

**MINUTES OF BOARD OF SELECTMEN, TOWN OF SWEDEN**

**AUGUST 14, 2007**

Present: Selectmen Harris, Willey, and Jones, Administrative Ass't. D.J. Curtis, Road Commissioner John Clifford, Clerk Jane Gibbons

The Meeting was opened with the Pledge of Allegiance at 7:02 by Selectman Harris. The minutes of the August 8, 2007 meeting were approved. 3-0.

Financial issues: (1) DJ Curtis suggested adding a new account for the 2007 FEMA moneys to distinguish the accounts from FEMA money for the 2003 storm damage. There is still \$1,906.66 in the old account which is to be used for completion of work on Black Mtn. Road. (2) DJ had surveyed the hours worked by staff and we are in compliance with meeting minimum wage requirements. (3) She has been working with the accountant's report and needs to ask him about specific issues such as carry over of capital equipment accounts. She has some questions about back taxes. Two surplus accounts will be used to distinguish previous years from the current year. (4) A Budget Committee needs to be appointed and work started on next year's budget. She will work on estimates based on increases allowed under LD 1. (5) She will have year-end projections at the next meeting or the first meeting in September. (6) The Planning Board has \$7,500 in its account from fees paid, some of which should be put in the general town accounts or surplus accounts.

Unpaid Taxes: A lot of the old tax accounts have been cleared up this year. All accounts have been paid up to 2001. One half of the 2003 back tax accounts have been paid this year.

Roads: Mr. Clifford said that they would start FEMA repairs on Haskell Hill Road, curbing, ditching, paving. Other roads: A load of gravel will be put on Keyes Pond Road and patch if there is mix available from another job. Mr. Willey reported that Trull Brook Bridge would be completed hopefully within a week. (At this point Mr. Willey needed to leave to attend to a family emergency.)

Town Records: DJ emphasized that spread sheets of financial records should be kept permanently. Historical records of road agreements and road construction should be kept permanently. Bills for services need not be kept beyond 6 years. Jane Gibbons was authorized to continue work on organizing and cleaning up records more than 6 years old.

Knights Hill Road Compliance: The court date is this Thursday, August 16<sup>th</sup> at 9:30 in Bridgton. Mr. Harris will attend.

Fire Station and Gravel Application: No reports

Inventory was completed and given to DJ for Insurance Company. Jane G. added a few missed items.

Office Cleaning: Jane stated that we need a vacuum cleaner and a once a month cleaning of the office. We need to get bids for cleaning and the persons must carry insurance.

List of equipment: Jane was asked to come up with a list of equipment needed for the office by the next meeting.

Census Bureau updates: Materials and application for participating in updating of household addresses and maps have been received. As participation is voluntary, the Selectmen were reluctant to participate as it is estimated that it would be a very time consuming activity.

Meeting adjourned at 7:52.

Jane Gibbons, Clerk