

Board of Selectmen Meeting Minutes

October 23, 2019

Attendance: Jenna Domer, Administrative Assistant; Ryan Fowler, Chair; Wayne Miller, Selectmen and Ron Shorey, Selectmen

Ryan called for the pledge of allegiance and called the meeting to order at 6:03pm.

Ryan made a motion to go into Executive session at 6:09pm pursuant to 1 M.R.S.A. §405 (6)(E) for legal consultation with Attorney Leah Rachin to discuss a letter received from Anne Freeman, Esq. representing the Sweden Planning Board, Ron Shorey 2nd the motion and it was approved unanimously.

Ryan Fowler made a motion to exit Executive session at 6:40pm, Wayne 2nd the motion and it was approved unanimously.

Ryan made a motion to authorize the Town Attorney, Leah Rachin to contact the Planning Boards legal counsel, Anne Freeman Esquire to discuss the letter received by the BOS, Ron 2nd the motion and it was approved unanimously.

Ryan made a motion to approve the minutes of October 8, 2019 as amended, Ron 2nd the motion and it was approved unanimously.

Visitors: Chris Chadbourne, Chair Budget Committee and FSBC to observe.

Reports of Officers and Committees:

ACO-no report

Administrative Assistant- AA informed the BOS, RHR Smith is currently reconciling all bank statements after the exit of the previous Tax Collector/Treasurer. They will also perform a Real Estate Tax audit on November 26 and 27, 2019.

Ryan made a motion to add the new Tax Collector/Treasurer, Patricia Patnaude to the Norway Savings Bank account as a signer and to have online access, Ron 2nd the motion and it was approved unanimously.

AA informed the BOS a supplemental tax bill was to be sent to James St. Laurent R07-35-0 for year 2019. The account had a municipal exemption that was not removed and therefore the bill was not sent out with all other taxes. A supplemental commitment page will be added to the 2019 Tax book. The BOS signed the Supplemental Tax form.

Jenna discussed since the adoption of the Volunteer Policy on September 24, 2019, a Volunteer Appointment Application was needed. The BOS reviewed the form and agreed to adopt it. Ryan made a motion to adopt the Volunteer Appointment Application on October 23, 2019, Wayne 2nd the motion and it was approved unanimously.

The Town Clerk retirement was discussed and the BOS would like Patricia Porter to meet with all BOS members to fill the position in March 2020. She was interviewed Ron Shorey and the AA for the Tax Collector/Treasurer position. AA will arrange for her to meet with the BOS after AA returns from vacation at the end of November.

The Tax Collector/Treasurer and the Town Clerk positions will become appointed after the March 2020 meeting. It was decided to hold a BOS workshop on November 4, 2019 at 9:00am at the Sweden Town Office to discuss changes to the job descriptions for Town Office employees.

AA reviewed the Warrant for the 2020 Town Meeting with the BOS. The BOS made a first pass on the articles, discussing any articles that may need updating, deleting, or additions. AA will keep the BOS updated as new info becomes available. The Sweden Fire Department proposed budget will be shared with the Budget Committee and the AA will be in contact with the members.

CEO-no report

Clerk- AA presented appointments to be signed by the BOS on behalf of the Town Clerk.

Ryan made a motion to appoint C. Wayne Miller to the FSBC, Ron 2nd the motion and it was approved (2-0).

Ryan made a motion to appoint Patricia Patnaude as Tax Collector/Treasurer, Wayne 2nd the motion and it was approved unanimously.

Julie MCQueen was invited to the BOS mtg. to be appointed to the FSBC however, she was unavailable.

Fire Chief- no report

Road Commissioner- no report, Chair, Ryan Fowler will contact Troy Morse to request he be present for the next BOS meeting on November 5, 2019 to discuss unresolved issues.

Tax Collector/Treasurer- Ryan made a motion to sign the Warrant dated October 23, 2019 and the payroll Warrant, Wayne 2nd the motion and it was approved unanimously.

Old Business- Selectmen Miller discussed the FSBC report dated September 11, 2019 sent to the BOS. He stated since the committee members were not appointed at the time of the meeting, the votes taken at the meeting held on September 9, 2019 are null and void. The votes will need to be recast with current appointed members and resubmitted to the BOS for review. Chris Chadbourne FSBC, Chair was present and agreed to the statement.

New Business-none

Communications and Correspondence-

- Emailed letter from Attorney Leah Rachin of Bergen Parkinson regarding a letter sent to her attention from Bernstein, Shur, P.A. dated October 7, 2019, received in Town of Sweden October 21, 2019, on file at the Town Office.
- Email dated September 23, 2019 from PB Chair David Johnson regarding Winter Logging Trull Brook Road
- Email dated October 22, 2019 to Sweden Municipal Tax Assessors regarding Property Tax Relief payments

Ryan made a motion to adjourn at 7:36pm, Wayne 2nd the motion and it was approved unanimously.

Respectfully submitted, Jenna Domer