

TOWN OF UNITY
Unity Select Board
MINUTES
November 27, 2017

PRESENT

Edward ("Ed") Gregory	Holly White, Tax Collector
William ("Bill") Schroeter	Rosemary Heino, Town Clerk
John Callum	Bruce Adams, Fire Department
Harold Booth, Highway	Debra Leahy, Library
Chief Jeffrey Matthews, Fire Department	

Ed called the meeting to order at 4:00 pm.

Holly presented a Supplemental Warrant for \$1,044.00. There was an assessing error on the tax card for Shultz. John made a motion to approve. Second by Bill. All in favor.

Holly also presented three Abatements for 2017 taxes for \$2,111.00 Shedlock, \$1,986.00 for Thomas and \$2,327.00 for Underwood. John made a motion to approve. Second by Bill. All in favor.

Holly stated that there is another lien that was never released in 2000. The Selectmen suggested that she process it as she has in the past.

Rosemary asked if she could change her vacation day from December 18th to December 20th. The Board also requested that she post her time off well in advance. The Board granted her request to switch days. The Board asked Rosemary if Babbs will be filling in on the 20th since her training will have been done with the State DMV. Rosemary said she will.

Bruce Adams handed in a copy of the complete inventory of the Fire Department. The Board thanked him for his work on the project. Bruce asked if the Board had any thoughts on how to get the Town to display their emergency 911 numbers at their driveways. Possibly place a colored page in the Town Report urging residents to comply.

John made a motion to approve the Minutes of November 20, 2017 as written. Second by Bill. All in favor.

Harold stated that he worked with engineer Dave Eckman in the morning doing 37 test pits on Center Road.

Harold shared a quote from Beardsley to hook up the fuel tanks at the Highway and to have them metered going forward. John made a motion to spend no more than

\$9,000.00 for installation, hook-up and functionality and lock system for the gas and diesel pumps, excluding electrical. Second by Bill. All in favor.

Harold also discussed the problem of not being able to find a relief driver for the winter. He will probably be taking a vacation week at the end of December.

The Board reviewed the revised Bookkeeper Job Description. The Board suggested putting the adopted date on the document. John made a motion to approve the Bookkeeper Job Description. Second by Bill. All in favor.

John made a motion to approve and sign the letter to a resident on Page Road that has boats stored in the Town's turn-around. Second by Bill. All in favor.

Deb Leahy asked for an extra key to the Library for new employee Laura Mezei. After a discussion it was the consensus of the Board to allow for a fourth key to be made and signed out for the Library.

The Board discussed the hard work that was done by volunteers in the new Sheriff's Department office in the Fire Station over the holiday weekend.

John stated that the D.R. Mower runs poorly, is an older machine and does not suit our requirements. Also the old snow blower needs a new carburetor.

John said that he has a log book in the new Ford and would like anyone who drives it to fill in the date and ending mileage. Consensus of the Board to follow this procedure.

Chief Matthews said that he is all moved into his new office.

Chief Matthews also discussed the Fire Department budget for 2018 and added that the Department may need a new brush truck. The current truck is 30 years old and is rusting badly. It was suggested that all budgets should be to the Selectmen by December 18, 2017. Town Meeting is March 17, 2018.

At 7:55 pm Bill made a motion to adjourn. Second by John. All in favor.

Respectfully submitted,

Tracy Decker
Secretary

SELECTBOARD

Edward A. Gregory

William A. Schroeter

John M. Callum, Jr.