

Board of Selectmen's Meeting Minutes

Tuesday, August 28, 2018

Attendance: Lori Bennett (late arrival), Stephen Bennett, Jenna Domer, Ryan Fowler, C. Wayne Miller, Tim Cook was absent, Deputy Fire Chief Travis Fillmore was present in his place

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

Wayne made a motion to accept the meeting minutes of August 14, 2018 as written, Ryan 2nd the motion and it was approved (2-0).

Visitors- Daneil Wassel was present to meet with the Selectmen regarding the position of Tax Collector/Treasurer for the Town of Sweden. She relayed she was very interested in the position. The Selectmen have decided to offer the position to Daneil and asked the AA to follow up.

Reports of Officers and Committees:

ACO- no report. AA stated she had gone to Cardinal Printing to pick up carbon copy Demand letters for use by the ACO and Cynthia Eaton has picked them up from the Town Clerk.

Administrative Assistant- Jenna stated she would like the boards approval to have a one-hour training session with Mainely Web on a few of it's features. The cost is \$75.00 for one hour. Wayne made a motion for the AA to have one hour of training with Mainely Web for the price of \$75.00, Ryan 2nd and the motion was approved (2-0).

AA will attend a MMA Elected Officials Training Workshop in Bethel, Maine on December 6, 2018.

Jenna stated that she would like to have the Vendor Procedures amended to reflect that all Vendor/Contractor invoices must be received by Monday at noon prior to the Warrant date. This will leave less room for error and time to research any potential issues. All Vendors shall be required to submit detailed invoices especially for contractors. Store receipts, services need to be specified, descriptions of work completed, roads that have been repaired or maintained and any amendments to specific contracted jobs need approval. Selectmen should be signing off on all contracted invoices for payment. Lori made a motion to amend the Vendor Policy with the said changes, Wayne 2nd the motion and it was approved unanimously.

AA discussed that some Town Property Maintenance figures in the Expense report shall be moved to the contingency account as they were unexpected expenditures not budgeted for.

CEO- no report

Fire Chief- Hose and ladder testing were completed. Waiting on a new hose to be delivered. The roster is growing, there will be more training every Thursday. There are currently 20 people on the roster. Would like to have a date set for the next Fire Station Building Committee.

Road Commissioner-

ROAD COMMISSIONERS REPORT

8/14/18 – 8/28/18

Work done since last report:

Paving on Ledge Hill Road. Fixed wash out on Trull Brook Road.

Work to be done in the next month:

Ditching and culvert replacement on Webber Pond Road and Tapawingo Road.

Wayne indicated that the Stop sign on Webber Pond Road needs a new post, it is currently only 3 feet high.

Tax Collector/Treasurer- Lori made a motion to sign the warrant dated August 28, 2018, Wayne 2nd the motion and it was approved unanimously.

The AA stated she had not received any invoices for roadside mowing and it was getting very late in the season. She proposed that the town save the funds and reach out to contractor George Shepard to let him know we will not need his services this year. We would like to utilize his services next summer. The Selectmen agreed and asked the AA to contact him.

Old Business- AA spoke with James Neal who is contracted to do the work on the TMH kitchen floor and he stated he would have it complete within a few weeks. Crack Seal will be done on Sweden roads in October by AJ's Blacktop.

Troy Morse submitted three proposals to be considered for the Winter road contract. The Selectmen have tabled the issue so that the Budget Committee may have a chance to review the proposals.

New Business- none

Communications and Correspondence-

- Letter dated August 10, 2018 from MMA regarding a dividend check received.

The meeting adjourned at 7:14pm.

Respectfully Submitted,

Jenna Domer
Administrative Assistant

