

Board of Selectmen Meeting Minutes

October 8, 2019

Attendance: Fire Chief-Tim Cook, Administrative Assistant-Jenna Domer, CEO-Arthur Dunlap, Chair-Ryan Fowler, Selectmen-Ron Shorey, (Selectmen-C. Wayne Miller was absent).

Ryan called for the pledge of allegiance and called the meeting to order at 6:00pm.

Chairman Fowler made a motion approve the meeting minutes of September 24, 2019, Ron 2nd the motion and It was approved unanimously.

Visitors: Patricia Patnaude, newly hired Tax Collector/Treasurer for the Town of Sweden was present to observe.

Fire Station Building Committee members: Chris Chadbourne, Frank Howell and Michelle Ault were present to accept their new 1-year appointment to the FSBC as their terms had ended on July 31, 2019. They also discussed the report sent to the BOS from the committee:

Sweden Fire Station Building Committee

September 11, 2019

Selectmen, Town of Sweden 147 Bridgton Rd. Sweden, ME 04040

Dear Selectmen:

At their meeting on Monday September 9, 2019 the Fire Station Building Committee (FSBC) voted to propose that taxpayers be asked to "take up to an additional \$6,000 from surplus and allow the balance to carry over for the purpose of having Plymouth Engineering prepare a preliminary plan and budget for a proposed fire station on the land currently owned by the Town of Sweden". Plymouth Engineering's proposed cost is \$7,000 for the preliminary plan and there is a current balance of \$3,666.39 in the Fire Station Building account. This would make additional funds available for any unanticipated expenses that might be required to prepare a proper plan (for example soils testing if necessary). Taking the funds from surplus would not increase property taxes and any unused funds would eventually be returned to surplus.

According to Scott Brayley of Plymouth Engineering, once initial funds are available the preliminary plan will take approximately 2 months and would require input from the committee to complete. Plymouth Engineering's proposal assumes that engineering of the mechanical, electrical and plumbing systems would be by the general contractor's subcontractors. As a part of the preliminary plan process, Plymouth Engineering will also introduce the project to the Fire Marshall for preliminary review.

Once the preliminary plan is complete; the FSBC proposes that they revise their presentation from 2008 and hold an informational meeting to allow residents and taxpayers to review the proposed plan and expected budget and ask questions of the committee and the engineer. After the Informational meeting residents would be asked vote to appropriate the additional \$21,000 for Plymouth Engineering to prepare final plans and bid documents. The final plans and bid documents will take approximately 3

months to complete. Once prepared and approved by the committee; Plymouth Engineering will assist with the bid process.

Once bids are received, the FSBC would make a recommendation and voters would be asked to approve borrowing the funds to build the Fire Station. At that time, we would propose that the Town submit an application to the Maine Bond Bank to procure the funds for the project. The Bank has a sale in the spring and another in the fall. The spring sale applications are generally due on February 1st and funds are made available at the end of May. The fall sale applications are generally due on August 1 and funds are made available at the end of October. Current rates are as follows:

\$500,000 for 30 years at approximately 3.5% \$500,000 for 20 years at approximately 3% \$500,000 for 15 years at approximately 2.5%

The debt service can be structured to allow for either Level Debt or Level Principle which we would further explain to taxpayers in our presentation at the Informational meeting. Please let us know how you would like for us to proceed.

Sincerely,

Town of Sweden Fire Station Building Committee

The BOS inquired if there were grants available to help offset costs. The FSBC members replied that there needs to be viable plan in place before grants were to be pursued. The Fire Marshall also needs to approve the plan. The BOS asked for the FSBC to have bi-monthly meetings and provide reports to the BOS. Committee members stated as of right now there will not be regular meetings as they have done the work and now it rests with the BOS to make a decision to bring the plan to the residents of Sweden.

Ryan made a motion to appoint; Chris Chadbourne, Frank Howell and Michelle Ault to the Fire Station Building Committee effective October 8, 2019, Ron 2nd the motion and it was approved unanimously. The AA notarized the oaths.

Reports of Officers and Committees:

ACO- no report

Administrative Assistant- Jenna informed the BOS the payroll update at the beginning of 2019 was not completed by the then Tax Collector/Treasurer. This resulted in the employers medicare match portion of payroll to not be paid. The error has since been corrected and is not calculating correctly however,

the previous months not paid now need to be reported to the IRS for payment. AA will contact IRS to inform them of the error.

The newly hired Tax Collector/Treasurer will begin her employment on October 17, 2019. The other candidate interviewed for the position was contacted to inquire as to her level of interest in the Town Clerk position as the Town Clerk will be retiring in March 2020. She is very interested. The BOS would like to collectively interview her again to go over the requirements of the position.

AA distributed job descriptions for the AA, Town Clerk and Tax Collector/ Treasurer for review and for any modifications to be made by the BOS. After March 2020, all positions will become appointed.

CEO-Arthur presented a violation letter to be sent to Scott Dillon, Managing Forester for BRD, LLC. R05-52-00 on Bridgton Road for a timber harvesting violation. The BOS reviewed the letter and approved that it could be mailed. AA will send a regular copy and certified copy to Mr. Dillon.

Town of Sweden, Maine

CEO Monthly Activity Report – September 2019

1) **Building Permits Issued**

a) **2019-021** **U-04-08-00**

- i) Scott Dalrymple & Stephanie Loiacono, 76 Keyes Pond Rd. Received email about caterpillar infestation in birch cluster along waterfront. Went to inspect and issued permit to remove them. Required replanting of saplings.
- ii) Issued 9/10/2019
- iii) Fee \$25.00

2) **RV Permits Issued**

a) **NONE**

3) **Permit Closures**

a) **Permit #02/16** **Map R01 Lot 11**

- i) Melanie (Eldracher) Ridlon, 105 Ridlonville Rd.,
- ii) Add two dormers to existing house.
- iii) Issued 04/12/2016
- iv) Closed 9-17-2019 No COO issued as no known insp of framing during const.

4) **Violation Notices Issued**

a) **NONE**

5) **Timber Harvesting**

i) NONE.

6) **Other**

- a) **US Census Bureau** 9-03-2019
 - i) Letter looking for addresses of places under const. and seminar. Forwarded to JD.
- b) **Bear Mountain Inn Sign** 9-03-2019
 - i) Looked into this sign and determined that it is a “directional sign” which is allowed in the ordinance.
- c) **Seminars** 9/24/2019
 - i) Received notices of seminars sponsored by MBOIA, AVOCG, and Portland Water Dist.
- d) **R-04** 9/24/2019
 - i) Drove down Tappawingo Rd to look for possible roaming animals. Did not see any for as far as I went. Road in need of many repairs before I would go down it again with my vehicle.
- e) **R-09-05-A** 9/24/2019
 - i) Stopped by Cindy Tripp’s place and talked to her and significant other about the uninspected and unregistered vehicular requirements. Told her to get the vehicles in order and that I would be by in a couple more weeks.
- f) **R-09-09-03** 9/24/2019
 - i) Stopped by Chris Distefano’s mobile home that his daughter is using. Talked to him about getting going on the siding. Will be starting this week.
- g) **U-01-02-00** 9/10/2019
 - i) Aimee Heath sent email of a new sswd design to me. Replied to her that she needs to get it to Prentiss for his approval and signature. 9/24/2019 Received BP app for expansion of camp. Sent back email that it needs revisions before I can issue BP.
- h) **U-08-27-00** Received copy of letter sent by PB to Bridgton Academy asking for a maint log update as required by Conditional Use permit.

7) **Permits**

- a) **2019**
 - i) **Permit #2019-001** **R-03-30-C**
 - (1) Frank Howell, 787 Haskell Hill Road
 - (2) Put in a 13+ Kw solar array on roof of hangar.
 - (3) Issued 01-22-2019
 - ii) **Permit 2019-002** **R08-37-05**
 - (1) John Lyerla, 535 Knights Hill Road
 - (2) Renewal of permit #1/17 for a house replacement for one that had burned
 - (3) Issued 02-12-2019
 - iii) **Permit 2019-004** **U-05-05-0**
 - (1) Warren & Abigail DeWildt, 58 Wint Road
 - (2) Build a new house. Old camp to be removed and area occupied by it revegetated w/i 60 days of issuance of COO.
 - (3) Issued BP 3-26-2019
 - (4) 9/17/2019 Did a drive by insp of progress in building new house. Most of the shell is up.
 - iv) **Permit 2019-005** **R-02-18-00**

- (1) Shawn Shea, 78 Marr Road. Building permit to put up a 13' x 32' greenhouse.
- (2) Issued 4-2-2019
- v) **Permit 2019-008** **R-07-06-04**
 - (1) Andrew Bariteau, 418 Knights Hill Road. Building a 28' X 28' garage with living space on second floor. Also a 12' x 28' shed. Talked with him the week before about getting BP app filled out.
 - (a) Issued 4-30-2019
- vi) **Permit 2019-009** **U-05-07-00**
 - (1) Linda Hanratty, 76 Wint Road. Permit to remove a total of six trees that were hazardous and diseased or in the same location of a permitted septic system.
 - (2) Issued 5-14-2019
 - (3) 9/3/2019 Went to look at two almost dead trees. Issued modified permit to add them to this permit.
 - (4) 9/17/2019 Did rough-in insp of the shell frame. Told them to contact Prentiss for IP insp.
- vii) **Permit 2019-010** **U-05-03-00**
 - (1) Zenon Grabarek, 38 Wint Road. Building permit to put up a 26' x 26' garage and to replace existing deck 16' X 47'.
 - (2) Issued 5-14-2019
- viii) **Permit 2019-011** **R-07-31-00**
 - (1) Mike Welsher, 39 Waterview Drive. Building a 17' x 32' barn with a 17' x 24' loft and a 9' x 32' lean-to.
 - (2) Issued 5/28-2019
- ix) **2019-013** **R-09-13-02**
 - (1) Dan Simpson, 369 Knights Hill Road. Build a 16' x 32' barn with a loft.
 - (2) Issued 6-25-2019
- x) **2019-014** **U-05-07-00**
 - (1) Linda Hanratty, 76 Wint Road. Demolish existing dwelling and build a new one in the same location with PB approval.
 - (2) Issued 6-25-2019
 - (3) 7-09-2019 Contractor stated that the old structure is down and that surveyor is out marking the location of the placement of the new structure so that it will be in the same place. New structure under const in old building location.
 - (4) 9/17/2019 Did a rough in insp of the building framework. All set. Prentiss is supposed to look over plumbing tomorrow.
 - (5) 9/24/2109 Reviewed permitted IP permit.
- xi) **2019-015** **R-02-18-00**
 - (1) Shawn Shea, 78 Marr Road. Renovate spa and utility area into a "dining hall" and build an addition for entertaining and guest rooms. Construction involves about 10,455 sq. ft.
 - (2) Issued 6-25-2019
 - (3) 9-03-2019 Stopped by to check on progress of foundation. Still working on it.
 - (4) 9/24/2019 reviewed permitted sswd.
- xii) **2019-016** **R-08-28-A**
 - (1) Jason Nigel, 307 Black Mountain Road
 - (2) Build a 24' x 36' detached garage and replace deck on dwelling with one 14' x 18'

c) **2017**

i) **Permit#18/17**

Map R01 Lot 11

- (1) Melanie Eldracher-Riddlon, 105 Riddlonville Road
- (2) Constructing single family home, 16x24 with full basement.
- (3) Issued 12/09/2017
- (4) 2/18/2018 CEO visited site. Insulation and vapor barrier being installed. Exterior is weather tight.
- (5) 9/17/2019 Visited site. No one home. Exterior is incomplete. No siding that is weather-resistant. Improper stairs to enter dwelling. Interior unknown.

Clerk- AA presented a Town Meeting House rental agreement in absence of the Town Clerk to the BOS for signatures.

An appointment was presented by the AA on behalf of the Town Clerk for the Sweden Fire Chief. Ryan made a motion to appoint Tim Cook as Fire Chief for the Town of Sweden, Ron 2nd the motion and it was approved unanimously.

Fire Chief- The Fire Chief presented the 2020 SVFD proposed budget for review by the BOS. The proposed budget has increased \$7,275.00 from 2019 due to the following factors:

- Insurance increase
- Reporting system increase
- Propane for newly installed generator
- New hose
- 4 new tires are needed
- PPE gear needed

The Fire Chief indicated that Engine 4 is now complete and ready to be used and has had LED lights installed. The propane has now been filled for the generator at the Fire Station.

Road Commissioner- no report, the BOS asked the AA to invite the RC to the next scheduled BOS meeting on October 23, 2019.

Tax Collector/Treasurer- Jenna Domer, Deputy Treasurer stated that there are a few properties that will be coming up for automatic foreclosure and she will be sending letters to those residents. Lien discharges will be completed as well.

Ryan made a motion to sign the warrant dated October 8, 2019, Ron 2nd the motion and it was approved unanimously.

Old Business- AA indicated the TMH door has not been repaired yet. She contacted Dan Drew and he stated the door he ordered had not arrived yet and he will contact her as soon as it does.

RHR Smith has not contacted the AA regarding reconciling the bank statements or the real estate audit, she will contact Ron again.

New Business- none

Communications and Correspondence-

- Email dated October 3, 2019 from JE O'Donnell regarding Sweden webpage activity on their site.
- Thank you note from Greater Bridgton Lakes Region Chamber of Commerce for contribution.
- Letter dated October 3, 2019 from Community Concepts thanking Sweden for its contribution.
- Thank you note from Sweden Food Pantry for contribution.

Ryan made a motion to go into Executive Session per 1 M.R.S.A. Sec. 405 (6) (A) to discuss personnel matters concerning compensation of Town employees at 7:15pm, Ron 2nd the motion and it was approved unanimously.

Ryan made a motion to exit Executive Session at 7:41pm, Ron 2nd the motion and it was approved unanimously.

Ryan made a motion to adjourn at 7:43pm, Ron 2nd the motion and It was approved unanimously.

Respectfully submitted,

Jenna Domer
Administrative Assistant