

Town of Knox  
Selectmen's Meeting  
June 09, 2014

Present: 1<sup>st</sup> Selectman Galen Larrabee, 3<sup>rd</sup> Selectman William Ingraham,  
Town Clerk Carol Wentworth, Treasurer Dorrit Emerson and CEO David Schofield,

Meeting called to order by Galen at 6:15PM.

The minutes of the meeting held May 12 and reconvened May 27, 2014 were accepted by a vote of 2-0.

Dorrit Emerson was appointed Warden for the Primary Election/SAD 3 Referendum to be held on June 10, 2014. It was decided that the Tech Agent position was no longer necessary due to changes in the office.

The audit for 2013 has been received from Keel Hood. A recipient list has to be compiled for Curravale Farms for 2014. DEP's annual municipal solid waste management and recycling report is due and Dorrit will review it. FEMA Floodplain maps are still pending. David Schofield said the new deadline is July 2015. There will need to be town meeting action in March of 2015. The MEMA Generator Grant is still pending. A site visit has been done.

Tax foreclosures were reviewed by the Board. Carol was directed to check any written agreements that have been made and do a follow-up. It was noted that Deutsche Bank has filed foreclosure proceedings on the property at 62 Shibles Road.

The Maine Revenue Services Homestead Application paperwork needs to be filled out.

The report should be on Trio on Galen's computer.

A motion for Default Judgment has been filed with the court re Personal Property Account #112. Kelly & Collins has sent the town the corresponding paperwork.

All the chipping and trimming has been done on the roads. Derek Larrabee will put in culverts as soon as he is available. A little shoulder work still needs to be done.

Dorrit Emerson's employment contract was signed by the Board. A policy needs to be set for holiday/personal/sick time for the office staff. William will build a shelf in the entryway for our free exchange of books when he has time. Dorrit has been given by the BMV Temporary Authorization at the new registration level for a period of six months to act as the town's BMV agent. Sue from BMV audit has made a site visit and found no problems with the town's inventory. She had recommendations on how to better organize our supplies.

The minutes of the special town meeting held on June 4, 2014 were given to the Board for review. It was noted that the meeting adjourned at 7:12PM and needed to be added. Dorrit will order our computer needs from Ryan Vines of Belfast Computers and Best Buy. The fireproof file cabinets need to be ordered.

The Treasurer's Disbursement Warrant authorization was signed by the Board.

An Elected Officials workshop will be held June 18 in Northport. Moses Training will be held in Bangor on June 19 & 20, Truck Training will be held July 17 and PayRoll Training will be held July 15. Permission was given for the staff to attend as needed.

Brooks Fire Department sent an e-mail stating that dry hydrants at Mac Wentworth's, Tom Piersiak's and Bob Piersack's are inoperable. Derek Larrabee will work on Tom Piersack's first. The others will be done later. DHHS has sent a memo concerning General Assistance and the Disability Advocacy Program. Maine Farmland Trust Spring Newsletter, MMA memo re 2013 UC Fund Balance Report, Pike Industries letter, Open Space Festival letter, RSU 3 Board Meeting minutes, Surplus Property memo, UARRC Holiday Closing memo and Unitel memo were all reviewed. MMA Legislative Policy Committee nomination forms have been received at the office. The deadline is June 19, 2014. Galen will deal with the form. MRC and USA Energy Group correspondence needs to be read by the Board.

Carol reported that Real Estate Account #606 property taxes have not been paid and an inquiry has been made about moving the mobile home.

David Schofield that progress has been made on the Dunham property on the Kenney Road. An extension has been given. Galen has also spoken to her and reiterated that it has to be cleaned up. A motion and second was made that the CEO was given authorization to pursue the cleanup of the Chester Collamore property on the Kenney Road. It was voted 2-0 to do so. A failing septic system on the Beverly Penney property needs to be looked into. Policies need to be set by the Board regarding excess trash, junk, etc on properties in town. Hoarding is also becoming a serious health issue. A Freedom of Access Officer needs to be considered. The town needs to check that we have the latest copy of the Rules of Disposition.

William asked when the kennel container could be moved from David Schofield's property to Scott Holmes. Galen stated that the selectmen could do this.

Galen reported that he discussed some foreclosure issues with Kristin Collins, town attorney. Empty trailers need to be advertised for sale when put up for bid. The highest bidder is then responsible for removing the trailer. Occupied trailers need to have the occupants out of the home before the bid process begins. The Town needs to be in a position where it does not incur any more costs.

The Board went into executive session to discuss a personnel issue. No action taken.

Meeting adjourned at 8:20 PM.

Respectfully submitted,

Carol Wentworth

Town Clerk