

Town of Parsonsfield  
Selectmen Minutes  
October 3, 2017

In Attendance: Jeff Wright

- (1) Town Clerk Report /
- (2) Approval of October 3, 2017 agenda /Selectmen reviewed/approved
- (3) Approval of September 26, 2017 minutes /Selectmen reviewed/approved/signed
- (4) Review and approve Bills to paid October 3, 2017 #7PP /Selectmen reviewed/approved/signed  
Review and approve Bills to paid October 10, 2017 #8 /Selectmen reviewed/approved/signed
- (5) Review ads- Ads placed-Selectmen Quarterly Report, Tire Pickup and Bulky Waste
- (6) CEO, Sheriff, ACO Report
  1. CEO Report –working on several issues- /Will make list of outstanding CEO projects and meet with Selectmen to discuss solutions
  2. York County Sheriff Report-3<sup>rd</sup> Tuesday of each month-. No Report
  3. Animal Control Officer – No Report
- (7) Selectmen's' review/ signatures of approvals:
  1. Selectmen's signature needed on Abatement/s and Supplemental/s forms for 2017 taxes/continue to Oct. 10<sup>th</sup> at 3pm. (Assessors workshop)
  2. Year end June 30, 2017, Management letter needs to be composed for audit/Selectman Bower will compose. /continue –waiting for Draft Audit to complete
  3. Selectmen to determine/vote Select board Assistant/Bookkeeper rate of pay. /Meeting was held in Executive Session-Selectmen approved-COLA and Merit increase-need to write memo
  4. MMA Percentage Increase Instructions, WC Renewal Application, and Estimated Payroll Worksheet. Due 10/16/17 / Selectman Bower will do worksheet next week. . /continue to October 10, 2017
  6. FYI: resident concerns about unsafe flooring in Mill Bldg. behind Chalmers Insurance/ Selectman Stacey will investigate.
  7. FYI: MSAD#55 Oct. 4<sup>th</sup> School Board draft agenda, and Sept. 6 draft meeting minutes.
  8. FYI: 12 Town Group Meeting Oct. 9 agenda and Sept. 11 meeting minutes
8. Road Commissioner – Approve 10/2/17 to 10/08/17 work plan and POs. Letter from William Poulin addressed to Selectmen. Will be paving RBTP 10/12 or 13.
9. Selectmen update:  
Jesse Stacy- Working on Trash project  
Sondra-Tiffany Brendt- Working on Personnel Policy  
Ed Bower Jr- Working on Audit Management letter.
10. Meeting Calendar/events-10/16/17 Bulky Waste pickup, 10/21/17 Tire drop off.
11. Workshop items:
  - (1) CMP Street light bulb replacement –Continue- see Minutes Sept 27, 2016-continue-Jeff Wright is heading this endeavor.
  - (2) Action needed on MMA Risk Management Consultant's Report/call State Fire Marshal to inquire about request to State to remove one exit. / Assistant will do once 2017 Tax Rate is set.  
Approved:
  - (3) Paul Schumacher, Oct. 31<sup>st</sup> at 2pm

Approved:

Not present

Debra Taber, Selectmen's Assistant

Edward I. Bower Jr., Selectman Chairman

Sondra-Tiffany Brendt, Selectman

Jesse Stacey - Selectman