

MINUTES OF SELECTMEN'S MEETING
Hope Board of Selectmen
Tuesday, June 27, 2017
6:30 PM
Hope Town Office

Board Members Present:

- Brian Powers Jr., Wendy Pelletier, Dick Crabtree, Mike Brown & Sarah Ann Smith

Others Present:

- Samantha Mank

Call to Order:

- The meeting was called to order at 6:30 PM by Brian.

Public Comment:

- Diane Helprin, School Superintendent, was present briefly and provided an update on state budget issues regarding education. She said that she would speak with the Administrator if there were any changes.

Minutes:

- Dick made a motion to accept the 6/13/17 minutes as written. Seconded by Wendy.
Motion passed 4-0-1 (Sarah)

Administrator's Report:

- Informed the Selectmen that tax commitment is tentatively scheduled for July 25th. We will know more once the State budget has been approved.
- Informed the Selectmen that 2 budget items from FY 2016-2017 have exceeded the budgeted amounts. The General Administration Budget was over by \$649.11 because of unplanned costs associated with advertising for a new Town Administrator and computer upgrades to workstations for the clerk and bookkeeper as well as a monitor for the assessor. Also, 2 of the back-up drives failed and needed replacement. The Animal Control budget, which was reported earlier was over by \$695.90. These items will need to be included on next year's warrant for the Town Meeting.
- The fiber optic upgrades have been installed at the Town Office.
- Would like to have a discussion with the Selectmen regarding succession planning.
- There are 19 outstanding 2016 real estate tax accounts with liens totaling \$32,376.14 that will foreclose in January 2018 if the accounts remain delinquent. There are 80 unpaid 2017 real estate tax accounts totaling \$127,980.36 that will be liened on July 25th if not paid prior to the deadline date.

New Business:

- Elect Select Board Officers: The Selectmen voted for the offices of chair and vice chair for the upcoming year.
 - Chair: Brian Powers Jr was elected chair. **4-0-1 (Brian)**
 - Vice Chair: Wendy Pelleteir was elected vice chair. **4-0-1 (Wendy)**
- Appointments and re-appointments of Town Personnel: Dick made a motion to reappoint Samantha Mank as the Treasurer, GA Administrator, Code Enforcement Officer, and Local Plumbing Inspector; Bobbi Oxtan as the Town Clerk, Tax Collector, Deputy Treasurer,

Deputy Registrar of Voters, and Election Warden; Mary Tolles as the Bookkeeper, Registrar of Voters, Deputy Town Clerk, Deputy Tax Collector; C. Vernon Ziegler as the Assessors' Agent; Clarence Keller as the Fire Chief, Addressing Officer, and Emergency Management Director; Heidi Blood as the Animal Control Officer; and Janice Campbell as the Sexton. It was seconded by Mike.

Motion passed 5-0

- Appoint new permanent member to MCSW Board of Directors: Mike made a motion to nominate Wendy to a 3-year term on the Mid Coast Solid Waste Board of Director's. It was seconded by Sarah.

Motion passed 4-0-1 (Wendy)

Old Business:

- Personnel Policy Updates - Vacation & Sick/ Personal Time: The Administrator presented a proposal for the Vacation and Sick Time policy the she and the Selectmen have been working on. The goal is to have a current policy reflecting what the actual practice has been for several years. The Selectmen felt strongly that they did not want to "take away" any of the current benefits from the employees. Therefore, a plan for employees to have an option on how to use vacation, sick time, and personal time was created. All of the current permanent regular employees like the revised portion of the Personnel Policy. Each of the three (3) permanent regular employees will be given a one time "deposit" of one (1) week of sick time (according to the number of hours they are regularly scheduled each week) effective July 1st as a way to make a smooth transition into the new policy. There was some discussion and revisions to the proposal. Mike made a motion to adopt the Vacation/Sick Time Policy portion of the Personnel Policy contingent upon the discussed changes. It was seconded by Sarah.

Motion passed 5-0

Other Business:

- Dick informed the Selectmen that the Hobbs & Fish Pond Dam installation has been completed. He also noticed that there were more rocks in the plunge pool area than there was last fall. The DEP wants the riprap (rocks) that the town placed in the plunge pool during the installation of the new culvert to be removed by hand. The Administrator will contact HFPA President, David Hall to inform him of the removal of the riprap. Administrator will also contact the Road Commissioner about getting the work done and will document the work via before & after photos.

Future Agenda Items:

- July 11, 2017 - 5:45 PM Executive Session: Pursuant to 1 M.R.S. §405 (6) (A) – Town Administrator 6-month evaluation

Review & Sign Warrants #'s:

- The Selectmen reviewed the warrants. Mike made a motion to approve and sign warrants # 95, 96, 97, 98, and 99. It was seconded by Wendy.

Motion passed 5-0

Adjournment:

- Dick made a motion to adjourn at 8:10 PM. It was seconded by Sarah.

Motion passed 5-0