

Town of Sweden Selectmen's Meeting Minutes

July 10, 2018

Attendance: Lori Bennett, Tim Cook, Jenna Domer, Arthur Dunlap, Ryan Fowler, C. Wayne Miller and Alberta Ridlon

Lori called for the pledge of allegiance at 6:02pm and then called the meeting to order.

Lori made a motion to accept the minutes of June 27, 2018 as written Ryan 2nd the motion and it was approved unanimously.

Visitors-none

Report of Officers and Committees:

ACO-none

Administrative Assistant-Jenna informed the Selectmen that an ad was placed in the Norway Advertiser as well as the Bridgton News again for the position of Tax Collector/Treasurer. Ryan also said he is developing a Town of Sweden Facebook page and he will run the ad on the page as well.

AA informed the Selectmen that she has received many bills from the IRS for late filing fees and violation fees dating back to 2015. She inquired with an IRS agent as to what the fees pertained to and did some investigating on her own. The fees are for late filings of payroll taxes and violation fees for mailing the payments in if they were in excess of \$2,500.00 per quarter. If the fees are in excess of \$2,500.00 they are to be sent EFT to the IRS. After speaking with the IRS agent there is a plan in place to write a letter of abatement for the fees based on the prior TC/Treasurer not understanding the requirements and to also from now forward pay the payroll taxes monthly by EFT, but file them quarterly. Jenna will work closely with the agent to insure these steps are completed accurately.

A second telephone master line has been added to the phone system in the Town Office. It has not been an easy process as technicians were not clear on the instructions and we have had to have 3 technicians out however, it is now functioning.

The Town has hired a new cleaning company as First Impressions Cleanings were not showing up for their monthly cleaning and not returning phone calls after the AA requested a proof of Certificate of Liability Insurance. We have now hired Early Bird Cleaning Service who has produced insurance and the rate is \$25.00 per hour saving the town \$5.00 per hour from \$30.00 per hour with First Impressions.

AA informed the Selectmen the 2018 Budget has been put into TRIO. By suggestion of Julie McQueen, Budget Committee member the budget for Propane was put under Town Office Fuel and Town Meeting House Fuel. The Selectmen did not agree. Wayne made a motion to track Propane under the account Propane in TRIO. Ryan 2nd the motion and it was approved unanimously.

AA and the Selectmen reviewed a notice of bid for Tax Acquired Property. Deadlines were discussed, and Jenna will input the correct information, and have it published in the Bridgton News.

AA reviewed with the Selectmen a new policy for writing off uncollected tax interest under \$1.00.

AA reviewed with Selectmen their wishes for the old printer now that we have the new copier. They agreed to see if the Fire Department could use it or we could list it on Craig's List.

CEO-see June report

Clerk-Alberta submitted appointments to be signed by the Selectmen for the members of the New Fire station Building Committee. She will contact all members to have them sign the appointments.

She informed the Selectmen that Jacquie Frye, prior ACO had not returned all the equipment to the Town and has not submitted a report prior to her resignation. She and the AA have contacted her by phone, email and mail to no avail. Jenna suggested Cindy Eaton, new ACO may be willing to call her to inquire about equipment and a report as she would be picking up where the prior ACO left off. Alberta will inquire with Cindy when she comes in to the office to sign the ACO Welcome letter.

Fire Chief- Tim Cook stated that they SVFD had used some funds from the PPE account to purchase new matching shirts for the department and they have had great feedback on them. Hose testing will be done in August, all else is quiet.

Road Commissioner-

ROAD COMMISSIONERS REPORT

6/26/18 - 7/10/18

Work done since last report:

Ditching, rip rap, culverts and gravel on Trull Brook Road. Grading and rolling Lee Gray Road — P & K

Work to be done in the next month:

Ditching, rip rap and gravel on Lee Gray Road. Ditching and culvert replacement Tapawingo Road. Culvert replacement Berry Road.

Expenses:

Steve Bennett - \$3,982.50

P & K -

K & W -

Douglass -

Anticipated expenses:

Steve Bennett

Stephen Bennett spoke with George Shepard regarding roadside mowing and he will contact Stephen when he comes into the area. Lori stated she received a call from Steve Swayze for a proposal for roadside mowing and he will submit it to her. Jenna discussed a dig safe notice from CMP regarding a pole to be put up near the roadway. The CEO thought the Road Commissioner would take care of this however, the Selectmen redirected it to the CEO. The Selectmen inquired as to if we have heard back from AJ's regarding the cracksealing. Jenna did call Jason Wentworth to say we would like to proceed and we needed his certificate of liability insurance and to contact Stephen Bennett. We did receive the insurance. Jenna will call Jason to follow up.

Tax Collector/Treasurer- Jenna presented the warrant for review and signatures. Lori made a motion to sign the warrant dated July 10, 2018, Wayne 2nd the motion and it was approved unanimously.

Old Business- none

New Business- none

Communications and Correspondence- none

The meeting was adjourned at 6:54pm.

Respectfully Submitted,

Jenna Domer
Administrative Assistant