

Madawaska Special Board of Selectmen Meeting Minutes

Monday December 7, 2015 @ 5:15 PM

At the Madawaska Town Office

SELECTMEN PRESENT: Brian Thibeault; Chairman, Vincent Frallicciardi, Dave Morin, Chad Carter

TOWN MANAGER: Ryan D. Pelletier

RECORDING SECRETARY: Sarah Pelletier

OTHERS PRESENT: Andrew Dube, Amy Ouellette, Yves Lizotte, Derrick Hebert, Bob Dunbar, Brent Bridges, Dean Gendreau, Don Dechaine, Ricky Nadeau

Chairman Thibeault calls the meeting to order at 5:15p.m. and a Quorum is established.

ARTICLE 1 To consider the strategic planning document and resource committee follow up and meet with the Recreation Department and Fire Chief regarding specific long range planning for those departments, as well as Woodard & Curran engineers.

Brent Bridges, representative of Woodard and Curran, presents options in expending the balance left from the Sewer Upgrade Project.

Vince Frallicciardi motions to authorize manager (Brent Bridges) to execute the expended leftover grant; Chad Carter seconds the motion. All members are in favor and the motion carries.

ARTICLE 2 To consider the meeting minutes of November 9, 2015 & November 11, 2015.

Vince Frallicciardi motions to accept both sets of Minutes; Dave Morin seconds the motion and the motion carries.

OUT OF ORDER:

ARTICLE 13 To consider UDAG Marketing Grant Applications for the following:

- **Orchid's Restaurant**

The owner of Orchid's Restaurant is not present.

Vincent Frallicciardi motions to table and place on the next meeting's Agenda; Chad Carter seconds the motion. All members are in favor and the motion carries.

- **Big Rick's Burgers & Wings**

A discussion took place whether Ricky Nadeau had a separate Tax ID numbers for both *Rick's Burgers and Wings* and *The Connection*. Rick has been previously approved for an advertisement grant for *The Connection*. There is a policy in place that requires an owner to have separate tax ID numbers for each business.

Vincent Frallicciardi motions to wave the policy for this particular case; Chad Carter seconds the motion. All members are in favor and the motion carries.

Vincent Frallicciardi motions to accept the (UDAG Marketing Grant) application for the \$1000.00 matching funds; Chad Carter seconds the motion. All members are in favor and the motion carries.

ARTICLE 3 To consider adjustments to the agenda.

No discussion was had on this Article.

ARTICLE 4 To consider the Treasurer Warrant(s).

Vincent Frallicciardi motions to accept the Treasurer Warrant(s); Chad Carter seconds the motion. All members are in favor and the motion carries.

ARTICLE 5 To consider a period of public participation.

ARTICLE 6 To consider the resignation of Selectman Eric Morin.

Chad Carter motions to accept Eric Morin's resignation; Vincent Frallicciardi seconds the motion. All members are in favor and the motion carries.

The Town Manager, Ryan Pelletier and the Board members discussed the options of replacing the vacant seat immediately or waiting till the Town Meeting in June.

Vincent Frallicciardi motions to wait till June; Dave Morin seconds the motion. All members are in favor and the motion carries.

ARTICLE 7 To consider the election of a Vice Chairman for the Board.

With Eric Morin gone, it leaves the Board of Selectman without a Vice Chairman.

Chad Carter motions to nominate Dave Morin for Vice Chairman; Vincent Frallicciardi seconds the motion. All members are in favor and the motion carries.

ARTICLE 8 To consider the confirmation of the Town Clerk appointment.

Town Manager, Ryan Pelletier, addresses the Board with his choice of Town Clerk and introduces Amy

Ouellette.

Vincent Frallicciardi motions to accept the appointment (of the new Town Clerk, Amy Ouellette); Chad Carter seconds the motion. All members are in favor and the motion carries.

ARTICLE 9 To consider the appointment of the Code Enforcement Officer.

Town Manager, Ryan Pelletier, addresses the Board with his choice of a Code Enforcement Officer pursuant to Title 30A §2601-A (ESP. 06/30/2016). He introduces Andrew Dube.

Vincent Frallicciardi motions to accept the appointment of the new Code Enforcement Officer; Chad Carter seconds the motion. All members are in favor and the motion carries.

ARTICLE 10 To consider discussion regarding the restructuring of the sewer and public works department in relation to distribution and line maintenance responsibilities.

Discussion took place concerning the operation of the Sewer Department versus Public Works in Regards to the maintenance of the sewer lines throughout the Town of Madawaska. Public Works currently is in charge of the main sewer lines and the maintenance of the lines. Public Works has also has been responsible for the emergency calls. Town Manager, Ryan Pelletier, wishes to transfer responsibility of the sewer lines to the Pollution Control Department. Ryan Pelletier discussed his idea of working on preventative maintenance plan for the sewer lines.

ARTICLE 11 To consider proposed policies and procedures for the UDAG program.

Ryan Pelletier presents the Board the new 2015 Policies and Procedures handbook for the UDAG (Urban Development Action Grant) program. He informs the Board that the new changes would give full responsibility of the UDAG program to NMDC (Northern Maine Development Commission).

ARTICLE 12 To consider a liquor license renewal and special entertainment permit for the Thomas O. Cyr Post 147 American Legion.

Vincent Frallicciardi motions to accept the permit; Chad Carter seconds the motion. All members are in favor and the motion carries.

ARTICLE 13 TAKEN OUT OF ORDER

ARTICLE 14 TAKEN OUT OF ORDER

ARTICLE 15 To consider the Town Manager's Report

➤ **2014 CDBG Business Assistant Grant Monitoring**

Town Manager, Ryan Pelletier, gives a supporting word of affirmation to Suzie Paradis, the Community Development Director as doing a great job.

➤ **General Assistance Review Report**

Ryan Pelletier also presents a current letter of compliance for the Town of Madawaska's General Assistance.

➤ **Christmas Eve Hours**

Ryan Pelletier requests that the Selectmen release the Madawaska employees at 12:00 noon on Christmas Eve.

Selectman Vincent Frallicciardi motions that all Town Employees be released on Christmas Eve at 12:00 noon; Chad Carter seconds the motion. All members are in favor and the motion carries.

Ryan also informs the Selectmen that the Municipal Evaluation Return is completed and must be signed. It is an annual filing based on the assessment and is required to be filed with the State 30 days after Commitment.

The Town Manager also urges the citizens of Madawaska to think about recycling their cardboard, plastics and metal during the Holidays. He states that there is currently a monthly cost about \$30,000; the town pays per ton.

ARTICLE 16 To consider appointments to the Finance Committee.

The finance committee currently has two members and need two more. Selectman, Dave Morin, recommends Edgar Morin and Claude Cote. Don Chasse and Diane Lachance were also mentioned as potential committee members. Ryan Pelletier will contact the individuals mentioned and will inform the Board of the outcome. The Board reiterated that this position is a six month appointment that will end June 30, 2016.

ARTICLE 17 To consider an executive session pursuant to Title 1 § 405(6)(A) and Title 1 § 405(6)(D) Madawaska Police Association.

This Article is to be discussed during Executive Session.

ARTICLE 18 OUT OF ORDER

OUT OF ORDER:

ARTICLE 14 To consider information from IF&W regarding boat landing and review of sites visited on November 11, 2015.

Town Manager, Ryan Pelletier, states that the Town of Madawaska is looking to obtain a “Water Access Site” aka, a Boat Landing Site at Long Lake. Ryan and several of the Selectmen met with an Inland Fisheries and Wildlife (IF&W) representative to inform themselves of the process and requirements to bring this idea to fruition. Ryan visited five optional sites and he wishes for further direction from the Selectman on the next course to take.

It was decided that the next step would be to contact the property owners and get the costs of these Properties and, in the spring, further evaluate the site.

ARTICLE 18 To consider any other business before the Board of Selectmen.

Meeting dates were established:

Tuesday, January 5, 2016 at 5:30p.m.

Monday, January 25, 2016 at 5:30p.m.

Vincent Frallicciardi motions to go into executive session at 6:58p.m.; Chad Carter seconds the motion. All members are in favor and the motion carries.

Vincent Frallicciardi motions to come out of Executive Session at 7:14p.m.; Dave Morin seconds the motion. All are in favor and the motion carries.

No action was taken at the executive session.

Adjournment

Vincent Frallicciardi motions to adjourn the Board of Selectman Meeting 7:16p.m.; Chad Carter seconds the motion and the motion carries.