



Town of Baldwin, Maine
534 Pequawket Trail, West Baldwin, ME 04091
Cumberland County, Maine, U.S.A.
TUESDAY, APRIL 11, 2017
BALDWIN TOWN OFFICE
6:30 P.M.



Attendance:

Selectmen: Robert Flint, Jeffrey Sanborn, Dwight Warren as well as members of the Public

1. Meeting was promptly called to order shortly after 6:35pm by Robert Flint.

2. Review/ Approve meeting minutes

A motion was made and Selectmen voted 3-0 to approve March 28th, 2017 meeting minutes and April 11th, 2017 warrant.

3. Old Business

• **Boston Cane Recipient**

Historical society is continuing to do research for the next recipient. Paul Thomas explained the Society is trying to clarify if a long time resident moves out of town due to health issues, if they should be awarded the Boston cane as the oldest resident. Also, if a younger recent arrival currently residing in Baldwin should be awarded the cane. The policy as currently written stipulates the recipient must "reside in Baldwin." Research is being done whether the Boston Cane Policy should be re-worded to clarify those issues. Selectmen voted to table this discussion until next week's workshop.

• **Mechanical Services Contract**

A local heating company was called when the office had heat trouble. When assessed, the contractor recommended contacting Mechanical Services. Mechanical Services, Tim Phair, came out and met with Robert Flint. They provided a quote for annual maintenance and a mid-winter check. Maine Controls, a part of Mechanical Services, will also be providing a quote on the controls part of the heating system. Robert Flint made a motion to approve the contract, Jeffrey Sanborn seconded the motion, Selectmen voted 3-0.

4. New Business

• **Purchasing Policy**

There was discussion on developing a purchasing policy for Baldwin municipal offices to spell out a management process detailing how the Town buys things, such as materials, equipment, services, construction, or office supplies. There is currently no such policy. A draft will be developed and drafted.

• **Assistant Fire Chief Nomination**

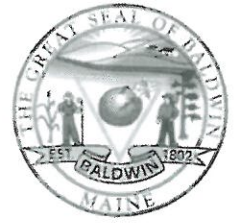
The Fire Department has eliminated the assistant chiefs in each station and implemented an Assistant Town Fire Chief position. One nominee was voted for the Selectmen to review, interview and appoint. Jason Brown asked about that process. Robert Flint to research more in-depth if it's the Selectmen's responsibility to appoint, or the Fire Chief's responsibility.

• **Personal Property Tax**

A concerned resident came in the office and was concerned that he was getting discriminated against because he was a business owner in Town and received a business personal property letter recently sent out by the Selectmen. Most municipalities treat personal property as a business tax. O'Donnell initially recommends to contact business owners only. The statute regarding personal property indicates personal property, not business property. It was discussed whether or not a letter should be sent to all residents. Robert Flint made a motion to send a letter to all residents, Sanborn seconded the motion, Selectmen voted 3-0. Robert Flint indicated a mass mailing to all households in compliance with the law should be done after a letter is drafted.



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• **Letters to Foreclosed Property Owners**

A spreadsheet of 2013 foreclosures has been reviewed. One property owner has not paid their taxes since 2002. Robert Flint made the motion to sell this lot via a real estate agent, as it is a buildable lot. Selectmen voted 3-0. It was recommended that this lot be retained until one or more of the other lots currently listed with a real estate agent have been sold. Robert Flint also recommended the Selectmen send a letter to three other residents that have delinquent 2013 or earlier taxes encouraging them to come in and meet with Selectmen or meet with General Assistance. Selectmen voted 3-0.

5. **Community Center Business**

- James Day Easter Egg Hunt fundraiser, Saturday April 15th, 11:00AM – 2:00PM
- Retirement party rate. Selectmen indicated to charge the normal rate for this type of use.
- Bridges of Maine is interested to use a meeting room April 12th and April 26th. Selectmen voted to charge this organization half the rate, as it is mostly non-profit.
- Need to order more keys
- North Baldwin Auxiliary asked to use the front yard for a yard sale fundraiser. Selectmen approved the use. Auxiliary to come in office and fill out their information for record.

6. **Reminders**

- Planning Board Meeting – Thursday April 13th at 7:00PM
- Tri-Town Meeting – Monday, April 17th at 7:00PM
- Town office closed in observance of Patriot's Day – Monday April 17th

7. **Public Question & Comment**

8. **Executive Session** Selectmen voted 3-0 to enter into executive session pursuant to 1 M.R.S.A. § 405(6)(A) to discuss personnel matters at 7:55pm. Selectmen came out of executive session at 8:15pm. No Vote was made.

9. **Adjournment**

A motion was made by Jeff Sanborn and seconded by Robert Flint to adjourn the meeting at approximately 8:17 PM.

Respectfully submitted,

Robert Flint

Jeffrey Sanborn

Dwight Warren