

Town of Buxton
Minutes for August 30, 2017 Selectmen's Meeting

Prepared by: Beverly Gammon

Members Present: Dennis P. Santolucito, Chad E. Poitras, Jean C. Harmon, Clifford L. Emery, Mark P. Blier

Others Present: David Harmon, Ellen DeCotiis and Michael King

Meeting Agenda

1. Call to Order

The meeting was called to order at 7:03 PM.

2. Pledge of Allegiance

The Board led the Pledge.

Opening Bids – 1989 E-One Fire Engine

One bid for \$556.00 from Andy Townsend

3. Approval of Prior Meeting Minutes

*Selectmen Meeting Minutes August 23, 2017
Approved 3-0-2*

4. Discussion held between 4:00 & 7:00 p.m.

At 4:05 PM the Board went into Executive Session on a personnel matter, per 1 M.R.S.A. §405 (6) (A). The Board came out of Executive Session at 5:14 PM.

Stephen Heroux, Chairman for the BOA and Standards Committee discussed mapping overlays for the commercial zone.

Nicole Welch, Recreation Director gave an update on the summer program and fiscal year end.

Selectmen's Meeting
Minutes for August 30, 2017
Page 2.

Peter Gordon for a follow up on a resident issue.

5. Review of Correspondence

- *Email from Jonathan Youde, Maine Power Options – Re: MPO-members with expiring contracts 2017*
- *Representative Donald Marean – Re: State House News Update*
- *Email from Laurie Ewing, York County EMA – Re: Open house September 21*

6. Review of Projects and Issues

Selectman Emery has had a few inquiries on the addition to the Police Department. He checked in with the Police Chief and Fire Chief and Public Works Department,

Selectman Harmon has been dealing with a resident issue and reviewing the work stations in the front office. The fiscal year-end report and carry forwards are being discussed and the Board received the time line for the November ballot.

Selectman Blier worked with Bev Gammon on insurance for the old fire truck while it's being worked on. He also updated a few comprehensive plan members who were not in attendance at the last meeting.

Selectman Poitras spoke with the Police Chief and attended the open house at the Buxton Center Elementary School. He reminds everyone that school is back in session and to give yourself extra time in the morning.

Selectman Santolucito spoke with the Fire Chief concerning the new ambulance coming in November and reviewed a few issues with Bev Gammon.

7. Old Business

Charter Review Committee
Aging in Place – AARP Program

8. New Business

None

9. Executive Orders

*E.O. 171808035 – An order to approve the hire of Krystal Dyer for the position of Selectmen's Assistant starting September 18, 2017 at a pay rate of \$21.01 per hour
Approved 5-0*

*E.O. 171808036 – An order to approve an Application for Veteran Exemption for [Map 7, Lot 62-5]
Approved 5-0*

*E.O. 171808037 – An order to approve abatement of real estate taxes for fiscal year 2016/17 in the amount of \$194.06 for [Map 6, Lot 7 Lease]
Approved 5-0*

*E.O. 171808038 – An order to approve 16 hours of vacation leave for Peter Gordon
Approved 5-0*

*E.O. 171808039 – An order to approve the hire of Daniel McGlincey for the position of Full Time Dispatcher starting August 30, 2017 at a pay rate of \$20.93 per hour
Approved 5-0*

*E.O. 171808040 – An order to approve the hire of Alyssa Caron for the position of Full Time Dispatcher starting September 5, 2017 at a pay rate of \$20.93 per hour
Approved 5-0*

10. Executive Orders by Initiative

None

11. Accounts Payable and Payroll Warrants

*E.O. 171808033 – An order approving expenditures as documented in Accounts Payable Warrant #19
Approved 5-0
The amount was \$47,135.61*

*E.O. 171808034 – An order approving expenditures as documented in Payroll Warrant #18
Approved 5-0
The amount was \$60,517.35*

12. Next Meeting of the Board

*Comprehensive Plan Committee Meeting Tuesday, September 5 at 6:30 PM
Board of Appeals meeting for Workshop Tuesday, September 5 at 7:00 PM
Board of Selectmen Meeting Wednesday, September 6 at 7:00 PM*

13. Other Business

Town Office will be closed Monday, September 4, and the Transfer Station will be closed Tuesday, September 5 for Labor Day

There will be no change in the Curbside Trash Pick-up schedule

The Board of Selectmen is looking for five (5) volunteers who are interested in serving on a Charter Review Committee to review the Town Charter and recommend updates. Interested persons should send a letter of interest to the Buxton Board of Selectmen, 185 Portland Road, Buxton, ME 04093.

There is one vacancy on the Budget Committee. If interested, please send a letter of interest to the Buxton Board of Selectmen, 185 Portland Road, Buxton, ME 04093.

The Town of Buxton is seeking proposals from qualified General Contractor/Construction Managers for the proposed addition to the Buxton Town Hall to house the expanded Buxton Police Department. This is a 40' x 42' wood framed addition with brick veneer exterior. This is a Design-Build Project. To obtain copies of the RFP documents, email: selectsecbuxton@sacoriver.net. Proposals must be submitted by September 1, 2017.

The Town of Buxton is now accepting applications for the position of Secretary to the Code Enforcement Officer, Planning Board and Appeals Board. This is a full time position responsible for all secretarial duties for the Code Enforcement Office including attendance at some evening meetings. This position requires a high level of professionalism, customer service skills, excellent computer skills, ability to manage multiple projects and work independently. Prior experience in a municipal Code Enforcement office preferred. A generous benefit package is provided. Please submit cover letter and resume to the Buxton Board of Selectmen, 185 Portland Road, Buxton, ME 04093. Applications will be accepted until a suitable candidate is found.

14. Public Comments and Questions

None

15. Executive Session

None

16. Adjournment

Motion made and seconded to adjourn the Meeting at 7:18 PM

Approved 5-0

Clifford L. Emery, Selectman

Jean C. Harmon, Selectman

Dennis P. Santolucito, Selectman

Chad E. Poitras, Selectman

Mark J. Blier, Selectman

Date Signed: _____

Videotaped by Kyle Durkin & Harrison Beam