2013

Board of Selectmen Minutes 2013

Guilford (Me.). Town Select Board

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TOWN OF GUILFORD SELECTMEN’S MEETING

January 8, 2013

1. Meeting called to order by Chairman Bill Thompson at 7:00 pm. Present were selectmen Mike Dexter, Rick Lander, Kent Burdin, and Peter Martell; Planning Board members Matt Holland and Lou Sidell; and guests Paul Zimmerman, Martha Ward, Craig Connery and Lisa Buker.

2. Motion made by Lander, seconded by Dexter to approve minutes of the prior meeting. Unanimous.

3. Balance sheets distributed and accepted.

4. Final Piscataquis County Budget presented as approved by the commissioners with minor changes from the draft proposal. Overall increase of 1.63 percent.

5. Proposed agreement from the Guilford-Sangerville Sanitary District presented. The district has the authority to lien properties for unpaid sewer bills, similar to those rights held by the town. When the town forecloses for unpaid taxes, the sewer bills often go unpaid as the town’s liens have priority standing. The district would like some assistance in collecting their balances. It was ordered that MMA and other towns be consulted as to their handling of this issue.

6. Matt Holland and Lou Sidell gave an update on their efforts putting a micro-loan program together anticipating it might be included on the warrant at the annual town meeting. Manager directed to determine appropriate language and requirements after consulting with counsel.

7. Martell advised that the replacement door had been installed at the C.H.Lightbody Medical Center and the replacement LED exterior light fixtures had been received, soon to be installed as well. An energy credit should be forthcoming as well as a decrease in energy costs.

8. The Community Fitness Center has been given the OK to proceed with two of their three flooring projects. Work should be underway soon.

9. A duly advertised public hearing was held at the request of Paul Zimmerman and Martha Ward, DBA the Red Maple Inn, to transfer their liquor license and their amusement permit to their new location at 5 North Main Street. Martell questioned the distance requirement and asked if there was in fact a 300 foot separation. It depends on which door the measurement is taken from and where the final entrance is located. A lady from Liquor Enforcement had visited and said there is a lot of flexibility and the issue is not strictly enforced. Lander moved to approve the transfer and Dexter seconded. The motion carried with a vote of 3-2.

10. Matt Holland and Lou Sidell presented a budget request for the Planning Board as well as a funding request for additional work on a comprehensive plan. Burdin asked what the time
frame for completion of the pan would be and was told three years at a cost of fifteen to twenty thousand dollars, depending on volunteerism. Lou added that a great deal more data was available from state agencies than in the past regarding demographics, and if an ordinance is questioned in court, as long as the Comprehensive Plan is being followed, towns generally prevail; more so than in a town without such a plan. Thompson agreed to place the question on the annual town meeting warrant.

11. An e-mail from the Guilford Memorial Library was read regarding their 2013 budget needs and thanking the board for past funding.

12. A septage contract from Patterson Brothers was reviewed and renewed as per Title 38 § 1305 (6). Motion by Burdin to approve was seconded by Dexter, and passed by unanimous vote.

13. On a Dexter motion and Martell second, Michelle Nichols was appointed Registrar of Voters for a two-year period.

14. Thomas Goulette was appointed Local Health Officer for a three year period following a motion by Dexter which was seconded by Lander.

15. Manager discussed upcoming equipment needs and mentioned that research was being done on both a replacement police cruiser and a sidewalk machine other than another Trackless.

16. The Fire Department slate of officers was reviewed for ratification by the board. Following a motion from Lander and a second from Burdin, the slate was approved in its entirety by unanimous vote.

17. On a motion from Burdin, seconded by Lander the board went into executive session as per MRSA § 404 (6)(A) & (D) to discuss personnel matters. Time in: 8:17. Following a Lander motion and a Burdin second, the board voted to end the session. Time out: 8:46

Lander moved, Burdin seconded, and the board accepted the resignation of Joyce Burton as Deputy Clerk, Deputy Treasurer and all other duties as an employee of the town. The board expressed thanks and best wishes for her in future endeavors. Lander also moved that the town employees receive raises of $.50 per hour or an equivalent salary hike. Burdin seconded the motion and it was accepted by unanimously.

18. Fire suppression contracts for the towns of Abbot and Parkman were renewed for another year at the same $14,000.00 rate as in the past on a motion from Burdin; seconded by Lander.

19. Reminder: The Budget Committee meeting date was set for February 11th at the high school at 7:00 pm.

20. Second notice for warrant articles given to the board, deadline is February 1st.
21. Under Assessor’s Issues, it was noted that the County Commissioners have scheduled a hearing regarding William Donald Ebbeling’s abatement request and subsequent denial, for February 5th.

22. No items were brought before the board under Other Business.

23. Following a motion from Lander with a Burdin second, the meeting was adjourned at 8:55 PM.
1. Meeting called to order by Chairman Bill Thompson at 7:00 pm. Present were selectmen Mike Dexter, Rick Lander, Kent Burdin, and Peter Martell; HAD#4 Board member Amanda Thomas; and guests Dick Panciera, Paul Zimmerman, Martha Ward, Craig Connery, Lisa Buker, and Scott Guerney.

2. Motion made by Lander, seconded by Dexter to approve minutes of the prior meeting. Unanimous.

3. Balance sheets distributed and accepted.

4. Letter from Superintendent Stearns read regarding budget concerns and reporting that there are not yet any solid numbers to apply to our municipal budget for the coming year.

5. Letter from Maine Service Centers Coalition again requesting that we join as a participating member. No action taken.

6. Letter of resignation from Alvin McDonald Jr. regarding his seat on the HAD#4 Board. Motion made by Martell and seconded by Dexter to accept with regret and sincere appreciation for past services.

7. No report on the micro-loan program.

8. Board had lengthy discussion on putting cemetery maintenance out to bid for the 2013 season. It was decided to have manager speak with current provider about expectations and duties and take the matter up at the March meeting.

9. A duly advertised public hearing was held at the request of Craig Connery, principal for Lake Region Apartments and Renovators, DBA Lisa’s Pub, for a liquor license and an amusement permit at their 6 School Street premises. Attorney Scott Guerney spoke in favor of the application and stated that his clients had a depth of experience in operating successful restaurants and pubs. Lander moved to approve and Dexter seconded. The motion carried by unanimous vote.
10. A renewal application from Gene and Darlene Dami, DBA “G&D Golf n Grill”, located at Piscataquis Country Club was received. Following a motion from Lander and a second from Dexter, the application was unanimously approved.

11. Amanda Thomas addressed the board as a representative of HAD#4. She spoke of new, positive developments at the hospital such as a swing bed policy whereby patients could have options to remain at the institution longer, prior to moving to another facility; the establishment of Patient Centered Medical Home Programs where a patient could get more medical services at one location; stepped up recruitment efforts; the acquisition of the Sunbury Clinic in Corinth which will expand their service area; and her own efforts to locate an additional provider for the Guilford practice at the C. H. Lightbody Medical Center. Dexter thanked her for the report stating it was the first time the board had received one and the remaining members commended her for a fine job.

12. The Piscataquis County tax warrant was presented for review and signatures. Burdin and Lander respectively moved and seconded the unanimous approval.

13. Delinquent tax rate for 2013 property taxes discussed. State maximum is seven percent again this year. Motion made by Burdin, seconded by Lander to recommend this amount to the town for delinquent taxes with a return rate of 3 percent for any paid and later abated taxes. Unanimous

14. Manager presented a resolution that the town accept a bequest from the estate of Ruth C. Goldstine in favor of Guilford Memorial Library and forward necessary paperwork to the account manager.

15. Manager presented rough draft of a capital investment program to begin the planning and funding of large municipal purchase requirements, particularly equipment. This work in progress to be implemented at a later date when budgets are less volatile.

16. Selectmen reviewed manager’s 2013-2014 annual budget

17. Reminder: The Budget Committee meeting date was set for February 11th at the high school at 7:00 pm.

18. Under Assessor’s Issues, it was noted that the County Commissioners hearing regarding William Donald Ebbeling’s abatement request was heard and a decision will be forthcoming within the next 60 days.

19. Under Other Business, the board was advised that a three county group was planning a meeting for school board members, municipal officials, and legislators from Hancock, Penobscot and Piscataquis counties, to be held at Hampden Academy on March 4th. Its purpose will be to update, discuss and prepare for proposed budget cuts to traditional municipal revenues and their effects on individual towns and cities. Superintendent Stearns and town manager Tom Goulette will be making a presentation.
20. Following a motion from Lander with a Burdin second, the meeting was adjourned at 9:02 PM.
TOWN OF GUILFORD SELECTMEN’S MEETING

March 5, 2013

1. Meeting called to order by Chairman Bill Thompson at 7:02 pm. Present were selectmen Mike Dexter, Rick Lander, Kent Burdin, and Peter Martell; and guests Matt Holland, Lou Sidell and Bill Pearson from the Piscataquis Observer.

2. Motion made by Lander, seconded by Burdin to approve minutes of the prior meeting. Unanimous.

3. Balance sheets distributed and accepted.

4. Letter from Superintendent Stearns read seeking municipal officer’s input for an Advisory Committee for a Superintendent Search and the application process for those wishing to be included.

5. Letter from Moosehead Enterprises Inc. was read regarding latest cable TV rate increase; basic cable will increase by $1.95 per month.

6. Letter of resignation from Rachael Davis regarding her seat on the SAD#4 Board was read. Motion made by Lander and seconded by Martell to accept with regret and appreciation for past services.

7. The Board was advised that a selection had been made to fill the open position of Deputy Treasurer / Deputy Clerk. From 32 applications, Diane Cookson, former Administrative Assistant for the Town of Palmyra was hired and will assume her new duties on March 18th. She brings thirteen years of municipal experience, ten of it in management and should be a great addition to the staff in the town office.

8. Manager advised of latest development proposed for Elm Street. The former Ben Franklin Store (Treworgy Building), the former Guilford Dry Cleaners building (Davis Bros. warehouse and apartments,) and the former Methodist Parsonage (and former Mer’s Laundry now owned by Clayton Griffin) are under contract to Hunt Real Estate Co, which has obtained a permit to construct an 8320 square foot Family Dollar Store with 37 parking places at that site. Following an environmental review and further engineering, a closing should occur in the next few months. We wish them well in this venture.

9. Matt Holland spoke on his recent efforts regarding his proposal for a town operated Micro-loan program. He credited Rep. Pete Johnson with cutting through the smoke to get him a solid answer to his question: his plan would be legal. He will be afforded time at the town meeting to make a short presentation explaining the details of his idea and to determine if the town has interest in moving forward on it.
10. Pursuant to last month’s discussion to contact the former Sexton, manager reported he had done so and the cemetery care would be going out to bid in the near future.

11. Reminder that Burdin would move to adopt 7% interest on delinquent taxes and 3% return interest on overpayments at the town meeting.

12. Manager gave a report on the Evening of Leadership held at Hampden Academy on March 4th. Guilford and Piscataquis County were represented by Superintendent Paul Stearns and Town Manager Tom Goulette. Hancock and Penobscot Counties were represented by Bucksport and Bangor managers and superintendents respectively, and MMA’s Geoff Herman gave an overview of the Governor’s proposed budget cuts followed by presentations by the speakers listed above as to the impacts on their own towns. The purpose of the meeting was to inform the general public and promote greater awareness on how these changes in state commitments would affect individual towns, individual taxpayers, and levels of municipal services.

13. The School Board-Municipal-Legislative Exchange postponed from February 27th has been rescheduled for March 20th at PCES, with light refreshments to be served starting at 6:00 PM and the meeting starting at 6:30. This will be an informational meeting regarding local budgets and the State’s intentions to cut traditional revenue streams to towns and the schools.

14. Manager gave update on the ongoing discussions regarding PVRDD funds and EMDC which had received them from the bank. The details of an agreement precipitating their return to PVRDD were settled today and will be presented to EMDC in the next day or two.

15. Two school board members and one Hospital Board member are needed to fill open positions due to resignations. The board also appointed Al Hunt to the Economic Development Board following a motion from Burdin and a Martell second.

16. The 2013 Town Reports were presented to the board members and are now ready for the public. Michelle put in lots of overtime to get this done, Roxanne Chase helped with editing and some of the printing, and the library staff is helping with the assembly process. They can be picked up at the town office and at the annual town meeting March 18th.

17. Selectmen reviewed and signed the warrant to be posted for the annual town meeting.

18. Under Assessor’s Issues, a tree growth application was submitted and approved. Also the manager provided details of the assessor’s agents’ expanded role. Danielle Smith has agreed to update the TRIO records and review each property over the next two years in an attempt to bring property values back in line.

19. Under Other Business, there were no items to discuss.

20. Following a motion from Lander with a Burdin second, the meeting was adjourned at 8:30 PM.
TOWN OF GUILFORD SELECTMEN’S MEETING

April 2, 2013

1. Meeting called to order by Chairman Bill Thompson at 7:00 pm. Present were selectmen Mike Dexter, Rick Lander, Kent Burdin, and Peter Martell; and guests Chief Jeff Libby, Richard Panciera, and Tony Draper.

2. Motion made by Lander, seconded by Dexter to approve minutes of the prior meeting. Unanimous.

3. Balance sheets distributed and accepted.

4. Cemetery maintenance had been advertised for bid. One bid was received from Knowlescape in the amount of $12,000.00 for the 2013 season with a notation that they wished also to handle the duties of sexton. Bid was unanimously accepted following a motion by Burdin and a second Dexter. Lander moved to appoint Jody Knowles of Knowlescape as sexton, Dexter seconded that motion, and Knowles was duly appointed for a one year term.

5. Chris Maas could not make it tonight.

6. Manager reported that our auditors had discovered that the Guilford Fire Department had two accounts under the town’s tax ID number and that whereas they involved public funds, both accounts would need to be changed over to the town office and only town officials should be signing any checks involved. New signature cards were completed and the paperwork is now at the town office. Chief Libby questioned if there would be any changes in approving expenditures from the donations account and was told all else would remain unchanged.

7. The preliminary state valuation figures were received and reported. The overall values have dropped by $650,000.00 from a year ago and the sales ratio study came in at 114. This indicates that Guilford’s assessed property values are, on average, 14 per cent higher than actual, although some values were well under final sales prices while others were above them.

8. The liquor license application for the Red Maple Inn, Inc. was approved for renewal on a Lander motion with a Dexter second. Lander also moved to approve the special amusement permit, Martell seconded and it was so voted.

9. A junkyard permit for R & K towing was renewed with the condition that the code enforcement officer could make a visit to ensure continued compliance. Lander made the motion followed by a Burdin second.

10. Guilford Memorial Library was the beneficiary of generous bequest from Ruth Goldstine, a summer resident of Piper Pond and a faithful patron. Our librarian sent a note of thanks and acknowledgement.
11. It was further noted that the library was the recipient of a Stephen and Tabitha King grant for the purpose of finishing part of the library basement into public space. They were awarded $25,000.00 and will seek contract bids this summer.

12. On a motion by Dexter, seconded by Martell, Jennifer Draper was appointed to the SAD#4 board for a two year period.

13. It was noted that there is no resident physician at the C. H. Lightbody Medical Center as expected and manager was directed to arrange a meeting with CEO Ed Hannon to discuss the town’s concerns, preferably at the May board meeting.

14. Manager gave update three tax acquired properties that would be going up for bid, two from this year and one from last years’ foreclosures. Bids would be opened on May 7th at the next regularly scheduled board meeting.

15. Under Assessor’s Issues, the board was informed that the County Commissioners had found in the town’s favor regarding the abatement hearing for W.D. Ebbeling. The five assessing catalogs were distributed to the board members and two tree growth applications were presented for signature.

16. Under Other Business, manager informed the board he was seeking bids for a replacement police cruiser and as long as within the budget, may order it prior to the deadline in mid April.

17. Following a motion from Burdin with a Martell second, the meeting was adjourned at 8:23 PM.
TOWN OF GUILFORD SELECTMEN’S MEETING

May 7, 2013

1. Meeting called to order by Chairman Bill Thompson at 7:00 pm. Present were selectmen Mike Dexter, Rick Lander, Kent Burdin, and Peter Martell; and guests Richard Panciera, Tony Draper, Matt Holland, Amanda Thomas, Ed Hannon, Robert Jusczak, Frank Ruksznis, Thomas Ruksznis, Richard Dyer, Martha Ward, and Paul Zimmerman.

2. Motion made by Lander, seconded by Burdin to approve minutes of the prior meeting. Unanimous.

3. Balance sheets distributed and accepted.

   Ed Hannon, CEO of Mayo Regional Hospital addressed the board on physician recruitment issues at the Charles H. Lightbody Medical Center in particular and the hospital in general. He stated there is a severe shortage of primary care/family practice doctors. They are now concentrating on Residency graduate students of the 2014 class year and in the meantime, have hired interim personnel on a contract basis, four days per week. They have also contracted with three firms to assist in finding recruits and are offering a $30,000 finder’s fee to the agency that produces a successful candidate. They offer a competitive package for a new physician, but it’s a matter of supply and demand, reiterating the shortage of doctors looking for a rural location with hospital staff work and obstetrics practice. He further stated that the success of a regional hospital is dependent on primary care, family doctors. He ended with the assurance that Mayo has no intentions of closing the Guilford practice.

4. A letter from Superintendent Paul Stearns was read outlining the preliminary budget figures for the 2013-2014 school year. As it now stands, Guilford, which pays about 33 per cent of the districts local share, would see an increase of $57,000 over last year, bringing its contribution to $1,057,795.00.

5. A letter from Senator Doug Thomas was read explain the dire state of the state and its need to suspend revenue sharing to balance the budget. He noted that he could not ask the economically strapped Mainers to shoulder more taxes, evidently not realizing those same cash-strapped Mainers, at least the citizens of Guilford, would in turn be asked to shoulder the burden of higher property taxes instead.

6. A letter of resignation Jeanne Cookson, stepping down from the Library Board of Trustees was read and her resignation accepted following a motion from Dexter, seconded by Lander.

7. Tax acquired property bids were opened and read. Parcel #1, a small lot on Salmon Stream Road received one bid for $1250.00 which was accepted. Parcel #2, a house and garage on Blaine Avenue received five bids and the high bid of $10,950.00 was accepted. Parcel #3, the 48 acres on Sebec Shores Road received ten bids and the high bid of $32,167.00 was
accepted.

8. Manager reported that the final draft of the audit had been viewed and approved and the hard copy and letter of resolution would be forthcoming.

9. An assessing contract was proposed by town assessor Danielle Smith and the board elected to modify it further to include a deadline and a payment schedule. The proposed tasks were readily acceptable at the price agreed upon.

10. The board was informed that Darling Ford had submitted the winning bid for a 2014 Ford Explorer police vehicle and the unit had been ordered, expected arrival in August.

11. The liquor license application for the Muddy Moose Inn, Inc. was approved on a Lander motion with a Dexter second. Unanimous.

12. Upon written request from the library, it was agreed to proceed on the project to finish the basement interior with $5,000.00 dollars from the Ruth Goldstine request an addition to the Stephen King Foundation Grant.

13. Two names were put forward for the SAD# 4 School Board opening and Charlene McMullen was selected to represent the town.

14. Manager advised the board of his upcoming seminar in Colorado for The Maine Municipal Association Risk Management Services, sponsored by the National League of Cities.

15. Under Assessor’s Issues, the following three items were dealt with:

On a motion by Lander, seconded by Burdin, the board went into executive session as per M.R.S.A § 405(6)(F) to discuss two poverty abatement requests. Time in: 9:10 PM. Following a Burdin motion and a Lander second, the board exited the session at 9:17 PM. Burdin then moved to deny the requests on the basis of timing, the statutory time to file having substantially expired; Dexter seconded the motion and the requests were denied.

Under the Planning Question, Matt Holland requested that the board take the opportunity to combine the former Braeburn Lot and the former Edes Lot, as the town owns both and the Edes Lot is non-conforming due to its size and width. Dexter moved and Burdin seconded the motion to table the request indefinitely. Unanimous.

The Board voted to declare the certified assessment ration at 100% pursuant to a Burdin motion, seconded by Martell.
16. Under Other Business, following a lengthy discussion it was moved by Dexter to permit The Red Maple Inn to extend into the right-of-way transversing their property with a proposed deck and parking lot, as long as pass through access for the owner of the Braeburn and Edes lots would be maintained. Burdin seconded the motion. Upon a suggestion from Martell, Dexter then amended his motion to add that the Right-of-way should be located no nearer than ten feet from the East line of the property. This was amended by Burdin as well and both the motion and the amendment were so voted. Holland requested that a written agreement be drafted between the In owners and the Town and the manager agreed to draft one.

17. Following a motion from Lander with a Burdin second, the meeting was adjourned at 9:22 PM.