

**Lebanon, Maine Select Board  
Minutes –Meeting  
Tuesday, May 23rd, 2017**

Members Present

Chairman Harlow  
Vice-Chairwoman Bragg  
Selectman Nadeau

Others Present

Guest list is at end of minutes

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Pledge of Allegiance

Chairman Harlow made the motion to open the meeting at 5:15 pm. Vice-Chairwoman Bragg seconded the motion. The vote was taken. The vote carried.

The minutes of May 13<sup>th</sup> were reviewed. Chairman Harlow made the motion to accept the minutes with correction. Selectman Nadeau seconded the motion. The vote was taken. The vote carried.

Time off request forms were reviewed and signed for the Town Clerk.

A letter from the Select Board for the 250<sup>th</sup> Celebration was presented for the Select Board to sign. This will be e-mailed to Chris Bozak.

Purchase Orders were signed.

A Technology packet was given to the Board members. The packet includes information of setting up a consult to see where we are, what we need and how to achieve where we need to be. Chairman Harlow made the motion to spend \$405.00 from the Technology – Outside Service budget line for this consultation. Vice-Chairwoman Bragg seconded the motion. The vote was taken. The vote carried.

Chairman Harlow mentioned that Mary Kinney is still in the hospital. The Town currently pays a stipend of \$35.00 per month for her personal cell phone and there has been no notification of a temporary leave of absence. Chairman Harlow made a motion that the stipend not be paid. Selectman Nadeau seconded the motion. The vote was taken. The vote carried.

Chairman Harlow started to go over purchase requests from Chief Meehan. Much discussion took place on prices. Why there were no bids presented, if the purchases were absolutely necessary. Talk of a new ambulance was also discussed in length.

Information from a consultant was given to the Select Board in regard to a new Fire House to look over.

Chief Meehan submitted a Time off Request Form. Questions of coverage while Chief Meehan was taking time off was discussed.

Chief Meehan asked Vice-Selectwoman Bragg how many fire trucks she would like to have for the 250<sup>th</sup> parade. They would like to have as many as possible. She has reached out to surrounding communities, but has not heard any replies as of yet. Chief Meehan will touch base with the fire houses.

Gary Gagnon one of the residents from Maple Estates addressed the Select Board with many concerns and asked many questions as did his neighbors. There were many questions and concerns brought up in which the Code Enforcement Officer is either currently addressing or needs to be made aware of. Questions of who owns the road, is it private, will the Town accept it, why they were lied to, why street names have been changed as well as many more were brought up. Chairman Harlow mentioned that the Select Board will help the best they can to find some answers to their questions, however the majority of their concerns should be addressed with the contractor. Chairman Harlow also offered the residents the use of the conference room so that they may invite the contractors and speak to them directly about their concerns. A list of questions will be compiled and confirmed to be researched.

Chairman Harlow made the motion to enter Executive Session 1 MRSA 405(6)(E) at 7:15 pm. The motion was seconded by Vice-Chairwoman Bragg. The vote was taken. The vote carried.

Chairman Harlow made the motion to exit Executive Session at 7:35 pm. Vice-Chairwoman Bragg seconded the motion. The vote was taken. The vote carried.

Chairman Harlow made the motion to terminate Ben Thompsons assessing agent contract effective immediately. The Town will pay Mr. Thompson for the remaining contract dates of June 2<sup>nd</sup>, June 15<sup>th</sup> and June 30<sup>th</sup> the amount of \$540.00 and allow the treasurer to send the check with a letter stating that all Town property must be returned as soon as possible. Selectman Nadeau seconded the motion. The vote was taken. The vote passed. A letter will be sent to Mr. Thompson through certified mail.

Chairman Harlow questioned as far as assessing goes, where do we go from this point forward? We use O'Donnell for the updating of our tax maps, perhaps they could also be used for assessing?

Unfortunately, we do not know what needs to be done, what has been completed, what needs to be completed and how to do this.

The suggestion of hiring Sue Collins as a consultant to review what has been done, what needs to be done and how to do it was mentioned. Vice-Chairwoman Bragg will reach out to Ms. Collins.

The Maine State Tax Revenue Service will be meeting with the Select Board on Wednesday, June 7<sup>th</sup> at 2:00 pm.

An idea that was presented was to divide the town into "classes". Once a class is completed, the next would be started, etc. BUT do not start the new taxes until everyone has been assessed.

In the proposal for the Assessing Agent, it needs to state that the knowledge of TRIO is a requirement for the inputting of data.

A game plan needs to be laid out. Should the Town look into the possibility of sharing an assessing agent with another Town?

The idea of hiring Sue Collins as a consultant to see where the Town stands in certain aspects of assessing and what needs to be done was discussed. Training of the new Selectmen Administrative Assistant will also be mentioned to Ms. Collins.

Chairman Harlow mentioned that the video equipment should be in and ready for the Thursday meeting.

Vice-Chairwoman Bragg asked if flowers were going to be purchased for Mrs. Lane for the Boston Post cane presentation. The Interim Assistant will order a bouquet from Lee's Florist.

Vice-Chairwoman Bragg also mentioned that at 5:30 on Thursday prior to the meeting, Chris Bozak will be taking a picture of the Select Board for the 250<sup>th</sup> program.

Chairman Harlow asked if anyone plants flowers for the Memorial Day Service. Ladies have done so in the past. The Interim Assistant will purchase some red geraniums which have been used in the past to plant prior to the Memorial Day Service on Monday, May 29<sup>th</sup> at 11:00 am.

The Select Board needs a list of town acquired properties to determine if an auction needs to be scheduled or not. Policies on sales also need to be looked into and placed on the May 30<sup>th</sup> agenda. A Department head meeting with the Code Enforcement Officer needs to be placed on the May 30<sup>th</sup> agenda also.

Vice-Chairwoman Bragg will be setting up a time to speak with the office staff to hear any suggestions and or concerns that they may have.

Selectman Nadeau made the motion to adjourn at 8:30 pm. Vice-Chairwoman Bragg seconded the motion. The vote was taken. The vote carried.

*Minutes Reviewed 5/30/2017*

*Motion made by Chairman Harlow  
to accept minutes as written.*

*Selectman Nadeau seconded the motion.  
The vote was taken. The vote carried.*

Tuesday 5/23/2017

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