

2011

# Board of Selectmen Minutes 2011

Guilford (Me.). Town Select Board

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January 4, 2011

1. Meeting called to order by Chairman Bill Thompson at 7:00 PM. Present were selectmen Michael Dexter, Kent Burdin, Rick Lander and Peter Martell, and guests, County Commissioners Tom Lizotte, Fred Trask , Eric Ward; County Manager, Marilyn Tourtelotte; Fire Chief Allen Emerson; Sheriff John Goggin and Officers Jamie Kane, David Smiley, David Cotta, and Basil Patterson; and Diana Bowley of the Bangor Daily News 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 of resignation from MSAD#4 school board from John Cartwright read; Dexter moved and Martell seconded the motion for the acceptance of John's decision.
  
5. A Thank You note was read from Red Cross for Guilford's donation to their cause.
  
6. Chairman Thompson requested that all parties introduce themselves and then directed Goulette to recap the occurrences that brought them to the table regarding the arrangement between the Town and the Sheriff's Office. Goulette gave a detailed history from 50 years back up to the present, including the last year and four months of debate and discussion, reiterating that the situation is the same as it has been with the town providing a free assist to the County. Commissioner Lizotte agreed that the turmoil should be able to be resolved but that they truly did need something in writing and that the draft agreement that Attorney Stumpfell had provided stated essentially what the town has maintained all along, but offered it in legal terminology. He said the commissioners were merely looking for clarity and this document provided that necessity. Burdin raised the issue as to who had signing authority for the parties involved, to which Sheriff Goggin stated that the Sheriff should be a signatory to the three party agreement. Commissioner Ward stated that it was in fact a draft, subject to revision, and all agreed that the Sheriff's office, the County Manager and the Town manager should be parties to the document.

Lizotte apologized for his board overreacting and magnifying the issue to which County Manager Tourtelotte added that they were merely following their insurance carrier's directions. Goggin again spoke, stating that over the years, the Town of Guilford had been a tremendous help to his department and truly appreciated what his office offers, being the only town that volunteered to assist them at no charge. He further added that any hours beyond the stated shift of a Guilford Officer should be picked up by the County. Lizotte agreed but felt language should address that in the agreement as twenty years from now, other people would review the document. Tourtelotte warned not to use the expression "overtime" as it would raise issues of regular pay versus overtime pay. Officer Emerson stated that with the flexible schedule, if an officer had a longer than normal day, he could adjust the hours on the next shift and in fact he had never reached the forty hour threshold at this job. It was ultimately agreed that Tourtelotte would have their attorney clarify what had been discussed and that she and the town manager would review the final draft for signatures. It is finally settled; nothing has changed except that it will be a written understanding, and this tempest in a teapot has concluded.

7. Manager advised that three tax acquired properties had been redeemed by their prior owners and quit-claim deeds were presented for signatures. Three remaining properties will be advertised for bid soon after the annual town meeting in March as per the unanimous vote on a motion from Dexter which Burdin seconded.

8. Manager related that 400 Yoplait Yogurt lids were collected as well as several in smaller quantities from other brands that also offered Breast Cancer fund donations. A letter was sent to Yoplait as well as thank you notes to individuals that sent in lids.

9. The 2011 slate of officers, results of Guilford Fire Department's annual meeting, were presented for selectmen approval. Motion made by Burdin, seconded by Lander, to accept the list as presented.

10. Prior year fire contracts with both Abbot and Parkman were reviewed and upon recommendation from both the manager and chief, it was agreed to renew with no changes. A unanimous vote followed a motion and second from Lander and Burdin respectively.

11. On a motion from Lander, seconded by Dexter, a renewal permit for Roland S. Cookson's junkyard at 173 Wharff Road was granted.

12. The septage disposal contract renewal presented by Patterson Brothers of Abbot was accepted following a Dexter motion and a Martell second. Unanimous.

13. It was noted that a bequest of \$10,000.00 from the estate of Florence Cross Underwood and her husband Jude, given in memory of Florence's mother, Evelyn Snow Cross was received by the library. Dexter moved to accept the funds and place all but \$500.00 with the Maine Community Foundation trust funds, the remainder going into the library maintenance fund. Martell seconded and the motion carried by unanimous vote.

14. The Trustees of Guilford Memorial Library requested that the selectmen appoint Patricia Harrington to fill the position on the board vacated by Danielle Gioia who had moved away. So voted as per a Lander motion and Burdin second.

15. Pursuant to state regulation, the board appointed Michelle Nichols as Registrar of Voters for a two year period. This followed a unanimous vote on a Lander motion seconded by Martell.

16. A health care meeting with a company representative to review available insurance coverage options with the board was set for January 5th at 4:00 pm at the selectmen's office.

17. Manager gave first notice to the board for warrant articles for the annual meeting, citing February 1st as the deadline.

18. On a motion from Lander, seconded by Burdin, the board voted unanimously to go into executive session as per MSRA ss 404 (6) (A)&(D) for the purpose of discussing wages and salary. Time in: 8:04 Time out: 8:22 It was then moved by Lander to increase the employees hourly rate by fifty cents per hour and to close the gap on public works positions. Burdin seconded the motion and the vote was unanimous. Burdin then moved to increase the managers salary by two thousand dollars, a second from Martell followed and the vote was unanimous. Burdin and Martell then moved and seconded that the travel allowance for the manager be increased by \$500.00, which was approved by all.

19. Under assessors' issues, a veteran's widow's exemption was granted.

20. Under Other Business, no topics were presented.

21. Following a motion from Burdin and a Lander second, the meeting was adjourned at 8:33 PM.

TOWN OF GUILFORD SELECTMEN'S MEETING

February 1, 2011

1. Meeting called to order by Chairman Bill Thompson at 7:00 PM. Present were selectmen Michael Dexter, Kent Burdin, Rick Lander and Peter Martell, and guest 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 MSAD#4 Superintendent Paul Stearns read regarding decrease of \$280,000.00 further in school subsidy, and another letter advising that they had hired a new librarian at P.C.S.S. and would therefore not be renewing the library services contract with the town.
  
5. A Thank You note was read from Guilford Historical Society for the recent donation.
  
6. Letter of resignation from the Economic Development Board received from Robert McReavy was read. Burdin moved to accept with regret, Martell seconded the motion and it carried by unanimous vote.
  
7. Manager advised that the water district had sent notice of a rate increase to be effective April 1, 2011, stating that hydrant rental costs would be affected by several thousands.

8. Various e-mail messages were read and discussed regarding the Police coverage agreement with the County. The costs for after shift hours compelled by the Sheriff's Office will be picked up by the County. Following much discussion regarding a two-party versus three party contract, manager pointed out that the Sheriff's Office is a department of the County and as long as the Sheriff signed the document, it stated what had been verbally agreed upon. Dexter moved, Burdin seconded, and the agreement was accepted as presented by unanimous vote.

9. Manager reported that the tax acquired property at 9 Morse Avenue had generated a call from the prior owners wanting to redeem it. As the place was not currently being used as a residence and appeared to be in a serious state of neglect, the board voted to retain the property and go to bid this spring, with conditions.

10. Reminder was given that the Town Budget Committee would meet on February 14th at the high school.

11. The board reviewed the contents of their recent workshop with Susan Smith of the Maine Employees' Health Trust and discussed options to be considered within the new budget.

12. A liquor license renewal application for G&D Golf n Grill was approved following a Lander motion and a Dexter second. Unanimous.

13. On a motion from Burdin, seconded by Lander, the 2011 delinquent tax rate was set at 7% and the return rate at 3%. The motion carried by unanimous vote.

14. The County Tax Warrant was accepted and signed following a Burdin motion and a Lander second.

15. As there was an opening created on the school board by recent resignation, and since the school budget process is at a critical point due to proposed reductions in subsidy, it was decided to appoint a replacement immediately. Rachael Davis was appointed following a Lander motion, seconded by Martell.

16. Manager announced that a CDBG public hearing is scheduled for February 16th at 6:00 PM at the municipal building as the economic development board attempts to obtain a housing assistance grant on behalf of the town.

17. It was announced that a public hearing to discuss revisions to our Floodplain Ordinance would be held on February 16th at 7:00 PM at the municipal building. Acceptance of the revision will be voted on at the annual March meeting.

18. It was announced that a public hearing to discuss a proposed moratorium on adult-only businesses would be held on February 16th at 7:30 PM at the municipal building. The moratorium would be voted on at the annual meeting in March and if passed would be implemented to allow the Planning Board to carefully craft a proper ordinance to bring to the town for a vote at a future meeting.

19. The manager's first draft budget was presented to the selectmen for their review, oversight, and approval preparatory to its presentation at the budget committee meeting at which time the committee shall vote on recommendations for the warrant articles for Guilford's Annual Town Meeting, March 21st.

20. Under assessors' issues, a veteran's exemption and an abatement for a qualified homestead exemption were granted.

21. Under Other Business, no topics were presented.

22. Following a motion from Burdin and a Lander second, the meeting was adjourned at 9:23 PM.

## TOWN OF GUILFORD SELECTMEN'S MEETING

March 1, 2011

1. Meeting called to order by Chairman Bill Thompson at 7:00 PM. Present were selectmen Michael Dexter, Kent Burdin, Rick Lander and Peter Martell, and guests Carrie Fellows 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 Maine Service Center Coalition read, requesting we join their group as they advocate for all towns that serve larger areas outside their own borders. Lander moved and Burdin seconded that we pass over the request. Unanimous.
  
5. A letter of introduction was read from Highland Assessing offering consulting, maintenance or assessing services. Thompson inquired if contact had been made and Burdin suggested getting some pricing for various phases of the process. Manager agreed to do so before next meeting.
  
6. The Memorandum of Agreement regarding Guilford's police patrol that has been bandied about these past several months between the town and the county was presented to the board, signed by two of three County Commissioners with the third writing "NO- Opposed" on his signature line. It had also been signed by Sheriff Goggin. Following brief discussion, the board agreed to sign as previously stated and did so.
  
7. Manager related details of the February 16th CDBG Housing Assistance Grant hearing. The

board unanimously endorsed the application as a display of support on a Burdin motion seconded by Martell.

8. The Board was reminded that Guilford lacked a representative on the HAD#4 Board and was asked to be discussing participation with potential nominees.

9. Manager reported that he had attended the kick-off meeting at the Emergency Management Office last week and that now, representatives of the Department of Homeland Security had met in the town office to discuss possible FEMA reimbursement for expenses due from the December storms. Possible projects include extra fire department flood prevention duties and road repairs necessitated from the high water and extreme runoff. Some work has been done and some must wait until summer.

10. It was announced that a tax workshop dealing with Current Use property tax law and discussing issues such as Tree Growth, Open Space and Farmland would be held in Dover-Foxcroft on March 16th from 6 to 8:00 pm at the UMaine Extension Office.

11. Manager informed board he would be attending the Maine Town and City Managers Association Interchange in Orono all day Friday, March 4th.

12. The five year update plan on the County Emergency Management hazard Mitigation plan is now due and Fred Mueller of EMA will be meeting with the town EMA director to complete this on March 3rd. No action required.

13. Under assessors' issues, an abatement request was denied; the State Valuation for 2012 was reviewed; the assessing books were not distributed to the board members as they determined to wait until the April meeting, and a tree growth application was approved and signed

14. Under Other Business, no topics were presented.

15. Following a motion from Burdin and a Lander second, the meeting was adjourned at 7:30 PM.

TOWN OF GUILFORD SELECTMEN'S MEETING

March 21, 2011

1. Meeting called to order by Kent Burdin at 8:25 PM. Present were selectmen Kent Burdin, Michael Dexter, Rick Lander, Peter Martell and William Thompson. Also Town Clerk, Michelle Nichols attended.
  
2. Kent Burdin Called the first order of business to be election of board chair. Motion made by Dexter, seconded by Martell, to appoint Bill Thompson chairman of the Board of selectmen. Unanimous.
  
3. Motion made by Burdin, seconded by Martell, to appoint Robert Elliott and Anthony Davis to the Planning Board. Unanimous.
  
4. Motion made by Burdin, seconded by Martell, to appoint William Rizzitello to the Board of Appeals. Unanimous.
  
5. Motion made by Lander, seconded by Burdin, to appoint Joni Slamm and Sheila Thompson to the Economic Development Board for the term of three years. Unanimous.
  
6. Motion made by Burdin, seconded by Martell, to appoint Tom Goulette as Town Manager; Tax Collector; Agent, Overseer of the Poor; Road Commissioner; Deputy Treasurer; Health Officer; Emergency Management Director; Constable; and Deputy Forest Fire Warden. Unanimous.
  
7. Motion made by Lander, seconded by Burdin, to appoint Michelle Nichols as Town Clerk;

Treasurer; Deputy Tax Collector; Registrar of Voters and Deputy Forest Fire Warden.  
Unanimous.

8. Motion made by Martell, seconded by Burdin, to appoint Joyce Cookson as Deputy Treasurer; Deputy Town Clerk; Deputy Registrar of Voters; Deputy Tax Collector and Deputy Forest Fire Warden. Unanimous.

9. Motion made by Lander, seconded by Burdin, to appoint the following:

- A. Charles Martell .....Forest Fire Warden
- B. H. Kent Burdin .....Surveyor; wood, bark and logs
- C. Timothy Briggs .....Sealer of weights and measures
- D. Alan Landry .....Sexton
- E. Frank Ruksznis .....Plumbing Inspector
- F. David Cotta.....Constable
- G. David Smiley .....Constable
- H. Allen Emerson .....Constable
- I. Joseph Guyotte.....Animal Control Officer

The vote was unanimous.

10. No Election Officials appointed as no terms expire this year.

11. Motion made by Martell, seconded by Burdin, to appoint Keith Doore as Code Enforcement Officer. Unanimous.

12. Motion made by Burdin, seconded by Dexter, to appoint Maurice Yonkin to the Guilford-Sangerville Water District Board. Unanimous.

13. Thompson noted that representation is missing for the town on the school board as well as the hospital board, and encouraged the other board members to bring in names of potential appointees at the April meeting.

14. Motion by Burdin, seconded by Lander to adjourn. Adjourned at 8:13 PM.

## TOWN OF GUILFORD SELECTMEN'S MEETING

April 5, 2011

1. Meeting called to order by Chairman Bill Thompson at 7:00 PM. Present were selectmen Michael Dexter, Kent Burdin, Rick Lander and Peter Martell, and guests Bill Pearson from the Piscataquis Observer, Dan & Vicki French, Jeff Cross, Katie Palmer, Rocky Tilley, 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.
  
4. Letter from Foxcroft Veterinary Services read, detailing their guidelines and as-space-available acceptance policy. The primary change noted was that only Animal Control Officers will be allowed to bring in strays, the general public will have to contact their local ACO.
  
5. A letter from Moosehead Enterprises (cable carrier) was read explaining their notice to ratepayers that a one dollar per month increase would start April 1st.
  
6. A draft school budget was received from SAD#4 Superintendent Paul Stearns, but the numbers are quite preliminary and subject to change. It is very likely that more cuts are coming, so it is too early to calculate any expectations on its effect on property taxes.
  
7. On a motion from Burdin, seconded by Dexter, it was unanimously voted to declare the certified ration of town assessments at 100% as in the past several years.

8. The Board was presented with a draft audit pending final field work and adjustments by the auditor showing fund balances in an acceptable range. It was also noted that RFP's should go out again for audit services.

9. Chairman Thompson opened the scheduled public hearing for liquor license approval for Martha Ward and Paul Zimmerman, doing business as Red Maple, Inc. A resident asked for an explanation of the process and the details of a special amusement permit. The manager explained the process, grounds for refusal, and the different types of amusements that could be permitted, stating that this particular application requested both live music and dancing. It was noted that the board does not issue either license, rather decides whether or not to raise objections prior to State of Maine Department of Public Safety review. The State grants or denies the actual licenses. Lander moved to approve the application, Martell seconded it, and it was accepted by unanimous vote

10. Thompson opened the second advertised hearing, a liquor license transfer of location for Katie's Bar and Grill to 28 Elm Street. A neighboring property owner expressed some concerns regarding increased traffic, parking, blocking the street, and noise. Katie Palmer replied that they had plans to increase parking capacity and that she would not be having dancing or big bands, but rather musicians with acoustic instruments were planned. She stated she had many years experience in this business and had a reputation for operating a well run establishment. The resident asked what the town would do if problems arose and the manager stated that they would re-install the Dead End sign that had been removed and would expect and communicate that expectation that law enforcement would handle their part. Lander moved to approve the application and, following a second from Dexter, it was unanimously so voted.

11. The name of Richard M. Hunt was presented as a candidate to represent Guilford on the SAD#4 school board and with a Burdin Motion that was seconded by Martell, he was appointed by unanimous vote.

12. Under assessors' issues, a tree growth application was approved and signed, assessment routes were chosen and the accompanying notebooks distributed accordingly, and abatements were signed for personal property taxes dating from back in 1998 to 2008.

13. Under Other Business, no topics were presented.

14. Following a motion from Lander and a Burdin second, the meeting was adjourned at 8:00 PM.

TOWN OF GUILFORD SELECTMEN'S MEETING

May 3, 2011

1. Meeting called to order by Chairman Bill Thompson at 7:00 PM. Present were selectmen Michael Dexter, Kent Burdin, and Rick Lander and guest 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 J. D. Foundation requesting donation read, agreed to take up the question along with the other non-profit agency requests at August meeting as per tradition.
  
5. An updated draft school budget was received from SAD#4 Superintendent Paul Stearns, and again, the numbers are preliminary as final appropriations for education have not been set by legislature. At this juncture, it appears the 2½% decrease in the budget and the 4.8% decrease in subsidy, coupled with Guilford's reduced valuation should result in nearly level funding for the coming school year.
  
6. Manager suggested that the dedication of the C.H.Lightbody Medical Center would be held June 4th, if all plans came together. The completion of the sign installation is paramount to using that date. Press will go out accordingly.
  
7. The town has four tax acquired properties to dispose of. Dexter made a motion to bid out the 294 Water Street and 84 Elm Street properties with a \$1000.00 deposit requirement. Following

a second from Lander, the motion carried unanimously. A second motion was made by Dexter and again seconded by Lander to require the same on the 9 Morse Avenue and Outer Water Street lots. Bid packets will be available by next week, advertising will be published, and bids will be opened at the July meeting on the 5th. Those awarded any bids shall be given 60 days to close or forfeit their deposits.

8. A proposal to enter into group paving bids was brought up and manager was directed to determine a pavement schedule priority before entering into any contracts, prioritizing future work based on need, available funding and scope of work required.

9. Under assessors' issues, a farmland application was revisited with no action taken. Manager will meet with applicant to clarify statutory requirements and discuss future penalties. A poverty abatement request was also denied as Circuit Breaker criteria may apply.

10. Under Other Business, no topics were presented.

11. Following a motion from Dexter and a Burdin second, the meeting was adjourned at 8:03 PM.

## TOWN OF GUILFORD SELECTMEN'S MEETING

June 7, 2011

1. Meeting called to order by Chairman Bill Thompson at 7:00 PM. Present were selectmen Michael Dexter, and Rick Lander and guests Bill Pearson from the Piscataquis Observer and Katie Palmer from Katie's Bar and Grill.
  
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 Abaris Club requesting donation read; agreed to pay one month's rental fee for the Porta-potty at the ball field as has been customary, following a motion by Lander seconded by Dexter. Unanimous.
  
5. Manager reminded board that the dedication of the C.H.Lightbody Medical Center was scheduled for 9:30 AM Saturday, June 11th. The sign has been installed and will be unveiled at that time. Discussion followed regarding some of the history of the building and the part Doc played in its realization.
  
6. Manager provided brief update on tax acquired properties' status. Some showings well attended, more to come.
  
7. The garden club, populated strictly by volunteers, has expanded with the addition of a team from True Textiles, Inc. Jason Higgins from True had inquired as to a civic project their group could help with and at the suggestion that Melvin Park could use a lot of attention, they agreed

to weed, mulch, and otherwise care for the grounds this summer. This will be a tremendous help to the park, the Town and the garden club.

8. Katie Palmer requested that the board approve her off premises liquor license, as necessary by law, for her to operate the beer tent at this summers' River Festival. On a motion from Dexter, and a Lander second, it was unanimously approved.

9. The Piscataquis Predator's requested a renewal of their annual permit to operate ATV's on High Street and North Main Streets as an access route. It was reinforced that the permission was in fact for access and not to create additional piece of trail. It was moved by Lander and seconded by Dexter to approve the route for another season.

10. The American Legion Post #119 requested board approval for the renewal of their Beano license for another three year period. It was agreed to renew this as requested. Moved by Dexter, seconded by Lander, and so voted unanimously.

11. Manager stated that after several occasions of our annual audit being delayed, he had requested a proposal Hollingsworth Associates which proved acceptable to the board. It was decided to proceed with this new company following a Lander motion and a Dexter second.

12. It was reported that Abbot would be closing the Back Road to through traffic for a few days beginning June 13th, for repairs. Some temporary signage would be erected at the intersection of Pine and High Streets to notify vehicles.

13. A reminder was given that the School Budget Validation Referendum would be voted on at the polls of the six SAD#4 towns on June 14th. This process is required for this year and the next two years, by vote of the district, so that voters can skip the school budget meeting, where questions could be asked and answers given, and vote down the budget although having little knowledge of how it was constructed. This is an unnecessary extra expense to all area towns, but it is the will of the people.

14. Joe Gallant will once again be organizing and overseeing the summer recreation program.

Permission slips have gone out and the program is scheduled to begin shortly after school closes for the summer.

15. Setting of the mil rate was discussed. Rather than hold a special selectmen's meeting, it was voted to set the rate at an amount appropriate to raise all funds voted at the annual town meeting and to approach the maximum overlay as per state statute. Manager will advise the board once all assessments are completed and the calculations are made. The motion was made by Lander, seconded by Dexter, and followed by a unanimous vote.

16. Pavement concerns were again discussed. The entire budget available is \$420,000.00 and an approximate cost to finish the Guilford Center Road is just under that figure at around \$415,000.00. The sidewalk repair quotation has not yet come back, but these are separate funds. Debate continued regarding other possible projects such as sections of Wharff Road and Butter Street, with the result being that the decision would be left to the road commissioner's discretion.

17. Under assessors' issues, a tree growth penalty was assessed for some acreage being removed from the program, and an abatement was given for an inadequate calculation on two buildings.

18. Under Other Business, Lander requested a street light be installed at the Wharff Road and Guilford Center Road intersection, and was advised that the project was in the works.

19. Following a motion from Dexter and a Lander second, the meeting was adjourned at 8:04 PM.

July 5, 2011

1. Meeting called to order by Chairman Bill Thompson at 7:00 PM. Present were selectmen Kent Burdin, Michael Dexter, Rick Lander, and Peter Martell and guests Bill Pearson from the Piscataquis Observer and Paul Zimmerman from The Red Maple Inn, along with several members of the public attending the bid openings.

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

3. Balance sheets distributed and accepted.

4. Manager presented brochure for 64th Annual Property Tax School registration to board members. No action required.

5. Letter of resignation from Planning Board received from Tony Davis read. Motion to accept "with regret and appreciation" made by, Martell, seconded by Lander; carried by unanimous vote.

6. Letter from Guilford Economic Partnership read thanking the town and its crew for the great job done on the access road to the food pantry. Chairman Thompson thanked them for their letter and expressed gratitude for the time commitment and the very positive effort put forth by Al and Laurel Hunt at the food pantry.

7. Tax acquired property bid openings:

- Parcel #1, Water Street land; three bids; high bid of \$5,123.00 awarded to Ingo Pfothauer on a Burdin motion and Dexter second. Unanimous.
- Parcel #2, 9 Morse Avenue; no bids. Motion made by Martell, seconded by Burdin to approach neighbors to check their interest and negotiate sale. Unanimously voted.
- Parcel #3, Elm Street, one bid; awarded to Guilford Economic Partnership for \$2,500.00 with tank salvage money accruing to the town following a Burdin motion which was seconded by Dexter. Unanimous.
- Parcel #4, 294 Water Street, land and buildings; six bids; high bid of \$41,119.80 awarded to Lori Dumont subsequent to a motion from Lander, seconded by Dexter, and unanimous vote.

8. Engagement letter from newly selected audit firm read and reviewed by board. Language appeared to be standard and manager signed and returned as required.

9. A public hearing was held as required for Rhoda Storen, d/b/a The Covered Bridge Riverside Restaurant for a Class A Restaurant liquor license. Motion made by Lander, seconded by Dexter to approve the application. Unanimous.

10. Manager recounted the process to select the 2011 mil rate which was finally set at .01320, a 37 cent increase per thousand dollars of value over last year.

11. A revision to the personnel policy was presented for board review. Amendments including Simple IRA contributions and clarifying compensatory time were included among the updates. Burdin requested language be inserted to ensure compensatory time was at the employee's option and this was accordingly done. It was moved by Dexter, seconded by Martell to accept the revisions and adopt this as the 2011 Version. Manager stated he would distribute copies to all personnel.

12. Manager expressed concerns over the recent developments at the Piscataquis County Sheriff's office regarding overtime and part time budget issues. The Sheriff has been told in no uncertain terms that any warrants for payroll in excess of the budgeted amounts (which have already been reached,) will not be signed. Letters from the County Manager also went out to all deputies advising them that they may wish to refuse overtime assignments as they would not be compensated for same. It may well be that police protection and coverage is limited in months ahead, as the department must now choose how to allocate its limited funds and may have to choose to ignore certain types of calls or complaints. It was noted that the Town would have been in a bad position had we accepted the ill conceived contract offered by the County a few months back.

13. There were no assessor's issues raised at this meeting.

14. Under Other Business, Paul Zimmerman was introduced and he presented a change request to his amusement permit to allow the use of a mechanical bull on the grounds of his establishment, the Red Maple Inn. Lander moved to accept the change, Dexter seconded the motion and it carried unanimously. The Beer Tent concession at the River Festival was discussed and it was voted to place the Red Maple in second position, as a back-up plan, in the event the prior and current vendor decides not to participate. This was moved by Dexter with a Lander second and followed by a unanimous vote.

15. Following a motion from Burdin and a Lander second, the meeting was adjourned at 8:17 PM.

TOWN OF GUILFORD SELECTMEN'S MEETING

August 2, 2011

1. Meeting called to order by Chairman Bill Thompson at 7:00 PM. Present were selectmen Kent Burdin, Michael Dexter, Rick Lander, and Peter Martell and guests Bill Pearson from the Piscataquis Observer and Frank Weber of Sunrise Materials.
  
2. Motion made by Lander, seconded by Martell to approve minutes of the prior meeting. Unanimous.
  
3. Balance sheets distributed and accepted.
  
4. Manager read letter from MMA describing process for electing Vice President and directors for the coming year.
  
5. Manager updated board on tax acquired properties' status. Two sales have been completed, one is awaiting mortgage preparations, and the last one is under negotiation with a potential buyer.
  
6. Two bids were obtained on the Guilford Center Road paving project and the low bid from Pike Industries was accepted. Manager to determine which components to be completed this season.
  
7. Report was given on another successful River Festival. Great weather prevailed, no major problems throughout the two days, good crowds on hand and many favorable comments received.

8. Burdin moved and Martell seconded that the town manager cast his vote as the agent of the board in the Maine Municipal officers and directors' election.

9. Manager announced that he would be attending the MTCMA Institute in August as a member of the executive board of that group.

10. Dexter moved to appoint former planning board alternate Lou Sidell to fill the vacancy on the planning board. The motion was seconded by Martell carried unanimously.

11. Manager reported that Gary Grant had resigned from the fire department after 18 years of service. Resignation was accepted following a motion from Lander with a Martell second and manager agreed to write a letter of appreciation to Mr. Grant on behalf of the board for his many years of service and for his part in the many grants secured over recent years.

12. Burdin moved that the town appropriate \$1500.00 to Eastern Area Agency on Aging; \$1513.00 to the American Red Cross; \$1000.00 to Community Counseling Center; and \$600.00 to Pine Tree Hospice, leaving a balance in the charities account for other requests that may be received.

13. Dexter moved that the board go into executive session as per 1 MRSA § 405 (6)(A) to discuss a personnel matter. After Lander's second and a unanimous vote, the board went into executive session at 8:37 pm. The same parties moved to come out of said session and the board did so at 9:04 pm. Lander moved that the personnel policy remain unchanged; Burdin seconded his motion and the vote was unanimous to approve the motion.

14. Under assessor's issues, two abatement requests were granted, two were tabled for further review, and one was denied. A Homestead Exemption was also denied as being in conflict with current rules. Two supplements were also tabled for further information. Two requests to combine contiguous lots were approved.

15. Under Other Business, no issues were brought to the table.

16. Following a motion from Burdin and a Dexter second, the meeting was adjourned at 9:06 PM.

TOWN OF GUILFORD SELECTMEN'S MEETING

September 6, 2011

1. Meeting called to order by Chairman Bill Thompson at 7:00 PM. Present were selectmen Kent Burdin, Michael Dexter, and Rick Lander and guests Al Hunt from Guilford Economic Partnership 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. Manager read notes from Community Health and Counseling Services and from Pine Tree Hospice thanking the town for the recent donations.
5. Manager read e-mail received from the primary litigants against Central Maine Power Company and their use of smart meters. No action taken.
6. E-mail from librarian Linda Packard was read, inviting board to the library on September 12th to hear a talk from on investments by Maine Community Foundation.
7. Report was given on tax acquired properties; 9 Morse Avenue transaction completed, Water Steet in an attorney's hands as attempts to place title insurance.
8. Chairman Thompson called the advertised hearing on the extension of the adult business

moratorium to order. No one appeared to speak for or against. Burdin moved to extend it until the time of the annual town meeting in March in order to avoid the expense of a special town meeting and to let the vote be decided by a majority of the residents. Motion was seconded by Dexter and accepted by unanimous vote.

9. Further requests from non-profit organizations were read and Lander moved that we donate \$1500.00 each to Guilford Historical Society and WomanCare. A unanimous vote followed a Burdin second. Lander also moved, and Burdin seconded the motion, that the manager check with G.H.S to see if they still wished to draw funds from the Linnell Trust thus year.

10. Manager gave an update on the progress of summer road work stating that the ditching was completed on Sebec Shores, Andrews, and Guilford Center Roads and culverts replaced as needed, including the large project on Glass Hill Road. Paving should begin soon on the north end of Guilford Center Road.

11. Al Hunt presented the time table for the three project phases at the new food pantry building on Elm Street, also explaining that they had received a Brownfield grant from DEP to accomplish both a site review and consequent remediation work.

12. Manager read a report from Recreation Director Joe Gallant outlining the success of this summer's program. Dexter commented that an excellent job was done and that Joe was a very good fit for the town, the school, and the program.

13. The manager reported that the Senior Citizens' annual leaf peeping tour was in the planning stages and that buses had been requested for October 6th.

14. As requested by the Daughters of the Revolution, a Proclamation declaring September 17th through September 23rd to be Constitution Week throughout Guilford, along with the rest of America, was signed by the manager upon the motion and second from Burdin and Dexter respectively.

15. It was reported that the Guilford Historical Society would hold their annual Harvest Fair on

October 8th. The event will include a scarecrow decorating contest, a chance for vendors to have sales booths, lots of treats and food, and end with a twilight cemetery tour.

16. Lander moved that the board go into executive session as per 1 MRSA § 405 (6)(A) to discuss a personnel matter. After Burdin's second and a unanimous vote, the board went into executive session at 8:40 pm. The same parties moved to come out of said session and the board did so at 8:43 pm. No action taken.

17. Under assessor's issues, two abatement requests were granted and one was tabled for further review. A Veteran's Exemption was granted and two supplements were approved. A request to combine contiguous lots was also approved.

18. Under Other Business, Lander requested that a dangerous tree be removed.

19. Following a motion from Burdin and a Dexter second, the meeting was adjourned at 8:44 PM.

## TOWN OF GUILFORD SELECTMEN'S MEETING

□

**October 4, 2011**

□

**1. Meeting called to order by Chairman Bill Thompson at 7:00 PM. Present were selectmen Kent Burdin, Michael Dexter, Rick Lander, and Peter Martell and guests Paul Zimmerman from the Red Maple Inn 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. Manager read a courtesy letter from Representative Doug Thomas advising how to**

contact him with any concerns.

□

5. Manager read letter of request from Pirate Rec seeking a financial donation and thanking us for use of the premises for their meetings. Burdin moved to give them two hundred dollars from the recreation account, said motion seconded by Dexter and carried unanimously.

□

6. Read letter from Pat Kablitz, director of MMA Risk Management Services announcing dividend program from our insurance policy. Guilford received a check for \$1007.00.

□

7. E-mail from Piscataquis County Emergency Management Office read stating that they had received grant funding to upgrade all the radios and pagers for the county, of particular interest to us, those of Guilford Fire Department.

□

8. Discussed proposed State valuations for 2012. It was noted that while Guilford's overall value dropped about two percent, other area towns dropped as much or more and some increased. This should indicate that our proportionate share of County and School taxes will not take a comparable decrease in the year these values apply, nor should it increase. The County as a whole dropped about two percent, discounting the unorganized territories' values which were not included in last years' comparison.

□

**9. Mention was made of the upcoming Guilford Historical Society Annual Harvest Fair to be held Saturday, October 8<sup>th</sup> from 11:00 am to 3:00 pm at the former Braeburn site, featuring vendors, hayrides, a scarecrow contest, and a bake sale. The traditional cemetery tour will begin shortly after at 6:00 pm at Elmwood Cemetery.**

□

**10. Manager noted that, in support of Breast Cancer Awareness Month, the town office was once again collecting Yoplait Yogurt lids in order to receive their donation for breast cancer research. Washed lids may be brought into the office until December 15th.**

□

**11. The Guilford Center Road paving project is well under way. The reclaiming and grading tasks are completed and the pavement should be placed soon; two inch base to be installed this season, and the one inch finish coat applied next year. We are also hoping to get the planned sidewalk improvements completed on North Main and School Streets.**

□

**12. A hearing was held as posted and as required, to adopt the new appendices to our General Assistance Ordinance. This sets the thresholds for amounts available for rent, food and other necessities to program applicants. The ordinance is updated each year. Following a motion from Burdin and a Martell second, the revision recommended by DHHS was adopted.**

□

**13. A second hearing was held to approve an extension of the entertainment permit for the Red Maple Inn. They intend to have the mechanical bull feature return this Friday evening. It had been a huge draw in the past and Paul Zimmerman explained the details of the event. Lander moved to approve the application, Dexter seconded it and it was so voted.**

□

**14. Manager presented snow plowing contracts for town ways for the 2011-2012 season through Haley Construction Company. This was the final year of a three stage increase. Burdin and Martell respectively moved and seconded approval of the contracts; unanimous.**

□

**15. The manager reported that notices were sent in for publication regarding the winter nighttime parking ban to begin November 1<sup>st</sup> and the removal of articles from cemeteries, to be accomplished on or before October 16<sup>th</sup> with the exception of holiday wreaths.**

□

**16. Under assessor's issues, two abatement requests were granted and one was tabled for further review on which denials were issued for two prior years. □ One supplement was approved and another was tabled for further review.**

□



TOWN OF GUILFORD SELECTMEN'S MEETING

November 1, 2011

1. Meeting called to order by Chairman Bill Thompson at 7:00 PM. Present were selectmen Kent Burdin, Michael Dexter, Rick Lander, and Peter Martell and guest Bill Pearson from the Piscataquis Observer.
  
2. Motion made by Lander, seconded by Martell to approve minutes of the prior meeting. Unanimous.
  
3. Balance sheets distributed and accepted.
  
4. Manager read a letter from Jack Clukey regarding the proposed Adult Day Care Center at Central Hall in Dover-Foxcroft. Jack was seeking input from neighboring towns attempting to gauge local interest in this project. A follow up meeting is to be held November 7th at the Dover Town Office.
  
5. Manager gave another update on Guilford Center Road. Pike was to start paving this week; showed up today and started laying base coat of 19mm at two inch depth. The surface will be added next year, a 9.5mm mix, one inch deep. Haley plowed as gently as possible so as not to disturb the shoulder gravel that was gathered on the existing shoulders.
  
6. The Piscataquis County Chamber of Commerce is once again organizing the County Christmas celebration on a county-wide basis. Guilford will have its tree lighting on the Braeburn Lot, the bridge will be decorated, the wreaths should be mounted and the historical society will have cocoa for the public following the tree lighting.

7. There are currently four properties ready to foreclose; one more day will be given, due to a discrepancy in the posting date and the mailed notices but it appears most will not be redeemed.

8. Al Hunt inquired about sharing space at the pantry with other non-profits entities. Various thoughts were discussed regarding precedent, traffic, liability and so on. Martell moved to table the issue until more information could be presented. Burdin seconded the motion; unanimous.

9. Under assessor's issues, one abatement request was granted and.

10. Under Other Business, manager noted he would be attending the MTCMA retreat in early December for two days.

11. Following a motion from Burdin and a Lander second, the meeting was adjourned at 7:37 PM.

## TOWN OF GUILFORD SELECTMEN'S MEETING

December 6, 2011

1. Meeting called to order by Chairman Bill Thompson at 7:00 PM. Present were selectmen Kent Burdin, Michael Dexter, and Rick Lander, and guests, Chris Maas, Brian Woodworth, and Maryanne Walsh representing the Maine Highlands Adult Day Program, 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. Manager read a letter from Ellen Meyer regarding the Guilford Memorial Library, praising the staff as well as the facility, comparing it to many larger libraries in her home state.
  
5. Manager presented the results of an MMA survey reflecting a general decrease in both revenues and spending in municipalities across the state. Revenues have averaged a six percent drop, while expenditures have dipped only one percent; a worrisome trend.
  
6. An update was given on the status of the four 2011 tax foreclosures. One has burned already, another appears abandoned and the broker feels the owner will not be returning, one past owner would like to rent from the town until summer, and one may be contested by the mortgage holder. On a motion from Dexter, seconded by Burdin, it was decided to rent to the tenant making the request.
  
7. Manager gave an update on the Chamber initiated Community Christmas program. The

movie, crafts, gingerbread cookie decorating, and story reading by the Gingerbread Man, all held at the Community Fitness Center, was quite well attended. The open house at the Historical Society and the subsequent Christmas Tree lighting, directed by Santa and Mrs. Claus, was attended by over 120 people.

8. Chris Maas and Maryann Walsh addressed the board regarding the proposed Maine Highlands Adult Day Program which they are planning to have at the old Central Hall building in Dover-Foxcroft. Chris spoke to the need in this area for such a concept, discussed funding, requested support and endorsement, and explained the process and the mode. Maryann talked about her experiences and the benefits to the adults needing the service as well as the respite given to the caretakers of those adults. During questions and answers, the board learned that they anticipate caring for 20 participants at a time, providing some medical services, meals, entertainment and activities.

9. The proposed Piscataquis County budget was reviewed, and it was noted that Guilford's share would decrease from the 2011 amount by over seven thousand dollars.

10. A proposal from Mayo Associates was presented detailing an addition to the medical building, a new entry vestibule, which they wish to build, at their expense, in order to maintain comfort in the waiting area. It was agreed to give immediate permission.

11. A midterm election at the Fire Department resulted in some changes in officers. New appointments were made accordingly after a motion made by Lander, seconded by Burdin, which was unanimously approved.

12. Following a motion by Dexter, seconded by Lander, it was agreed to set the 2012-2013 budget meeting at 7:00 PM, February 13, 2012, at PCSS, (Piscataquis Community Secondary School.)

13. First Notice for warrant articles was given to the board.

14. Under assessor's issues, one abatement request was heard and granted, another was

denied for technical reasons.

15. Nothing was reported under Other Business.

16. Following a motion from Burdin and a Lander second, the meeting was adjourned at 8:24 PM.