

Madawaska Special Board of Selectmen Meeting Minutes

Tuesday January 26, 2016 @ 5:30 PM

At the Madawaska Town Office

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

TOWN MANAGER: Ryan D. Pelletier

RECORDING SECRETARY: Sarah Pelletier

OTHERS PRESENT: Andrew Dube, Tory Jones Bonenfant, Paul Lausier, Lester Ouellette, Derrick Hebert, Paul Gendreau, Danny Daigle

Chairman Thibeault calls the meeting to order at 5:29p.m.; a Quorum is established.

ARTICLE 1 To consider the meeting minutes of January 5, 2016.

Vincent Frallicciardi makes a motion to approve the January 5, 2016 Minutes; Dave Morin seconds the motion. All Board members are in favor and the motion carries.

ARTICLE 2 To consider adjustments to the agenda.

No adjustments to the Agenda were made.

ARTICLE 3 To consider the Treasurer Warrant(s).

Vincent Frallicciardi makes a motion to accept the Treasurer's Warrant as presented; Chad Carter seconds the motion. All Board members are in favor and the motion carries.

ARTICLE 4 To consider a period of public participation.

There is no public participation or concerns.

ARTICLE 5 To consider an update and discussion from the Resource Committee.

The Selectmen wish to get the public's feedback on the multiple changes made by the Town Manager and Selectmen in regards to the public's recommendations. The changes made are a result of various recommendations made by the people in a survey presented by the Resource Committee. Board Chairman, Brian Thibeault, makes a request to Resource Committee Director, Lester Ouellette, that he bring the Committee members back together again and give a progress report or an evaluation on the changes made and to find a way to get some feedback from the public. The Selectmen want the public to feel like they have a voice and are being heard.

ARTICLE 6 To discuss the administration of Valley Recycling Facility.

The Town of Frenchville handles the Logistics and the Administrative duties regarding the Valley Recycling Facility. Originally the stipend for the Town of Madawaska was \$8,000.00 a year. Last year it went up to \$12,000.00 and this year the Town of Frenchville budgeted \$28,000.00 to do the work. A sub-committee has been formed by the participating Towns to evaluate other options. Vincent Frallicciardi informs the Board that the \$22,000.00 cut in NARIF will help offset the budget for the Valley Recycling Facility. Town Manager, Ryan Pelletier recommends that the Selectmen allow the sub-committee to proceed and then, in about a month or two, make a decision on where the Town will proceed.

ARTICLE 7 To consider an update on foreclosed property.

Town Manager, Ryan D. Pelletier informs the Board that the last bidder that won the bid for Map 6, Lot 154, has since then, decided not to take the property. Another interested party wishes to offer the same bid amount that was accepted at the last meeting.

Vinny Frallicciardi motions to accept the offer made to the Town Manager as long as it's the same bid amount that was previously accepted; Chad Carter seconds the motion. Three members are in favor and Dave Morin choses to abstain from voting because he knows the bidder personally.

Ryan also informs the Board of the property located on Map 6 Lot 215. The owners still reside there and have made no attempts to pay. The concern is that it is a liability to the Town being that the property now belongs to the Town.

Vincent Frallicciardi motions to start the eviction process; Chad Carter seconds the motion. All Board members are in favor and the motion carries.

ARTICLE 8 To consider discussion regarding future plans for bi-centennial park and playground.

Town Manager, Ryan D. Pelletier wishes to get direction from the Selectmen on how to structure the project moving forward. The bi-centennial park needs restroom facilities and playground equipment. The plans are that Selectmen Dave Morin and Chad Carter, Ryan Pelletier and Recreational Director, Dean Gendreau and Diane Boucher will come together to design, budget and implement the changes. The Recreation Department has a budget put aside for this change. The Board agrees, as a consensus, to "get the ball rolling" on this project.

ARTICLE 9 To consider the formation of a business advisory council for the town manager.

Town Manager, Ryan D. Pelletier, wishes to establish a committee or advisory group made up of local business people that would come together on a quarterly basis to serve as a sounding Board on business development activity that the Town is thinking of pursuing. This gives Ryan an opportunity to hear input from local business people and give representation to different business sectors of the Town. The advisory group would consist of five to seven business owners. Ryan requests that the Board allow him to have a lot of input and control over the organizing of this group in hopes that a comfortable relationship be established between he and the local business owners.

Vincent Frallicciardi motions (to support the formation of a business advisory council formed by the Town Manager, Ryan D. Pelletier); Chad Carter seconds the motion. All Board members are in favor and the motion carries.

ARTICLE 10 To consider shared Code Enforcement services with St. Agatha.

The Town of St. Agatha is in agreement to use the services of the Madawaska Code Enforcer, Andrew Dube. The Town Manager, Ryan Pelletier, recommends that the Board accept the agreement but for one stipulation. The Town of St. Agatha is recommending that Andrew be available in St. Agatha twice a week at four-hour intervals from May to October. The Town Manager, Ryan D. Pelletier wants to make a counter offer that the Code Enforcement Officer be available in St. Agatha for one full day a week.

Dave Morin motions to accept the agreement with St. Agatha with the recommended changes from two, four-hour days a week to one, eight-hour day a week; Vincent Frallicciardi seconds the motion and the motion carries.

ARTICLE 11 To consider a complaint regarding automobile junkyards and scrapyards.

The Code Enforcement Officer, Andrew Dube, informed the Board that he looked into the complaint that certain people in the Town of Madawaska are running unlicensed junkyards and scrapyards. According to Andrew's investigations on the alleged locations, he found nothing substantial that would constitute a violation or a need for a license or permit.

ARTICLE 12 To consider a policy and the practice of mailbox replacement.

It has been a past Town practice that mailboxes that have been damaged by the snowplow be replaced by the Town. Town Manager, Ryan D. Pelletier, informs the Board that MMA (Maine Municipal Association) recommends that the Town do away with that practice. MMA informed Ryan that DOT has a list of recommendations such as specific heights and various styles of mailboxes that people can look into.

Vincent Frallicciardi motions that the Town not pay for any damaged mailboxes within the Town's right-of-way; Dave Morin seconds the motion. All Board members are in favor and the motion carries.

ARTICLE 13 To consider an update from the Town Manager.

Town Manager, Ryan D. Pelletier, informs the Selectmen that the work in the Finance Office has proceeded with the help of the former tax collector, Linda Cyr. She has been working a few hours a week helping the auditors with 2015 reconciliations.

Ryan also informs the Selectman about a training workshop called *Inspiring Your Employees* that is being held tomorrow, Tuesday, January 27, 2016. Ryan and five or six department heads will be attending.

The Madawaska Police Chief, Carroll Theriault, is recommending the promotion of Sergeant Ross Dubois to the rank of Lieutenant and promoting Officer Jamie Pelletier to the rank of Sergeant.

ARTICLE 14 To review proposed budgets for 2016-2017.

Finance Committee members Paul Gendreau and Derek Hebert are here to serve as liaison from the Selectman to the Finance Committee during the budget season.

Ryan D. Pelletier informs the Selectmen that he has changed the Chart of Accounts considerably making it more user-friendly and detailed with proposed line items. He has also moved specific expenses to the Departments they belong in. Expenses that pertain to the town as a whole were placed in the Town-wide account where the expense is shared by all Departments.

➤ **Governing Body**

New items added: -Technology upgrade (recommended by the Finance Committee)

-NLC member dues- Gives representations at the Federal level for Municipal interests for elected officials.

Ryan recommends reducing **Public Officials Liability** budget from \$7000.00 to \$4000.00 and transferring the difference into the Insurance Budget to cover the Employee Practices Insurance rather than covering the employees under Public Official Liability.

Ryan recommends that the Town have a Facilities and Resource Study (budgeted at \$12,500.00) done with Town's available resources and facilities.

➤ **Town Administration**

An Overall decrease in Budget with items moved around

➤ **Municipal Building**

Ryan is working on merging Parks and Recreation and Maintenance Departments together under **Janitorial**.

➤ **Public Health & General Assistance**

The Board recommends that **Unfunded Liabilities** be placed under the **Governing Body** Budget.

➤ **Elections**

No changes but all costs of printing and advertisement will be in this budget.

➤ **Economic, Community Development & Assessing & Codes**

This budget has been combined.

ARTICLE 15 To consider any other business before the Board of Selectmen.

Vincent Frallicciardi informs the Selectmen to what the Planning Board has been working on. The goal is to complete the process of changing setbacks by April or May.

ADJOURNMENT

Dave Morin makes a motion to adjourn at 7:24p.m.; Vincent Frallicciardi seconds the motion. All Board members are in favor and the motion carries.

FUTURE MEETING DATES:

February 11, 2016 @5:30p.m.