

Minutes for Tuesday, January 12, 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 6:00 PM

3. Introduction of Attendees:

Those in Attendance included Selectmen Carty, Frum and Selectwoman Ridlon. Attendance from the community included: Tim Cook; Troy Morse, Jamie Popkin, Chris Chadbourne, Laura Chadbourne, William Graham, and Julie McQueen.

4. Approval of December 29, 2020 Minutes

Minutes of the December 29, 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 the only unique item in the warrants was authorization for the acquisition of a "new" fire truck as recommended at a previous meeting by Chief Cook..

- Hiring Process Questions (Ms. Chadbourne)

Ms. Chadbourne asked the Selectmen several questions regarding the hiring process for their new (not yet hired) planning assistant to the Planning Board. Selectman Carty will follow up as to assuring our standard application form is also posted on the website. It was stated a drug test is not required for this position and a basic, free of charge background check would be completed online. References will be checked on all "final" candidates.

- Budget Committee Requests/Approvals:

Selectmen Frum, in collaboration with the Budget Committee presented the recommendations of the Budget Committee and sought approval from the BOS to authorize the amounts to be raised in each article as well as authorizing final distribution in preparation for the Annual Town Meeting. Each article was discussed and presented with the Budget Committee recommendations. Some articles were tabled pending

additional discussion and information, but many received the support of the BOS. A separate document presenting all decisions made will be attached to these minutes. All remaining articles will be brought to the January 26, 2021 BOS meeting for final review, approval, edit and submission forward into the Town warrant for the Annual Meeting.

Selectwoman Ridlon requested we post a separate meeting to include office staff to be held on January 18, 2021 at 5 PM. Selectman Carty will assure the meeting is posted on the website as well. It appears the BOS has authorized amounts to be raised in approximately 90% of the total articles which will be presented in the Annual Town Meeting. Selectman Frum thanked the Budget Committee for their steadfast work over the last several weekends and congratulated the Board for making substantial progress toward staying on our timeline. With completion of review expected on 1/26/2021, Selectman Frum indicated that will provide the Town with a bit less than a month to compile the articles, publish/post an annual letter to the Town which includes said articles and prepare for a March, 2021 Annual Meeting.

- *Various Reports*

Our Road Commissioner gave an update on assisting a resident to gain access to a road in which snow had made impassable. The Board provided thanks for the help and indicated we must identify if this resident is now a full time resident and as such, would be due regular road clearance for any NON-private road.

- The CEO report will be attached to these minutes.

6. Old Business

There was no Old Business reported on.

7. Announcements

The next meeting of the BOS was announced for January 26, 2021 with a proposed special staffing meeting to be posted for January 18, 2021.

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

Attachment to January 12, 2021 Minutes

WARRANT FOR TOWN MEETING

DRAFT

To Patricia Patnaude, Constable of the Town of Sweden, County of Oxford, State of Maine,

GREETINGS: In the name of the State of Maine you are hereby required to notify and warn the inhabitants of the Town of Sweden in said county, qualified by law to vote in Town affairs, to meet at Sweden Town Meeting House, in said Town, on Saturday, the 27th day of March AD 2021, at nine o'clock in the morning, then and there to act on the following Articles, to wit:

***Need to confirm that Tricia is appointed as a Constable - the warrant cannot be directed to a selectman.**

Article 1. To choose a Moderator to preside at said meeting.

Article 2. To see if the Town will authorize the Board of Selectmen to borrow monies in anticipation of taxes as may be required to operate the services of the Town.

Selectmen recommend (3-0)

Budget Committee recommends (3-0)

Article 3. To elect all Town Officers: (1) Selectmen, Assessor and Overseer of the Poor for a period of 3 years; (1) Planning Board member for a period of 5 years; (2) Planning Board alternates each for a period of 1 year; (1) Appeals Board members for a period of 5 years; (1) Appeals Board member for a period of 4 years; (1) Appeals Board member for a period of 1 year; (2) Appeals Board alternates each for a period of 1 year; (1) SAD #72 Board Member alternate for a period of 3 years; and any other necessary officers.

***Will confirm with Town Clerk the week of the Town meeting what positions are open in 2021.**

1 BOS 3 year (Alberta)

1 PB Member 5 year (Dave Johnson) , 2 PB Alternates 1 year

1 BOA 5 year (Del) , 1 BOA 4 year (Open), 1 BOA 1 year (Open). 2 BOA Alternates 1 year

Article 4. To see if the town will increase the property tax levy limit established for the Town of Sweden by State law in the event that the municipal budget approved under the following articles will result in a tax commitment that is greater than that property tax levy limit.

Selectmen recommend (3-0)

Budget Committee recommends (3-0)

Article 5a1. To see what sum the town will raise and appropriate for the compensation of the Town Tax Collector.

	<u>2019</u>	<u>2020</u>
	\$13,377.00	\$13,645.00

Selectmen recommend raise ()

\$9,147.00

Budget Committee recommends raise (3-0)

\$9,147.00

*If positions are split need to determine how to properly void the previous 3 year appointment for Treasurer/Tax Collector (effective beginning 2020) to re-appoint the 2 separate positions.

Article 5a2. To see what sum the town will raise and appropriate for the compensation of the **Town Treasurer**

Selectmen recommend raise () \$4,771.00
Budget Committee recommends raise (3-0)
\$4,771.00

*Need to find out from MMA Legal if we can split these position without prior town approval.

Article 5b. To see what sum the town will raise and appropriate for the compensation of the **Town Clerk.**

	<u>2019</u>	<u>2020</u>
	\$8,792.00	\$8,968.00
Selectmen recommend raise ()		\$9,147.00
Budget Committee recommends raise (3-0)		
\$9,147.00		

Article 5c. To see what sum the town will raise and appropriate for the compensation of the **1st, 2nd and 3rd Selectmen.**

		<u>2019</u>
		<u>2020</u>
	\$8,844.00	\$9,021.00
Selectmen recommend raise (3-0)		
\$9,245.00		
Budget Committee recommends raise (3-0)		
\$9,245.00		

Article 5d. To see what sum the town will raise and appropriate for the compensation of the **Fire Chief.**

	<u>2019</u>	<u>2020</u>
	\$1,912.00	\$1,951.00
Selectmen recommend raise (3-0)		
\$1,990.00		
Budget Committee recommends raise (3-0)		
\$1,990.00		

Article 5e. To see what sum the town will raise and appropriate for the compensation of the **Road Commissioner.**

		<u>2019</u>	<u>2020</u>
	\$2,413.00	\$2,462.00	
Selectmen recommend raise (3-0)			
\$2,511.00			
Budget Committee recommends raise (3-0)			
\$2,511.00			

Article 5f. To see what sum the town will raise and appropriate for the compensation of the **Code Enforcement Officer.**

2019

2020

\$7,803.00 \$8,210.00
Selectmen recommend raise (3-0)

\$8,119.00
Budget Committee recommends raise (3-0)
\$8,119.00

*\$8,210 included \$250 for E-911 which will now be a separate article. The \$8,119 represents a 2% increase for the CEO position.

Article 5g. To see what sum the town will raise and appropriate for the compensation of the **Cemetery Sexton.**

	<u>2019</u>	<u>2020</u>
	\$319.00	\$326.00

Selectmen recommend raise (3-0)
\$332.00
Budget Committee recommends raise (3-0)
\$332.00

Article 5h. To see what sum the town will raise and appropriate for the compensation of the **Administrative Assistant to the Select Board at an average of 12 hours per week for 52 weeks per year.**

<u>2019</u>	<u>2020</u>
	\$26,873.60 \$17,160.00

Selectmen recommend raise ()
\$10,483.00
Budget Committee recommends raise (3-0)
\$10,483.00

*\$10,483 is calculated as follows: A rate of \$16.80/hour for an average of 12 hours per week over 52 weeks per year.

Article 5i. To see what sum the town will raise and appropriate for the compensation of the **Emergency Management Director.**

<u>2019</u>	<u>2020</u>
\$1,230.00	\$1,255.00

Selectmen recommend raise (3-0)
\$500.00
Budget Committee recommends raise (3-0)
\$500.00

Article 5j. To see what sum the town will raise and appropriate for the compensation of the **E-911 Addressing Officer.**

Selectmen recommend raise (3-0)
\$250.00
Budget Committee recommends raise (3-0)
\$250.00

*New for 2021. Done by a volunteer in the past. Paid CEO to do it in 2020.

Article 5k. To see what sum the Town will raise and appropriate for the compensation of Town employees for the purpose of training newly hired Town employees. Compensation will be paid at \$16.50 per hour. FICA and Medicare to come out of Town Charges.

Selectmen recommend raise (3-0)
\$2,500.00
Budget Committee recommends raise (3-0)
\$2,500.00

Article 6. To see if the Town will take from surplus up to \$1,200.00 for payment of interest on tax anticipation borrowing for the ensuing year.

Selectmen recommend take from surplus (3-0) up to
\$ 1,200.00
Budget Committee recommends take from surplus (3-0) up to \$
1,200.00

Article 7. To see what sum the town will raise and appropriate for Town Charges for the ensuing year.

Selectmen recommend raise (3-0)
\$73,700.00
Budget Committee recommends raise () \$73,700.00

Article 8. To see what sum the Town will raise and appropriate for support of the Sweden Planning Board.

Planning Board requested \$21,000.00
Selectmen recommend raise (3-0)
\$21,000.00
Budget Committee recommends raise (3-0)
\$16,000.00

See Letter of request from the Sweden PB. The PB may provide a revised request.

Article 9. To see what sum the Town will vote to raise and appropriate and/or take from surplus for the purpose of revising Comprehensive Plan carry forward until the cost of the revision has been paid in full.

Selectmen recommend take from surplus (3-0) up to
\$10,000.00
Budget Committee recommends take from surplus (3-0) up
to \$10,000.00

**There is \$2,060 in a carry forward account from the last Comprehensive Plan.*

Article 10. To see what sum the town will raise and appropriate for the maintenance of roads and roadsides for the ensuing year.

Selectmen recommend raise (3-0)
\$101,000.00
Budget Committee recommends raise (3-0)
\$101,000.00

Article 10a. To see what sum the Town will vote to raise and appropriate in order to establish a Capital Improvement Reserve Account for Roads, pursuant to 30-A M.R.S Section 5801, and allow the balance to carry forward.

Selectmen recommend raise (3-0)
\$69,000.00

Budget Committee recommends raise (3-0)
\$69,000.00

***BOS to vote on revised language**

Article 11. To see what sum the town will raise and appropriate for the purpose of snow removal and sanding for the ensuing year.

Selectmen recommend raise (3-0)

\$247,000.00

Budget Committee recommends raise (3-0)

\$247,000.00

Article 12. To see what sum the town will raise and appropriate to pay for Lovell dump contract and to pay for any additional usage charges from surplus monies.

Selectmen recommend raise (3-0)

\$50,613.49

Budget Committee recommends raise (3-0)

\$50,613.49

Article 13. To see what sum the Town will authorize the Selectmen to draw upon the surplus account for the care of the poor for the ensuing year.

Selectmen recommend (3-0)

up

to \$1,250.00

Budget Committee recommends (3-0)

up to \$1,250.00

Article 14. To see what sum the town will raise and appropriate for grounds maintenance, upkeep and repairs for town buildings.

Selectmen recommend raise (3-0)

\$10,000.00

Budget Committee recommends raise (3-0)

\$10,000.00

Article 14A. To see what sum the town will raise and appropriate for installing air conditioning to the Sweden Town office.

Selectmen recommend take from surplus ()

up to

\$7,500.00

Budget Committee recommends take from surplus (3-0)

up to

\$7,500.00

***Chris Chadbourne met with Gagnon to get a price. Flanders Electric does not install them but the BC has forwarded contact information for another contractor so the BOS can request a quote.**

Article 15. To see what sum the town will raise and appropriate for support of the Sweden Volunteer Fire Department.

2020 was

\$41,275.00

SVFD requested

\$56,000.00

Selectmen recommend raise ()

Budget Committee recommends raise ()

Will work with the Fire Chief to see what we can take from Capital Account. BC will address at their meeting on 1-23-2020.

Article 15A. To see what sum the town will take from surplus for the purpose of **Sweden Volunteer Fire Department capital improvements for fire apparatus** and allow the

balance to carry forward

SVFA requested \$10,000.00

Selectmen recommend take from surplus (3-0) \$10,000.00

Budget Committee recommends take from surplus(3-0)

\$10,000.00

Article 16. To see what sum the town will raise and appropriate for support of the **ambulance service** for the ensuing year.

Selectmen recommend raise (3-0)

\$2,040.00

Budget Committee recommends raise (3-0)

\$2,040.00

Article 17. To see what sum the town will raise and appropriate for the support of the **Lovell recreation programs.**

Selectmen recommend raise () \$0.00

Budget Committee recommends raise () \$0.00

Received a Request for \$0 Per Lovell Rec Director Meg Dyer Article to be deleted for 2021. Will remove this article for 2020.

Article 18. To see what sum the town will raise and appropriate for the support of **Charlotte E. Hobbs Memorial Library.**

Selectmen recommend raise (2-0) *(David Frum abstained)

\$2,400.00

Budget Committee recommends raise (3-0)

\$2,400.00

Article 19. To see what sum the town will raise and appropriate for the support of **Sweden Conservation Committee.**

Selectmen recommend raise (3-0)

\$125.00

Budget Committee recommends raise (3-0)

\$125.00

Article 20. To see what sum the town will raise and appropriate for the support of **Harvest Hills Animal Shelter.**

Selectmen recommend raise (3-0)

\$400.00

Budget Committee recommends raise (3-0)

\$400.00

Article 21. To see what sum the Town will raise and appropriate for the support of **Seniors Plus.**

Selectmen recommend raise (3-0)
\$500.00
Budget Committee recommends raise (3-0)
\$500.00

Article 22. To see what sum the town will raise and appropriate for the support of **LEA.**
Selectmen recommend raise (3-0)
\$400.00
Budget Committee recommends raise (3-0)
\$400.00

Article 23a. To see what sum the town will raise and appropriate for the support of **Sweden Food Pantry** Selectmen recommend raise (3-0)
\$600.00
Budget Committee recommends raise (3-0)
\$600.00

Article 23b. To see what sum the town will raise and appropriate for the support of **Lovell Food Pantry** Selectmen recommend raise (3-0)
\$500.00
Budget Committee recommends raise (3-0)
\$500.00

Received a request for \$500 - New Food Pantry. Motion will be made at Town meeting for \$0 if the food pantry is not operational at that time.

Article 24. To see what sum the town will raise and appropriate for the purpose of **Community Concepts.**
Selectmen recommend raise (3-0)
\$300.00
Budget Committee recommends raise (3-0)
\$300.00

Article 25. To see what sum the town will raise and appropriate for the support of **SAPRS.**
Selectmen recommend raise () \$100.00
Budget Committee recommends raise () \$100.00

NO REQUEST - will delete article.

Article 26. To see what sum the town will raise and appropriate for the support of **The LifeFlight Foundation.**
Selectmen recommend raise (3-0)
\$391.00
Budget Committee recommends raise (3-0)
\$391.00

Article 27. To see what sum the town will raise and appropriate for the support of **The Greater Bridgton Lakes Region Chamber of Commerce.**
Selectmen recommend raise () \$100.00
Budget Committee recommends raise () \$ 0.00

NO REQUEST - will delete article.

Article 28. To see what sum the town will raise and appropriate for the support of Safe Voices.

Selectmen recommend raise (3-0)

\$300.00

Budget Committee recommends raise (3-0)

\$300.00

Article 28A. To see what sum the town will raise and appropriate for the purpose of supporting the new Sweden Communications Committee.

Selectmen recommend raise (3-0)

\$100.00

Budget Committee recommends raise (3-0)

\$100.00

Received a Request for \$100. Committee to further clarify their responsibilities and get approval of BOS.

Article 29. To see what sum the town will take from surplus for the purpose of Cemetery maintenance that is the responsibility of the Town.

Selectmen recommend take from surplus (3-0) up to

\$8,000.00

Budget Committee recommends take from surplus (3-0) up to

\$8,000.00

BOS to vote on revised language.

Article 30. To see what sum the town will raise and appropriate and/or take from surplus for the purpose of legal counsel.

Selectmen recommend raise (3-0) \$

5,000.00

Selectmen recommends take from surplus if needed (3-0) up to \$

10,000.00

Budget Committee recommends raise (3-0) \$

5,000.00

Budget Committee recommends take from surplus if needed (3-0) up to \$

10,000.00

Article 31. To see if the Town will take from surplus up to \$2,400.00 for support of the Sweden Historical Society (SHS) for installation of a heat pump in the Center Schoolhouse. Funds not to be distributed until the SHS obtains a permit from the Office of the State Fire Marshall and a Conditional Use Permit from the Sweden Planning Board.

Selectmen recommend take from surplus () up to

\$2,400.00

Budget Committee recommends take from surplus (3-0) up

to \$2,400.00

***Will vote on revised language.**

Article 32. To see if the Town will authorize the Selectmen/Assessors to use not more than \$80,000.00 of the 2021 anticipated Excise monies collected in 2021 towards the amount appropriated in Articles 5a through **31**.

Selectmen recommend (3-0)
Budget Committee recommends (3-0)

Article 33. To see if the Town will authorize the Selectmen/Assessors to use not more than \$30,000.00 of the 2021 anticipated Tree Growth Refund monies collected in 2021 towards the amount appropriated in Articles 5a through **31**.

Selectmen recommend (3-0)
Budget Committee recommends (3-0)

Article 34. To see if the voters will authorize the raising of the balance so appropriated, not covered in Article **32 and 33** through taxation.

Selectmen recommend (3-0)
Budget Committee recommends (3-0)

Article 35. To see if the Town will accept the highest interest rate set by the Office of the State Treasurer, State of Maine for delinquent taxes committed in the current year. (Rate cannot be greater than the State rate of **8%** for 2021).

Selectmen recommend (3-0)
Budget Committee recommends (3-0)

* **Will confirm rate with State as soon as rates are available; but it does not affect the vote to recommend or not.**

Article 36. To see if the Town will determine the date from and after which interest shall accrue on delinquent taxes committed for the current year.

Selectmen recommend (3-0) 60 days after the date of commitment.

Budget Committee recommends (3-0) 60 days after the date of commitment.

Article 37. To see if the Town will set the interest rate paid on abated taxes to 4 percentage points less than the rate used in Article **34** above by the State Treasurer, State of Maine.

Selectmen recommend (3-0)
Budget Committee recommends (3-0)

Article 38. To see if the Town will authorize the Selectmen to take such sums from overlay as may be necessary for the purpose of funding tax abatements.

Selectmen recommend (3-0)
Budget Committee recommends (3-0)

Article 39. To see if the Town will authorize the Selectmen on behalf of the Town to sell and dispose of any real estate acquired by the Town for the non-payment of taxes thereon; or by other judicial process; said real estate to be advertised in two separate issues of local paper within 30 days of sale. To be sold either at public auction or as the result of sealed bids called for and received by the Selectmen; provided, however, that the selectmen be authorized to sell at private sale property so acquired to the owner on record of any such property; all conveyances there-under to be by release deed. Except that the Municipal

Officers shall use the special sale process required by 36 M.R.S. § 943-C for qualifying homestead property if they choose to sell it to anyone other than the former owner(s).
Selectmen recommend (3-0)
Budget Committee recommends (3-0)

Article 40. To see if the Town will authorize the municipal officers to spend an amount not to exceed 3/12 of the budgeted amount in each budget category of the 2021 annual budget during the period of January 1, 2021 to the March Annual Town Meeting in 2021. The exception is winter road maintenance. The municipal officers may spend more than 3/12ths of the 2021 annual budget amount for winter road maintenance to facilitate proper administration of the winter road maintenance contract. In no case shall the total expenditures for the year exceed the annual budget as approved by vote of the municipal legislative body (town meeting vote).

Selectmen recommend ()
Budget Committee recommends ()

*BOS to address how to handle stipend overdrafts with Town Attorney. Initial recommendation of MMA Legal is to prorate the pay rate at the beginning of the year to reflect the correct bi-weekly rate as determined at Town meeting which makes sense from an accounting standpoint .

Article 41. To see if the Town will vote to take from surplus up to \$10,000.00 for the purpose of funding capital projects on State Aid roads and allow the balance to carry over each year.

Selectmen recommend take from surplus (3-0) \$10,000.00
Budget Committee recommends take from surplus (3-0) \$10,000.00

Article 42. To see if the Town will vote to take from surplus up to \$5,000.00 for the Contingency Fund.

Selectmen recommend take from surplus (3-0) \$5,000.00
Budget Committee recommends take from surplus (3-0) \$5,000.00

Article 43. To see if the Town will authorize or direct the Board of Selectmen to use LRAP funds if needed.

Selectmen recommend (3-0) up to \$
70,000.00
Budget Committee recommends (3-0) up to \$70,000.00

Article 44. To see if the Town will authorize the Board of Selectmen to use FEMA money where appropriate.

Selectmen recommend (3-0)
Budget Committee recommends (3-0)

Article 45. To see if the Town will vote to take from surplus up to \$32,000 for the purpose of developing the design and bid documents for a proposed Fire Station. Phase I cost Approximately \$8,000 for a conceptual design and a draft budget. Phase II Approximately

\$26,000 for final design and bid document. (Some funding is available from a carry forward account).

Selectmen recommend (3-0)

Budget Committee recommends (3-0)

We need to find someone to do the Town Report we need to include financial reports.

Given under our hands this _____
2021

Selectmen _____

of _____

Sweden _____

ATTEST: _____

The Town Clerk attests that this is a true copy _____

Constables Return for Town of Sweden Oxford, SS.

Pursuant to the within warrant to me directed, I have notified and warned the inhabitants of said Town, qualified as therein expressed, to meet at said time and place and for the purposes therein named, by posting a copy of said warrant, attested by me, at the Town Hall a public and conspicuous place on _____ 2021 being at least seven days before the meeting.

Constable

The Constables Return is Signed by The Constable (the person to whom the warrant is issued).