

2013

Town of Smithfield, Maine, Selectman Meeting Minutes, 2013

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TOWN OF SMITHFIELD
Summary of the
JANUARY 2ND, 2013
Selectmen's Meeting Minutes

PRESENT: Rick Moore
Dale Churchill
Justin Furbush

ALSO PRESENT: Nichole Clark
Carroll Bubar

**THIS MEETING WAS TAPED AND THE FOLLOWING INFORMATION IS A
BRIEF SUMMARY.**

The summary of the December 18th, 2012 meeting was tabled.

OLD BUSINESS:

1. Stove/Oven Hood Extinguisher-Tabled

2. Animal Control Officer

The AA informed the board that the ACO, Mike Rizzo has not contacted the Town Clerk, Linda French since the last meeting as he was requested to do by the board. Rick Moore will call Mr. Rizzo

3. FD Printer

Rick Moore informed the board that the missing printer has been returned. The AA will not purchase a new one for the fire department.

4. PP Abatement for Industrial Corrosion Control

Joni Gould, Tax Collector explained to the board that with Personal Property the town is not allowed to put liens on them and would have to take businesses to court to get the money owed. Dale Churchill motioned to abate Industrial Corrosion Control's personal property taxes in the amount of \$663.12 plus interest. Justin Furbush seconded the motion. All were in favor.

The board asked questions about Federal Tax Liens and Foreclosed properties as to what effect it causes when the town forecloses.

5. Fire Department

The board ask AA to contact the Fire Chief, Bruce Winegardner to have him attend the next meeting to discuss why no fire department member has been attending one board meeting a month, why didn't the chief contact one of the Selectmen to inform about the Rescue truck going to a different repair garage, and to discuss the department's budget.

NEW BUSINESS:

1. Carroll Bubar-Winter Plowing/Sanding Contract

2. Request from Red Cross

The AA received a request for funds from Red Cross for the town's community service appropriation for the coming FY 2013-14. The request was received after the deadline of December 31st, 2012. The request explained the email requesting information on applying was sent by email on December 27th, 2012. The AA was on vacation that week and on January 2nd checked the office emails. The board allowed the request to be put on the proposed budget due to the attempt on December 27th, but wanted it stated that from now on they know the deadline.

3. CEO Year End Permit Report

The board reviewed a CEO report on permits that were issued for 2012.

4. MMA Employees Health Trust Coverage Changes

The board received information pertaining to upcoming changes to the town's MMA Health Trust Plan. Increased in price will be seen on the proposed budget at a budget workshop.

5. MMA Workers Compensation Renewal Info

The board received information pertaining to upcoming changes to the town's MMA Workers Compensation. Increased in price will be seen on the proposed budget at a budget workshop.

6. MMA Risk Management Property & Casualty Pool Audit

The board received information pertaining to upcoming changes to the town's MMA Property & Casualty Pool. Increased in price will be seen on the proposed budget at a budget workshop.

7. CMP Pole Permit Info

The board reviewed two Central Maine Power Pole Permits, one for Mt. Tom Rd and Rt.137 (LakeView Drive) intersection and one for North Shore Drive and Rt.137 (LakeView Drive) intersection.

8. Quotes for Replacing Wireless Access Points in Building

The board reviewed the quotes from Phoenix Computers for access points for the office wireless internet and equipment communications. The board would like to wait to see what will be done about the Tax Collector's computer upgrade.

9. Adjourn and Sign Warrant #26-12

Dale Churchill motioned to adjourn and sign Warrant #26-12. Justin Furbush seconded the motion. All were in favor.

TOWN OF SMITHFIELD
Summary of the
JANUARY 15th, 2013
Selectmen's Meeting Minutes

PRESENT: Rick Moore
Dale Churchill
Justin Furbush

ALSO PRESENT: Nichole Clark David Kincaid
Ryan Stinneford
Mike O'Brian Jody Easler
Jeff Clair Linda French

**THIS MEETING WAS TAPED AND THE FOLLOWING INFORMATION IS A
BRIEF SUMMARY.**

The summary of the January 2nd, 2013 meeting was tabled.

OLD BUSINESS:

1. 175th Anniversary Committee

Beth Crowe contacted the office and has planned a meeting for the committee this coming Thursday.

2. ACO Update

Linda French discussed the current status of items she has for the ACO, Mike Rizzo on dog licensing.

3. Town Lawyer Info

a. Writ of Execution Gurney Inc.

The board was given information to read on the current Gurney Inc. violation from the town lawyer.

b. Meeting date 2/19/13

Phil Mohlar will be at the boards February 19th meeting to discuss questions the board has on current town issues.

NEW BUSINESS:

1. Request from Waterville Hospice

The office received a request for money from the Waterville Hospice. The request has come in after the deadline of December 31, 2012. The board agreed that the request cannot be submitted to the budget due to the deadline requirements.

2. Fire Department

Jeff Clair, FD Captain and Jody Easler, FD Lieutenant was at the board meeting to discuss fire department items. The following were topics discussed; current fire department membership numbers, fire department

budget was given to the board, current fire department by-laws, officer workshop, and the need for a new computer system.

3. Town Property Forecloses

The AA gave the board a list of three properties that are currently foreclosed on and that letters will be sent out requiring the owners to attend the next meeting to discuss.

4. Town Signs Missing

a. Welcome to Smithfield

The board wants the AA to contact the Fairview Grange

b. Humming Bird Lane and North Shore Dr. and Stop Sign Missing

The board discussed a list of current town owned signs that have gone missing.

c. North Shore Dr. Boat Landing Signs Vandalized

The board discussed the current vandalism at the boat landing.

Justin Furbush would take a look to see if the town road signs along that area had been touched.

5. MSAD School Board Candidate

Linda French notified the board of the MSAD/RSU #54 School Board Directors seat that will be open for this March election.

6. Brent Colbry, MSAD/RSU #54 Superintendent (1/17/13)

Reminder that Brent Colbry will be visiting on Thursday's budget workshop to discuss upcoming school budget.

7. Nomination Paper Requirements

Linda French informed the board of the nomination paper requirements.

8. Assessing Agent, Ryan Stinneford

Ryan Stinneford discussed his request for an increase in his Assessing Agent contract with the town. His current three year contract with the town runs out in March 2013. He is asking for a 6% increase and will lock in for another three years. The board agreed to present an amount of \$19,300.00 to the town on the budget. The board will sign a three year contract if the amount is approved.

9. Trio Quotes

The board reviewed quotes from Trio/Harris Computer for motor vehicle/rapid renewal software. The AA will ask some questions due to some confusion with the numbers and get back to the board at the next meeting.

10. Worker's Compensation

The AA reviewed a required application for independent contractors that MMA workers compensation has required the town to use. The AA has

sent out letters and applications to current independent contractors with the town that do not give us a workers comp certificate.

11. Landscape Rake Prices

The board reviewed the estimates received for landscape rakes to be used on the current town ball field. Dale Churchill motioned to purchase one from Tractor Supply for no more than \$500.00. Justin Furbush seconded the motion. All were in favor.

12. Animal Control Housing Contract

Dale Churchill motioned to sign the 2013 Waterville Animal Shelter contract. Justin Furbush seconded the motion. All were in favor.

13. Fuel Contract Info

The AA received an invoice from Irving Oil stating that the town had used all it gallons quoted for this winter season and our pricing was increasing. The AA called MSAD offices and the oil company had the wrong amount of gallons used for us. The gallon amount was changed from 1200 to 3000.

14. Pole Permit

15.Dale Churchill motioned to sign the Pole Permits for two pole installs from Central Maine Power. Justin Furbush seconded the motion. All were in favor.

16. Smithfield Scholarship Requirements Question

The board reviewed the requirements for the annual Smithfield Scholarship that the SAHS committee gives the recipient of the award. When the town votes on the scholarship every year it has one requirement, which is a Smithfield graduate with the highest grade point average. The board agreed to only use that requirement and will award the recipient the money. The AA will contact SAHS and inform them of the information.

17. CEO Report w/ Maine Forestry Memorandum of Agreement

The board reviewed the Code Enforcement Officers report.

18. Request for Budget Community Services

The board has been discussing the request received for the town's budget for social services and how they have increased. The AA gave them information from Maine Municipal Association about it to review. The board decided to allow all request to go on this year's budget/warrant but will make some changes to the procedures for the next budget term.

19. Adjourn and Sign Warrant #27-12

Dale Churchill motioned to adjourn and sign Warrant #27-12. Justin Furbush seconded the motion. All were in favor.

TOWN OF SMITHFIELD
Summary of the
FEBRUARY 19TH, 2013
Selectmen's Meeting Minutes

PRESENT: Rick Moore
Dale Churchill
Justin Furbush

ALSO PRESENT: Nichole Clark Mike O'Brian
Candi Williamson
Phil Molhar Karen Kusiak
Tim Downing

**THIS MEETING WAS TAPED AND THE FOLLOWING INFORMATION IS A
BRIEF SUMMARY.**

The summary of the February 5th, 2013 meeting was accepted.

OLD BUSINESS:

1. Welcome to Smithfield Sign Info

Rick Moore motioned to take over maintenance for the three Welcome to Smithfield signs and purchase one to replace the missing one on Lake View Drive for \$150.00. Justin Furbush seconded the motion. Two were in favor, one abstained. The motion was passed.

2. Property Forecloses

a. Burgess-424 Oak Hill Rd.-3/5/13

b. Thibodeau-74 Fairview Ln.-3/5/13

c. Williamson-301 Ross Hill Rd.-2/19/13

Candi Williamson attended the meeting with payment in full for her 2010, 2011, & 2012 property taxes plus all interest and cost. The board discussed the reasoning for the non-payments for three years, which she explained as a mix up.

NEW BUSINESS:

1. Phil Molhar, Town Attorney

Dale Churchill motioned to go into executive session pursuant to MRSA 1, section 405 (6) (E) for consultations with legal counsel. Justin Furbush seconded the motion. All were in favor.

The board came out of executive session and no votes were made only discussion.

2. Road Posting

The board discussed with the Road Commissioner, David Kincaid about putting up the annual spring weight limit signs. The AA will fill them in and have them ready. Mr. Kincaid asked about the Board enacting an ordinance for a year round weight limit on town roads. The board discussed it in detail and decided not to make a year round weight limit.

3. Carried Forward Accounts for FY 2012-13

Dale Churchill motioned to sign the 2012-13 fiscal year carried forward accounts. Justin Furbush seconded the motion. All were in favor.

4. Audit Engagement Letter Signature

Dale Churchill motioned to sign the audit engagement letter from the town attorney's. Justin Furbush seconded the motion. All were in favor.

5. Audit Draft Surplus Numbers

The board was given the draft numbers for designated and un-designated fund balances.

6. Annual Town Warrant Review & Signatures

Dale Churchill motioned to sign the signature page of the annual town meeting warrant articles to be posted on March 1st, 2013. Justin Furbush seconded the motion. All were in favor.

7. Board of Selectmen's Annual Report Review

The board reviewed the annual Selectmen's report that Rick Moore worked on and Bud submitted a small change about the new software they will be purchasing from Trio Software.

8. Waste Management 2013-2016 Agreement

The board reviewed the new Waste Management agreement for 2013 through 2016 with no new wording and all pricing the same as 2012. Dale Churchill motioned to sign the Waste Management agreement. Justin Furbush seconded the motion. All were in favor.

9. Karen Kusiak

Karen Kusiak, district #84 representatives was at the meeting to introduce her and see if the board had any concerns or questions.

10. Adjourn and Sign Warrant #2-13

Dale Churchill motioned to adjourn and sign Warrant #2-13. Justin Furbush seconded the motion. All were in favor.

TOWN OF SMITHFIELD
Summary of the
MARCH 5TH, 2013
Selectmen's Meeting Minutes

PRESENT: Rick Moore
Dale Churchill
Justin Furbush

ALSO PRESENT: Nichole Clark Mike O'Brian
David Kincaid Jason Swett
Susan Swett Linda French
Paula Burgess Reben Byler

**THIS MEETING WAS TAPED AND THE FOLLOWING INFORMATION IS A
BRIEF SUMMARY.**

The summary of the February 19th, 2013 meeting was accepted.

OLD BUSINESS:

1. Property Forecloses

a. Burgess-424 Oak Hill Rd.

The board discussed Paula Burgess's property foreclosure with her and reviewed what is owed. The board informed Mrs. Burgess that her 2010 taxes are due now and she will need to decide what payment option she will agree to and sign an agreement to do so. Dale Churchill read the agreement between the town and Paula Burgess and made the motion for her to pay the 2010 taxes due of \$1,522.82 by March 6th, 2013 with the tax collector. Starting April 5th, 2013 an amount of \$215.86 will be paid to the tax collector and continuing with the same amount by the 5th of every month. If a monthly payment is missed the agreement is void and the board will issue a right to cure. Justin Furbush seconded the motion. All were in favor. The board and Paula Burgess signed the agreement.

b. Thibodeau-74 Fairview Ln.

The board discussed Susan Thibodeau Swett's property foreclosure with her and reviewed what is owed. The board informed Mrs. Swett that her 2010 taxes are due now and she will need to decide what payment option she will agree to and sign an agreement to do so. Mrs. Swett explained that her federal income taxes are due to come in any day and she would pay the whole 2010 amount immediately. Dale Churchill read the agreement between the town and Susan Thibodeau Swett and made the motion for her to pay the 2010 taxes due of \$2,416.27 by March 19th, 2013 with the tax collector. Start-

ing April 5th, 2013 an amount of \$366.55 will be paid to the tax collector and continuing with the same amount by the 5th of every month. If a monthly payment is missed the agreement is void and the board will issue a right to cure. Justin Furbush seconded the motion. All were in favor. The board and Susan Thibodeau Swett signed the agreement.

c. Calculation Worksheet

Dale Churchill worked on a calculation sheet with specific formulas to use as a tool for overdue taxes and figuring out an appropriate payment amount for taxpayers.

NEW BUSINESS:

1. Clerk Warrant Signatures

The board signed extras pages of the Annual Town Warrant already voted and agreed upon for the Town Clerk to put in the town book.

2. Ballot Certificate of Appointments

Dale Churchill motioned to sign the Ballot Certificate of Appointments for the upcoming town meeting elections. Justin Furbush seconded the motion. All were in favor.

3. Warrant Article #64 Discussion

The AA informed the board that a part of the original proposed ordinance for Shore Land Zoning Bunk Houses was left out of the article in the town warrant by mistake. The portion left out was the definition to bunk houses. The AA explained that the first portion can still be voted on and the definition will need to come to the town at a later date.

4. Augusta Business Machines Annual Service Agreement

Dale Churchill motioned to sign the annual service agreement from Augusta Business Machines for the town's current copier/fax machine for an amount of \$280.80 for the year. Justin Furbush seconded the motion. All were in favor.

5. Discussion on Office Subbing

The board discussed finding a third sub for the office when Linda French is not available. It would be someone to only answer the phone and take down messages with calls or walk-ins. The board asked the AA to ask Frank Bushey, current janitor if he would be interested.

6. Website

The AA explained the current situation with the town's website and that she is going to look into other choices after the town meeting.

7. Building Repair Invoice

The board discussed the building repair invoice received for fixing the damage to the outside of the building by Carroll Bubar a current snow-plowing contractor. The AA had talked with Mr. Bubar informing him of the amount and asking him to contact her before the Selectmen's meeting to know how it will be taken care of. The AA did not receive an answer from Mr. Bubar. Dale Churchill motioned to take the amount out of the current and last contract payment going to Mr. Bubar on the warrant. Justin Furbush seconded the motion. All were in favor.

8. Cardmember Services Warrant Line

The AA explained that on the current Cardmember Services (Visa Card) statement there was a previous balance for the amount of \$131.31. The last statement was paid in full, so there was a statement not received by the AA. She would call the company and request a detailed statement for these charges.

9. Forestry Operations on Town Roads

The board discussed the current forestry operations going on that abut town owned roads and the concern of over weighted trucks traveling on the roads when they are posted. Dale had talked with some of the contractors on the properties, but has seen evidence that they are still hauling on the roads when posted. The board agreed to have the AA draft a letter to the land owners making them aware of the boards concerns and explain the requirements for hauling when the roads are posted.

10. MSAD #54 School Board Director

Linda French noted to the board that no one has come forward that is interested in the MSAD/RSU #54 director's position.

The board asked the AA to check the MMA information on conflicts for husband and wife as Selectmen versus school board director.

Dale mentioned having the AA draft up a support letter to go to the district about the safety of the school buildings in the district.

11. Adjourn and Sign Warrant #3-13

Dale Churchill motioned to adjourn and sign Warrant #3-13. Justin Furbush seconded the motion. All were in favor.

TOWN OF SMITHFIELD
Summary of the
MARCH 19TH, 2013
Selectmen's Meeting Minutes

PRESENT: Rick Moore
Dale Churchill
Justin Furbush

ALSO PRESENT: Nichole Clark Linda French
David Kincaid Jody Easler
Mel Winegardner
Staci Roberts

**THIS MEETING WAS TAPED AND THE FOLLOWING INFORMATION IS A
BRIEF SUMMARY.**

The summary of the March 5th, 2013 meeting was accepted.

OLD BUSINESS:

1. Property Forecloses

a. Burgess-424 Oak Hill Rd.

The total amount of 2010 taxes owed was paid on March 6th.

b. Thibodeau-74 Fairview Ln.

The total amount of 2010 taxes owed was paid on March 11th.

2. Forestry Operations on Town Roads

a. Response Letter from John McAvoy Cutting operation Mt. Tom

The board reviewed the response letter from John McAvoy about the logging operation on his property.

b. Sand Hill Rd.-Dineen

A letter was sent to the Dineen's about posted roads and the logging operation on their property.

c. Oak Hill Rd.-Cousineau

A letter was sent to Cousineau Lumber about posted roads and the logging operation on their property.

d. Quaker Ln.-Thomas

The board discussed the damage done to the edge of Quaker Lane by the logging operation cutting on Paul Thomas's property. The board asked the AA to invite Mr. Thomas to the next meeting to discuss the damage.

3. Website

The AA reviewed with the board the requirements in order for the website to be maintained by the town instead of hiring a company to do it. The AA will look into the process and training.

NEW BUSINESS:

1. Richard Witham-Anniversary Items

Mr. Witham did not make this meeting. The items will be on the next agenda.

a. New Town Seal

b. Building Dedication

2. Cemetery Conveyance

Dale Churchill motioned to sign the Village Cemetery Extension conveyance for Christine Stevens for a 20' x 10' lot known as #143. Justin Furbush seconded the motion. All were in favor.

3. Fire Department

a. Appointments

Mel Wingardner, EMT Captain, reviewed the article found repealing the requirement for appointed municipal officers to be residents.

b. Compliance

The department's officers meet with Lynn Gilley, Fire Service compliancy associate, to do some work on the department's compliance system and updated the board on the progress.

c. Computer

The new computer has been set up and Sean Boyd will be installing the required fire software.

4. New Street Light Info

The AA has contacted CMP to take a look at the intersection of Village Rd. and East Pond Rd. to see where a street light could be installed to make the East Pond Rd. more visible to traffic. Rick will get the pole numbers for the AA to give the individual looking at the area.

5. FY Change Info

The AA informed the board that she is getting information on changing the fiscal year procedures from Skowhegan Town Manager, John Doucette.

6. KVCOG Culverts & Calcium Chloride

The board discussed ordering culverts and calcium chloride from KVCOG's bulk purchasing program. The town is all set with culverts and the board agreed to order 2 pallets of calcium chloride to put on the dirt roads again this year.

7. KRDA 2013-14 Budget Meeting

The Clerk gave the board information on Kennebec Regional Development Authority's budget meeting being held for 2013-14 budget.

8. Postage Meter

The AA gave the board information about a postage meter from Pitney Bows. The board acknowledged the information and agreed that in the future depending on postal closing a meter might be an option to look into.

9. Municipal Officer Appointments

Linda French, town clerk was asked by the fire department officers to look into the town records to see if appointed municipal officials had to be residents of town. Linda found an article from 1989 where the town voted to repeal the requirement for appointed officials to be residents.

10. Info Letters Local road News & Public Hearing on Governor's Budget

This is information for the board to review only.

11. Install of Trio Software/BMV Rapid Renewal May 2013

The AA informed the board that the installation of Trio software and the BMV's rapid renewal has been approved and scheduled for three days in May 2013.

12. Tax Assessing Contract for FY 2013-14

Dale Churchill motioned to have Richard Moore, 1st Selectmen sign the three year contract with Ryan Stinneford, Assessing Agent, for the amount of \$19,300 a year with no increases for those three years. Justin Furbush seconded the motion. All were in favor.

13. Linda French

a. Voting Machine Info

Linda reviewed a letter she received from the State Elections department about a program for municipalities to receive electronic voting machines if they choose. The board agreed that it would be an increase in expenses for the town to swap to electronic machines from manual counting.

b. KRDA Representatives for Smithfield

Linda asked Richard Moore if he would still be the KRDA representative and he agreed to. Dale Churchill will be the alternate.

14. Adjourn and Sign Warrant #4-13

Dale Churchill motioned to adjourn and sign Warrant #4-13. Justin Furbush seconded the motion. All were in favor.

TOWN OF SMITHFIELD
Summary of the
APRIL 2ND, 2013
Selectmen's Meeting Minutes

PRESENT: Rick Moore
Dale Churchill
Justin Furbush

ALSO PRESENT: Nichole Clark Linda French
David Kincaid Jody Easler
Mike O'Brian Frank Bushey
Staci Roberts

THIS MEETING WAS TAPED AND THE FOLLOWING INFORMATION IS A BRIEF SUMMARY.

The summary of the March 19th, 2013 meeting was accepted.

OLD BUSINESS:

1. Deputy Fire Chief Appointment

Dale Churchill motioned to appoint Jody Easler as Deputy Fire Chief. Justin Furbush seconded the motion. All were in favor.

2. New Street Light Info

The AA has been in touch with Central Maine Power to have a new street light installed at the intersection of Village Rd. and East Pond Rd. Richard Moore will get the pole numbers.

3. Handi-Cap Accessibility Button Info

The board discussed information the AA received verbally from MMA Legal about the requirements for handi-cap access on the main entrance doors at the municipal building.

4. Quaker Lane Road Damage

The AA contacted Paul Thomas, land owner of property on Quaker Lane about the cutting operation he had on his property and the damage that was done to the edge of the road. Mr. Thomas could not make it to the meeting but gave the name and numbers of the operator and the owner of the logging company. Rick Moore will contact the owner and inquire about the liability of the damage.

5. Final Audit Numbers

The board reviewed final numbers for the 2012-13 fiscal year audit.

6. Website Info

The AA gave the board information from the current website host, Kenneth LaVoie about a new type of managing system for websites called

word press. The AA will ask the town's computer system maintenance company their opinion on the program.

NEW BUSINESS:

1. Richard Witham-Anniversary Items

The AA will take this item off the agenda until Mr. Witham is able to attend a meeting.

a. New Town Seal

b. Building Dedication

2. July 16th Board Meeting Change

Dale Churchill wanted to see if the board wanted to change the meeting date for the regular July 16th meeting due to he will be absent. The board agreed to wait and see what is going on and if needed it could be changed to the week after.

3. Gene Dumont Request for Appointment Deadline Extension

Gene Dumont requested to be able to be sworn in after the required deadline per policy adopted by the Selectmen. The board agreed to allow Mr. Dumont an extension.

4. Roads

David Kincaid, Road Commissioner informed the board that most of the dirt roads in town have several potholes in them and will need to be graded as soon as possible.

5. FD Standard Operating Guidelines

The Fire Department worked on updating the by-laws and gave the board a draft copy for them to review. The department also asked question about a fire arms policy for the department members.

6. Admin. Assistant Subbing

Frank Bushey came to the meeting to accept the request to be a sub for the AA when needed. The duties will only be answering the phones and having the doors open for customers to come in. He would take down information only. The board agreed to the pay for subbing at his current rate of pay he gets for Janitorial work.

7. Adjourn and Sign Warrant #5-13

Dale Churchill motioned to adjourn and sign Warrant #5-13. Justin Furbush seconded the motion. All were in favor.

TOWN OF SMITHFIELD
Summary of the
APRIL 16th, 2013
Selectmen's Meeting Minutes

PRESENT: Rick Moore
Dale Churchill
Justin Furbush

ALSO PRESENT: Nichole Clark Linda French
Richard Witham Jody Easler
Chris Smith

**THIS MEETING WAS TAPED AND THE FOLLOWING INFORMATION IS A
BRIEF SUMMARY.**

The summary of the April 2nd, 2013 meeting was accepted.

OLD BUSINESS:

1. Quaker Lane Road Damage

Rick Moore was never able to contact the harvesting operation owner with the numbers the land owner gave the office. The board agreed that once looking at the area of damage once the frost has gone seems to be ok.

NEW BUSINESS:

1. Richard Witham-Anniversary Items

a. New Town Seal

Richard Witham, Anniversary Committee member asked the board about putting together a contest for children to come up with a new town seal. The board wanted the AA to draft a letter asking the Salley's if the town could use and/or purchase the design they acquired when they owned the Smithfield Village Store.

b. Building Dedication

Richard asked the board about dedicating the Municipal Building and having a ceremony the weekend of the celebration.

c. New Committee Facilitators

Richard informed the board that Beth Crowe has stepped down from the committee and the following are on the committee; Jodie Towle, facilitator, Sharon Wood, Mel Croft, Bruce Winegardner, and Richard Witham.

2. Roads

The board discussed the roads had been graded. Richard Witham noted that a pot hole in the pavement on Steven's Road has developed.

3. Steve Luce-Intent to Build Ordinance Discussion

Steve Luce had called the office and asked to be on the agenda to discuss the town's Building Ordinance per handi-cap ramps. Mr. Luce did not show for the meeting.

4. 2013 Mowing Contract

Richard Moore motioned to sign the 2013 mowing contract for all the municipal lawn areas, the parking lot sweeping and the bush mowing to Furbush Lawn Care. Dale Churchill seconded the motion. Justin Furbush abstained and all were in favor.

5. Signs

The board went over the list for road signs, e-911 signs, posts, hardware, and maintenance needed for this fiscal year. Furbush Lawn Care will be doing all the work associated with the signs.

6. Fire Department

Jody Easler, deputy Chief informed the board that he is stepping in as interim chief due to medical issues with Bruce Winegardner.

7. Linda French

Linda French informed the board that Gene Dumont has contacted her and when he returns he will see Linda to be sworn in for his Appeals Board appointment.

8. Audit Final Approval

Dale Churchill motioned to have Richard Moore, 1st Selectmen sign the final audit agreement pages. Justin Furbush seconded the motion. All were in favor.

9. Chris Smith

Chris Smith attended the meeting to ask about a lot he is currently contracted to log. Mr. Smith brought a survey of the land owner's property to show that the town has the lot in the wrong place with the wrong acreage. The AA took a copy of the survey. Mr. Smith asked the board about cutting on one of the town's properties that abut the one he is currently on. The board took his information.

10. Adjourn and Sign Warrants #6-13 & #7-13

Dale Churchill motioned to adjourn and sign warrants #6-13 and #7-13. Justin Furbush seconded the motion. All were in favor.

TOWN OF SMITHFIELD
Summary of the
JUNE 4TH, 2013
Selectmen's Meeting Minutes

PRESENT: Rick Moore
Dale Churchill
Justin Furbush

ALSO PRESENT: Nichole Clark
Jody Easler David Kincaid
Staci Roberts Mel Winegardner
Bruce Winegardner

**THIS MEETING WAS TAPED AND THE FOLLOWING INFORMATION IS A
BRIEF SUMMARY.**

The summary of the May 21st, 2013 meeting was accepted.

OLD BUSINESS:

1.Floppy Disk for Town Seal

Justin will ask his Uncle David Merry if he would be able to change the floppy disk to a cd rom.

2.MDOT Route 8 Over Limit Vehicle Agreement-June 18th

A representative from M.D.O.T will be at the June 18th meeting to discuss the MDOT contractors over limit vehicle agreement.

3. Animal Control Officer

a.Dog Cage

The ACO is still working on this.

b.Emergency Animal Vet Agreement

The board signed the Emergency Animal Vet Agreement from Kennebec Veterinarian Clinic.

4. Sand Hill Rd. Pole Relocation & Tree Cutting

David Kincaid informed the board that on May 23rd he met a CMP representative on Sand Hill Rd. at the site where trees will have to be cut and a pole will have to be moved back to do road widening this summer. CMP will be moving the existing pole back 4' and will be removing the existing Oak Tree at the same time. David will contact Ronald Wilson to remove all the other trees formerly discussed and approved by the board.

5. Info on RE Taxes Smithfield General Store-Joni Gould

Joni Gould could not make this meeting but will attend the next meeting to discuss the topic.

6. Website Word press

Nicky explained to the board that word press has been downloaded for the town's website and she has been working on learning the software.

NEW BUSINESS:

1. Somerset County Notice of Budget Hearing Info

The board reviewed the proposed Somerset County budget and notice of meeting.

2. Fire Department

Jody Easler talked to the board about an unpermitted fire on Walter Hight's island on North Pond. The forester involved is Erin Bailey. Mr. Bailey informed the fire department that any fires on islands must have a permit even if the owner has given permission. The board is interested in seeing the rules for burning permits.

The department informed the board that the donated boat is ready to be used but needed to check with them to get the ok. Nicky had previously checked with the insurance company but is waiting for the cost per year. The board discussed whether all donation need to go to town meeting. Dale Churchill motioned to ok putting insurance on the boat if it is under \$500.00. Justin Furbush seconded the motion. All were in favor. Nicky will check into the requirement for town meeting and donations.

3. Request for Planning Board Seat if Available

The board received a notification from Jeff Pelletier that he is interested in being on the Planning Board if any vacancies come up.

4. Certificate of Appointments Ballot Clerks

Dale Churchill motioned to sign the Ballot Clerk Certificate of Appointment for the upcoming MSAD election. Justin Furbush seconded the motion. All were in favor.

5. Gould Cemetery Lot #G9 Conveyance, Wesley Salley

Dale Churchill motioned to sign the Gould Cemetery Conveyance for Wesley Salley for lot #G9 in the Gould Extension. Justin Furbush seconded the motion. All were in favor.

6. Info from Town Attorney on Disclosure Hearing Date

The board reviewed an email from the town lawyer with the hearing date for the Gurney Inc. case.

7. North Shore Drive Street Light

Nicky asked if someone could check to see what the pole number is on the 5th pole in on North Shore Drive, she got a call that it was out.

8. Monday June 10th Subbing

Nicky informed the board that Linda will be subbing for her two different times on Monday June 10th.

9. East Pond Rd Shoulder

Rick Moore informed the board that someone has been causing holes in the side and breaking the pavement off the side on the East Pond Rd.

10. Adjourn and Sign Warrant #10-13

Dale Churchill motioned to adjourn and sign Warrant #10-13. Justin Furbush seconded the motion. All were in favor.

TOWN OF SMITHFIELD
Summary of the
JUNE 18TH, 2013
Selectmen's Meeting Minutes

PRESENT: Rick Moore
Dale Churchill
Justin Furbush

ALSO PRESENT: Nichole Clark Joni Gould
Tim Downing Susan Swett
Jason Swett
George Macdougall, MDOT

**THIS MEETING WAS TAPED AND THE FOLLOWING INFORMATION IS A
BRIEF SUMMARY.**

The summary of the June 4th, 2013 meeting was accepted.

OLD BUSINESS:

1. Floppy Disk for Town Seal

David Merry converted the floppy disk to a cd disk for the town's seal design. The AA will not work on finding a company that can make a new seal for the town clerk.

2. Joni Gould

a. Info on RE Taxes Smithfield General Store

Joni Gould, Tax Collector informed the board that all the taxes have been paid in full for the Smithfield General Store account except the Personnel Property. The board asked Joni to look into the foreclosure/bankruptcy regulations to be able to answer some of the board's questions about the process.

b.MDOT Checks Received

Joni received a photo copy of a MDOT reimbursement check sent to Milford Witham for his property located at 1048 Village Rd. The check was made out to Milford Witham and the Town of Smithfield. The check cannot be cashed without Joni's signature. It is due to Mr. Witham owing property taxes to the town.

The town received their three checks from MDOT and the money will be put into a separate account in RBC, but cannot be used until voted on at a town meeting.

3. North Shore Drive Street Light

Nicky had asked the board to see what CMP number was on the fifth pole in on North Shore Drive, after receiving a report that it was out. Bud in-

formed that it is pole number 5. Nicky will contact CMP to have the pole services fix the light.

4. MDOT Over Limit Permit Discussion

George MacDougall, MDOT contracts representative was asked to come to a board meeting to discuss the current over limit permit agreement the board has been asked to sign for the upcoming project on Route 8. Dale Churchill motioned to have the board sign the over weight limit agreement, with the understanding that the board has the right not to give permits for town roads without the contractor putting down a bond for damages. Justin Furbush seconded the motion. All were in favor.

5. Susan Thibodeau Swett-Foreclosure Agreement

The board discussed the tax payment agreement that Susan Thibodeau Swett signed agreeing to pay a certain amount every month until her property taxes were paid in full. Susan has not paid the first two months due, but has been in contact with the office about a situation that had come up and being the reason for non payment. The board gave her another month to figure out what she can do.

NEW BUSINESS:

1. Tim Downing-Request to Review Application Fee for SLZ

A Shore Land Zoning Application has been submitted by three groups of interest for the Smithfield Fairview Grange property located at 826 Village Rd. known as Map 16 Lot 22. Tim Downing is one of the interested groups submitting the application and has come to the board to ask that the application fee of \$35.00 be waived due to the property being tax exempt and the purpose of the work is for community enjoyment and education. Section 16, C, (5) references that fees shall be set, and may be amended by the Board of Selectmen. Dale Churchill motioned to waive the \$35.00 fee for the Fairview Grange Shore Land Zoning application.

2. Info from CMP Rate Increase

The board received information from a group telling about the money CMP lost from installing the new Smart Meters.

3. KRDA Assessment

The board reviewed the 2012-13 KRDA annual payment amount for this year of \$10,661.65.

4. Executive Session Pursuant to MRSA 1 Section 405 (6) (F) Confidential Records

Dale Churchill motioned to go into executive session pursuant to MRSA 1 section 405 (6) (F) confidential records. Justin Furbush seconded the motion. All were in favor. The board came out of session where no votes were taken only discussion. Dale Churchill motioned to have the AA email the town lawyer with the discussion details that were made by the board. Justin Furbush seconded the motion. All were in favor.

5. Holding Tank Application Map 12 Lot 26 Klinker

Dale Churchill motioned to sign the holding tank application for Stephen Klinker, owner of 158 North Shore Drive, which has been approved by the towns LPI Andy Marble. Justin Furbush seconded the motion. All were in favor.

6. Adjourn and Sign Warrant #11-13

Dale Churchill motioned to adjourn and sign Warrant #11-13. Justin Furbush seconded the motion. All were in favor.

TOWN OF SMITHFIELD
Summary of the
JULY 2nd, 2013
Selectmen's Meeting Minutes

PRESENT: Rick Moore
Dale Churchill
Justin Furbush

ALSO PRESENT: Nichole Clark Jody Easler
David Kincaid

**THIS MEETING WAS TAPED AND THE FOLLOWING INFORMATION IS A
BRIEF SUMMARY.**

The summary of the June 18th, 2013 meeting was accepted.

OLD BUSINESS:

1. Trio Quote for Excise Motorcycle & Heavy Truck

The board reviewed the quote from Trio Software for excise. Dale Churchill motioned to accept the quote to install the software and the quote of for annual services of the software. Justin Furbush seconded the motion. All were in favor.

NEW BUSINESS:

1. White House Cemetery Stump Grinding

Harold Mosher received verbal quote from Paul Salley to grind 36 stumps in the White House Cemetery for \$1,000.00. Dale Churchill motioned to accept the quote for grinding stumps. Justin Furbush seconded the motion. All were in favor.

2. Fire Department

Jody Easler, Deputy Chief, informed the board that an outside outlet on the back side of building was not working. The board will have the AA contact D.L. Electric to take a look and repair.

3. East Pond Culverts

David informed the board that a culvert on the East Pond Rd. has been plugged due to beavers. He will be hiring the Warren Brothers to fix it. Richard Moore asked David about a driveway culvert on Cecil Merry's property. Rick indicated that David had been informed about this culvert needing replacement or to be looked at several years ago. David does not remember this, so Rick will show him what entrance it is.

4. Town Mower Repair

Harold Mosher asked the AA to inform the board that while trying to mow the White House Cemetery the town mowers deck was bent. He took it to Richard Roy but it couldn't be fixed. The board discussed other repair that had been done to the town mower and requested Harold attend the next meeting to discuss the issue before spending any more money for repairs.

5. State Municipal Revenue Sharing

The board reviewed the updated information pertaining to the current fiscal year revenue sharing and next year's fiscal numbers. We are receiving an estimated \$70,000.00 for this year and the estimated amount for next year is \$43,066.00.

6. Public Hearing for GA Ordinance Appendices A Adoption

Rick Moore opened the public hearing for the General Assistance Ordinance appendices A adoption.

7. Adjourn and Sign Warrant #12-13

Dale Churchill motioned to adjourn and sign Warrant #12-13. Justin Furbush seconded the motion. All were in favor.

TOWN OF SMITHFIELD
Summary of the
JULY 23rd, 2013
Selectmen's Meeting Minutes

PRESENT: Rick Moore
Dale Churchill
Justin Furbush

ALSO PRESENT: Nichole Clark Jody Easler
David Kincaid Harold Mosher

**THIS MEETING WAS TAPED AND THE FOLLOWING INFORMATION IS A
BRIEF SUMMARY.**

The summary of the July 2nd, 2013 meeting was accepted.

OLD BUSINESS:

1. Town Mower Repair

Harold Mosher, Sexton was asked to come to the meeting to discuss repairs needed to the town riding mower. Harold informed the board that he had already ordered a new deck for the town mower. The board was concerned that a lot of repairs had been done on the mower and did they need to look into replacing it. Harold stated that he felt the mower had more years and that it should be good on repairs now.

The board discussed the stump removal done in the White House Cemetery. The board wants Harold to work on hiring someone to do the loam for that cemetery.

2. Executive Session MRSA 1 Section 405 (6) (F) Confidential Records

Dale Churchill motioned to go into Executive Session pursuant to MRSA 405 (6) (F) Confidential Records from Town Attorney. Justin Furbush seconded the motion. All were in favor.

The board came out of executive session where no votes were made only discussion.

3. East Pond Rd. Culvert-Cecil Merry Property

David Kincaid inspected the area on Cecil Merry's property located on the East Pond Road where Mr. Merry said a culvert needed to be replaced due to road construction done. David reported to the board that there was no culvert there to begin with and no indication of an entrance.

NEW BUSINESS:

1. Mill Rate

The board reviewed the paperwork for the 2013-14 fiscal year mill rate. Dale Churchill motioned to accept 0.01485 for the mill rate. Justin Furbush seconded the motion. All were in favor. The tax bills will be mailed out on August 5th, 2013.

2. Road Side Mowing

The AA received a quote from Jeff Hall to mow the town way road sides at a rate of \$50.00 for this year. Dale Churchill motioned to accept the quote from Jeff Hall. Justin Furbush seconded the motion. All were in favor.

3. MDOT Local Road Assistance Program Form

Dale Churchill motioned to have the board sign the annual Local Road Assistance form from the Department of Transportation. Justin Furbush seconded the motion. All were in favor.

4. KVCOG Rock Salt Purchase Program Form

Dale Churchill motioned to estimate 800 tons of rock salt for the annual KVCOG purchase program. Justin Furbush seconded the motion. All were in favor.

5. Fire Department

Jody Easler, acting Fire Chief, was present at the meeting. The board informed him that the back wall outside receptacle has been replaced and that the Engine one plug was looked at by the electrician and is in working order. The electrician recommended that the end of the plug coming from Engine 1 be replaced. The electrician indicated that the plug breaker was tripped but it had nothing to do with the plug in wiring.

Jody informed the board that the thermal imaging camera is not working properly and that grants would be looked into first before discussing replacing it.

6. Town Way Roads

a. Sand Hill Reconstruction

David Kincaid indicated that Ronald Wilson will be cutting the trees and brush soon and that he would like to Ronald cut some brush along the side of the road before the North Shore Drive boat landing. The board said if it can be fit into the existing estimate then that was fine.

b. Sand Hill Ditching

Rick Moore indicated that ditching was needed on the Sand Hill Road across from 110 Sand Hill Dr. David will take a look at it.

c. East Pond Rd. Shoulders

Rick Moore indicated that there are areas along the East Pond Road shoulders that are braking away and felt they needed to be fixed.

David will take a look at the areas.

7. Adjourn and Sign Warrant #13-13 & #14-13

TOWN OF SMITHFIELD
Summary of the
AUGUST 6TH, 2013
Selectmen's Meeting Minutes

PRESENT: Rick Moore
Dale Churchill
Justin Furbush

ALSO PRESENT: Nichole Clark Jody Easler
Bill McKenna Susan Swett
Jason Swett

**THIS MEETING WAS TAPED AND THE FOLLOWING INFORMATION IS A
BRIEF SUMMARY.**

The summary of the July 23rd, 2013 meeting was accepted.

OLD BUSINESS:

1. Foreclosure

Susan Thibodeau-Swett was present to discuss her current payment arrangement with the board. Susan is behind on the payment arrangement.

NEW BUSINESS:

1. Delta Ambulance, Bill McKenna

Bill McKenna, representative from Delta Ambulance brought an agreement and understanding statement for the board to review and sign. The agreement is between the town's Rescue department and Delta Ambulance for transporting services and liability arrangements. The board will review the agreement and vote at their next meeting.

2. Certificate of Assessment Signatures

Dale Churchill motioned to have the board sign the certificates of assessment for the 2013-14 commitment. Justin Furbush seconded the motion. All were in favor.

3. CEO Report

The board reviewed the Code Enforcement Officer, Andy Marble, report on recent activities.

4. Erosion Control Violation Fee

The board reviewed the information on Lawrence Knowles property located on Oak Hill Rd. from the CEO. A stop work order was placed on the property for a violation of no erosion control. Andy Marble, CEO proposed sending Mr. Knowles an administrative consent agreement with an initial

fine of \$100.00 for the violation and then continuing erosion control fines if the violation is not resolved. Dale Churchill motioned to accept the administrative consent and initial erosion control fine. Andy proposed putting a first time erosion control violation fee in place and the board agreed to do so but will have the AA look into wording and placement requirements first.

5. Fire Department

a. Old Fire Fighter Vehicle Plates

Nicky received a call from Peter Pelletier asking her to talk with the board about the letter he received indicating that he still had his fire fighter plates from when he was on the department. Peter indicated that he had returned those to the prior Fire Chief Mike Moore. Jody Easler, acting Fire Chief, informed the board that Joni Gould had given him a list from the state of fire fighter plates that have been issued but are not accounted for so he had sent out letters to approximately five ex-fire fighters that the list shows has not returned their assigned plates. The board felt that the only ones that should be contacted in the future are ones that are still using the plates but are not active members.

6. Roads

The board asked Nicky to contact David and have him look at the East Pond Rd. Shoulders that are damaged and the ditch on Sand Hill Rd. across from 110 Sand Hill Rd. and report to them at next meeting what can be done.

7. Baseball Field

Justin Furbush asked about bush hogging and filling on the outer section of the ball field to help with the drainage and be able to maintain the inner field better. The board agreed to have this looked into, Justin will talk to David Kincaid.

8. Adjourn and Sign Warrant #15-13

Dale Churchill motioned to adjourn and sign Warrant #15-13. Justin Furbush seconded the motion. All were in favor.

TOWN OF SMITHFIELD PLANNING BOARD MEETING MINUTES OF AUGUST 14TH, 2013

MEMBERS PRESENT: *Jo-Anne Bushey* *Yvonne Mitchel*
 Bruce York *Harold Buzzell*
 David Kincaid *Carroll Bubar*

MEMBERS ABSENT: *Travis Warren* *Harold Buzzell*

MEMBERS EXCUSED:

OTHERS PRESENT: *Andy Marble* *Ester Holbrook*
 Joseph Smith

7:00PM meeting was called to order and members present reviewed all documents presented to them.

Both alternate members were not excused absent.

Minutes of the May 22nd 2013 Meeting were accepted as typed.
Bruce York motioned to accept the minutes as written. Carroll Bubar seconded the motion. All were in favor.

Code Enforcement Update/report:

- **Statement letter for Subdivision Ordinance Requirements**
The board agreed to move this item to the end of the meeting. It was not discussed at the end of the meeting. It will be put on the next agenda.

OLD BUSINESS: None

NEW BUSINESS:

1. Application for Replacement of Mobile Home, Map 15 Lot 1, Ester Holbrook

Ester Holbrook submitted an application to replace the existing mobile home that she removed off her property located at 64 Lake View Drive. The board reviewed the CEO's comment page and Shore Land Ordinance section 15B principal and Accessory structures. The Mobile Home was beyond the 100' high water mark

set back, the gravel slab, driveway, septic, & well are already in existence, so very little soil disturbance for proposed replacement. The CEO recommended approval of the application.

The lot has had two dwellings on it since before the Ordinances were put into place, making it a grandfathered lot. The board also referenced section 12E, Non-Conforming lots. The board could not find an exact wording for the proposed replacement due to the lot being grandfathered and the mobile home being over the 100' set back.

Bruce York motioned to accept the application pending a legal interpretation of the proposal from MMA Legal Services. David Kincaid seconded the motion. All were in favor.

2. Application for Commercial Site Review Changes, Map 1 Lot 30, Camp Matoaka

Jason Silberman submitted an application for changes to his existing Commercial Business. The detailed changes are recorded on the permit on file. The board reviewed the Commercial Site Review Ordinance, data requirements check list and the criteria & standards check list. Yvonne Mitchel motioned to accept the Commercial Application with the following conditions; an updated survey of the property showing the permitted changes must be submitted to the town no later than 12/31/13 and in addition to the permitted changes, the updated survey needs to show the property lines of all abutting properties, including those across the street, together with the names and addresses of the owners as disclosed on the tax maps on file. Bruce York seconded the motion. All were in favor.

3. Review Existing Cell Tower Proposed Changes for Clarification of Ordinance Requirements, Map 7 Lot 8, McAvoy Leased Land

Andy Marble, CEO received an email from Northeast Wireless Networks asking the procedure to add equipment to the existing cell tower located on McAvoy property Map 7 Lot 8. The approved cell town survey map from January 2011, indicates proposed equipment and structures. The board reviewed the Personal Wireless Service Facilities Siting Ordinance to see how to proceed with additional request for an existing tower. Bruce York motioned to require the network company to fill out an official request due to section 8 stating that no person shall place, construct, erect, or expand a wireless service facility unless a permit first has been obtained from the Town of Smithfield Planning Board. David Kincaid seconded the

motion. All were in favor. Andy will relay the information to the wireless network.

INFORMATION: None

MEETING ADJOURNED: (8:40pm)

David Kincaid motioned to adjourn the meeting. Carroll Bubar seconded the motion. All were in favor.

TOWN OF SMITHFIELD
Summary of the
AUGUST 20TH, 2013
Selectmen's Meeting Minutes

PRESENT: Rick Moore
Dale Churchill
Justin Furbush

ALSO PRESENT: Nichole Clark Jody Easler
Susan Swett Jason Swett
David Kincaid

**THIS MEETING WAS TAPED AND THE FOLLOWING INFORMATION IS A
BRIEF SUMMARY.**

The summary of the August 6th, 2013 meeting was accepted.

OLD BUSINESS:

1. Delta Ambulance Agreement

Dale Churchill motioned to sign the Delta Ambulance Agreement between the Town's EMS and Delta for transport of patients and no liability for the town. Justin Furbush seconded the motion. All were in favor.

2. Erosion Control Violation Fee Wording

Dale Churchill motioned to have the board accept and sign an official Erosion Control Violation Policy. Justin Furbush seconded the motion. All were in favor. A town recorded copy is on file in Town Book 2012-Present page 120.

3. Foreclosure Agreement- Susan Thibodeau-Swett

The Swett's agreed to sign another agreement for payments on their property at 74 Fairview Lane, known as Map 18 Lot 6. The agreement states that a payment of \$340.00 is due on September 20th, 2013 and will continue monthly until their 2011 & 2012 taxes are paid in full.

NEW BUSINESS:

1. Fire Department

Jody Easler, acting Fire Chief was present for the meeting. No new business was discussed.

2. KVCOG Road Rock Salt Bids

The board reviewed KVCOG's rock salt bid results with International Salt Company being the successful bidder with a price of \$55.08 per ton. The board looked at the budgeted amount and after discussing the condition of the amount left in the Salt & Sand Shed with the amount of sand hav-

ing to be put up, agreed to order 900 tons of salt for this 2013-14 winter season.

3. MMA Dividend Payment Info

The board reviewed a letter received from MMA on dividend payments given out to municipalities that belong to the association.

4. Planning Board Agenda

Information for the board.

5. Info from Town Clerk-Proxy Voting for Boards & Committees

Linda French, Town Clerk gave the board information on proxy voting that she received in an email from other clerks.

6. Roads

a. Oak Hill Rd.

Paula Burgess asked the board what could be done to help with the water runoff from Oak Hill Rd., due to it causing severe erosion issues with her mother's mobile home blocking. The Road Commissioner, David Kincaid has previously inspected the issue. The board and Mr. Kincaid agreed that it is due to their lot being downhill.

b. Sand Hill Rd.

The board discussed the section of ditching on Sand Hill that needs repair. David Kincaid inspected the site and is sure that to correctly fix the issue some of the abutting landowner's property will have to be dug out for the ditching. After discussion the board would like Brian Bulmer to be invited to the next meeting to discuss his property.

c. East Pond Rd.

The board discussed with David Kincaid if he had hired someone to do the areas of edging along East Pond Rd. that has broken off. David has hired Furbush Lawn Care to do the job.

d. Route 8 Update

Nicky informed the board of her discussion with Ernie Martin, project manager from MDOT for the Route 8 project. He will see if the resident from MDOT will send the weekly progress reports to the town's email so that the board can be updated.

7. Adjourn and Sign Warrant #16-13

Dale Churchill motioned to adjourn and sign Warrant #16-13. Justin Furbush seconded the motion. All were in favor,

TOWN OF SMITHFIELD
Summary of the
SEPTEMBER 3RD, 2013
Selectmen's Meeting Minutes

PRESENT: Rick Moore
Dale Churchill
Justin Furbush

ALSO PRESENT: Nichole Clark Jody Easler
David Kincaid

**THIS MEETING WAS TAPED AND THE FOLLOWING INFORMATION IS A
BRIEF SUMMARY.**

The summary of the August 20th, 2013 meeting was accepted.

OLD BUSINESS:

1. MMA Dividend Payment Amount

The AA gave the board the MMA dividend amount \$882.00.

NEW BUSINESS:

1. Fire Department

Jody Easler, acting Fire Chief, was present to discuss any fire department info with the board. There was no new info to report or discuss.

2. Abatements

Dale Churchill motioned to sign abatement #1-13 to Hans Rasmussen for the amount of \$3,382.83 due to an error on the deed. Justin Furbush seconded the motion. All were in favor.

Dale Churchill motioned to sign abatement #2-13 to Carol Rasmussen for the amount of \$3,304.13 due to an error with the homestead exemption. Justin Furbush seconded the motion. All were in favor.

3. Roads

a. Grading?

David Kincaid informed the board that grading will be starting by the end of the week.

b. Oak Hill Rd

1. Washout

The board discussed the washout areas with the Road Commissioner, David Kincaid and what will be done to fix them. Mr. Kincaid recommended three driveway culverts to be replaced with larger ones in order to remedy the ongoing washout issue over the past several years.

2. Possible Trench Across Rd.

Mr. Kincaid informed the board that the trench was from run off from one of the driveways that will be getting a bigger culvert.

c. Sand Hill Rd.

1. Pot Hole Complaint

Mr. Kincaid will be getting pavement patch to fill it in along with other places on town owned roads.

2. Ditching Area-Land Acquisition

The AA talked with Brian Bulmer about attending the meeting to discuss a proposed ditching repair along Sand Hill Rd. that abuts his property. The Road Commissioner felt that in order to repair the ditching issue the town may have to remove gravel from Mr. Bulmer's property. Mr. Kincaid will show Mr. Bulmer where the proposed project is and discuss possible removal of gravel from the property.

d. East Pond Rd.

1. Shoulders

The project will be done by Furbush Lawn Care within the next month.

e. Route 8 Update

1. Weekly Progress Reports

The board reviewed the two progress reports from MDOT for the ongoing Route 8 construction project. The board agreed that the reports gave them the needed information without having to have a representative attend a meeting. The board did have a question as to when the area under construction will be paved and would like the AA to call MDOT to find out that information.

4. Adjourn and Sign Warrant #17-13

Dale Churchill motioned to adjourn and sign Warrant #17-13. Justin Furbush seconded the motion. All were in favor.

TOWN OF SMITHFIELD
Summary of the
SEPTEMBER 17th, 2013
Selectmen's Meeting Minutes

PRESENT: Rick Moore
Dale Churchill
Justin Furbush

ALSO PRESENT: Nichole Clark Jody Easler
David Kincaid

**THIS MEETING WAS TAPED AND THE FOLLOWING INFORMATION IS A
BRIEF SUMMARY.**

The summary of the September 3rd, 2013 meeting was accepted.

OLD BUSINESS:

1. Update info From Town Attorney (MRSA 1, Section 405 (6) (F) Confidential Records

Dale Churchill motioned to go into Executive Session pursuant to MRSA 1 section 405 (6) (F) for attorney confidential updates. Justin Furbush seconded the motion. All were in favor.

NEW BUSINESS:

1. Fire Department

a. Fire House Software

Jody Easler explained that the department is waiting on a software computer file for their Fire House program from Sean Boyd. Richard Moore called Mr. Boyd and left a message for him to contact Jody or Nicky to see when he can return the software.

2. Abatement Question for Smithfield General Store Personal Property

Joni Gould gave the board Personal Property totals for the Smithfield General Store still owed to the town since 2007. The board wanted the AA to look into the process for putting liens on Personal Property.

3. MDOT Driveway Approval Info

The board received information about two driveway entrance permits that were given to Mr. Kirkendahl for property abutting Route 8 in Smithfield.

4. E-911 Road Name

The AA received only one request back from property owners for a road name in Pine Tree subdivision off from the East Pond Rd. that needed to be named. The board agreed with CLARK LANE.

5. Plowing & Sanding Contracts

The board looked over the current contracts for plowing and sanding that will be going out to the existing contractors for review. No increases were given to contracts for this 2013-14 fiscal year budget. The board discussed putting in a fuel surcharge paragraph in each contract in case diesel fuel went over \$5.00 a gallon.

6. Municipal Building Water

The AA has contacted Mark Tracey, Plumbing and Heating, to take a look at the town's water test situation with arsenic and come up with a possible solution for the board to consider.

7. Roads

1. Oak Hill Rd

A new pot hole in the pavement on Oak Hill was reported. Ronald Wilson will be cutting trees along the roadside to prepare for the ditching work that will be done. The board asked Nicky to contact three property owners that abut the road right away to see if they want the trees that will be cut.

2. Route 8 Weekly Progress Report

The board reviewed the weekly progress report for Route 8 project.

3. East Pond Rd.

A report was received about a section of road that might need some attention due to trucks entering on a piece of property. David will take a look at it.

4. Quaker Lane Culvert

Ed Clark reported that his driveway culvert is plugged. David went and took a look and says that it will need to be cleaned out or taken up and replaced.

5. Sand Hill

David reported that he meet with Brian Bulmer and was given permission if needed to dig on Mr. Bulmer's property to fix the existing ditch area. David agreed to deliver any fill that is taken off Mr. Bulmer's property on Sand Hill to his property on the East Pond Rd.

6. Adjourn and Sign Warrant #18-13

Dale Churchill motioned to adjourn and sign Warrant #18-13. Justin Furbush seconded the motion. All were in favor.

TOWN OF SMITHFIELD
Summary of the
OCTOBER 1ST, 2013
Selectmen's Meeting Minutes

PRESENT: Rick Moore
Dale Churchill
Justin Furbush

ALSO PRESENT: Nichole Clark Jeff Giroux
David Kincaid

**THIS MEETING WAS TAPED AND THE FOLLOWING INFORMATION IS A
BRIEF SUMMARY.**

The summary of the September 17th, 2013 meeting was accepted.

OLD BUSINESS:

1. Fire House Software

Sean Boyd called the AA and will come to the station with the software backup within a few weeks.

2. Personal Property Tax Liens

The AA discussed the Personal Property Tax Lien information she researched through Maine Municipal Association manuals. The board wanted to know how to put tax liens on Personal Property owed.

3. FD Heater Blowers

Mark Tracy has looked over the heaters in the fire station and will get back to the AA when he has researched the issues.

4. Municipal Building Water

Mark Tracy is looking into what types of filter systems that could be installed due to the arsenic in the municipal water.

5. Foreclosure Map 18 Lot 6, Susan Thibodeau-Swett

The payment agreement between the town and Susan Thibodeau-Swett is null due to no payments being made. Dale Churchill motioned to have the AA start the foreclosure procedure on the property located at 74 Fairview Lane. Justin Furbush seconded the motion. All were in favor.

NEW BUSINESS:

1. FD Suppression Fee Paid

The town received a suppression fee from Clark Lane, who received a summons for not having fires on his property with no permit. The fee was \$480.00 and was put into the Fire Dept. Operations account, which offsets expenses from the calls.

2. Payment for AA Sub

The AA asked for clarification on how the Janitor would get paid when he subbed for the AA position. The board agreed that it was decided that if the janitor could not finish his duties because of subbing, it would be allowed to come in off schedule and finish with pay. If the janitor subs at different times than the current schedule for janitor position the pay per hour would be \$11.00.

3. Jeff Giroux-Noise Questions

Jeff Giroux asked the board to write a letter to the owners of Gurney Pit located off from Village Rd. asking to be considerate of residents and not work on Sundays. After a lengthy discussion the board agreed to send a friendly letter requesting the above.

4. Linda French

a. Appeals Board Vacancy

Linda French, Clerk/Registrar informed the board that Gene Dumont has not been sworn in for his position on the Appeal Board because he has recently changed his residence to Florida. There is now a vacancy on the Appeal Board.

b. Election Workshop

Linda French, Clerk/Registrar informed the board that she will be holding a workshop for election workers to train them on the AVS Ballot procedures.

5. Town Accounts

The board reviewed balances on the town accounts. The RBC accounts were reviewed due to an excessive amount of road work needed this year.

6. Winter Contracts

The board reviewed the following contracts with the current contractors and voted as follows;

Dale Churchill motioned to sign the Plowing and Sanding of town roads contract with Warrant and Kincaid. Justin Furbush seconded the motion. All were in favor. Dale Churchill motioned to sign the Plowing and Sanding of Rocky Ridge Lane contract with Bruce York Landscaping. Justin Furbush seconded the motion. All were in favor.

The Plowing and Sanding of the Municipal Parking Lot was not awarded due to the current contractor Carroll Bubar no accepting the contract for this season. The board agreed to put the contract out to bid and open bids at the next meeting.

7. Proposed State 2014 Valuation

The board reviewed the state's proposed 2014 valuation for the town. The AA gave the board a list of prior state valuations for review.

8. Roads

a. Route 8 Weekly Progress Report

The board reviewed the weekly progress reports on Route 8 project.

b. Grading

The board asked David Kincaid to contact the grader operator and have him schedule one more grading of all roads before snow falls.

c. List Road Repairs for MDOT (Rt. 8 & Rt. 137)

The AA would like a list of sections of Route 8 and Route 137 that are in need of repair before winter, so a letter can go out to the Dept. of Transportation.

9. Adjourn and Sign Warrant #19-13

Dale Churchill motioned to adjourn and sign Warrant #19-13. Justin Furbush seconded the motion. All were in favor.

TOWN OF SMITHFIELD
Summary of the
OCTOBER 1ST, 2013
Selectmen's Meeting Minutes

PRESENT: Rick Moore
Dale Churchill
Justin Furbush

ALSO PRESENT: Nichole Clark Jody Easler
David Kincaid Bruce York
Tim Warren Susan Swett
Jason Swett Linda French

**THIS MEETING WAS TAPED AND THE FOLLOWING INFORMATION IS A
BRIEF SUMMARY.**

The summary of the September 17th, 2013 meeting was accepted.

OLD BUSINESS:

1. Mark Tracy Heating/Plumbing

a. FD Heater Blowers

No information yet.

b. Municipal Building Water

The board discussed the water issue at the building, possibly removing the outside spigot and how to eliminate the public from using the water. The board agreed to have the AA send in another water test.

***Quote for Bottle Dispenser**

The board discussed the pricing to purchase a water bottle dispenser that would include a base and 5 gallon bottle.

c. Urinal Repair

The AA will make the plumber aware of the issue when he comes in for the heaters and filter estimate.

2. Gurney Letter

The AA gave a copy of the letter sent to the Gurney's for resident concern over the gravel pit operation.

3. Foreclosure Map 18 Lot 6, Susan Thibodeau-Swett

Jason and Susan Swett discussed the situation of the property foreclosed on them and presented the board with a check for \$2,000.00 which will pay off the full amount owed for 2011 taxes. The Swett's informed the board that another \$700.00 would be paid by December 2013. The board will work on another payment arrangement by the second board meeting in November according to what has been paid by that time.

4.FD Letter to Member

Jody Easler, acting Fire Chief, informed the board that a letter would be going out to Darrin Gilman informing him that he is no longer on the Fire Department roster due to non-involvement with the department and that all his equipment and gear must be returned.

5.ACO-Stray Cats

A resident contacted Linda French, Nicky Clark, and all three selectmen about his problem with the Animal Control Officers lack of responsibility to return his calls and show up to remove stray cats at his property for the second time. The board discussed a previous discussion about stray cats they had with the ACO Mike Rizzo and it was agreed that if residents where feeding or caring for the cats in any way that they would not be considered stay and the town would not pay for their removal.

NEW BUSINESS:

1. Plowing/Sanding Parking Lot Bids

The board received three bids for the Plowing and Sanding of the Municipal Building Parking Lot. Tim Warren Quality Excavation for \$5,965.00, Bruce York Landscaping for \$6,400.00, and Furbush Lawn Care for \$4,490.00. Dale Churchill motioned to accept the bid from Furbush Lawn Care for \$4,490.00 for the contract season Oct. 15, 2013 to May 15, 2014. Rick Moore seconded the motion. Justin Furbush abstained from the discussion and voting. All were in favor.

2. Hazard Communication Program Training

This item was tabled until next meeting.

3. BMV Audit Service Unit Report

The board reviewed an audit report from the Bureau of Motor Vehicles on the town's rapid renewal program.

4. Food Pantry Entrance Light Repair

The AA informed the board about the Food Pantry entrance overhead light needing repair.

5. Municipal Quit Claim Deeds

Dale Churchill motioned to sign the Municipal Quit Claim deed for Ann Marie Duchatellier due to an overlooked lien discharge on paid taxes. Justin Furbush seconded the motion. All were in favor.

The board discussed a Quit Claim Deed to Ken and Carol Salley for the Smithfield General Store due to taxes being paid in full by the mortgage

company. The board had several questions and did not sign the document. The AA will discuss it with Joni and find out more information.

6. Public Hearing GA Ordinance Appendices B

Rick Moore opened the public hearing for the General Assistance Ordinance Appendices B changes. The board had no discussion and the public had no questions or discussion. Dale Churchill motioned to have the board sign the changes to the GA Ordinance Appendix. Justin Furbush seconded the motion. All were in favor. Rick Moore closed the public hearing.

7. Roads

a. Route 8 Weekly Progress Report

The board reviewed the newest progress reports on Route 8. **List Road Repairs for MDOT (Rt. 8 & Rt. 137)**

The board will have the AA email the MDOT representative and ask about some hazard areas along Route 8 that should be addressed before winter maintenance is started.

8. Adjourn and Sign Warrant #20-13 & 21-13

Dale Churchill motioned to adjourn and sign warrants #20 & #21. Justin Furbush seconded the motion. All were in favor.

TOWN OF SMITHFIELD
Summary of the
NOVEMBER 5TH, 2013
Selectmen's Meeting Minutes

PRESENT: Rick Moore
Dale Churchill
Justin Furbush

ALSO PRESENT: Nichole Clark Linda French
David Kincaid Staci Roberts

**THIS MEETING WAS TAPED AND THE FOLLOWING INFORMATION IS A
BRIEF SUMMARY.**

The summary of the October 15th, 2013 meeting was accepted.

OLD BUSINESS:

1. Water Test

The board had another water test done and it showed the same amount of arsenic in the water. The board had discussed renting a water cooler monthly but decided to put signs up at all water access points and buying gallons of water to use throughout the building. The board asked the AA to have Franck, Maintenance Custodian to disconnect the spigot and remove the water fountain.

2. Municipal Quit Claim Deed

This item was tabled until an upcoming auction sale of the Smithfield General Store to see if taxes are paid.

NEW BUSINESS:

1. Hazard Communication Program Training

The AA discussed a new requirement for Hazard Communication from the Bureau of State of Maine Standards. All hazardous liquids in the Municipal Building have to be placed on a listing and now anyone that has or may have contact with any of these hazardous liquids must have a required training. The AA will set up the video and make sure all employees will have the training.

2. Road Discontinuance & Abandonment Committee Request for Information Survey

MMA had a survey sent out to all the Municipalities about Road Discontinuance and Abandonment about some discussions on changes to the current laws. The AA filled out the survey and the board Ok'd it.

3. Municipal Valuation Return Signatures

Dale Churchill motioned to sign the annual MVR to be sent to the state. Justin Furbush seconded the motion. All were in favor.

4. Linda French, Request for New Office Chair

Linda French requested a new office chair due to the current one causing discomfort with an ongoing injury. Dale Churchill motioned to allow Linda to purchase a new office chair at Staples for no more than \$200.00. Justin Furbush seconded the motion. All were in favor.

5. Cemetery Conveyance, Gould Cemetery 10 x 20 Lot H3, Paul Adams

Dale Churchill motioned to sign the Cemetery Conveyance for Paul Adams for lot H3 in the Gould Cemetery. Justin Furbush seconded the motion. All were in favor.

6. Roads

a. Route 8 Weekly Progress Report

The board reviewed the weekly progress report from MDOT.

The board had questions and will have the AA send an email to the resident contact for MDOT.

b. MDOT Inspection of Route 8

The AA was told by the resident contact for MDOT that the town would be a part of the road inspection once construction is done for the season.

7. Adjourn and Sign Warrant #22-13

Dale Churchill motioned to adjourn and sign Warrant #22-13. Justin Furbush seconded the motion. All were in favor.

TOWN OF SMITHFIELD
Summary of the
DECEMBER 3RD, 2013
Selectmen's Meeting Minutes

PRESENT: Rick Moore
Dale Churchill
Justin Furbush

ALSO PRESENT: Nichole Clark Joni Gould
Linda French Jody Easler
Brad Jackson

**THIS MEETING WAS TAPED AND THE FOLLOWING INFORMATION IS A
BRIEF SUMMARY.**

The summary of the November 19th, 2013 meeting was accepted.

OLD BUSINESS:

1. Jason & Susan Swett Tax Agreement

The board discussed the agreement that was typed up and mailed out to the Swett's for their signatures and that the first payment is due by December 31st, 2013.

2. Update 257 Village Rd. Rat Infestation

The board reviewed an update from Andy Marble, CEO on the situation with Bill Nelson's property and the rat infestation.

3. Mark Tracy

a. Water Filter Quote

The board reviewed the water filter quote from Mark Tracy for the arsenic removal system, which is \$\$2,850.00 for system and \$500.00 for parts and labor. The board had previously voted to not do a filter system and purchase water for people to use in the Municipal Building.

b. FD Heater Blowers

The AA indicated that Mark Tracy feels that the blower system installed in the Fire Station was not the correct system for what the municipality wanted the system to accomplish. There is nothing Mr. Tracy can do with or to the current blower system to make it blow more hot air.

NEW BUSINESS:

1. First Park Info, Andrew D. Nelson December 3rd Meeting

Andrew Nelson, the new executive director for First Park introduced himself and updated the board on his plans for the project.

2. AA Vacation and Sub Info

The AA informed the board of vacation time she will be taking in December. The board discussed with Linda French about subbing for the AA. Due to some health issues, Linda will not be able to do the subbing. The board asked the AA to ask Kristina Moore if she would be interested in filling in as the AA sub until the board can find a replacement. The board asked the AA to figure out what hours would need to be sub for her position in a year.

3. Boiler Risk Control Report

The board reviewed the boiler risk control report which showed items that needed to be added to our current boilers for safety. The AA had called Mark Tracy and gave him a copy of the items and he will work on getting them installed.

4. Local Roads Assistance Program Decrease

The towns local road assistance payment has been decreased from \$26,424.00 a year to \$_____, due to the state re-assessing the meaning of state aid roads.

5. Code Enforcement Officer Report

The board reviewed the CEO's monthly report.

6. Central Maine Disposal Quote for Dumpster

The board discussed a quote from CMD to replace the dumpster at the Municipal Building currently owned and serviced by Bolster's. The final verbal quote made to the board was for a 2 yard dumpster for a flat rate of \$45.00 a month and a seasonal used portable toilet at the ball field for \$75.00 a month, both prices guaranteed for two years. Dale Churchill motioned to accept the verbal quote from CMD and have the Bolster's dumpster account canceled and removed. Justin Furbush seconded the motion. All were in favor. The board agreed to see what day Bolster's will remove their dumpster before contacting CMD to have them place there dumpster.

7. Cemetery Lot Conveyances

a. Lot E10 Gould Cemetery, Nelson Trask

Dale Churchill motioned to sign the cemetery conveyance for lot #E10 in the Gould Cemetery for Nelson Trask. Justin Furbush seconded the motion. All were in favor.

b. Lot 144 Village Extension Cemetery, Gary & Nancy Bulmer

Dale Churchill motioned to sign the cemetery conveyance for lot #E10 in the Gould Cemetery for Nelson Trask. Justin Furbush seconded the motion. All were in favor.

4. Roads

a. Route 8 Weekly Progress Report

The board reviewed the weekly progress report sent by the MDOT on updates to the current road project on Route 8.

b. Inspection of Road

On December 3rd David Kincaid, Richard Moore, Nichole Clark, representatives from MDOT and supervisors from Pratt & Son's met at the Municipal

Building to discuss and inspect route 8 before closing up construction activities for the winter season. Rick Moore reported to the board what was discussed and what was looked at, as well as what areas will be worked on.

c. Oak Hill Rd.

Ditching work was scheduled to be done on Oak Hill Rd. due to some water issues, but when looked at it was found that a cross culvert was plugged causing the water and road washout problems. Dale Churchill reported that it has been fixed.

d. Miller Lane

The AA had been asked to contact Randy Adams and ask if he minded if the town took out his driveway culvert that has heaved up created an issue. The culvert was installed many years ago but David Kincaid had reported that it was not needed. Mr. Adam's told the AA that he was fine with the culvert being removed. The board was not sure if Mr. Kincaid had done this yet and Dale Churchill would contact him and discuss.

5. Adjourn and Sign Warrant #24-13

Dale Churchill motioned to adjourn and sign Warrant #24-13. Justin Furbush seconded the motion. All were in favor.

TOWN OF SMITHFIELD
Summary of the
DECEMBER 17th, 2013
Selectmen's Meeting Minutes

PRESENT: Rick Moore
Dale Churchill
Justin Furbush

ALSO PRESENT: Nichole Clark Joni Gould
Linda French Jody Easler
Staci Roberts Terri Boyer
Tim Gould Joe Wyman

THIS MEETING WAS TAPED AND THE FOLLOWING INFORMATION IS A BRIEF SUMMARY.

The summary of the December 3rd, 2013 meeting was accepted.

OLD BUSINESS:

1. Jason & Susan Swett Tax Agreement

The board signed the tax payment agreement for Jason and Susan Swett for property at 74 Fairview Lane, Map 18 Lot 6.

NEW BUSINESS:

1. Discussion of Termination of Dumpster Service-Nicky AA

The AA called Bolster's Rubbish Removal to cancel the dumpster service for the town due to the board's vote to go with CMD for the dumpster and the seasonal portable toilet for the ball field at their last meeting. Bolster's offered to come back with a match or lower price and the AA agreed to have them get back to her. The AA sent out an email with the information received from Bolster's, but the board had already voted to start with CMD.

2. Municipal Quit Claim Deed, Smithfield General Store

Joe Wyman, proposed purchaser of the Smithfield General Store through Camden National Bank foreclosure auction, attended the meeting to ask the board to waive the personal property taxes due on the account and to sign the Quit Claim deed clearing the property of all tax liens that had been paid by the bank. Dale Churchill motioned to sign the Quit Claim deed releasing the property of all tax liens and foreclosure to Camden National Bank and that at the closing for Mr. Wyman's purchase of the property the 2013 tax amount and all personal property taxes owed to

date would be paid. Justin Furbush seconded the motion. All were in favor.

3. MMA Renewal of Volunteer Firefighter Blanket Accident Insurance form

Dale Churchill motioned to have the 1st Selectmen Richard Moore sign the renewal for the fire department for blanket accident insurance that is voted on every year at the annual town meeting. Justin Furbush seconded the motion. All were in favor.

4. Bureau of Labor Workplace Safety Inspection

The bureau of labor workplace conducted an inspection of the Municipal Building and the Fire Department and the board reviewed the report sent with violations. There was only one violation that received a fine and the AA will be appealing the fine within the fifteen days required. All violations will be fixed by the completion date of February 2014.

5. Set Budget Workshop Dates

The board set the following dates for budget workshops; January 13th, 16th, 23rd, & 28th. The Budget Committee meeting is February 8th at 9:00 am, the Public Hearing for budget is February 11th at 7:00 pm and the Town Meeting is March 8th at 7:00 pm.

6. Terri Boyer-Use of Room for Tutoring

Terri Boyer a resident of Smithfield asked the board if she could use one of the vacant rooms for her son to be tutored in for a couple weeks. The board was ok with it.

7. Question from Richard Witham about 2015 Anniversary Celebration

Richard Witham wanted the AA to ask the board if they would be putting any more money into the Anniversary Account this year at town meeting. The account currently has \$8,500.00. The board discussed it and will make their final decision at one of the budget workshops in January.

8. Roads

a. Route 8 Weekly Progress Report

The board reviewed the last progress report on the route 8 construction and reviewed the letter received indicating that December 16th was the construction closing date for the winter season by Pratt and Sons.

9. Adjourn and Sign Warrant #25 & #26-13

Dale Churchill motioned to adjourn and sign Warrant #25-13 and Warrant #26-13. Justin Furbush seconded the motion. All were in favor.