watering the Town Hall garden and for weeding the trees on the green was signed by the Board.

The Board read a letter of resignation as a member to the Budget Committee sent by Priscilla Blanchette. Motion was made by Mr. Donovan, seconded by Mr. Dochtermann to accept with regret her resignation and to also sign and send a letter thanking her for her service as written. All voted in favor and the letter to Mrs. Blanchette was signed.

Fred Holt, Treasurer, shared and gave an explanation of a Notice of a Class Action lawsuit regarding Town's rights to recover additional sums under the Payments in Lieu of taxes Act. He reported that he spoke with Ben McCall from Attorney Rachin's Office and he recommended that the Town of Alfred join the suit as there is no cost but potential gain. After further discussion, motion was made by Mr. Palminteri to join the suit and sign the documentation. Mr. Donovan seconded the motion and all voted in favor.

An e-mail that just came in from Corina Steeves, Underwriter from the Maine Municipal Association Risk Management, in response to the material that had been required by them from the Town on the trees in the cemetery was read. The e-mail read: *"Based on this information, it appears the town will be taking ownership of the trees. Therefore,*

it is our recommendation that you comply with the recommendations of the tree experts". The information referred to by Ms. Steeves was:

- April 26, 2018 letter from Lance Lemieux, MMA with an action plan to prohibit access to the Town Hall Parking Lot areas under the two trees and to have inspection done of the trees by licensed arborist.
- Results of Town Meeting, June 16, 2018
- Agreement , Release and Easement Deed (approved by Town Meeting
- E-mail from Bartlett Tree dated June 21, 2018
- Letter from Luca Tree Experts
- Letter (hand written) from Chris St. Saviour, Licensed Arborist
- E-mail from Bartlett Trees dated May 11, 2018

Much discussion followed. The recommendations from the three licensed arborists were reviewed and discussed. The latest quote from Bartlett Tree Experts was reviewed and discussed. The Board contacted Noah Tucker, Arborist from Bartlett, and discussed his recommendations and his quote. It was noted that the consensus in the recommendations was to take the trees down due their location and condition making them a safety concern.

Mr. Palminteri said that he would like to see the tree closest to the church be pruned/thinned and additionally cabled. After further discussion a motion was made by George Donovan to take the two maples down in the cemetery as well as a dead Locust in the cemetery and to contact the Trustees about recommended pruning in the large maple in front of the Library. Glenn Dochtermann seconded the motion. Two voted in favor and one against.

The Board then discussed the potential Special Town Meeting in the fall to present zoning changes by the Planning Board. Suggestions were made to consider adding work on the Town Hall parking lot, planting replacement trees, repairing the gates at the cemetery and curbing around the green. All agreed to consider these and any other potential items.

The Board had a discussion about the applicant, Donna Buckley. Motion was made by George Donovan and seconded by Glenn Dochtermann to hire her to the soon to be vacant position of Town Clerk and to be cross trained with Tax Collector duties in the future. All voted in favor.

Arlene Carroll made a recommendation to put a picnic table on the green which she said she would donate to the town. This was discussed and the Board agreed to consider and thanked her.

Fred Holt, Treasurer, reviewed briefly some research done on the Parson's Endowment and after brief discussion all agreed that he complete the research, review and then set up a meeting with the Trustees so that all are aware of the details of the fund. Also noted was that a member of the public at large has never been appointed to the Library Endowment Committee.

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