

Minutes for Tuesday, December 29, 2020 Sweden Selectmen's Meeting

1. Pledge of Allegiance

Mr. Frum offered the Pledge of Allegiance

2. Call to Order

The meeting was called to order by Selectman Frum at 6:06 PM

3. Introduction of Attendees:

Those in Attendance included Selectmen Carty, Frum and Selectwoman Ridlon. Attendance from the community included: Tim Cook; Gail DeWildt, Jamie Popkin, Chris Chadbourne, William Graham, and Warren DeWildt.

4. Approval of December 8, 2020 Minutes

Minutes of the December 8, 2020 meetings were moved and approved.

5. New Business

- Outstanding Bills/Warrants

All three members of the BOS signed and authorized the outstanding bills/warrants to be paid. It was noted there were no extraordinary items to be discussed.

- Charter for Communications Committee

This issue was tabled until a future meeting.

- Budget Committee Requests/Approvals:

Selectmen Frum noted he has attended three separate Budget Committee Meetings in which the Committee was seeking to prepare for the upcoming budget and Annual Town Meeting. Selectmen Frum noted the other selectmen now have a draft proposal of the proposed articles which would be presented for approval at the Annual Meeting pending Board approval, Selectman Frum asked members of the Board of Selectmen to present questions or concerns on any specific article to Chris Chadbourne (Chair, Budget Committee) or directly to Selectman Frum who attended each of the meetings. Finally, Selectman Frum indicated to the Board he felt those articles presented in draft form were reasonable and consistent with prior years. With any questions from the Board prior to the next Selectmen's Meeting, Selectmen Frum expects to call for

approval of the proposed warrants at that next meeting. Such approval will allow for the presentation and request for approval of said articles by the Town citizens at its Annual Meeting in March.

- *Various Reports*

The Fire Chief provided update to the community as to current operations. Of note is that calls for response were almost twice that of the volume in 2019. The Board thanked the Chief for the Fire Department's work in serving the community in their times of need. Additionally, it was reported that the possibility of acquiring a fire truck would be tabled at least another two weeks.

- The CEO report will be attached to these minutes.

6. Old Business

Selectman Carty presented revised language to the proposed new volunteer policy presented several weeks ago. After discussion, the policy was moved, seconded and unanimously approved by the Board.

7. Announcements

Selectman Carty will connect with the Maine Municipal Association as to whether any draft charter documents for the establishment of a Communications Committee might be available for us to model our own charter after.

8. Other Business

No other business to report.

9. Adjournment

There being no further business, the meeting was adjourned at 6:59 PM..

Respectfully Submitted,

R. David Frum, Chair

Town of Sweden Selectmen

Volunteer Policy: Town of Sweden

Draft 2: For distribution December 29, 2020 following discussion at previous meeting (December 8, 2020).

Policy:

The Board of Selectmen for the Town of Sweden, Maine recognize and support the use of volunteers to assist local government in providing services and programs. This policy will set forth standards of volunteer service. This policy contains responsibilities for both the Town of Sweden and its volunteers. The intent of this policy is to maximize the effectiveness of volunteers and yet minimize risk to both volunteers and the Town of Sweden.

Procedures:

- At least annually, the Board of Selectmen will review vacancies for volunteer positions throughout the various committees, boards and other formal structures providing services and/or programs to the Town of Sweden.
- Vacancies identified will be discussed with appropriate Board and/or Committee chairpersons and the Chair of a Board and/or Committee will take the responsibility of identifying appropriate volunteers to fill any vacancies. As appropriate and/or required, the Board of Selectmen will review and approve proposed volunteer candidates for those roles requiring official appointments.
- It is expected that all volunteers will abide by rules, policies, applicable law, and ethical standards established or institutionalized by either the Board of Selectmen or other agencies within the State and/or Country. Any such breach by a volunteer to these standards will be directly addressed by the responsible Chairperson of the Board and/or Committee. If at any time a volunteer serving in a role of Chair of a Board or Committee breaches these standards, the Board of Selectmen will be responsible for corrective action(s).
- Should a volunteer NOT agree with a Chairperson's decision as to a breach of said volunteer standards, the volunteer can request to be heard at an appropriate session of the Board of Selectmen. The Chair of the Board or Committee unto which this volunteer serves will also be requested to present his/her findings so that the Board of Selectmen have understanding of the full circumstances.
- In instances where access to the Town Office is necessary, appointed or elected official(s) may be accompanied by volunteer(s) to assist them with duties relating to their respective Board or Committee. Said elected or appointed official(s) MUST accompany volunteer(s) at all times and will be held responsible for any breach of documents and/or loss of property by the Board of Selectmen.
- It is requested that the various Chairpersons assure the Town Office is kept up to date with volunteer contact information on an at least annual basis. The intent of maintaining a "master list" of volunteers is to assure the Town is aware of all parties serving in a volunteer capacity for the Town.
- To be efficient, the Board of Selectmen acknowledge there are "consistent" volunteers and "occasional" volunteers. The Board of Selectmen leaves the use of occasional volunteers to the discretion of the appropriate Chairperson unless a specific review or appointment is required by law or ordinance.

Injuries to Volunteers:

- Personal Injury- Volunteers are not “subject workers” as defined by State worker’s compensation act; therefore, worker’s compensation will not be provided and time loss benefits will not be available.
- Damage to Volunteer Property- When volunteer’s personal property is damaged while a volunteer is serving in authorized volunteer status, the Town of Sweden will not be responsible to reimburse for the damage.

Policy Status:

- This Policy can be reviewed, amended or cancelled at the discretion of the Board of Selectmen, but should be reviewed at least bi-annually.