

Town of Sweden Selectmen's Meeting Minutes

November 28, 2017

Attendance: Kim Ashley, Lori Bennett, Stephen Bennett, Tim Cook, Jenna Domer, C. Wayne Miller, Bruce Taylor

Lori called for the pledge of allegiance at 6:10pm and then called the meeting to order.

Lori made a motion to approve the Selectmen's meeting minutes of November 14, 2017 with corrections. Motion was 2nd by Bruce and approved 3-0.

Visitors: Troy Morse spoke to the Selectmen regarding the Winter roads contract. He made a statement that he purchased a 2008 truck and a grader to be used for winter roads for the Town of Sweden. Troy is looking to gain back some of the funds for the purchase of the new equipment through an increase in his contract by \$11,000.00 each year for 3 years. The increase request will be reviewed by the Budget Committee and will be placed as an article on the Town Warrant in March 2018 to be voted upon. A new 1-year contract will be drawn up for the Winter roads and he will be invited to sign the contract with the Selectmen.

Report of officers and committees:

Animal Control Officer- no report

Administrative Assistant- The correct figures for the 2017 have been adjusted in Trio. Vernice Boyle will be in the Town Office with Jenna to train her on the Trio application software on December 11th and if needed December 12th of 2017. Preparation for the Annual Town Meeting is underway, budget requests are starting to come in and Jenna has been working with Julie McQueen to start the budget process. The date for the Annual Town Meeting will be March 24, 2017. The Selectmen's meeting schedule was reviewed for the month of December and the current schedule will stay in place without any change. Jenna has been in contact with Norway Savings Bank in anticipation of a change in Banking Institutions for the Town of Sweden. We currently bank with Key Bank and we would like to have the ability to scan all incoming checks to be deposited to eliminate any lag time of the deposited funds. Currently we are looking to get a Remote Capture Scanner to utilize in the office that will be free to the town. Key Bank is only willing to reduce the \$400.00 scanner fee down to \$301.00 by giving the town a discount of \$99.00 over the course of three monthly payments. Norway Savings Bank is willing to give us the scanner free of charge with a monthly service fee of \$50.00 waived to the Town of Sweden. There is a minimum balance that needs to be met in order to eliminate all service fees. The Selectmen asked the AA to inquire as to what the minimum balance is and if there are any additional fees to us. As the proposal presented we would earn income credits that would offset any service charge to the town. As it stands now the Town of Sweden pays on average \$100.00 in service charges per month, by switching to Norway Savings Bank we would save approximately \$1,200.00 per year.

CEO- no report

Clerk -Jenna spoke in Alberta Ridlon's absence as to the matter of the ACO (Jacqueline Frye) appointment. Currently the ACO has not been appointed by the town. If the ACO requires payment for

any calls or inspections she will be required to take an oath before payment is made. If she would like she can email requests for payments along with reports to the AA in the future.

Fire Chief- Oxford County has changed their requirements to Motorola Tones, this means that all Town's pagers and phones will need to be reprogrammed to recognize the alerts. \$2000.00 has been saved for HVAC for the last two years in the budget, these funds need to go to getting a new generator. Tim surveyed the board for a bid for the Harrison Pumper Truck and the board agreed \$4,000.00-\$5,000.00 was an acceptable dollar amount for a bid. The FC inquired as to the status of the formation of a new committee for the New Fire station. He is asking the Selectmen to aggressively form this committee. The new committee once established will need to be appointed and this action will nullify the old committee.

Road Commissioner- report attached, Fern Drive sign needs to be put up before snow starts as well as Webber Pond Road STOP sign.

Tax Collector/Treasurer- Kim produced a proof of the new checks to be printed with two signature lines and the statement "void after 90 days". The proof is pending should the Town vote on changing Banking Institutions.

Warrant was presented and signed, and checks will be distributed accordingly.

Old Business- It was decided to add PDF Conversion software and battery back up for AA computer to the Town Warrant in March 2018.

Bruce informed the attendees he has tried to contact John Waterbury from MMA Insurance regarding a report from his visit in November to no avail. He did inquire with Troy Morse if he parked vehicles in the old sand shed as it was noted by MMA that it was not structurally sound. Troy did say he parked a few vehicles there. He said he was willing to sign a waiver if needed to park there. We will anticipate the report from John Waterbury and revisit the issue. We may be able to reinforce the structure depending on the report.

New Business-none

Next meeting will be Tuesday, December 12, 2017 at 6:00pm at the Town Office

Lori made a motion to adjourn the meeting at 7:48pm. Wayne 2nd the motion and it was approved 3-0.

Respectfully,

Jenna Domer
Administrative Assistant