

BLT 5/14/15

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RRH - 5-14-15

Lebanon Board of Selectmen Meeting

May 11, 2015

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

Agenda: Tom Torno-Roads Supervisor, Sue Collins-Paperwork/Discussion, Other business.

Attendees: Deborah Dorey Wilson (4:08 PM to 6:00 PM), Corrina Cole and Jenna Cole (4:16 PM to 5:15 PM)

4:00 PM to 4:17 PM – Highway Supervisor Torno:

1. Discussion was held between Selectman Heath and Supervisor Torno in regards to driveway repairs when installing/repairing culverts
2. Presented to the board a projected work load for the month of June
3. Presented to the board purchase orders authorizing road work
4. Updated the board on the installation of safety lights for the backhoe
5. Discussion was held on the usage of e-mail for official town business
 - A. Designated address recommended for official business
6. Discussion was held with the board on the repairs being done to the backhoe
 - A. Warranty work and non-warranty work
7. Discussed a bill received for maintenance on the backhoe

4:17 PM to 4:36 PM – Sue Collins:

1. Introduced Steve Serewicz to the board (4:17 PM to 4:27 PM)
 - A. Mr. Serewicz presented his case to the board
 - Looking to purchase a piece of land with a septic system installed on it that was installed without a Code Enforcement sign-off on the septic permit that it passed inspection
 - B. Selectman Chair Thompson recommended that Mr. Serewicz contact the State to see if the original application was on file with them and if that copy was signed
2. Presented to the board a Tree Growth penalty letter for review and signature
 - A. Entire Board signed the letter
3. Presented to the board a letter of denial for an "Open Space Application" request that was received
4. Discussed the AD Electronic maintenance contract and the billing received for work on the stop lights located at the Carl Broggi Highway and Depot Road intersection
5. Discussed the bill received from a Funeral Home for burial expenses

4:36 PM to 4:48 PM – Board:

1. Questioned by Corrina Cole about the Metrocast renewal contract

2. Presentation was done by Selectman Chair Thompson to update the select board on the information received from COMSTAR
3. Reviewed payroll and accounts payable

4:48 PM to 4:55 PM – Town Clerk Mandy Grenier:

1. Presented to the board the ballot warrants for signature for the upcoming referendum vote on June 9, 2015

4:55 PM to 5:03 PM – Board:

5:03 PM to 5:30 PM – Office Staff:

1. Received information from the select board in regards to a policy change in the handling of petty cash
2. Received information from the select board in regards to reorganizing the office spaces and were invited to share their input about the suggested modifications
3. Selectman Chair Thompson made a motion to enter into Executive Session per 1 MRSA §405 (6)(A) @ 5:15 PM per request. Selectman Heath seconded the motion, motion carried with all in favor.
 - A. Exited Executive Session @ 5:18 PM. No board action required.
4. Discussed with the board the upcoming voting events – school budget/town budget

5:30 PM to 6:00 PM – Bid Opening with Nancy Brault and Local Landscaping representatives in attendance

1. Opened mowing bids:
 - A. J & S Masonary - \$10,600.00
 - B. Nancy Brault - \$13,500.00
 - C. Local Landscaping - \$15,000.00
2. Discussion was held by the board with Nancy Brault and Local Landscaping representatives in attendance
 - A. Nancy Brault's bid did not include the required proof of insurance required by the bid form
 - B. Motion was made by Selectman Chair Thompson to accept J&S Masonary's bid of \$10,600.00 and award them the contract for the 2015 mowing season. Selectman Heath seconded the motion, motion passed with all in favor.

6:00 PM to 9:16 PM – Board:

1. Completed the review of the weekly payroll and AP
2. Generated the acceptance/rejection letters for the mowing bids (Selectman Chair Thompson)
 - A. Board reviewed and signed the completed letters
3. Reviewed and approved a "Town of Lebanon Authorization for Credit Card Purchase" request
4. Reviewed and approved purchase order request for the fire department and for highway
5. Reviewed and approved meeting minutes for May 4th and May 7, 2015

6. Discussed updating the assessments in TRIO
7. Motion made by Selectman Chair Thompson to adjourn the meeting @ 9:16 PM. Motion seconded by Selectman Heath, motion carried with all in favor.