

**Lebanon, Maine Select Board
Minutes –Meeting
Thursday, May 11th, 2017**

Members Present

Chairman Harlow
Vice-Chairwoman Bragg
Selectman Nadeau

Others Present

Dana Coull – Guest
Mary Lane - Resident
Jim Durgin - Resident
Tim Bragdon - Resident
Richard Small – Resident
Tom Torno – Road Commissioner

Pledge of Allegiance

Vice-Chairwoman Bragg made the motion to open the meeting at 6:00 pm. Chairman Harlow seconded the motion. The vote was taken. The vote carried.

Chairman Harlow requested that discussion with Road Commissioner Torno be first this evening. Mr. Torno rearranged his schedule at the last night to attend this meeting. Currently, the Highway Department is approximately \$5,000.00 over budget. It is a concern that the previous Select Board voted to move \$23,000.00 to the Highway Department to finish out the fiscal year.

A motion was made at last night's meeting to retract \$13,000.00 of the \$23,000.00 moved to the Highway Department budget. Until further investigation, payment will be on a preapproval basis only. The Board realizes that there are some things that have to be worked on such as potholes and grading, but certain things such as ditching for example are not a priority at this time.

Mr. Torno informed the Select Board that yes, grading and potholes need to be taken care of. In approximately 2 days, pot holes on Jim Grant Road and Prospect Hill Road should be completed. The approximate cost to complete this is . The estimated cost would be around \$1,100.00. There is approximately \$1,200.00 in outstanding bills at this time. These costs do not include salary. Chairman Harlow asked if \$15,000.00 would be enough to finish out the fiscal year.

The Board had approved \$10,000.00 last evening. The Board will vote on approving another \$5,000.00 to be moved into the Highway account. It was mentioned that if there were an emergency situation, that this amount would not be enough. Selectman Nadeau suggested that perhaps Mr. Torno keep a notebook/log of all items that need to be done. Chairman Harlow stated that as of July 1st everything will start anew. Tracking work being completed and categorizing it will also assist the Budget Committee in their decision making.

Chairman Harlow made the motion to authorize grading and pothole work. Vice-Chairwoman Bragg seconded the motion. The vote was taken. The vote carried. Chairman Harlow also made the motion to move \$5,000.00 to the Highway account from contingency for a total of \$15,000.00 added to the Highway Department account. Vice-Chairwoman Bragg seconded the motion. The vote was taken. The vote carried.

Chairman Harlow asked if there were any questions, but to please be respectful of Mr. Torno's time. The item of pot holes was mentioned, but it was decided that it can be discussed at another time.

The mowing agreement for the Prospect Hill Cemetery was present to be signed by the Select Board as well as letters to the other applicants informing them of who the bid was awarded to.

The e-mails received from Officer Shapiro from March 17th were presented to the Select Board per the request of a resident asking what became of the situation. The meeting between the owner of Trains, Mr. Pelletier, the State Police and the Select Board was mentioned.

The e-mails that were received in March were in no relation to the previous conference between Mr. Pelletier, the State Police and the Select Board. The Interim Select Board Assistant is to contact Officer Shapiro. She will also look into when their liquor license needs to be renewed.

Chairman Harlow presented information on a video conferencing system. This particular system is made for a larger are, but will serve our needs just fine. There are two microphones and a camera which has a 90° view. A T.V. or monitor can run off of a computer for the video aspect of the system. The system is similar to a 'web cam" that people have in their homes similar to "Skype". This is easy to use and the videos can be uploaded onto You-Tube. An account has already been created for the Town.

The goal is to stream meetings for the Select Board, Planning Board and Budget Committee meetings live and then be uploaded on the internet as well. Amazon has this system for \$1,120.00. The Town has \$4,000.00 in an account from a grant from Metrocast in order to purchase video equipment. Vice-Chairwoman asked if there were any specifications that have to be met. Chairman Harlow stated that as long as it goes towards video equipment, it does not matter as to what type.

Chairman Harlow would also like to offer the residents who may not have access to a computer or have internet access at their homes, a computer at the office in which they could watch the videos. Another item that has been discussed is a tri-pod for when meetings are elsewhere such as Lebanon Elementary School.

Chairman Harlow began the conversation on the assessing agent contract and how close the work is to be completed. Chairman Harlow has two issues with the current arrangement. Mr. Thompson is doing Assessing duties as well as data entry duties, for the price of \$36.00 per hour instead of having the data entry/Trio being completed at \$17.50 per hour. This was not in the contract for those duties to be completed. Mr. Thompson would like a letter from the Select Board saying that his services are no longer needed or to re-evaluate the current contract.

This will be discussed further on Tuesday. Mr. Thompson has requested to be placed on the agenda. The contract will be revisited at that time.

Thursday, May 18th, there will not be a Selectmen's meeting.

Chief Meehan needs to be contacted to attend an executive session on Tuesday, May 16th at 6:00pm

Chairman Harlow had a discussion with the Town Clerk in regard to TRIO and who had access. The Select Board does not have access. Previous access has been corrected and the Town Clerk will be the only one with Administrative access.

Chairman Harlow printed a few job requirements/bid from other Towns for an Assessing agent. The current Select Board will review these and create one that fits our Town's needs.

Poverty abatement procedure was discussed. There is an application that needs to be completed which can be found on the State website.

A resident asked if there were notes taken in an executive session. Chairman Harlow explained that notes are not taken. Only certain items are allowed to go into executive session. The Select Board cannot call for one unless it is one of the listed reasons.

Noble High School Scholarship applications have been received. The Board will review the applications individually prior to meeting as a Board to vote on the recipient. How the recipient should be chosen was briefly discussed. Should it be on merit and or financial need?

Mr. Durgin announced that he was pleased with what he saw tonight. He also congratulated Chairman Harlow and Vice-Chairwoman Bragg on their new positions on the Select Board. It was a pleasure as to how the meeting was run.

Mr. Bragdon questioned as to why the Town has a moratorium if all of the prohibition ordinances were approved? Chairman Harlow will look into this.

It was mentioned that the Town Ordinances should be available to view on the website.

Richard Small would like someone to look into the "No Spray" ordinance. He was unable to obtain a driveway permit until the brush was cut. Mr. Small then asked "Who let Ben in after he was voted out, why is he back?"

Chairman Harlow stated that they previous Board hired Mr. Thompson. While employed by the Town, Mr. Thompson had taken assessing classes. The new assessing agent will be going out to bid. Selectman Nadeau stated that he voted for Ben to complete the waterfront which he had 60% completed.

Mr. Small brought up the subject of roads next. You have to fight to get anything done. Mr. Small is actually considering moving his business due to this.

Mary Lane asked when the new assessor was hired, if they whole town will be assessed. It was explained that the town would be broken down into sections. Mary asked if there will be a "tax plan" so everyone will be taxed fairly. Selectman Nadeau offered that we had never had the money before to complete assessing, the Select Board did it, the assessor will allow the town to be assessed properly and fairly. Chairman Harlow reiterated that the Board of Selectmen assessed the Town in the past, that is why a certified Maine Assessing Agent is needed for consistency.

Dana asked if the Transfer Station will be opening another day. Chairman Harlow answered that yes the Transfer Station will be open on Mondays starting July 1st.

Chairman Harlow made the motion to enter executive session pursuant to 1 MRSA 405(6)(E) at 7:16 pm. Vice-Chairwoman seconded the motion. The vote was taken. The vote carried. Chairman Harlow made the motion to exit Executive Session at 8:42 pm. Vice-Chairwoman Bragg seconded the motion. The vote was taken. The vote carried.

Selectman Nadeau made the motion to adjourn at 8:43 pm. Chairman Harlow seconded the motion. The vote was taken. The vote carried.

Minutes were reviewed 5/25/2017

Motion was made by Vice-Chairwoman Bragg

To accept minutes as written. The motion was

seconded by Selectman Nadeau. The vote was taken.

The Vote carried.