

Town of Sweden Selectmen's Meeting Minutes

June 12, 2018

Attendance: Lori Bennett, Tim Cook, Jenna Domer, Arthur Dunlap, C. Wayne Miller

Lori called for the pledge of allegiance at 6:08pm and then called the meeting to order.

Lori made a motion to approve the minutes of May 22, 2018 with one minor correction. Wayne 2nd the motion and it passed unanimously.

Wayne made a motion to approve the minutes from the Workshop Meeting on June 7, 2018, Lori 2nd the motion and it passed unanimously.

The Workshop Meeting minutes from June 6, 2018 were tabled until the next Selectmen's meeting on Jun 27, 2018.

Visitors: none

Reports of Officers and Committees:

Animal Control Officer- no report

Administrative Assistant- Jenna spoke on behalf of Ardelle Foss from the Appeals Board asking for the selectmen to appoint Bruce Taylor to the Appeals Board in the vacancy of a member. Lori made a motion to appoint Bruce Taylor to the Appeals Board, Wayne 2nd the motion and it was approved unanimously.

Jenna updated the Selectmen on the status of the new Town of Sweden website, it is in progress and should be done shortly. She reviewed a MMA article on the pros and cons of social media for municipalities. Resumes for the Tax Collector/Treasurer were reviewed, interviews will be scheduled. AA reported that J.E. O'Donnell has accessed the TRIO property tax database to start preparing for tax commitment.

AA reviewed the listing of volunteers for the Volunteer Accident Insurance Policy with MMA. Wayne made a motion to renew the Volunteer Accident Insurance, Lori 2nd the motion and it was approved unanimously.

A welcome letter for the Animal Control Officer was reviewed and adopted. Lori made a motion to adopt the ACO Welcome Letter, Wayne 2nd the motion and it was approved unanimously. Cynthia Eaton, ACO will be asked to review the letter and sign it for the Town records.

A proposal from Flanders Electric was reviewed for the electric maintenance of the Town Office generator. The Selectmen have declined the proposal.

Jenna indicated that since she is in the office full time and the CEO holds office hours, the office is a lot busier. There are many times when other employees are on the phone and there is another call trying to get through. When calls need to be placed to TRIO, we are on hold for a great length of time and can't access incoming calls. She inquired with Consolidated Communications and they indicated an

additional charge of \$25.00 plus tax would be charged per month plus an \$80.00 jack work fee if needed for a third line to be placed in the office. Wayne made a motion to purchase a third phone line for the Town Office, Lori 2nd the motion and it was approved unanimously.

AA presented a proposal from Business Equipment Unlimited for a XEROX copier/printer/fax with a finisher, the copier produces 30 copies per minute and has a finisher that will staple, collate, and three-hole punch. The needs of the office are increasing and the printer/fax/copier the office currently has is over 4 years old and showing it's age. The prices for toner is over \$450.00 every two months and the copier has been jamming paper and is very slow to operate. The XEROX Jenna presented, is a leased product for the price of \$183.79 per month and this includes all toner and supplies, if there is a service issue, the technician would be out within 4 hours to rectify the problem. At the end of the 5-year lease there is a \$1.00 buy-out. The AA will do some forecasting with the budget to see if the funds would be available to start the lease this year or else we will revisit the issue at the end of the year to include it in next year's budget.

CEO-report attached, Arthur reviewed the violations at the residence of Jeff Hadley 47 Nevers Lane. Wayne made a motion to level a fine in the amount of \$1,000.00 for clear cutting and to replant trees with 100% survival rate the 1st year, 80% survival rate for 5 years and to replace all trees that do not survive, Lori 2nd the motion and it was approved unanimously.

Clerk-Two appointments were presented for signatures. Alberta presented a .64 cent tax interest payment to be written off by the Selectmen. Wayne made a motion to write off .64 cents, Lori 2nd the motion and it was approved unanimously.

Fire Chief- Air system has been re-wired and the air compressor needs to be serviced.

Road Commissioner-Plummer School Road has been paved as well as Smarts Hill Road. Culverts have been cleaned out and roads have been graded.

Tax Collector/Treasurer-Lori made a motion to sign the warrant dated June 12, 2018, Wayne 2nd the motion and it was approved unanimously.

Old Business- The work on the sand and salt shed has been completed. Work still need to be done on the kitchen floor in the Town Meeting House.

New Business-Wayne presented the 2017 Hazard and Mitigation plan update for Oxford County. It was signed, and the AA will fax it to the Oxford County EMA.

Wayne asked the AA to inquire with Suburban Propane as to a remedy for the thermostat that is now just being held to together with scotch tape.

Communications and Correspondence-

- Certified letter from Joaquim Almeida (not dated) indicating his resignation from the Appeals Board.
- Letter dated June 5, 2018 from the State of Maine regarding LRAP funds, form was signed by Lori Bennett and AA will return it to the State.
- Email dated June 11, 2018 MSAD #72 regarding a liquidation sale from C.A. Snow school
- Annual Report for Community Concepts 2017

Next Selectmen's meeting Wednesday, June 27, 2018 at 6:00pm at the Town Office.

Lori made a motion to adjourn the meeting at 7:30pm, the motion was 2nd by Wayne and approved unanimously.

Respectfully submitted,

Jenna Domer
Administrative Assistant