

MADAWASKA BOARD OF SELECT PEOPLE MINUTES
TUESDAY, JANUARY 20, 2015 AT 4:30 P.M.

Members Present: Vincent J. Frallicciardi, Chairperson Brenda Theriault
David R. Morin Chad R. Carter

Others Present: Christina Therrien, Town Manager,
Robert Ouellet, Code Enforcement Officer
Joey Bard, Northern Maine Medical Center

Recording Secretary: Sherry Pelletier

CALL TO ORDER:

Chairperson Frallicciardi called the meeting to order at 4:30 p.m.

BOARD MINUTES:

Board Minutes: November 18, 2014

A motion was made by Selectperson Theriault to accept the November 18, 2014 Board Minutes as read; seconded by Selectperson Morin. All in favor. Carried.

Board Minutes: December 2, 2014 – Page 7, 3rd paragraph - change (As a Board, do we meet with the Department Heads) to (As a Board do we meet with the Department Heads)

A motion was made by Selectperson Theriault to accept the December 2, 2014 Board Minutes as amended; seconded by Selectperson Morin. All in favor. Carried.

ARTICLES TAKEN OUT OF ORDER:

NEW BUSINESS:

Article 5: Code Violation – (Map 3 Lot 27)

Mr. Joey Bard informed the Board that the leaking roof needed to be repaired at the Acadia Health Center at 460 Main Street. Mr. Bard had not filled out a Land Use Application for the repairs. Mr. Bard stated that there are major renovations that need to be done at the building so

he asked Mr. Ouellet, how early do I need to come in to fill out the Land Use Application. Mr. Ouellet responded if you have the architectural stamp and the fire marshal stamp it takes about a week.

Mr. Bard asked if the Town has any record of asbestos in the building. Mr. Ouellet stated you would have to contact Mr. Nick Archer from DEP to see if he has any information. Mr. Bard replied Mr. Archer has no record. The Town Manager responded we may have information in the old vault.

A motion was made by Selectperson Theriault to charge double the normal fee for an After the Fact Permit (\$200.00) with a signed Consent Agreement and suspend the \$250.00 fine; seconded by Selectperson Morin. All in favor. Carried.

Article 4: Code Violation – (Map 9 Lot 52)

Mr. Robert Ouellet sent a letter on December 15, 2014 to Mr. Carter stating that there was no land use permit completed for a storage shed on the property. In the winter months, the placement of the shed did not meet the setbacks. Mr. Carter would have had to meet with the Board of Appeals to apply for a variance.

Mr. Chad Carter responded in a past meeting there was a discussion of an After the Fact Permit with a resident. Mr. Carter came in to fill out a land use permit and started the process for a variance for the portable shed with Mr. Ouellet. Mr. Carter decided not to go ahead with the variance so he decided to remove the shed permanently.

A motion was made by Selectperson Morin to charge a \$20.00 fee for the After the Fact Permit and Mr. Chad Carter has to sign a consent agreement with the Code Enforcement Officer. The \$250.00 fine will be suspended; seconded by Selectperson Theriault. Chairperson Frallicciardi, Selectperson Theriault, and Selectperson Morin were in favor. Selectperson Carter abstained from the vote. Carried.

ITEMS TO BE SIGNED:

Article 1: Bills and Warrants

The Board reviewed and signed the Bills and Warrants.

Article 2: Sewer Abatement (Account #30770)

January 20, 2015

The Town Manager stated the Water District made an adjustment to the water usage because the meter was turning too fast and the readings have been inaccurate. The Town would have overcharged for the sewer because our usage is based on the Water District readings.

A motion was made by Selectperson Morin to approve the \$851.90 Sewer Abatement request for Sewer Account # 30770; seconded by Selectperson Carter. All in favor. Carried.

Article 3: Tax Abatement (PP Account #280, RE Accounts #186, 1692, 1693, 1694, 2100, 2107, 2108, 2120, 2121, 2123, 2124, 2179, 3049)

The real estate properties should have been assessed as tree growth so they have been overly assessed. The Town Manager stated tree growth and farmland are assessed at a different rate. There were no assets on the personal property account. This was an assessor error.

A motion was made by Selectperson Theriault to approve the \$3,631.90 Personal Property and Real Estate Tax Abatement as listed; seconded by Selectperson Carter. All in favor. Carried.

REPORTS AND/OR CORRESPONDENCE:

Article 1: Town Manager

Notice from the Maine Municipal Bond Bank referencing the 2015 Spring Bond Issue Schedule.

A copy of the Greater Madawaska Chamber of Commerce Reconciliation Summary for period ending 12/31/2014. The ending balance is \$19,118.54.

Copies of the Northern Maine Development Commission Aroostook Partnership for Progress emails dated 12-31-2014 and 01-16-2015.

A notice from the Northern Maine Development Commission referencing UDAG Loan# 5316. The Town will not take legal action as long as the individual is catching up on the loan.

A notice of a cure default on UDAG Loan #5325. The Town Manager spoke to NMDC about the late payments. The Board does not want to see this because the loan has been restructured and the individual needs to stay current.

A notice from Butch Asselin, Houlton Town Manager, referencing Governor LePage's Proposed

January 20, 2015

State Budget being held at 6:00 p.m. at the Higher Education Center in Houlton.

A reminder to the Board of Select People that they need to complete the National Incident Management System trainings. The Town Manager will provide the links for the Board and she will contact Darren Woods for the requirements.

Article 2: Any Other Reports

None

PUBLIC PARTICIPATION:

None

NEW BUSINESS:

Article 1: Tax Abatement Request: (Map 18 Lot 7A), (Map 34 Lot 20), (Map 34 Lot 21A) (Map 34 Lot 22)

The Town Manager gave the information to the Tax Assessor, (Mr. Randy Tarr). Mr. Tarr recommends denying the tax abatement request because there is nothing on the requests that meet the statutes of requirements for the abatement criteria.

A motion was made by Selectperson Morin to accept Randy Tarr's recommendations to deny the four tax abatement requests for Map 18 Lot 7A, Map 34 Lot 20, Map 34 Lot 21A, and Map 34 Lot 22, because the requests do not meet the requirements for the abatement criteria; seconded by Selectperson Theriault. All in favor. Carried.

Article 2: Subordination Agreement (It's All About You) Loan

Ms. Stacie Coltart is in the process of restructuring her business/home loan and the bank has asked her to get a subordination agreement signed by the Town of Madawaska. The Town Manager informed the Board that the Town is in second position on the UDAG loan and Ms. Coltart will be done paying the loan in May 2015. She has made her payments regularly and she has four payments left to be made on a five year loan.

A motion was made by Selectperson Theriault to have the Town Manager sign the Subordination Agreement and forward the Subordination Agreement to Attorney Robert

January 20, 2015

Bellefleur; seconded by Selectperson Carter. All in favor. Carried.

Article 3: Newly Elected Officials Workshop (January 28, 2015)

The Town Manager stated that there is an Elected Officials Workshop (Live Video Conference) being held on Wednesday, January 28, 2015 in Caribou. The Town Manager will register Selectperson Chad Carter for the workshop.

Article 4: Code Violation – (Map 9 Lot 52)

Discussed Under Articles Taken Out of Order

Article 5: Code Violation – (Map 3 Lot 27)

Discussed Under Articles Taken Out of Order

UNFINISHED BUSINESS:

Article 1: Update on MUBEC Meeting

The Town Manager stated the meeting with Mr. Rick McCarthy was very informative. The Planning Board needs to work on revising the building codes for new structures, renovations, and safety codes. The Planning Board needs to reformulate the codes and bring the changes to the Board of Select People. The Planning Board will have to hold a Public Hearing and a Public Meeting with the proposed changes.

Article 2: Update on Business Friendly Application

The Town Manager stated Suzie is continuing to work on the Business Friendly Application. She has expanded community promotions such as the Four Seasons Lodge, the Tree Lighting Ceremony, and Shop Locally Campaign. There have been festival promotions such as the World Cup, the Recreational Trail Program Grant (Colin Jandreau), and trails at the Four Seasons Lodge. Selectperson Carter stated Suzie needs letters of recommendation from three businesses in Madawaska. The application appears to be 90% complete once Suzie receives the letters.

The Town Manager said Suzie can give an update on the Business Friendly Application on the night she presents her budget.

January 20, 2015

Chairperson Frallicciardi stated Suzie is doing a good job and to receive the Business Friendly Community Award would be a good addition to the Town's Website.

Article 3: Review Recommendations from the Resource Committee

Selectperson Carter said the Board needs to establish Town goals and give them to the Town Manager.

A motion was made by Selectperson Carter that the Board discuss and establish a list of goals for the Town and once the Board agrees on the list they can present them to the Town Manager to execute; seconded by Selectperson Morin. All in favor. Carried.

The Board decided to hold discussion on the recommendations as the last article.

Article 4: NMDC End of Month Report for Outstanding UDAG Loans

The Town Manager said the Northern Maine Development Commission has a protocol to follow. The UDAG Loans were being completed in house but it became too difficult to track the loans and complete the documents so NMDC is now processing the loans. Selectperson Theriault stated that the Accrued Interest Analysis provided by NMDC is much more informative than the last report provided by NMDC. The Town Manager will provide the report to the Board quarterly.

Article 5: Farmers Market Property Lease

The Board had questions as to who will be taking care of the registrations for the property use and who will collect the rental fees. The Town Manager responded maybe the Chamber of Commerce can be the contact place. The Town Manager said we need to discuss what type of business we allow on the property. Selectperson Morin questioned who will be responsible for the summer maintenance. The Town Manager said we will need to discuss this information and regulations during the Budget Meetings.

A motion was made by Selectperson Morin to table this article and discuss under Old Business at a future meeting; seconded by Selectperson Theriault. All in favor. Carried.

Article 6: Tax Information on Properties Owned by Kenneth Dionne

The Town Manager stated a payment received from Keybank was applied to the wrong account.

January 20, 2015

Keybank sent a letter to the Town for assistance in correcting this matter. The Town Manager informed the Board that she has sent a letter to Norstate FCU (the mortgage holder) stating they are responsible for the payment. The payment from Keybank should have been applied to Riverside Hardware and not to the resident's home.

A motion was made by Selectperson Morin to ask Norstate FCU to pay the 2008 back taxes on the Riverside Hardware Store and the Town would waive any interest accrued for that year; seconded by Selectperson Carter. All in favor. Carried.

Article 3: Review Recommendations from the Resource Committee

Resource Committee Recommendations:

1. Goals and Objectives – The goals and objectives for each department are discussed with the Town Manager at the monthly Department Head Meetings. The Town Manager determines what projects department heads work on completing.

Selectperson Carter asked the Chairperson what the point of order is in the Board Meeting. He asked the Chairperson if he has to ask him to speak. Chairperson Frallicciardi replied we all talk and discuss together.

Selectperson Theriault stated a lot of the goals and objectives are discussed during the Budget Meetings.

The Board decided to table the discussion on this first recommendation and come back to it.

2. School enrollment – Selectperson Morin stated the Board has a say in the last budget. The Town needs to stay within the budget and not exceed last year, pending the Governor's Budget. The target is not to exceed last year's expenses.
3. Town roads- Selectperson Theriault said we need a lot of money to repair the roads. Chairperson Frallicciardi responded we would need to raise the mil rate by ½ a mil. Selectperson Morin replied it would not be a hardship to go back up to 17.9 for hot top. The Town Manager said you will have to go to the voters to ask to keep a certain percentage of mil rate (\$150,000.00) for repairing the roads.

A motion was made by Selectperson Morin to raise another ½ mil for the hot top account; seconded by Selectperson Carter. All in favor. Carried.

January 20, 2015

Selectperson Morin said our goal is to maintain the same budget except for an increase for the road repairs which is approximately ½ mil not to exceed 17.9 mils

4. Communications throughout the community – Selectperson Theriault stated the webpage is a good source for the community. Selectperson Carter responded a good portion is done with the webpage. Chairperson Frallicciardi replied our goal is to put 100% of the Town's information on the webpage. Selectperson Theriault said one goal is to put informational snip-it's from the Code Enforcement Officer. Selectperson Morin we need different ways of communicating with our residents. We need a list for emails. People do not know when the Public Meetings are being held. Facebook and You Tube could be options.

Selectperson Carter said I would like to see paying taxes, dog registrations, etc on line. The Town of St. Agatha residents can do this.

The Town could stand to lose a lot of money by losing the registration fees. Each department (Motor vehicle, Inland Fisheries, Dog Registrations, Vitals, etc.) would have to be evaluated for the potential impact. Chairperson Frallicciardi stated we would have to speak with St. Agatha to see how they process payments.

A motion was made by Selectperson Morin to table the Resource Committee Recommendations and continue where the Board left off (#5); seconded by Selectperson Theriault. All in favor. Carried.

ADJOURN:

A motion was made by Selectperson Carter to adjourn at 6:12 p.m.; seconded by Selectperson Theriault. All in favor. Carried.

FUTURE MEETING DATES:

February 3, 2015	Board Meeting	4:30 p.m.
February 3, 2015	BOS Budget Meeting	6:30 p.m.
February 17, 2015	Board Meeting	4:30 p.m.
February 17, 2015	BOS Budget Meeting	6:30 p.m.

January 20, 2015