

Town of Knox
Selectmen's Meeting
April 14, 2014

Present: 1st Selectman Galen Larrabee, 2nd Selectman Jeffrey Stevens, 3rd Selectman William Ingraham, Town Clerk Carol Wentworth, Planning Board Chair Mark Chadwick, UARRC Alternate Representative Kip Penney, Historical Society member Mary Ellen Twombly, Deputy Town Clerk Dorrit Emerson, Mary Powell, Travis Price, and Hans Schmidt

Meeting called to order by Galen at 6:03PM.

The minutes of the March 24, 2014 were accepted by a vote of 3-0.

Kip Penney gave a report on the current status of the UARRC. The Town of Brooks has voted to withdraw from the recycling center. They contribute 11% of the total budget at the present time and this means the remaining eight towns will have to pick up the remaining costs. Town Fees are based on population, not tonnage. There has also been a management change at the facility. The full time manager left his position and has been replaced by two part-time managers and an outside bookkeeper. This could reduce the 2015 budget by \$30,000. This situation will be reviewed after three months. It was also noted that the Municipal Review Committee is proceeding with Post-2018 preparations for the disposal of municipal solid waste.

Mark Chadwick and the Board went over revisions for the Building Permit proposal. It was decided that the Board of Selectmen, Planning Board members and the CEO will hold a work session and talk about this. Any revisions of an ordinance will need to be voted on at a town meeting.

The Board reviewed proposals and cost estimates for the \$10,000 grant money received from Marshall & Ruth Ann Gibson:

-Dorrit Emerson presented a proposal for an upgrade of the existing town office workspace. It includes an upgrade to the computer system and a redesign of the workspace for more efficiency. It was also noted that effective April 8th Microsoft is no longer supporting Windows XP. Our Trio software will continue to work, but an upgrade is recommended.

-Mary Ellen Twombly had three proposals. One was to build a community salt and sand bin for use by the townspeople. The second proposal was to construct a storage facility for town owned documents, materials and supplies. This would reserve the hearse house for the Historical Society's use. The third proposal was the purchase of wooden clapboard siding and/or exterior paint/stain for the East Knox school project.

-Travis Price's proposal included the following for insulation work on the town office: Vapor/Air Barrier, Vent Chutes and Air Dams at Eaves, Flat Ceilings and Furnace Room improvements.

-Hans Schmidt's proposal included an overlap with Travis's. His suggestions included furnace room improvements, oil boiler improvements, changes to the vault to create more storage space, a cart for storage of license plates and improvement of drainage at the sand shed.

The Board of Selectmen will now review all of the proposals and discussion will continue at the next meeting as to what the next step will be.

The following appointments for the next year were made by a vote of 3-0:

ACO-Scott Holmes

Appeals Board-Ken Kupferman (term expires 2019)

CEO, E911 Officer, Fire Committee, Health Officer & LPI-David Schofield

EMA Director & Fire Chief- Matt Shaw

Fire Committee-Michelle Smith & Hank Elkins

MV Agent, Registrar of Voters, Treasurer, Deputy Tax Collector & Deputy Town Clerk-Myrna Raven

Planning Board-Marilyn Schofield (term expires 2019)

Secretary to Selectmen, Tax Collector, Town Clerk, Deputy MV Agent, Deputy Registrar of Voters & Deputy Treasurer- Carol Wentworth

Deputy to all: Town Clerk, Treasurer, Tax Collector, MV Agent, Secretary to Selectmen, Registrar of Voters-Dorrit Emerson

UARRC Board Alternate-Charles Penney

Grounds Keeper- William Ingraham

There are 2 vacancies on the Appeals Board, 1 for the Cemetery Committee, 2 for the Planning Board and 1 for the UARRC Committee. Carol noted that the Republican party did not submit a biennial list of election clerks.

Keel Hood has scheduled April 24 to complete the 2013 audit.

Three foreclosure issues were discussed. A Quit Claim deed was signed by the Board for Account #308 per request of the mortgage holder's attorney. Carol received a call from the taxpayer of Acct#581 concerning the town's next steps in the foreclosure process. She was told that she would be contacted by the Board later this spring. The taxpayer for Acct#591 made a payment on her taxes and signed an agreement for the remainder; however, she has missed the first agreed upon deadline.

Galen updated the Board on the status of the Generator application. Pictures along with building and site information were sent to Joann Mooney of FEMA by Galen and Matt Shaw.

The 2014 tax maps are back from Eastern Mapping. We received one large copy, two desk copies and a CD. Carol was directed to take the updated desk version with the index that Myrna has completed to the Registry of Deeds for them to copy for their files.

MMA has published a notice that personal e-mail addresses are not a public record as long as they are sent as a one-way communication.

Carol inquired about the town's policy re the Municipal Warrant for Prosecuting Unlicensed Dog Owners-Keepers. The Board has not used this process in the past and will continue in the same manner for now.

Carol inquired about the cleaning of the town office. She agreed to spend two hours a month after regular work hours doing the cleaning at a rate of \$16.00/hour.

The Board looked at Local Road Center workshop brochures. Carol was directed to take the BMV Truck Training Class in May or July, whichever fitted her schedule best.

The Town received notice from a Portland law firm that a foreclosure complaint is being filed with the Registry of Deeds involving property at 1580 Bailey Road. PERC sent a memo noting the 2nd quarter 2014 Tipping Fees. The Board reviewed a letter stating a town policy that all taxes on properties must be paid in full before any property can be removed from the town. RSU3 is offering free fruits and vegetables to any community member on the first Friday of each month at the Mount View Cafeteria from 3:30 to 5:00PM.

Minutes of the Cemetery Committee's 09-07-2013 meeting were given to the Board of Selectmen. A discussion was held about the sale price of cemetery lots.

Carol said the 2014 property tax commitment assessment forms have been received.

A discussion was held concerning roadside work such as tree trimming and chipping. They felt it was necessary to have two people working together for safety reasons.

The Treasurer's Warrant was reviewed and signed by the Board.

Meeting was adjourned by a vote of 3-0 at 9:45PM.

Respectfully submitted,

Carol E. Wentworth
Town Clerk of Knox