

## Board of Selectmen Meeting Minutes

April 23, 2019

Attendance: Tim Cook, Jenna Domer, C. Wayne Miller, Ron Shorey and Daneil Wassel (Chair Ryan Fowler was absent)

Wayne called for the pledge of allegiance and called the meeting to order at 6:06pm.

Wayne made a motion to accept the minutes of April 9, 2019 as written, Ron 2<sup>nd</sup> the motion and it was approved.

Visitors-none

### Reports of Officers and Committees:

ACO-no report

Administrative Assistant- Wayne made a motion to adopt the Restrictions on MMA Legal Inquires document to restrict Legal inquiries to the following positions: Selectmen, Administrative Assistant, Town Clerk, Tax Collector/Treasurer, CEO, Appeals Board Chair and Planning Board Chair, Ron 2<sup>nd</sup> the motion and it was approved. The document will be forwarded to MMA and anyone having access via the website to Legal information will be removed if they are not one of the positions listed. This is an effort to set legal boundaries and maintain Town confidentiality.

The Administrative Assistant job description was reviewed briefly and was tabled until all Selectmen are present at a meeting.

AA presented a guideline from MMA to develop a job description for the newly appointed Road Commissioner. The guidelines were reviewed and discussed and tabled until all Selectmen are present at a meeting.

AA received a Lovell Dump (Waste Facilities) Agreement from Lovell Selectmen Stephen Goldsmith. The Town has been without a written agreement for many years. Selectmen Shorey spoke with Stephen Goldsmith about having a signed contract between the Towns of Lovell and Sweden. AA reviewed the contract and updated it with the proper information. Selectmen Shorey and Miller both signed the contract. Ron made a motion to sign the Lovell Dump (Waste Facilities) Agreement, Wayne 2<sup>nd</sup> the motion and it was approved.

Jenna stated the Memic Workers Compensation audit is scheduled with the Tax Collector/Treasurer on Tuesday, April 30, 2019. AA will be present if needed.

US flags and a State of Maine flag have been ordered to replace frayed flags. The TMH vent hood cleaning is scheduled for May 14, 2019.

CEO-no report

**Clerk-** Jenna presented two appointments for Selectmen signatures on behalf of Town Clerk, Alberta Ridlon: Kathiann Shorey for Election Clerk and Prentiss Kimball as Licensed Plumbing Inspector for the Town of Sweden. Both appointments were signed by the Selectmen.

**Fire Chief-**Tim presented information to the Selectmen to review on lamresponding.com which is a dispatching program used by Oxford County. He also asked that the BOS to consider setting up a carry forward account for PPE for SVFD. Selectmen Shorey indicated that Budget Committee may not be in favor of this request and stated that he could forecast or increase his budget for the what may be needed in the account each budget year. The SVFD received some donated goods from the Town of Denmark including rescue suits. There was discussion about needing cones and barricades for the Town however, there is currently not enough storage. Selectmen Shorey indicated that a pod container may solve the problem. AA will investigate pricing and how the cost would be budgeted.

**Road Commissioner-**no report

**Tax Collector/Treasurer-** Wayne made a motion to sign the warrant dated April 23, 2019, Ron 2<sup>nd</sup> the motion and it was approved.

**Old Business-**AA contacted Suburban propane regarding a quote for an on-demand water heater for the TMH, they will meet with Jenna on April 30, 2019.

AAA Fire came in on Tuesday, April 23, 2019 to conduct the annual fire extinguisher inspections, and all passed. They will come back on Friday, April 26, 2019 to investigate moving the suspension reservoir up a few inches in the TMH for a new cooling unit to fit.

**New Business-**none

**Communications and Correspondence-**

- Letter dated April 10, 2019 from Morse Environmental Consulting, LLC regarding natural resource and land use development consulting.

Wayne made a motion to adjourn at 7:07pm, Ron 2<sup>nd</sup> the motion and it was approved.

Respectfully submitted,

Jenna Domer  
Administrative Assistant