

Town of Knox

Selectmen's Meeting Minutes 08-23-2016

Present: 1<sup>st</sup> Selectman Galen Larrabee, 2<sup>nd</sup> Selectman Jeffrey Stevens, 3<sup>rd</sup> Selectman William Ingraham, Town Clerk Carol Hamblet, Treasurer Dorrit Emerson, Thomas Berry and Tonia Walker

Meeting called to order by G. Larrabee at 6:30PM

Motion, Second and Vote 3-0 to accept as written the minutes of the Selectmen's meeting on August 9, 2016.

Tonia Walker and the Board had a discussion on property assessments. Applications for abatement of taxes were submitted for Map 3 Lot 16 and 18.

Tom Berry and the Board had a discussion on the sale price of a trailer frame located on Map 6 Lot 65. No consensus reached.

Abatement signed for PP Acct#115. Voted to do so at last meeting.

Board members given letters from American Forest & Paper Association.

Board directed that the Business Radio Licensing paperwork be sent to Garret Hubbard, EMA Director.

Board reminded that the County Tax Property Growth Factor form is due by October 21, 2016.

Motion, Second and Vote 3-0 to adopt the MMA Model Ordinance GA Appendices (A-D) for the period of Oct 1, 2016 – September 30, 2017.

Notice received of a Grave Stone Restoration Workshop August 27 & 28 in Montville.

Board directed that B. McCormick be sent the applicable information he would need in order to have liquor sales in the Town of Knox.

G. Larrabee and W. Ingraham were given their cards for the Maine State Agency for Surplus Property.

Motion, Second and Vote 3-0 to accept the resignation of J. Mark Chadwick from the Planning Board.

Motion, Second and Vote 3-0 to appoint David Bearce to complete his term.

The resident of Small Rugg Lane has requested again that his road sign be placed.

The owner of Map 3 Lot 3 has requested that a selectman call him regarding his assessment. The owner of Map 6 Lot 7 has requested that his property be revalued. The final payment for Account #464 was due on July 30, 2016. The taxpayer associated with PP Account #6 has reported that there is no personal property to be taxed for the 2016 year.

The Board signed a letter to William Kelly, Esq. of Belfast retaining his services as the town attorney.

Board reminded that the Tree Growth Roster Update is due September 30, 2016.

The U.S. Census Bureau called and requested that their survey be completed.

The ballot for the 2017 Waldo County Budget Committee should be completed by September 6, 2016.

The town office received notice that the plumbing permit forms need to be more legible. D. Emerson will download forms from the State website and forward them to the LPI.

D. Emerson reported that the bill the town received for the winter sand pile was not from the business that was awarded the bid. Therefore, it was not on the treasurer's warrant for payment. The Board needs to resolve this matter.

No word from Bangor Savings Bank concerning the accounting issues.

D. Emerson said that the town will need to purchase a scanner in the near future to scan in voter registration cards.

The 2016 tax commitment will be done at the meeting on August 27, 2016.

The Board agreed that the taxpayer for Account #221 can make their payment on Tuesday, August 30, 2016. C. Hamblet reported that she has received a certified letter back from Account #408 marked "Refused." She will resend a letter by regular mail. J. Stevens will hand deliver a returned certified letter to the taxpayer of Account #262.

Board reviewed a letter dated 08/16/2016 from former CEO, David Schofield. No action taken.

The Board directed that a Pole Easement for Map 8 Lot 71-1 be recorded at the Waldo County Registry of Deeds.

Treasurer's warrant reviewed and signed.

Motion, Second and Vote 3-0 to continue the meeting to Saturday, August 27, 2016 at 11AM.

#### Selectmen's Meeting Minutes 08-27-2016

Present: 1<sup>st</sup> Selectman Galen Larrabee, 2<sup>nd</sup> Selectman Jeffrey Stevens and 3<sup>rd</sup> Selectman William Ingraham, Town Clerk Carol Hamblet and Treasurer Dorrit Emerson

2016 Tax Commitment was worked on.

Agreed to continue the meeting to September 6, 2016 at 6PM.

#### Selectmen's Meeting Minutes 09-06-2016

Present: 1<sup>st</sup> Selectman Galen Larrabee, 2<sup>nd</sup> Selectman Jeffrey Stevens, 3<sup>rd</sup> Selectman William Ingraham, Town Clerk Carol Hamblet, Treasurer Dorrit Emerson and Bangor Savings Bank Director of Treasury & Payment Services, Jaime Shapiro Berg

Meeting opened at 6:05PM by G. Larrabee.

Discussion with J Berg concerning issues with the sub accounting procedures. Errors by the bank are being researched and corrected. Paperwork will be sent to the town authorizing a new set up for the town's sub-accounts.

Motion, Second and Vote 3-0 to adjourn the meeting at 6:47PM.

Respectfully submitted,

A handwritten signature in black ink that reads "Carol E. Hamblet". The signature is written in a cursive style. To the left of the signature is a faint, circular official seal of the Town of Knox, Vermont, with the text "TOWN OF KNOX VERMONT" visible around the perimeter.

Carol E. Hamblet

Town Clerk of Knox