

**MINUTES OF SELECTMEN'S MEETING
TUESDAY, FEBRUARY 9, 2016
HOPE ELEMENTARY SCHOOL
6:30 P.M.**

Note: These minutes may not be considered an official public record until such time as they are read and accepted by the Board of Selectmen.

Board Members Present: Jim Annis, David Bosken, Chris Pinchbeck, Wendy Pelletier, Brian Powers Jr.,

Others Present: Jon Duke,

I. Call the Meeting to Order

Brian Powers called the meeting to order at 6:30 P.M.

II. Minutes

a. Minutes of the January 26th meeting of the Board of Selectmen

Jim Annis moved, and Chris Pinchbeck seconded, a motion to approve the minutes of January 26th meeting of the Board of Selectmen as written. **Motion passed 5-0.**

III. Selectmen's Roundtable

- Next regular meeting of the Board of Selectmen will take place Tuesday, February 23rd at 6:32pm at the Hope Town Office.

IV. Town Administrator's Report

Jon updated the Board on the latest regarding Midcoast Solid Waste Corporation's RFP for Municipal Solid Waste and the process the Midcoast Solid Waste Corporation's Board of Directors will be using to prepare a recommendation for the four communities served by the corporation. The MCSWC Board will be interviewing vendors who submitted RFP responses in early March and will prepare a recommendation to the four communities later that month.

Jon reported that the state school subsidy projections are now available and while Hope Elementary School should see very little change from the amount approved by voters last June, the Five Town CSD's subsidy for Hope will see a significant change. The law surrounding school subsidy changed this past year to alter the method used to calculate the funding formula within the CSD in regards to construction bond payments. As a result, Camden and Rockport should see a significant decrease in the amount those communities pay for the Five Town CSD, while Hope's cost will increase.

The Town of Union's Board of Selectmen set their budget number for Union Ambulance last week, and if the Town of Hope were to continue in the prior agreement, the cost would have remained the same as this year. Town Manager Jay Feyler stated that the Union Board of Selectmen would continue to entertain a discussion about longer termed agreement with the Town of Hope if asked.

Jon was contacted on two separate occasions by selectmen in Appleton and Washington regarding the Town of Hope's experiences with a Town Administrator position. Both communities are finding it challenging to manage all aspects of municipal management through a three-person Board of Selectmen and are assessing their options.

V. Unfinished Business

VI. New Business

a. FY 15 Audit Review – William Brewer

William Brewer spoke to the Board concerning the audit. Brewer noted that the Town's fund balance increased by over \$44,000 from last year to next year. One area of recommendation from Brewer's firm is for the Town to negotiate an improved interest rate on the Town's bank accounts. Many municipalities are able to secure an interest rate of 0.55%.

Another area of Brewer's concern revolves around the manner in which municipalities are paying for road expenditures. The FBI has met with Brewer's firm a number of times over the past year in reference to municipalities where elected road commissioners may have operated fraudulently. Brewer found no such incidence at the Town of Hope, but he urges the Board to utilize a bid process once a project exceeds the amount appropriate to the Town.

Brewer also shared a spreadsheet which compares the Town of Hope's finances as compared to the communities of Bremen, Bristol, Damariscotta, Edgecomb, Dresden, Nobleboro, and Swanville. The amount of tax collected and the amount of overlay as a percentage of the tax in the Town of Hope is in the middle of the pack.

Brian Powers asked about the establishment of capital reserve accounts to fund the purchase of large items and whether it is more fiscally advantageous to fund a project with a modest amount each year into a reserve account or bonding the purchase at one time. Brewer stated that the cost of bonding a purchase at once is a more expensive option for the taxpayer.

David Bosken asked Brewer how the communities without a public works department handles emergency events when all the work is put out to bid. Brewer noted that the road commissioner in those instances will contact the contractor who typically works in the town and that work is done without a bid.

b. Town Office Hours

Jon discussed with the Board their request to review the hours the Town Office is open. Jon stated that a review of the dates and times of transactions made by the office employees shows that .7 transactions on average take place between the hours of 7pm-8pm on Thursday evening. Between the hours of 6pm and 7pm only 1.7 transactions take place on average on Thursday evenings. The Board asked Jon and the employees in the office to pass along any complaints received due to this change to the Board in the event the need exists to change the hours in the future.

Chris Pinchbeck made a motion to change the hours of the Town Office on Thursday evenings to 12pm to 6pm as of Thursday, February 25th. Jim Annis seconded. **Motion passed 5-0.**

c. Approval of Warrants

Jim Annis made a motion to approve Warrants 57-60. Chris Pinchbeck seconded. **Motion passed 5-0.**

VII. Future Agenda Items

VIII. Adjournment

Wendy Pelletier moved to adjourn at 8:59 pm. David Bosken seconded. **Motion passed 5-0.**