

Lebanon Board of Selectmen Meeting

April 23, 2015

Present: Selectman Chair Ben Thompson, Selectman Royce Heath, Selectman Paul Philbrick

Agenda: Sue Collins-Paperwork/Discussion, Kurt & Brenda Zeller-Tree Growth, Traci Place-Union negotiations, Other business.

3:30 PM to 3:41 PM– Sue Collins:

1. Requested direction from the board in reference to the expiration date to be used on the Lebanon Festival committee appointment papers
 - A. Research of the previous year's appointment will be conducted by the Town Clerk to determine the process used at that time
2. Requested direction from the board on the past practice of selling tickets for places like Fun Town/Splash Town and York Wild Kingdom
 - A. Tickets are provided at a greatly reduced entrance fee to the residents of the Town
 - B. The Town does not invest any funding into the purchasing of the tickets
 - C. All monies received from the purchasing of tickets is forwarded monthly to the business establishment
3. Discussed the Code Enforcement job postings
4. Presented to the board a letter from MEMIC requesting information on construction employees

3:46 PM to 3:58 PM – Board:

1. Reviewed incoming mail and prepared for the evening's agenda
2. Signed "Town of Lebanon Authorization for Credit Card Purchase"
 - A. Credit card to be used to purchase items approved on a purchase order request from the Fire/EMS Department

3:58 PM to 4:23 PM – Treasurer Lemay:

1. Discussed COMSTAR billing of transports
 - A. Members of the board to meet with COMSTAR to discuss these issues
2. Motion made by Selectman Chair Thompson to enter into Executive Session per 1 MRSA § 405 (6)(A) @ 4:12 PM per Treasurer Lemay request to discuss a personnel issue. Motion seconded by Selectman Heath, motion carried with all in favor.
 - A. Exited Executive Session @ 4:20 PM.
3. Discussed the policy of money collection at the front desk for special causes

4:23 PM to 4:33 PM – Board:

1. Addressed a resident's concern about the Goding Road

BLT 4/27/15

RRA 4-27-15
QLP 4-27-15

2. Addressed an inquiry about the Lord Road in reference to what part is Town owned and which part is private road

4:33 PM to 4:52 PM – Kurt & Brenda Zeller:

1. Presented to the board a request for guidance on what they needed to do to address the Tree Growth assessment change on the land they recently purchased
 - A. Selectmen Assistant Sue Collins will determine the dollar amount of the 20% penalty for withdrawing the Tree Growth assessment and forward that information to the Kurt and Brenda Zeller
2. Presented to the board information about the proposed “mudding” events scheduled for Memorial Day and for Labor Day

4:53 PM to 5:24 PM – Treasurer Lemay:

1. Requested direction from the board on the payment of hourly wages for the Office Staff with the new Town Clerk/Tax Collector starting on Monday, April 27, 2015.
 - A. Hourly wages for the Office Staff will return to the pay rates established prior to the temporary appointments as agreed upon in the Union Side Agreement.
 - Change in wages will be effective April 24, 2015 at 5:00 PM.
2. Requested assistance in completing the building/plumbing permit issues that were identified that still needed resolution
 - A. Board requested that Christine Torno and CEO Brian Paul join the meeting to identify and correct the outstanding issues
 - Christine Torno informed the board that she and CEO Paul have resolved the outstanding issues and that she would work with Treasurer Lemay to correct incorrect entries into TRIO
3. Motion made by Selectman Chair Thompson to enter into Executive Session per 1 MRSA § 405 (6)(A) @ 5:16 PM per Treasurer Lemay’s request to discuss a personnel issue. Motion seconded by Selectman Heath, motion carried with all in favor.
 - A. Exited Executive Session @ 5:24 PM
 - Treasurer Lemay to do additional investigative work and report her findings to the board

5:25 PM to 5:33 PM – Board:

1. Discussion was held in reference to the two lawn mowing bids received
 - A. Only one bid was received on time, with a bid price much higher than last year’s bid
 - B. The second bid arrived a day late and will be returned to the submitter unopened
 - C. Board discussed rebidding the lawn mowing contract and other options of accomplishing the work
2. Motion made by Selectman Chair Thompson to reject all bids received due to an insufficient number of valid bids submitted for review and to rebid the contract with a May 11, 2015 bid

opening and awarding date. Motion seconded by Selectman Heath, motion carried with all in favor

A. Selectman Philbrick to reissue the mowing bid

5:33 PM to 6:06 PM – Traci Place:

1. Presented to the board the agreed upon finalized copy of the Side Agreement between Teamsters Union Local No. 340 and the Town of Lebanon referencing the pay range per hour for the Town Clerk position

A. Board reviewed and signed the Side Agreement

2. Presented to the board the "Teamsters Union Local 340 Proposals 2015 Lebanon General Government Unit" letter dated 4/23/2015 11:22 AM

A. Motion made by Selectman Chair Thompson to enter into Executive Session per 1 MRSA § 405 (6)(D) @ 5:39 PM. Motion seconded by Selectman Heath, motion carried with all in favor.

- Exited Executive Session @ 6:00 PM

3. Presented to the board, as a resident of the town, a complaint about the condition of the Lower Barley Road

A. Board will discuss the complaint with the Highway Supervisor

6:06 PM to 6:36 PM – Fire/EMS Chief Meehan:

1. Motion made by Selectman Chair Thompson to enter into Executive Session per 1 MRSA § 405 (6)(A) @ 6:08 PM per Fire Chief Meehan's request. Motion seconded by Selectman Heath, motion carried with all in favor.

A. Exited Executive Session @ 6:30 PM

- Selectman Heath volunteered to carry out the Chief's request

2. Discussed with the board the repairs to be made at the Blaisdell Corner Station

6:36 PM to 9:30 PM – Board:

1. Reviewed and discussed Maine Law Title 26 – chapter 7 – subchapter 2 § 626

2. Motion made by Selectman Chair Thompson to pay 36 hours of vacation time owed to CEO Brian Paul upon resignation date according to Maine Law Title 26-chapter 7 – subchapter 2 § 626. Motion seconded by Selectman Heath, motion passed with all in favor.

3. Reviewed and accepted meeting minutes for April 16 and April 13, 2015

A. Meeting minutes for April 2, 6, 9, 20 required minor corrections

4. Investigated an advertisement received about Municipal Resources Inc.

A. Selectman Philbrick to obtain additional information and present his findings to the board

5. Discussed the Town Clerk request referencing the selling of tickets

A. Board agreed to permit the selling of the tickets, providing that no Town funds are used, since all residents of the town have the opportunity to benefit from this action.

6. Approved the CEO job posting ad presented by the Town Clerk

7. Discussed the MEMIC letter presented to the board by the Town Clerk

- A. Selectman Philbrick to email MEMIC requesting clarification of the information they are looking for
8. Discussed the citizen's petition for a Town Manager type government and the pay rate for a Town Manager
 - A. Discussed the wording of the pay rate article
 - Does the dollar amount given include the benefit package
 - B. Discussed the need to convene the Budget Committee to vote on the article dealing with funding
 - Selectman Chair Thompson contacted the Budget Committee Chairperson to inform them of the need to re-convene the Budget Committee.
 - Budget Committee tentatively will meet on April 27, 2015 to address the petition article
 - C. Discussed if the article passed, the earliest date the Town Manager plan would go into effect
9. Discussed the upcoming School Budget hearing and School Budget vote
10. Reviewed and discussed the "ALS INTERCEPT AGREEMENT" sent by North Berwick Rescue Squad to the Lebanon Fire/EMS Chief for approval
11. Discussed the dedication pages for the 2014 Lebanon Town Report
 - A. Selectman Philbrick to research the information
12. Discussed updating the referendum ballot to include the received citizen petitions
 - A. Selectman Chair Thompson will update the ballot
13. Discussed the timing of the select board vote for the referendum ballot
14. Reviewed and discussed the Teamsters Union Local 340 proposals
15. Motion made by Selectman Chair Thompson to adjourn the meeting @ 9:30 PM. Motion seconded by Selectman Heath, motion carried with all in favor