

TOWN OF ADDISON

Selectmen's Meeting

December 30, 2016

Selectmen Present: *Timothy H. Thompson, David M. Ingersoll, Thomas W. Batson*

Meeting Opened at: *3:00 PM*

Meeting Closed at:

- 1. Temporary Appointments:** *Tim motions to appoint Kimbley Davis as temporary Town Clerk, Motor Vehicle Agent, Inland and Fisheries and Wildlife Agent, Tax Collector, Registrar of Voting, and General Assistance Administrator. David seconds the motion. Motion passes 3/3. The selectmen sign the necessary forms.*
- 2. Bank Authorization:** *Tim motions to remove Alice Tucker from the bank authorization at MSB and to Add Kimbley Davis. Tom seconds the motion. Motion passes 2/2.*
- 3. Local Roads Maintenance Plan:** *Road Commissioner Obbie Davis will gather quotes for various road work on the Mooseneck and Ridge roads. The town receives \$28,240 every year to help maintain these two roads. Road work will include overlay to the Mooseneck road, culvert replacement and overlay on Ridge road. Obbie will have quotes ready by March town meeting.*

David motions to adjourn the meeting at 3:12 PM. Tom seconds the motion.

Those attending: *Selectmen, Obbie Davis, John Woodward*

TOWN OF ADDISON

Emergency Selectmen's Meeting

December 19, 2016

Selectmen Present: *Timothy H. Thompson, David M. Ingersoll, Thomas W. Batson*

Meeting Opened at: *3:30 PM*

Meeting Closed at: *4:05 PM*

The purpose of the emergency meeting is to discuss and accept Alice Tucker's letter of resignation. Alice has been offered another job and has given two week notice.

Tim motions to accept, with regret, Alice's letter of resignation. Tom seconds the motion. Motion passes 3/3.

Tim motions to begin the process of hiring a replacement. Tom seconds the motion. Motion passes 3/3.

There is discussion of an ad, what should be included in the ad, how long to run the ad, and in what paper should the ad run. It is decided to advertise the position in the Bangor

Daily news. The starting pay rate will be based on experience, and there will be a 90 day probationary period. John stepped out to contact Bangor Daily for a quote, while Kim Davis was asked to come in to speak with the selectmen. The selectmen offer Kim full time status during the transition, asking that she shadow Alice and learn as much as she can about the position. Kim could apply for the position, but if she is not chosen, she is guaranteed her part time position will remain. Kim stated that she has been to trainings and has done many of the tasks that Alice performs. She is willing to attend more training if necessary in order to fulfill the position.

Those Attending: John Woodward, Kimbley Davis

TOWN OF ADDISON

Selectmen's Meeting

December 12, 2016

Selectmen Present: *Timothy H. Thompson, David M. Ingersoll, Thomas W. Batson*

Meeting Opened at: *Tim calls the meeting to order at 5:00 PM*

Meeting Closed at: *5:45 PM*

1. **Motion to accept the minutes of the November 28th Selectmen's meeting:** *David motions to accept the minutes as written. Tom seconds the motion. Motion passes 3/3.*
December 8th Selectmen's meeting: *David motions to accept the minutes with a modification to the non-resident fee of \$125 for moorings. Tim seconds the motion. Motion passes 2/3. Tom abstains.*
2. **PRSWDD – Christopher Chartrand:** *There is discussion of how to bring up trash bag sales, which have been dropping over the past few years. John mentions possibly offering a deal on trash bags, buy a pack of 10, get \$1.00 off? Tim is concerned that residents are using another transfer station because of Pleasant River's hours. Chris explains the increase in budget is due to a lot of different factors, including maintenance and loss of revenue from certain metals. The next meeting of Pleasant River Solid Waste is on January 9th at 7:00 PM and will be held at Addison Point Agency. Tim plans to attend. There is further discussion of how Pleasant River can be more competitive with Mark Wright Disposal, keeping the roadside sign up to date to encourage recycling and using the districts facility. Chris will ask the book keeper to forward monthly financials to the town office of each town in the district.*
3. **Small Animal Clinic – Stray Contract Renewal:** *The selectmen would like for Irving, our animal control officer, to find out if there are any nearer clinics that would accept strays/abandoned animals. The selectmen feel that by signing the contract, they are not bound to only use Small Animal clinic. The selectmen sign the contract.*
4. **Fireworks Contract – (Tabled past 2 meetings):** *Tom is still working on finding other companies and says he needs to get in touch with Central Maine Pyrotechnics to ask what is included in the contract. Tim motions to leave this item on the table for future meetings. David seconds the motion. Motion passes 3/3.*

Other: *Tim mentions that the selectmen never voted to accept the tentative schedule for budget-warrant articles-town report-town meeting. Tom motions to accept the schedule, David seconds. Tim would like to include in the motion, to send the schedule to all committee chairs. Motion passes 3/3.*

Tim asks Tom about shellfish committee meeting minutes. Tom stated that he will check with Frank again and have him submit the minutes to the office. Tim brings up a notice of intent to file, submitted to DEP by Alex Thompson for a 24 foot extension to his pier off the Cape Split road. Tim feels this will affect the harvesting of shellfish. John sent a copy to the shellfish committee. Tom will discuss this at their next meeting.

David mentions that there was not a vote to cancel the December 26th selectmen's meeting. Tim motions to cancel the meeting. Tom seconds the motion. Motion passes 3/3.

Recently John had requested minimum pay for meetings, but withdrew this request, asking instead to take into consideration his distance from the town office when scheduling meetings. There is discussion of how John is paid for meetings. The selectmen ask John to use time from meetings as comp time instead of overtime.

Those attending: *Chris Chartrand, John Woodward*

TOWN OF ADDISON

Selectmen's Meeting

December 8, 2016

Selectmen Present: Timothy H. Thompson, David M. Ingersoll.

Thomas W. Batson is absent.

Meeting Opened at: 6:00 PM

Meeting Closed at: 6:25 PM

1. Harbor Committee's recommended changes to the Harbors Ordinance:

The Harbor Committee met at 4:00 PM to discuss updates to the Harbors Ordinance.

These updates were presented to the selectmen by committee secretary Justin Thompson. The recommended updates include:

- a. Changing the date a late fee will be imposed for unpaid mooring fees. Currently the late fee begins on August 1st. The committee recommends changing this to January 1st of the following year.*
- b. Raising mooring fees for residents from \$20 annually to \$50 annually with a late fee of \$50*
- c. Raising mooring fees for non-residents from \$50 annually to \$125 annually with a late fee of \$125*

Tim motions to accept these changes. David seconds the motion. Motion passes 2/2.

The selectmen will compose warrant articles to incorporate these changes for the upcoming March 2017 town meeting.

There is discussion of the 2005 town meeting warrant article, which passed, allowing overnight parking at the harbors. This article was never added to the harbors ordinance. Those in attendance raised concerns over what would be allowed for overnight parking, whether there should be signs placed for designated areas, and what penalties would be involved should there be parking in undesignated areas.

Tim stated that he is going to research the waiver for temporary storage of boats submitted by the harbor committee, to find out if the town would be required to have pollution insurance and whether or not the waiver would stand up in court. He will report his findings to the harbor committee.

David motions to adjourn the meeting. Tim seconds the motion.

Those attending: *Dean Crowley, Justin Thompson, Alex Thompson, Jason Tyler, John Woodward*

TOWN OF ADDISON

Selectmen's Meeting

November 28, 2016

Selectmen Present: *Timothy H. Thompson, David M. Ingersoll, Thomas W. Batson*

Meeting Opened at: *5:00 PM*

Meeting Closed at: *6:47 PM*

- 1. Motion to accept the minutes of the November 14th Selectmen's meeting:** *David motions to accept the minutes as written. Tom seconds the motion. Motion passes 3/3.*
- 2. Harbor Committee – Discussion of Updates to Harbor Ordinance:** *Members of the harbor committee are present to discuss changes to the ordinance. There is discussion of increasing mooring fees, impact fees for commercial fisherman and recreation use of the harbors, and enforcement of the ordinance. A meeting of the committee is scheduled for December 8th at 4:00 PM, followed by a meeting with the committee and selectmen to finalize these proposed changes.*
- 3. Road Commissioner – Discussion of November 21st Meeting Regarding Paving Projects and Funding:** *Tim motions to raise \$40,000 from excise and \$40,000 from taxation/surplus rather than to fund projects from a loan. Tom seconds the motion. Motion passes 3/3.*
- 4. Minutes of Recent Shellfish Committee Meeting:** *Minutes have not been received. Tom will ask committee secretary to provide the minutes to be posted to the town's website.*
- 5. Tom Batson – Pyrotechnics Agreement (item tabled 11/21 mtg):** *This item is tabled until Tom can gather more quotes from other pyrotechnics companies.*
- 6. Confirmation of Use of Tax Acquired Property Proceeds to be used for Hall Renovations:** *Tom motions to use proceeds of tax acquired property for hall renovations. David seconds the motion. Motion passes 3/3.*

7. Tentative Schedule – Budget/Warrant Article Requests/Reports of Various Departments/Town Report/Town Meeting: No action

8. Executive Session Per 1 MRSA § 405 (2) – (5) to discuss Employee Compensation: *Tom motions to close the meeting at 6:20 to enter executive session. David seconds the motion. Motion passes 3/3. Tim re-opens the meeting at 6:32 and states the session was for discussion only.*

Other:

Tim is working on whether or not open space properties and those in conservation can be open to the public for recreational use, and these properties would be posted to the town's website.

The selectmen agree that tipping should be allowed on town property, with written permission from the town office, a limit of 5 permits to tip would be issued.

Irvin Pinkham stated that the town's boat is missing a seat and would like to know where funds would come from to replace it. The selectmen feel the expense should come from the shellfish budget.

Those attending:

Osborne Davis, Dean Cirone (harbor master South Addison), Jason Tyler, Dan Fortin, Irvin Pinkham, Justin Thompson, Dean Crowley

TOWN OF ADDISON

Selectmen's Meeting

November 21, 2016

Selectmen Present: *Timothy H. Thompson, David M. Ingersoll. Thomas W. Batson is absent.*

Meeting Opened at: *5:40 PM*

Meeting Closed at: *6:25 PM*

The selectmen met with road commissioner Osborne Davis to discuss paving of roads and funding options. John Woodward provided financial reports for reference.

The selectmen and road commissioner determined an amount that would have to be raised each year to maintain paved roads to be upwards of \$80,000.

\$40,000 has been raised from excise tax each year for paving loans. \$10,000 has been raised from taxation or surplus each year for the past three years to be placed in a contingency fund.

The selectmen and road commissioner agree that \$80,000 should be raised to maintain paved roads. \$40,000 to be raised from excise and \$40,000 from taxation and/or surplus. John points out that we have a balance in the paving account of \$18,800 and

that can be used for the upcoming 17-18 FY budget. This would lower the amount to be raised from taxation and/or surplus for the upcoming budget year.

David suggests waiting to vote on this until Tom can be present.

This will be an agenda item for the November 28th selectmen's meeting.

TOWN OF ADDISON

Selectmen's Meeting

November 14, 2016

*Selectmen Present: Timothy H. Thompson, David M. Ingersoll, Thomas W. Batson
Meeting Opened at: Tim opens the meeting at 5:00 PM, with a moment of silence for
Arlene Guptill.*

Meeting Closed at: 6:35 PM

- 1. Motion to accept the minutes of the October 24th Selectmen's meeting:** *Tom motions to accept the minutes as written. David seconds the motion. Motion passes 3/3.*
- 2. Rick Haffner of DEP regarding Elliot Batson Permit:** *Mr. Haffner begins discussion of an expired permit. Mr. Batson's permit expired in 2012. A new application needs to be submitted to the state and abutting landowners notified. The permit, if approved, is for five years. Tim asks how the permit holder is notified of an expired permit. Usually, a notification is sent out, but for some reason this did not happen or was overlooked. Mr. Haffner states that the town can set conditions on the permit, to include notification of upcoming permit expirations. The board of selectmen have no objections to a future permit, since it has already been going on.*

3. Road Commissioner

Sand/Salt Shed Door: *PDQ door has made repairs to the overhead door which was damaged by the contractor when stockpiling the sand/salt. The board feels that the door or damaged parts should be replaced by the contractor. There is discussion of the flood light which is not functioning. This will be brought up at the upcoming buildings maintenance committee meeting.*

Paving Roads Loan: *Obbie would like a paving loan in the amount of \$150,000 for paving projects. Tim would like a plan for the funds. The selectmen decide to meet on November 21st to further discuss the projects and funding options.*

- 4. Shellfish Warden Position:** *The shellfish warden has taken on another job for the sheriff's department and is waiting for a schedule to be set. This will determine whether or not he can continue working for Addison. He has resigned his position in Harrington as their shellfish warden. There is discussion of whether or not the town could offer a full time position to include shellfish warden, harbor patrol, animal control, mowing, shoveling, flags, constable, and general maintenance. Tom motions to table this item until the next selectmen's meeting. He will contact some of the shellfish committee members for their opinion. David seconds the motion. Motion passes 3/3.*

5. Treasurer's Position-Elected to Appointed Warrant Article: *Tim states that most towns have changed the treasurer's position to appointed due to the fact that the treasurer answers to and has no authority over the selectmen. John explains that any employee of the town should go thru a hiring process to determine if they are experienced and qualified for the position. Tom motions to add the item to the warrant for town meeting, and to add an explanation to the article. David seconds the motion. Motion passes 3/3.*

Other: *Tom mentions that he has been contacted by the pyrotechnics company regarding fireworks for Addison Days. The company would like the town to enter into a 3 year agreement to fix prices. Tom will ask Fran Havey to attend the next meeting to discuss the option further. He will also contact other pyrotechnic companies for other options.*

David inquired about the harbor committee and whether or not they have met to discuss changes to the harbor ordinance. John is asked to notify the committee members, asking that they attend the next selectmen's meeting.

Alice has sent a memo to the board, asking to send Kim to General Assistance training in Jonesport. Tom motions to send Kim to the training. Tim seconds the motion. Motion passes 3/3.

Alice also asks for the stipend pay of the GA assistant since Bobbi resigned at the beginning of the fiscal year. There is discussion. The item is tabled until the next meeting when Alice can attend.

Tim announces that the land transfer from the VFW to the town is now complete and the for sale sign which was placed on the property by mistake will be moved next week to the correct property. Building permits and DEP issued permits are now available on the town's website. If someone requests a copy of their permit, they will be referred to the website and if they want a copy printed, a fee will be charged.

Those attending: *Osborne Davis, Don Williams, Fran Havey, Elliot Batson, Rick Haffner, John Woodward*

TOWN OF ADDISON

Selectmen's Meeting

October 24, 2016

Selectmen Present: *Timothy H. Thompson, David M. Ingersoll, Thomas W. Batson*

Meeting Opened at: *Tim calls the meeting to order at 5:00 PM*

Meeting Closed at: *Meeting adjourns at 6:20 PM*

Moment of silence for Arlene Guptill

- 1. Motion to accept the minutes of the September 26th Selectmen's meeting:** *Tom motions to accept the minutes as written. David seconds the motion. Motion passes 3/3.*
- 2. Addison Sign Committee:** *Tim has met with Dean McGray of Signs By Deano. The Addison sign is up at the Wescogus location and Dean is working on the sign for the*

Indian River road location. Tim will write a report, recognizing the work of the volunteers for the annual report.

- 3. PRSWDD requests use of Station #1 to hold meetings:** *Fire chief Sheldon Trundy is present. He doesn't have a problem with people using the meeting room, but cleaning has been an issue in the past. Tom motions to allow the use of the meeting room at Station #1 for meetings, beginning December 12th. Tim amends the motion to add 'until further notice and to sign and abide by the use agreement'. David seconds the motion. Motion passes 3/3.*
- 4. WHCA – Regarding Petition for Town Meeting Warrant:** *Joe Perkins of WHCA is present. He asks the selectmen to waive the requirement for a petition in order to add their request for funding to the town meeting warrant. Tom motions for the selectmen to place the request on the warrant, with a budget amount to be provided to the budget committee by WHCA and a recommended amount by the budget committee. David seconds the motion. Motion passes 3/3.*
- 5. Street Light at Addison Point:** *A street light on the front of the storage building had lit up the area in the past, but power was discontinued when the fire department moved to their new location. Tom motions to turn power on at the old fire station 1 (now the town's storage building). Tim seconds the motion. Motion passes 3/3. Tim suggests changing the light out to a more energy efficient fixture.*
- 6. Road Commissioner:** *Obbie Davis reports that roadside mowing has been completed. The sand/salt stock has not been completed yet, but he is in contact with County Concrete. Obbie has contacted Lane Construction to provide an estimate for overlay. Tim has been in contact with MDOT regarding painting out stripes on the roads for safety reasons. MDOT has complied and the stripes are now painted on Basin, East Side and Wescogus roads. There is discussion of trees along state maintained roads that are causing damage to boats that are being hauled from the harbors.*
- 7. Land Transfer – VFW to Town of Addison:** *John Woodward has prepared a quit claim deed and real estate transfer tax form for the VFW and is waiting for an officer to pick it up. Ron Carpenter will contact the VFW to follow up.*
- 8. Kelsey Properties:** *Fran Havey is willing to work with a committee to take on plans for the properties. A committee needs to be formed. Volunteers are needed.*
- 9. Ordinance Updates – Mobile Home, Building, etc:** *Tim explains the need to update current ordinances and suggests a committee be formed to review, make changes to, and submit for annual town meeting vote. Don Williams is willing to serve on this committee. Volunteers are needed.*
- 10. Discussion of adding Terry Grant as a town employee:** *Terry would like to volunteer his services on a volunteer basis, but is concerned about insurance. Tom motions to add Terry as an employee. David seconds the motion. Motion passes 3/3.*
- 11. Executive Session Per 1 MRSA § 405 Regarding Salary Increase for Kimbley Davis:** *Our of order. Tim motions to close the selectmen's meeting and enter executive session. David seconds the motion. Motion passes 3/3. The selectmen's meeting is reopened at 6:15 PM. Tim motions to increase Kimbley's hourly wage by 50¢. Tom seconds the motion. Motion passes 3/3.*

Other:

Correspondence:

DEP Issued Permits not received by Town of Addison: *Tim has been in contact with DEP regarding these permits. They have provided a copy of permits issued within the past 2 years. Tim would like a space created on the town's website for the permits, and to leave the permits online for up to 2 years. The permits would then be archived in one folder labeled 'DEP Permits'. Tim motions to copy permits to the town's website. Tom seconds the motion. Motion passes 3/3. Tim mentions that if residents come to town office for a copy of these permits, they should be charged \$5.00 plus 25¢ per page. This is tabled until the next meeting.*

Tom reports an issue at Batson's brook with beavers. Obbie says it is on private property, the town should not pay to have them removed.

Donna Kausen would like to add an event at the nude beach to her recreation committee report in the annual report. She will also set a date for trash pick up, preferably before Memorial day. Tom motions to allow the mention of the events in her report. Tim seconds the motion. Motion passes 3/3.

Those attending: *Fran Havey, Peter Davis, Osborne Davis, Don Williams, Stanley and Sheila Mitchell, Donna Kausen, Joe Perkins, Ron Carpenter, Sheldon Trundy, John Woodward*

TOWN OF ADDISON

Selectmen's Meeting

September 26, 2016

Selectmen Present: *Timothy H. Thompson, David M. Ingersoll, Thomas W. Batson*

Meeting Opened at: *5:00 PM*

Meeting Closed at: *6:45 PM*

- 1. Motion to accept the minutes of the September 12th Selectmen's meeting:** *Tom motions to accept the minutes as written. David seconds the motion. Motion passes 3/3.*
- 2. Susan Smith – MMA Employee Health Trust:** *Susan hands out pamphlets showing the plans available and explains costs, and coverages for each plan. Health Trust will set rates for 2017 in November and a 10% increase is expected. There is no action taken, this agenda item was to provide the selectmen with options for health plans in preparation for the upcoming budget.*
- 3. Bill Mercer – Black Bear Security:** *Bill presents 2 proposals, one for burglary system and another for cameras. Tim inquired about a cost to add fire. The proposals from Seacoast Security and Black Bear Security will be considered during the continued renovations to town hall.*
- 4. Telecommunications – Town Office:** *Tim is concerned about the internet speed and suggests a new quote from Time Warner. John explains that 3 years ago the quote came in at \$75/month compared to Fairpoint's \$19/month. The internet speed thru Fairpoint is adequate and has been reliable except for recently when the wiring was disrupted during renovations. The office was without internet for one day until Fairpoint came and made repairs, at no cost to the town.*

5. Executive Session Per 1 MRSA § 405 Regarding Employee Evaluation: *Tom motions to close the meeting and enter executive session with Kimbley Davis. David seconds the motion. Motion passes 3/3. Tim reopens the meeting. An agenda item will be added to the next meeting regarding a salary increase for Kim.*

Other: *Road Commissioner Obbie Davis has been working with The By Us Company for a quote for roadside mowing. The current quote is \$3,200, but did not include School and Pleasant Streets. Obbie will contact The By Us Co for an updated quote to include these two streets. Mary Thompson inquired about the Kelsey matter. John had contacted the town's attorney and he is reviewing materials. He initially responded that the agreements still stand, regardless of the bankruptcy. Mary suggests working with Kelsey as a partner, possibly coming up with a plan for an option to purchase. The selectmen would like to form a committee to look in to this further. Fran Havey inquired about the handicap signs at town hall. Peter Davis will put the sign back up on the finished side of the building. Tom Batson states that he has contacted Roger Clapp of the planning board and CEO Betsy Fitzgerald regarding a property dispute and mobile home issue. He feels the ordinance should be rewritten. Fran inquired about the Sand Salt Shed issue. A court date has not been set. John brings up that the next scheduled selectmen's meeting falls on a holiday. The selectmen decide to skip the meeting. The next scheduled meeting will be October 24th unless something comes up.*

Those attending: *Don Williams, Mary Thompson, Kimbley Davis, Peter Davis, Stanley and Sheila Mitchell, Fran Havey, Osborne Davis, Cathy Fonda, John Woodward, Bill Mercer,
Susan Smith*

TOWN OF ADDISON

Public Hearing Regarding General Assistance Ordinance Updates

September 12, 2016

Present are: Selectmen; Timothy H. Thompson, David M. Ingersoll, Thomas W. Batson. GA Administrator Alice M. Tucker. Public; Mary Thompson, David Spaulding, Dennis Moraisey, Matt Brady, Cathy Fonda, Fran Havey, Daniel Fortin, Peter Davis, Irvin and Roberta Pinkham, John Woodward

Tim opens the hearing and turns it over to Alice for a brief explanation of the changes to the General Assistance ordinance maximums. Each year, DHHS and MMA work together to come up with maximum incomes allowed for assistance. Mary Thompson motions to accept the changes. Fran Havey seconds the motion. Motion passes. Tim motions to adjourn. Fran Havey seconds the motion and the hearing closes at 5:10 PM.

Selectmen's Meeting

September 12, 2016

Selectmen Present: *Timothy H. Thompson, David M. Ingersoll, Thomas W. Batson*
Meeting Opened at: *5:10 PM*
Meeting Closed at: *6:55 PM*

1. **Motion to act on General Assistance Ordinance Updates:** *Tom motions to accept the changes to the GA Ordinance. David seconds the motion. Motion passes 3/3.*
2. **Motion to accept the minutes of the July 29th Emergency Selectmen's Meeting (Tim and Tom) and the August 22nd Selectmen's meeting (Tim and David):** *Tom motions to accept the July 29th meeting minutes. Tim seconds the motion. Motion passes 2/2. David motions to accept the minutes of the August 22nd meeting minutes. Tim seconds the motion. Motion passes 2/2.*
3. **Matthew Brady-Seacoast Security:** *Matt gives a presentation of the proposal he provided. Tim questions how a security system would affect the town's insurance. There are two separate proposals, one for basic security and another for installing cameras. The security would have a monthly fee. Maintenance on equipment is included in the first 12 months and a contract is available after that. Typical security contracts are 3-5 years, but are negotiable. This is the first proposal for security. Black Bear security will present the selectmen with a quote at the September 26th meeting.*
4. **Irvin Pinkham-Animal Control:** *Irvin begins discussion regarding a feral cat problem off Indian River road. He estimates upwards of 100 cats. Currently he has only one trap. The selectmen suggest ordering more traps to try to catch as many as possible and get the situation under control. Tim motions to order 10 traps (5 sets) at a cost of \$34.99 per set. Tom seconds the motion. Motion passes 3/3. Ideas for handling the feral cat problem are discussed. The selectmen will check with the SPCA to see if they will take some of the cats.*
5. **Request for Discount on Tax:** *Tom motions to deny the request. Tim seconds the motion. Motion passes 3/3.*
6. **Buildings Maintenance Committee:** *Peter Davis will contact John Rittenhouse to begin construction at the town hall as soon as possible. Parris Hammond Jr. will remove the fire escape. Dan Fortin has contacted Ryan Shaw for a quote to insulate the front of the building. Additional outlets will be added to the office areas. New floor joists will be added to the front office. Tom has received complaints regarding flags displayed thru out town. Some of the flags need to be replaced. Irvin usually does this, but has been too busy to get to it. Tom motions to have Peter and John Rittenhouse take care of the flags. Tim amends the motion for the buildings maintenance committee to take on ongoing maintenance of the flags. David seconds the motion. Motion passes 3/3.*
7. **MMA 2016 Convention:** *Tim motions to send two selectmen to the convention which will be held in Bangor at the Cross Center on October 5th and 6th. Tim and Tom will be attending. David seconds the motion. Motion passes 3/3.*
8. **Kimbley Davis' 90 Day Review:** *Tim will be performing the review on Wednesday morning and will be assisted by Alice and John.*
9. **Recent Correspondence with Richard Kelsey II Regarding Dilapidated Buildings:** *Out of order. Tim motions to check with the town's attorney regarding the agreements made with Kelsey before he filed for bankruptcy to see if they are still in effect. Tom seconds the motion. There is discussion of other dilapidated buildings in*

town and whether or not to send letters to the property owners, asking that they secure the buildings.

Other: *Dennis Moraisey would like to use the Basin Road town landing to store building materials for transport to an island where he is doing construction. Tim explains that the current Harbors ordinance does not allow for storage. The landings are transfer facilities only.*

Tim inquires about a quote from Lane Construction for paving. Road Commissioner, Obbie Davis is not present and had not asked John to assist with obtaining a quote.

John states that he has received a quote for roadside mowing from the By Us Company at a cost of \$4,250 for 29.1 miles of road. Obbie felt this quote was too high.

Those attending: *Alice Tucker, Tim and Mary Thompson, David Spaulding, Dennis Moraisey, Matt Brady, Cathy Fonda, Fran Havey, Daniel Fortin, Peter Davis, Irvin Pinkham, Roberta Pinkham, John Woodward*

TOWN OF ADDISON

Selectmen's Meeting

August 22, 2016

Selectmen Present: *Timothy H. Thompson, David M. Ingersoll. Thomas W. Batson is absent.*

Meeting Opened at: *5:00 PM*

Meeting Closed at: *6:15 PM*

- 1. Motion to accept the minutes of the July 29th Emergency Selectmen's meeting:** *Tim motions to table this item until Tom is present. David seconds the motion. Motion passes 2/2.*
- 2. Motion to accept the minutes of the August 8th Selectmen's Meeting:** *David motions to accept the minutes as written. Tim seconds the motion. Motion passes 2/2.*
- 3. Road Commissioner:** *Obbie will place the new harbor signs on Tuesday the 23rd. The signs state the hours of the facility, no storage allowed, and a thank you for helping to keep the harbors clean. There is discussion regarding 'public boat access' signs and 'no parking' signs. Obbie has contacted MDOT regarding striping on newly paved East Side and Basin roads. Currently, there are no guide stripes and it is difficult to see at night, especially during foggy conditions. Tim will follow up with them. Obbie may do the roadside mowing instead of putting it out to bid, since we received no bids the last time the mowing was advertised. Mary Thompson inquired about tree trimming along the South Addison roads and would like any chips to be dumped by the Mooseneck/Cape Split intersection. Cathy Fonda inquired about paving on the dyke (Ridge road). Obbie says the estimate from County Concrete came in at \$25,000. He will contact Lane Construction for an estimate. David suggests getting an estimate for road sweeping for next spring.*

4. **Voter Registration Workshop-Wednesday, October 12th in Bangor** (*Kim will need to attend training before being appointed Registrar*): *Tim motions to send Kim to the workshop, and if required to approve of any overtime. David seconds the motion. Motion passes 2/2.*
5. **Public Hearing Regarding New General Assistance Maximums**: *Tim motions to schedule a public hearing on September 12th at 5:00 to be followed by the regularly scheduled selectmen's meeting. David seconds the motion. Motion passes 2/2.*
6. **Required Information from Contractors** (*to be posted to website*): *Tim motions to post the information to the town's website. David seconds the motion. Motion passes 2/2.*
7. **Discussion of Kelsey properties**: *Recently, John contacted MMA Legal to ask if the agreements the selectmen had with Kelsey in 2009 were still valid. Soon after the agreements were made, Kelsey filed for bankruptcy. The bankruptcy has since ended. MMA was not able to answer the question and recommended that the selectmen consult an attorney. John will contact Kelsey's bankruptcy attorney for a copy of the bankruptcy proceedings.*
- Other**: *Obbie asks if the selectmen have had any news from the town's attorney regarding the sand salt shed dispute. The selectmen have not had any recent correspondence regarding the matter.*
- Mary Thompson expresses thanks to Don Williams for repainting the vandalized South Addison sign and Cape Split road sign. The other Addison sign will be place on August 23rd and the growth around the posts will be trimmed.*
- Josh Stubbs had placed the highest bid on the old shellfish boat trailer, but has not followed thru with the purchase. John will continue to try to get in touch with him and if Josh is no longer interested, the next highest bid from Lisa Norton will be accepted. John will ask John Rittenhouse if he will remove trash left behind in the old Fire Station (storage building).*
- Ron Carpenter states that Dean McGray will have the 'Welcome to Addison' signs ready by the end of September.*
- Tim suggests 2 or 3 quotes for minimum security at Town Hall. David agrees.*
- Dan Fortin is scheduling a buildings maintenance committee meeting within the next couple weeks to discuss plans for further restoration of town hall. Notice of the meeting will be posted on the town's bulletin board and Facebook page.*

Those attending: *Mary Thompson, Ron Carpenter, Cathy Fonda, Osborne "Obbie" Davis, Don Williams, John Woodward*

TOWN OF ADDISON

Selectmen's Meeting

August 8, 2016

Selectmen Present: *Timothy H. Thompson, David M. Ingersoll – Thomas W. Batson is not present.*

Meeting Opened at: *Tim calls the meeting to order at 5:00 PM*

Meeting Closed at: 6:30 PM

1. **Motion to accept the minutes of the July 25th Selectmen's meeting:** *David motions to accept the minutes as written. Tim seconds the motion. Motion passes 2/2.*
 2. **Addison Point Water District:** *Alison Smith is present to speak on behalf of the water district. Tim asks for an explanation of the break in the water line which caused members of the district to be without water for a couple days last week. Alison states that there was a break in the first stretch of line, caused by a rock. It took approximately 6 hours to repair the line, once the break was localized. It took additional time to locate the leak. The district placed a 'boil order' on the usage. Tim is concerned about how the members are contacted for updates regarding water issues. Alison will contact the town office and Tim directly in the future. Tim will attend the next meeting of the water district. There is further discussion of volunteerism, and what might happen to the water lines if the dyke was opened. The district is all volunteer, with the exception of the book keeper. Alison wants to make public that no members of the district get water for 'free' for volunteering.*
 3. **West River (Basin Area) Town Landing Use:** *Tom had received a request by a contractor to store materials at the landing until they could be transferred to a nearby island. The contractor is not present. Tim explains that the ordinance does not allow for storage of any kind. There is discussion of insurance, potential damage to the area, and size limits. Tim motions to reject the request to store materials for any length of time. David seconds the motion. Motion passes 2/2.*
- 4. Buildings Maintenance**
- a. **Recent Meeting:** *Dan Fortin is not present. Tim attended the meeting and gives an update. The committee is willing to take on overseeing maintenance of all town owned buildings.*
 - b. **Addison Point Park Gate:** *The park gate needs repairs. The hinges need to be replaced in the rock column. John Rittenhouse states that he can make the repairs.*
 - c. **Town Hall Hot Water:** *Since the solar panels were installed at town hall, the hot water has been 'hit or miss'. John Woodward contacted Dead River and they have bypassed the solar water heat until the valves can be replaced. John Rittenhouse can make the repairs and estimates the cost to be approximately \$200. Tim motions for John to make the repairs. David seconds the motion. Motion passes 2/2.*
 - d. **Town Hall Drain in Men's Room:** *John Rittenhouse explains that he has taken the trap apart, but the issue is further down in the line. He will need to crawl under the building and use a snake to clear the line. John will add an outside water frost proof faucet with a shut off valve inside the building.*
 - e. **Tom Batson, Town Hall Handicap Ramp-Gravel:** *Tom is concerned that the gravel is making it difficult for the secretary of the shellfish committee to attend meetings. He is in a wheelchair and the gravel is causing an issue. John Woodward has swept a 10 foot area surrounding the ramp.*
5. **Rain Gauge Installation-Washington County Council of Governments:** *Department of Marine Resources would like to place a rain gauge at the town hall to gather information regarding rain fall. The information would be used when deciding whether or not to close/open flats to harvesting. The agreement between the town and DMR would require the town to provide maintenance of the gauge and a wifi connection. Tim is not*

in favor of signing the agreement because of the responsibilities to the town for maintenance and explains that there are many gauges around the area. Tim motions to not engage in the program. David seconds the motion. Motion passes 2/2.

6. Motor Vehicle Training in Orono September 27-29: *John explains that in order for Kim Davis to process motor vehicle registrations on her own, she needs to complete the necessary training. There is discussion of whether or not it is in the budget to pay for hotel stay, mileage and meals. The costs would come from the administration department. John will make reservations at a hotel for Kim using the tax exempt certificate. Tim motions to send Kim to the training. David seconds the motion. Motion passes 2/2.*

7. Selectmen to Sponsor General First Aid Training at Station 1: *Training will be provided on Thursday September 1st at 7:00 PM. The training will be limited to 30 people. This training will cover what to do while waiting for help to arrive. There is no certification no CPR training. A sign-up sheet will be at town hall.*

Other: *Don Williams gives an update on the Welcome to Addison signs. Tim has a photo of one of the signs on display to show repairs that have been made. Dean McGray is present to speak about the quote he gave and to ask questions regarding the posts and whether or not the signs could withstand high winds. There is discussion of placing posts by the Jonesport town line and mounting signs over existing plywood. Obbie Davis will install the posts. The design of the signs is also discussed. Dean will try to get the signs made by the end of August, early September. Tim motions to spend up to \$350 each for the two signs plus the expense of mounting. David seconds the motion. Motion passes 2/2.*

Don Williams is concerned about the amount of trash and debris at the South Addison town landing. John Woodward will ask Harbor Patrol officer Wayne Robbins to check out the traps for a number which identifies the owner. There is discussion of mooring fees and how to pay for clean-up of the harbors. The Harbor Committee has discussed possibly raising mooring fees. Mary Thompson suggests that the fees should be based on the size of the boat.

Mary Thompson inquires about roadside mowing. Obbie states that it will be done, he is looking into it. The state will do their sections of roads in town. Obbie suggests the town mow the landfill lot as well.

Tim has received notice from the Maine Natural Resources Conservation Program that they are looking for a volunteer to serve on the board to represent our community. Tim would like to volunteer to serve on this board. David thinks it's a great idea.

Tim motions to adjourn. David seconds the motion. Motion passes 2/2.

Those attending: *Mary Thompson, Alison Smith, Don Williams, Osborne Davis, Stanley and Sheila Mitchell, Cathy Fonda, Ron Carpenter*

TOWN OF ADDISON

Selectmen's Meeting

July 25, 2016

Selectmen Present: *Timothy H. Thompson, David M. Ingersoll, Thomas W. Batson*

Meeting Opened at: 5:00 PM

Meeting Closed at: 6:26 PM

1. **Motion to accept the minutes of the July 11th Selectmen's meeting:** *David makes a motion to accept the minutes as written. Tom seconds the motion. Motion passes 3/3.*
2. **Kelsey – Dilapidated Buildings:** *Tim has prepared a letter to Kelsey regarding the conditions of the buildings at Addison Point. This notice would be the first step in three according to the Maine State Statute Title 17 Chapter 91 Section 2851 regarding dangerous buildings. Tom motions to send the letter. David seconds the motion. Motion passes 3/3.*
3. **Buildings Maintenance – Drains at Town Hall:** *Discussion regarding the drains. Mainly Vinyl submitted a quote for one side of the building which included gutters with drains. The Buildings Maintenance committee will discuss this further at their next meeting on August 3rd at 6 PM at Station 1. Kim will post the notice to Facebook and on the community bulletin board.*
4. **Discussion Regarding Tax on Mobile Homes:** *MMA Legal responded to the Selectmen regarding delinquent tax on mobile homes. The Selectmen are concerned that the town may be liable (again) for tax acquiring a mobile home that would then need to be demolished. Last year this cost the town approximately \$4,500. After further discussion, Tom motions to table the issue. David seconds the motion. Motion passes 3/3.*
5. **Sign Committee – Addison Signs Quote:** *Dean McGray of Signs by DEANO is not present to discuss his quote. This item is tabled. The sign committee is making progress on repairs to other signs.*
6. **Procedure for Reporting Trash along Roadsides:** *Tom makes a motion to prepare a written procedure for dealing with roadside trash by the next Selectmen's meeting. David seconds the motion. Motion passes 3/3.*
7. **45 Day Review – Office Assistant:** *Tim will conduct a 45 day review and report back to the other selectmen.*
8. **Town Clerk Training – Shellfish Management Program:** *Tim motions for Alice to attend the training. Tom seconds the motion. Motion passes 3/3.*

Other: *Thank you to Tom and Fran for the Addison Days complaint regarding the debris at the town landing after the fireworks.*

The old shellfish boat trailer is still for sale.

Those present state that Kim is doing an awesome job on the town's website.

Discussion of Assessor/CEO building permit issues. The Selectmen would like to meet with the Assessor.

Tom can not be at the August 8th meeting.

Discussion of a sign similar to the new town of Steuben sign. The sign cost \$19,000. A grant might be available in the future.

Those attending: *Mary Thompson, Daniel Fortin, Gary Magby, Fran Havey, Don Williams, Ron Carpenter, Kimbley Davis*

TOWN OF ADDISON

Selectmen's Meeting

July 11, 2016

Selectmen Present: *Timothy H. Thompson, David M. Ingersoll, Thomas W. Batson*

Meeting Opened at: 5:00 PM

Meeting Closed at: 6:25 PM

- 1. Motion to accept the minutes of the June 27th selectmen's meeting:** *Tim motions to accept the minutes with an amendment to item 2 (a) "The waiver was sent to MMA Legal for advice, but #-*
was MMA Legal suggested that the town hire an attorney to review and make recommendations." David seconds the motion. Motion passes 3/3.
- 2. Amendments to Snow Plow Contract:** *Amendments to the contract were editorial, changes to general/liability requirements per MMA Risk Management, and a reduction in the amount of sand and salt which affected the contract price for sand stockpiling. David motions to accept the contract as written. Tim seconds the motion. Motion passes 3/3.*
- 3. Welcome to Addison Signs:** *This item is taken out of order as Ron Carpenter was late getting to the meeting. He had met with Dean McGray of 'Signs by Deana' to get a quote for the replacement of 2 signs. Ron submits the quote to the selectmen for review and discussion. The quote is for (2) two 4' x 6' .40 aluminum full color signs at \$350/each which will replace the signs located at Indian River and Wescogus corner. The quote does not include the replacement of 4" x 4" mounting posts at the Indian River location. Ron will speak with Dean again to get a quote for installing new posts and a recommendation for installation to withstand 100 mile per hour winds. Other signs located at Water Street and Mooseneck Road need to be removed and delivered to Don Williams for repairs. Tim asks Fire Chief Sheldon Trundy if the removal could be a work detail for volunteers. Tim will try to get everyone together this week to remove the signs.*

4. Harbors

a. Signs: *The selectmen*

agree that signs are needed at each of the harbors to enforce current ordinance restrictions. There is discussion of the wording of the signs. John has come up with wording based on the ordinance. "This is a transfer station only. Anything left over 24 hours will be removed at the owner's expense. Open sunrise to 10 PM. No camping. No overnight parking. No swimming. No diving." Mary Thompson suggests a thank you for keeping the area clean. Tom motions for John to acquire quotes for 5 signs to be placed at the harbors for the next meeting. Tim seconds the motion. Motion passes 3/3.

b. Waiver for Storage: *The waiver prepared by the harbors committee was sent to the town's attorney for review and recommendation. Tim feels the waiver needs to be more in depth, to include insurance requirements, time limits for storage, etc. There is discussion of the town's liability if boats were to be stored and what other towns are allowing. It is recommended that the town hire a different attorney to compose a waiver that would indemnify the town. Tim will work with others to come up with something.*

5. Building Permit/CEO Reporting Process: *Recently the assessor stated that he was not able to assess property tax to some new builds or buildings that were incomplete due to a lack of a 'discernible system'. It is suggested that the assessor do more field work to follow up on permits that have been issued. Tom motions to request that Doug Guy attend the next meeting for further discussion. Tim seconds the motion. Motion passes 3/3.*

6. Storage Building Door: *John Rittenhouse is working on a quote to either repair or remove the overhead door at the old fire station.*

7. Kelsey Properties: *Fire Chief Trundy says the buildings are structurally unsound and should be condemned under the dangerous buildings law, Title 17 Chapter 91. The buildings need to be secured until they are either removed or demolished. Tom offers to write a letter to Mr. Kelsey, asking what his plans are for the buildings and to recommend a chain link fence around the property to protect the public. Tim motions for Tom to write the letter. David seconds the motion. Motion passes 3/3.*

8. **Recent Maine Townsman Article-Remote Meetings:** *Under current law, remote meetings are not allowed. The buildings maintenance committee has wired the hall for the future which would allow remote meetings if the law changes. This would allow a board member to be present via phone conference in the event they could not attend in person.*

9. **2016 Tax Mil Rate:** *The selectmen had voted to set the mil rate at 14.50, but the assessor has authority to set the rate. If the mil rate had been left at 14.50, only \$835.00 would have been raised for overlay, which is used to cover abatements. The assessor set the rate at 14.60, which put \$14,084.82 in overlay.*

Other: *Tom asks Sheldon if he can supply a fire truck for Addison Days to be used as a photo op. Sheldon explains that he will try to do his best, but he is working with a limited number of volunteers. The fire department will be helping with traffic control as well. Dan Fortin asks about the building permit prices. Mary Thompson answers. There is discussion of the need to change the prices based on the type of build, along with changes to other prices set in ordinances such as mooring fees.*

There being no further business, Tom motions to adjourn. David seconds the motion.

Those attending: *Mary Thompson, Cathy Fonda, Osborne Davis, Don Williams, Stanley and Sheila Mitchell, Daniel Fortin, Sheldon Trundy, Ron Carpenter, John Woodward*

TOWN OF ADDISON

Selectmen's Meeting

June 27, 2016

Selectmen Present: *Timothy H. Thompson, David M. Ingersoll, Thomas W. Batson*

Meeting Opened at: *5:00 PM*

Meeting Closed at: *7:13 PM*

1. **Motion to accept the minutes of the June 13th Selectmen's meeting:** *Tom motions to accept the minutes as written. David seconds the motion. Motion passes 3/3.*

2. Harbor Committee

a. **Ordinance Updates** *Dean Crowley and Justin Thompson are present from the harbor committee to discuss possible changes to the harbors ordinance and the proposed waiver for temporary boat storage at the South Addison Landing. The waiver was sent to MMA Legal for advice, but ~~it was~~ MMA Legal suggested that the town hire an*

attorney to review and make recommendations. Tom motions to use the town's attorney to review the waiver. Tim seconds the motion. Motion passes 3/3.

- b. **Signs** Dean and Justin take a copy of the suggested wording for signage at the harbors to be discussed at a committee meeting in the future. They recommend holding off on signs until changes can be made to the ordinance to allow temporary storage of boats and overnight parking.
- c. **Repairs/Upgrades** Dean reports that repairs and upgrades have been made to the floats and currently all are in good working order. Disposal of old traps are discussed.
- 3. Planning Board – Mobile Home Ordinance:** Tim opens discussion of a possible ordinance for regulation of mobile homes on lands of in order to secure taxes. All three selectmen will attend the next planning board meeting on July 6th to discuss this further. It is suggested that the planning board hire an attorney to help draft an ordinance.
- 4. Buildings Maintenance Committee – Town Hall Update:** Dan Fortin states that siding has been installed on the east side of the building, along with new windows and foam insulation. Repairs to the studs and joists are complete. Repairs to the floor joists under the front office will be made during the weekend. \$14,800 has been expended so far, with \$43,000 remaining in the Buildings Maintenance account. The committee will meet to discuss the next phase of the project with estimated costs.
- 5. County Bulk Salt Bid:** Towns in Washington County join the bid to secure a lower price on bulk salt for the winter roads maintenance. All three selectmen sign the bid. Mary Thompson inquired about the removal of sand from roads. Obbie will look into prices for roadside sweeping. A company called DownEast Supervac is mentioned. The Town has used this company in the past which would allow the sand could be reused for other purposes.
- 6. Addison Signs:** Don Williams of the sign committee has estimates for the selectmen for the repair of signs. The estimate is \$355 to repair the painted signs. Ron Carpenter is gathering estimates for the repair of the lettered signs. Types of paint is discussed. Obbie suggests that the costs of repairs come from the town roads account. Tom motions to spend up to \$400 to repair the signs. David seconds the motion. Motion passes 3/3.

7. Motion to Appoint

- a. **Kimbley Davis – Deputy Town Clerk and Deputy Tax Collector:** Tom motions to make the appointments. David seconds the motion. Motion passes 3/3.
- b. **Brandy Atcherson – Addison Days Committee** Tom motions to make the appointment. David seconds the motion. Motion passes 3/3.
- 8. Shellfish Committee – Status of Sale of Old Boat Trailer:** Tom will haul the old trailer to his home and put a for sale sign on it. David will pick up the new spare tire and bracket for the new trailer the next time he's in Machias.
- 9. Gary Magby – Friends of Church on Hill Concert:** Gary informs the selectmen of the concert planned for July 16th at 7:00 PM at Church on Hill building and suggests that the Addison Days committee work with him next year for planning and advertising events.
- 10. Executive Session Per 1 MRSA § 405 (6) (A) Regarding a Personnel Matter:** Tim motions to adjourn the regular meeting and enter executive session at 6:22 PM. Tom seconds the motion. Motion passes 3/3. Tim motions to reopen the meeting at 7:12 PM. David seconds the motion. Motion passes 3/3. Tim reports that there is nothing to report. The selectmen 'aired issues'.

Other: Taken out of order. Gary Magby suggests speed limit signs for the West Side road. He will contact the sheriff's department. Tim reports a citizen complaint regarding the yield sign at the intersection of Ridge and Water Street and the washout on Ridge caused by a recent storm. Obbie will take care of the issues.

Meeting adjourned at 7:13 PM

Those attending: Don Williams, Stanley and Sheila Mitchell, Gary Magby, Daniel Fortin, Judy and Norman Dakin, Cathy Fonda, Osborne Davis, Peter Davis, Mary Thompson, Dean Crowley, Justin Thompson, John Woodward

TOWN OF ADDISON

Selectmen's Meeting

June 13, 2016

Selectmen Present: Timothy H. Thompson, David M. Ingersoll, Thomas W. Batson

Meeting Opened at: 5:00 PM

Meeting Closed at: 6:55 PM

1. **Motion to accept the minutes of the May 23rd Selectmen's meeting:** David makes a motion to accept the minutes as written. Tom seconds the motion. Motion passes 3/3.
2. **Betsy Fitzgerald – Code Enforcement Officer;**
 - a. **Drisko Fine:** Betsy states that the building has been moved to a proper location. Tim asks for a letter from Betsy confirming compliance by Drisko. Betsy agrees to write such letter.
 - b. **Batson Junkyard Violation:** Mr. Batson has cleaned up the junkyard in an effort to be compliant. Screening of the junkyard is discussed, but not applicable because of the location. Osborne Davis states that McMann road is a town right of way and not a town road.
 - c. **Kennedy Septic Complaint:** Betsy has spoken with the Kennedy's and determined that the septic is functioning properly. They are working to find the source.
 - d. **Dean Young Property:** Tom brings up the illegal burning and dumping that has recently taken place on the property and what to do about it. Fire Chief Sheldon Trundy suggests contacting the Maine Forrest Service. Tom further suggests a letter to Mr. Young to let him know what has been taking place on his property.
3. **Executive Session Per 1 MRSA § 405 (6) (A) Interview – Town Hall Cleaner:** Tom motions to close the meeting at 5:15 and enter executive session. David seconds the motion. Motion passes 3/3. Tom motions to re-open the meeting at 5:25. Motion passes 3/3. Tom motions to hire Shelley Leighton. David seconds the motion. Motion passes 3/3. Shelley will work six hours per week. John will call Shelley and have her come in to fill out the necessary paperwork. A complete job description is mentioned.
4. **Office Assistant:** Tom motions to hire Kimbley Davis as the part time office assistant. David seconds the motion. Motion passes 3/3.

5. Harbors Committee;

a. Signs:

b. Floats:

c. Waiver for Storage:

Tom motions to table discussion until a representative from the committee can be present. Tim seconds the motion. Motion passes 3/3.

6. Buildings Maintenance;

a. Update on Town Hall Repairs: *Dan Fortin states that the structural phase of the project is complete. Peter Davis and John Rittenhouse have made repairs to approximately 47 feet of sill. The next phase calls for spray foam insulation. Siding and windows have been ordered and electrical upgrades will be complete within a couple weeks. The selectmen and those in attendance applaud the committee and workers for coming together and doing a job well done. Dan inquires about a financial report. John Woodward has been keeping a tally when bills come in.*

b. Kitchen: *Betty Thompson of the Auxiliary explains that the stoves and vent hoods, along with the trash cans have all been cleaned. They will clean the refrigerators and freezer next.*

c. Wind Turbine Maintenance: *John reports that the turbine was last serviced in August of last year. Maintenance is scheduled every 24 months to comply with the warranty. John Rittenhouse tightens the guy wires and Terry Grant makes frequent inspections as well as reading the meter for Kwh generated.*

d. Committee Voting Procedure: *Tom brings up a question of possible conflict of interest when two members who vote on repairs are also contractors hired to perform the work. Dan Fortin suggests a sub-committee to oversee maintenance on the park and turbine, along with other town owned properties.*

7. 2016 Tax Rate: *Tax Assessor Doug Guy has prepared a letter and recommendation for a mil rate of \$14.70. Last year's rate was \$14.35. Doug suggests taxing personal property. There is question as to whether or not the law states we have to tax personal property and what the process would be. A re-evaluation of the whole town is also mentioned. Tom motions to set the mil rate at no higher than \$14.50. Tim seconds the motion. Motion passes 3/3.*

8. Addison Days – BYOB Dance: *John has had a response from MMA Risk Management, they will cover the event as long as the town obtains the necessary permit from the state. David motions to approve the event. Tim seconds the motion. Motion passes 3/3. Tom is working on finding two constables or law enforcement officers to be present at the event, which is a requirement for BYOB. Tom asks if the kiddie train can be stored in the old fire station building. There is a question regarding insurance and space. Obbie Davis offers to store the item in his garage. Tim motions to appoint Jean Lawson to the Addison Days committee as recommended by Tom. David seconds the motion. Motion passes 2/3. Tom abstains.*

9. Addison Signs – Estimate for Supplies: *Tim motions to table discussion until Don Williams can be present or submit a written estimate for repairs. Tom seconds the motion. Motion passes 3/3.*

10. Letter to Carver Construction Regarding Clearcutting Violation: *Tom motions to send the letter that Tim has prepared. David seconds the motion. Motion passes 3/3.*

- 11. **Letter to MDOT Regarding Culvert at Town Hall:** *Tom motions to send the letter Tim has prepared. David seconds the motion. Motion passes 3/3.*
- 12. **Letter Regarding Tax Exempt Properties:** *Tim is currently working on a draft letter, which he will present at the next meeting.*
- 13. **Executive Session Per 1 MRSA § 405 (6) (A) Employee Reviews:** *Tom motions to enter executive session at 6:30. David seconds the motion. Motion passes 3/3. David motions to re-open the meeting at 6:50. Tom seconds the motion. Motion passes 3/3. Tim motions to award salary increases effective Monday June 20th and to further issue a one time \$150 bonus to Alice Tucker and \$75 bonus to John. David seconds the motion. Motion passes 3/3.*

Other: *Betty Thompson says that she is very pleased with the newly paved roads. Obbie will personally thank MDOT for their work. Dan Fortin suggests a posting in the window when meetings are moved to another location.*

Sheldon Trundy talks about the new truck recently purchased thru a government auction. He says the truck is immaculate and is currently being lettered and serviced. The department will sell the old truck this one replaces to offset the costs. Tom will haul out the old shellfish boat trailer to be sold as is for a best reasonable offer. David will pick up the spare tire and bracket from Whitney's in Machias this week for the new boat trailer.

Those attending: *Osborne Davis, Peter Davis, Elliot Batson, Sheila and Stanley Mitchell, Mary Thompson, Charles and Lynn Dowling, Sheldon Trundy, Betty and Peter Thompson, Betsy Fitzgerald, Gary Magby, Dan Fortin, Shelley Leighton, John Woodward*

TOWN OF ADDISON

Selectmen's Meeting

May 23, 2016

Selectmen Present: *Timothy H. Thompson, David M. Ingersoll, Thomas W. Batson*

Meeting Opened at: *5:00 PM*

Meeting Closed at: *7:10 PM*

- 1. **Motion to accept the minutes of the May 9th, May 12th, and May 16th Selectmen's meetings:** *Tim motions to accept the minutes as written. David seconds the motion. Motion passes 2/3. Tom abstains as he was not present at the meetings.*
- 2. **Spaulding Property:** *After discussion with Mr. Spaulding and his representative Mr. Anderson, Tim motions to impose a \$2,500 fine for the contractor. Mr. Spaulding is to replant where trees in excess of 5" in diameter can be identified to have existed before the clearing, with 4' -5' Spruce trees, within the 75' shoreland zone. Plantings placed as not to obstruct the view. Replanting to be completed within 18 months of today's date. Tom seconds the motion. Motion passes 3/3.*
- 3. **Town Clerk requests;**
 - a. **To be included in the hiring process for the office assistant position**

b. Permission to hire an election warden for June 14th election (training will be required)

c. Permission to work overtime until an office assistant has been hired

Tim motions to allow up to 10 hours per week of overtime for the office staff until further authorized, to allow the office staff to be involved in the hiring process and to allow the hiring of an election warden at \$9.00 per hour. David seconds the motion. Motion passes 3/3. Roberta Pinkham offers to work as election warden on June 14th.

- 4. Fire Department, Truck 342:** *The fire department would like to be authorized to spend up to \$12,000 to replace the truck, which is in poor condition. A suitable truck has been located on a government auction site. Tom motions to spend \$7,400 from the emergency contingency with the balance coming from the fire department's operating budget until a special town meeting is held in order to replenish the operating budget, with a maximum amount of \$12,000. The old truck will be sold to offset the expenditure. Tim seconds the motion. Motion passes 2/3. David abstains. Tim will contact MMA Legal for advice in regards to using emergency contingency funds.*

- 5. Shellfish Committee, Boat Trailer Purchase (Tabled 5-9-16):** *Tim motions to spend up to \$908.14 to purchase the boat trailer along with a spare tire and bracket. Tom seconds the motion. Motion passes 3/3. The boat trailer will be rinsed after use at the new fire station with a hose that will be kept in the boat trailer. The shellfish warden will also add to his timesheet when the boat motor is maintained. The old boat trailer will be placed in front of the storage building and sold as is.*

The shellfish committee recommends appointing Adrian Batson to the committee. David motions to appoint Adrian Batson. Tim seconds the motion. Motion passes 2/3. Tom abstains.

6. Harbor Committee

a. Waiver (Update):

- b. Meeting Minutes:** *Both items are tabled for the next meeting as no representative from the harbor committee is present.*

7. Draft Letter Re Building Permit #3-2016: *Tim motions to send the letter to the applicant which gives the owner until June 6th to take corrective action before fines are imposed. Tom seconds the motion. Motion passes 3/3.*

- 8. Addison Signs (Tabled 5-9-16):** *Don Williams and Nona Cirone have volunteered to repaint two of the signs and to be reimbursed for supplies. Don will come to the next meeting with an estimate for supplies. Funds would come from the town roads budget and are estimated at \$250.*

- 9. Time for Selectmen's Meetings (Tabled 5-9-16):** *Tom felt that the item should be discussed. Those in attendance are okay with the current time for meetings.*

Other:

Fran Havey thanks the town for reimbursing her for attending the Board of Appeals training.

Fire Chief, Sheldon Trundy informs the selectmen of hazardous materials located off McMann road which are a fire danger. Debris piles include tires, tv's, traps, fluorescent bulbs, etc. It is decided to send the CEO out to inspect the site.

David motions to adjourn. Tim seconds the motion.

Those attending: *Mary Thompson, Alice Tucker, Don Williams, Peter and Grace Anderson, David Spaulding, Sheldon Trundy, Fran Havey, Sheila and Stanley Mitchell, Donna Kausen, Susan Sheridan, Irvin and Roberta Pinkham, Dan Fortin, Peter Davis, Cathy Fonda, Buddy and Judy Dakin, Osborne Davis, John Woodward*

TOWN OF ADDISON

Selectmen's Meeting

May 9, 2016

Selectmen Present: *Timothy H. Thompson, David M. Ingersoll*

Meeting Opened at: *5:00 PM*

Meeting Closed at: *6:30 PM*

- 1. Motion to accept the minutes of the April 25th Selectmen's meeting:** *David motions to accept the minutes as written. Tim seconds the motion. Motion passes 2/2.*
- 2. Addison Signs Update:** *Committee members are not present. Tim motions to table the item. David seconds the motion. Motion passes 2/2.*
- 3. Sand/Salt Shed Dispute Update:** *The judge's order allows an attachment of \$3,000 on the building, but throws out Trask's claim of the \$28,000 change order. Tim motions to contact the town's attorney, asking to expedite the case, and not to put \$3,000 in escrow. David seconds the motion. Motion passes 2/2.*
- 4. Buildings Maintenance Committee Update:** *Dan Fortin states that the committee has not met recently, but has received a quote for spray foam insulation and that John Rittenhouse has installed a hatch in the back corner for access to underneath the building. Some of the lumber needed for repairs has been purchased and the types of sheathing and siding need to be determined. Dan will contact committee members to schedule a meeting.*
- 5. Computer Tech Proposals:** *The proposals gathered will be used as a guide for next years budget. John will look in to switching to higher speed internet with Fairpoint. Item tabled until the next meeting.*
- 6. Shellfish Committee-Boat Trailer Purchase:** *David motions to table the decision to purchase. Tim seconds the motion. Motion passes 2/2.*

7. Harbor Committee

Discussion of Recent Meeting: *The committee has come up with a waiver to be reviewed by MMA Legal. The waiver would allow the temporary storage of boats. John will submit the waiver to MMA for their opinion. Increases in mooring fees are discussed. Currently the fees are \$20 for resident and \$50 for non-resident. Increases in fees could be used towards a stipend for the harbor master. The committee will hold a meeting to discuss the fees further. A quote was received from Marcus Norton for*

repairs at South Addison in the amount of \$2,350. Tim motions to spend the amount from the harbors account. David seconds the motion. Motion passes 2/2.

Motion to Appoint Dean Cirone as South Addison Harbor Master: *Tim motions to appoint Dean Cirone as harbor master for South Addison. David seconds the motion. Motion passes 2/2.*

- 8. School Budget Validation Referendum:** *Mary Thompson states that there are two parts to the school budget vote. The appropriations and validation process. Mary will make up a sign to be placed in front of the building in the hopes of drawing more voters.*
- 9. Certificate of Settlement-2015 Taxes:** *John explains that the settlement relieves tax collector Alice Tucker from collection. The tax liens are now the responsibility of the treasurer. 2014 tax liens will mature in October.*

10. Motion to close the meeting and enter Executive Session per 1 MRSA § 405- Personnel Matter

Meeting closed at: 6:02

Meeting re-opened at: 6:25

Tim explains the reason for the executive session is to discuss the process for employee reviews.

Correspondence:

Other:

- a.** *Taken out of order: The planning board requests that a meeting be held between the selectmen and the code enforcement officer to discuss building permit #3-2016, which was issued subject to CEO inspection. The CEO suggests that the building be moved to a proper location, but needs support of the selectmen to enforce the order. David motions to hold a special meeting on May 16th at 4:30 PM regarding the enforcement of an issue on M15 L10. Tim seconds the motion. Motion passes 2/2.*
- b.** *Tim would like to meet with assessor Doug Guy regarding properties that aren't being taxed. Tim motions for David to authorize the meeting. David seconds the motion. Motion passes 2/2.*
- c.** *The selectmen decide to hold the June 13th selectmen's meeting at fire station 1 because the hall will be set up for the June 14th primary.*
- d.** *Tim announces the resignation of Bobbi Floyd. Tim motions to accept the resignation with regret. David seconds the motion. Motion passes 2/2. Tim motions to appoint Alice Tucker as temporary registrar of voters. David seconds the motion. Motion passes 2/2. Tim motions to advertise the part time position in the local paper and also on the municipal board. David seconds the motion. Motion passes 2/2.*
- e.** *Tom requests changing selectmen's meeting time from 5:00 PM to a later time in order to allow more residents to attend. This item is tabled until the full board is present.*

Those attending: *Mary Thompson, Sheila and Stanley Mitchell, Osborne Davis, Glen Garnett, Dan Fortin, Cathy Fonda, Dean Crowley, Justin Thompson, Osborne Davis, John Woodward*

TOWN OF ADDISON

Selectmen's Meeting

April 25, 2016

Selectmen Present: *Timothy H. Thompson, David M. Ingersoll*

Meeting Opened at: *5:00 PM*

Meeting Closed at: *6:45 PM*

- 1. Motion to accept the minutes of the April 11th Selectmen's meeting:** *David motions to accept the minutes as written. Tim seconds the motion. Motion passes 2/2.*

Tim asks for a moment of silence for Thelma Grant.

- 2. Discussion of RSUISAD 37:** *Present are directors Everett Grant and Debra Murphy, and Superintendent Ronald Ramsay. Tim begins discussion with a complaint regarding postings of meetings and workshops not meeting FOA requirements. Everett Grant responds that he has met with Ronald Ramsay and consulted with Maine School Management to determine if the posting was illegal. The superintendent's office has provided a new posting and any future postings will have a header. Mr. Ramsay presents a packet of information based on questions Tim and Tom posed in an email. Topics discussed are the number of pupils in each school of the district, hours spent in transit, tuition rates, and how the break from SAD 37 has worked out for the town of Cherryfield.*

- 3. Out of order Harbor Committee:**

Harbor Masters Enforcement of Ordinance:

Dean Crowley states that the landings are in working condition and the committee will work with the selectmen to make necessary changes to the current harbor ordinance, possibly allowing storage of boats and gear. Dean Cirone (not present) is recommended as harbor master for the South Addison area. Tim responds that the selectmen will enforce the ordinance in the absence of a harbor master.

- 4. Road Commissioner:**

Recent Road Work-Tree Removal/Trimming:

Obbie Davis states that approximately 1 ½ miles of trimming and tree removal has been completed off Ridge and Old Addison roads. There is trimming and tree removal planned for the South Addison area off Cape Split and Mooseneck roads when funds are available. Chips from the cuttings will be left at the SA town landing for residents to use.

- 5. Addison Building Maintenance Committee:**

Report of Recent Meetings/Exploration of Town Hall:

Dan Fortin reads some highlights from recent meetings. Local contractors have inspected the areas of the building that were opened by the committee and determined that the condition of the sills and framing are not as bad as they anticipated. The committee would like to proceed with necessary repairs. A list of these repairs is provided by the committee. The perimeter drain has been cleared and is functioning. Spray foam insulation is mentioned. There is discussion of the types of siding to be

used on the lower half of the building when repairs are complete. The town could decide at a later time, but for now the repairs to the framing and sheathing need to be made. Tim motions to go ahead with the recommended immediate repairs. David seconds the motion.

Appointment of Ward Perry and Don Williams:

Tim motions to appoint, David seconds the motion. Motion passes 2/2.

6. Motion to rename the “Hall Renovations” account to “Town- Owned Buildings Maintenance” account: *Tim motions to rename the account to include sub accounts for the wind turbine, storage building (old fire station 1), sand/salt shed, and fire stations 1 and 2. David seconds the motion. Motion passes 2/2.*

7. New Shellfish License Fees: *Irvin Pinkham is present to answer questions regarding the changes. Tim reads the price list aloud.*

8. Addison Days Committee:

Appointment of Tom Batson, Fran Havey, Irvin Pinkham, Roberta Pinkham, Timmy Cirone: Tim motions to appoint, David seconds the motion. Motion passes 2/2. Irvin is working with Tom and Fran to plan events, scheduled for July 16th.

Mail:

Letter from Cheryl and Jim Briggs regarding ‘Welcome to Addison’ signs: Tim motions to form a committee and to appoint Ron Carpenter and Don Williams to investigate repairs or replacement of the signs. David seconds the motion. Motion passes 2/2.

Other:

Elections Training date changed from April 19th to May 19th

Tom Batson will be attending a meeting in May regarding wind/solar energy to determine whether or not the town can generate additional savings from the wind turbine.

Mary Thompson inquires about the sand/salt shed dispute. Obbie responds that there has been no recent contact with the town’s attorney.

Chris Chartrand representing the Pleasant River Solid Waste Disposal District has some updates to report regarding the next interlocal agreement. A duration of the agreement has not yet been decided, but he feels that it will be a 5 year contract as has been in the past.

Don Williams asks about the town roadside trash clean up. He will contact Donna Kausen of the recreation committee to see when it is scheduled.

Those attending: *Peter Davis, Roberta Pinkham, Irvin Pinkham, Chris Chartrand, Don Williams, Osborne Davis, Mary Thompson, Sheila Mitchell, Stanley Mitchell, Sheldon Trundy, Ron Carpenter, Lloyd Jordan, Daniel Fortin, William Batson, John Rittenhouse, John Woodward, Everett Grant, Ronald Ramsay, Debra Murphy, Dean Crowley, Justin Thompson*

TOWN OF ADDISON

Selectmen's Meeting

April 11, 2016

Selectmen Present: *Timothy H. Thompson, David M. Ingersoll, Thomas W. Batson*

Meeting Opened at: 5:00 PM

Meeting Closed at: 6:40 PM

1. **Motion to accept the minutes of the March 28th Selectmen's meeting:** *Tom motions to accept the minutes as written. David seconds the motion. Motion passes 3/3.*
2. **Executive Session (1 MRSA § 405) Harbor Committee-Appointment of Harbor Master for South Addison Town Landing:** *Tom motions to close the meeting and enter executive session with the Harbor Committee members. Motion passes 3/3. Tim seconds the motion. Tim motions to re-open the meeting. Tom seconds the motion. Motion passes 3/3. Tom motions to re-appoint Joseph Bradley for 3 months. Tim seconds the motion. Motion passes 3/3.*
3. **Pleasant River Solid Waste Disposal District:** *Chris Chartrand is present to answer questions regarding changes at PERC and MRC. The town's interlocal agreement expires in 2018, which coincides with the expiration of the agreement between PRSWDD and PERC. There is discussion of tipping fees, rates for recyclables, single stream separation, the possibility of drawing more towns into the district, and roadside pick-up. Tim requests a copy of the new interlocal agreement well in advance so that the selectmen can review it and be prepared.*
4. **Road Commissioner-Power at Sand/Salt Shed:** *Obbie recommends leaving the power on year round instead of the 6 month suspension which has been done in the past. Tom motions to leave the power on. Tim seconds the motion. Motion passes 3/3.*
5. **Building Maintenance Committee:**
 - a. **Recommends Appointment of Marcus Norton and Stephen Oliver:** *Tom motions to appoint Marcus Norton and Stephen Oliver to the Building Maintenance Committee. David seconds the motion. Motion passes 3/3.*
 - b. **Update on Town Hall:** *Photos of the opening of 32 feet of the north corner of the Town Hall building are displayed while Peter Davis explains what was found during the exploration. The sill is sound and in good condition. The siding and sheathing needs to be replaced and 22 floor joists sistered in this section. No evidence of mold was found in this 32 foot section. Further exploration will be discussed at the next meeting of the Building Maintenance Committee, along with discussion of repairs and upgrades to the siding, and proper ventilation.*
6. **Bureau of Elections requests use of Town Hall for Elections Training on April 19th from 8-12:** *Tim motions to approve the request. Tom seconds the motion. Motion passes 3/3.*
7. **Executive Session (1 MRSA § 405) Employee Salary Increases:** *Tim motions to enter executive session. Tom seconds the motion. Motion passes 3/3. Tim motions to re-open the meeting. Tom seconds the motion. Motion passes 3/3. Employee reviews will take place in June.*

Other: *There is discussion of the condition of the floats at the Addison Point Landing and the South Addison Landing. Tom requests that the Harbor Committee make necessary repairs to the Addison Point floats before they are put back in for the season. David seconds the motion. Motion passes 3/3. Peter Davis will make the repairs to the top decking of the floats. New roofing material will be added. Tim asks Irvin Pinkham about the DA's office prosecuting shellfish violations. Butch responds that the DA has to prosecute.*

Those attending: *Osborne Davis, Betty and Peter Thompson, Daniel Fortin, Gary Magby, Peter Davis, Cathy Fonda, Sheila Mitchell, Donna Kausen, Chris Chartrand, Irvin Pinkham, Harbor Committee Members, John Woodward.*

TOWN OF ADDISON

Selectmen's Meeting

March 28, 2016

Selectmen Present: *Timothy H. Thompson, David M. Ingersoll, Thomas W. Batson*

Meeting Opened at: *5:00 PM*

Meeting Closed at: *6:55 PM*

Moment of Silence for former Selectman, Dale Crowley

- 1. Motion to accept the minutes of the March 14th Selectmen's meeting:** *David motions to accept the minutes as written. Tom seconds the motion. Motion passes 3/3.*
- 2. Mark Wright Disposal / Pleasant River Solid Waste Disposal District-Discussion** *regarding the future of municipal solid waste: Mark feels he could save member towns tax monies by switching to a contract with his facility. Tim asks about recycling and Mark responds that he has always offered recycling, but would like to expand if there were to be a commitment from town(s). Our representative on the PRSWDD board, Chris Chartrand is present and states that the district did sign an agreement with MRC who owns the land Fiberright operates on. Each town in MRC gets funds from a pool, currently the pool is approximately \$178,000. The town's contract with PRSWDD expires in 2018. The transfer station has begun a study to track tonnage from each town. The sale of bags reduces the amount the town budgets for our portion of the bill from the transfer station and currently Addison sells the most bags. As a charter member, Addison is building equity. There will be more discussion as the time draws nearer to the contract expiration.*
- 3. Building Maintenance Committee:**
Motion to appoint Tim Thompson, Tom Batson, Terry Grant, and Gary Magby: Tom motions to appoint Tim, David seconds the motion. Motion passes 2/2. Tim motions to appoint Tom, David seconds the motion. Motion passes 2/2. Tim motions to appoint Terry and Gary, Tom seconds the motion. Motion passes 3/3.

Discussion of recent meeting: Dan Fortin begins discussion. Eleven people attended the first meeting. The committee recommends allocating funds for exploration of about 15 feet of the northeast corner of town hall building. John Rittenhouse, a town employee will open the exterior of the building, allowing other contractors and an engineer to see the extent of rot inside the wall. John estimates the cost for exploration to be \$65-70. The section opened will be secured at the end of each day. Mr May of Maine Center for Disease Control and Preservation was invited to the meeting by Tom and is asked his opinion of the exploration and whether or not it could pose a risk to the office staff, considering the mold issues with the building. Mr May responds that as long as the rotted wood is disposed of properly, using guidelines provided by MDOL the staff should not be harmed. Tom questions whether or not John is covered under the town's insurance to perform the task. MMA Risk Management says that he is covered for general maintenance. John will not be making repairs, only opening small sections at a time for exploration. Tim motions to authorize John to begin exploration on the NE corner of the building, 8-16 foot sections at a time, with work to include securing the building every evening and each section to take approximately 2 days. Tom seconds the motion. Motion passes 3/3. Lloyd Jordan has spoken with Ken Jordan, who will come take a look at the sills and studs when each section is opened. Tim asks John about the replacement of the sash at the old fire station. John says that the sash has been ordered and may be in as soon as this Thursday or next.

4. Budget Committee:

Fran Havey and Carmen Look would like to volunteer to serve on the committee: Tim motions to appoint Fran and Carmen to full members, and to appoint Lee Grant as an alternate as he spends winters in Florida. David seconds the motion. Motion passes 2/2. Tom abstains.

- 5. Motion to disband the Revitalization / Energy Committee:** *Tim motions to disband and dissolve the committee. David seconds the motion. Motion passes 3/3. Tom mentions that the committee worked on more than town hall building issues, they also managed maintenance on the wind turbine, park, and solar panels. This is discussed further in item 12 a.*

6. Harbor Committee Recommend Appointment of Harbor Master for South Addison: *The harbor committee recommends reappointment of Joseph Bradley. Tom and David feel that Joseph was not handling issues at the landing, including storage of boats and debris as well as trash removal. Tim motions to table the appointment and to invite the chair of the harbor committee, Dean Crowley and Joseph Bradley to the next meeting to discuss a plan to relieve the landing of issues cited. Tom seconds the motion. Motion passes 3/3.*

- 7. Town Website Maintenance:** *Tim asks secretary John Woodward if he'd maintain the website, but John explains that he does not know how to do it. Tim offers to come in and do updates. Mr. May states that students at the University of Maine at Machias may be looking for this type of work.*
- 8. Motion to appoint one Selectman to be added to accounts and authorized to sign loan documents on behalf of the Town at Machias Savings Bank:** *Item 10 is taken up first. Tom motions to appoint Tim to be added to accounts and to sign documents on behalf of the town, with Tom acting as alternate in the event Tim is out of town. David seconds the motion. Motion passes 3/3.*

- 9. Discussion of Employee Reviews:** *Tim expresses the need for employee reviews to take place on a yearly basis and suggests the first month in June be designated. Employees will update their current job description and John will gather information regarding evaluations from MMA.*
- 10. Discussion of Chair for Board of Selectmen:** *Out of order. David motions to elect Tim as chair. Tom seconds the motion. Motion passes 2/2.*
- 11. Discussion regarding maintenance of computer equipment and network-Town Office:** *Tim and John are working on estimates from Geek Squad (Best Buy) and Axiom for contracts.*
- 12. Correspondence:**
- a. *Recent Email from Daria Alexander regarding conditions of Town Hall building, maintenance of the wind turbine, and park: John is asked to report on how many stones have been ordered for the park walkway. Parris Hammond Jr is asked to inspect the concrete at the turbine for damage. Tim mentions that the turbine is not saving the town money off electric billings as expected, when the cost of maintaining the turbine and Emera charges are subtracted.*
- b. *The Nature Conservancy now owns the following exempt properties: E. Plummer Island Preserve and Upper Birch Island Preserve*

Other:

There being no further business, Tom motions to adjourn.

Those attending: *Osborne Davis, Fran Havey, Peter Davis, Chris Chartrand, Daniel Fortin, Sheila Mitchell, Al May, Gary Magby, Mark Wright, Mary Thompson, Lloyd Jordan, Parris Hammond Jr., John Woodward*

2016 TOWN MEETING

TOWN OF ADDISON

Selectmen's Meeting

March 14, 2016

Selectmen Present: *Timothy H. Thompson, David M. Ingersoll, Thomas W. Batson*

Meeting Opened at: *5:00 PM*

Meeting Closed at: *7:05 PM*

- 1. Motion to accept the minutes of the February 29th Selectmen's meeting:** *Tom motions to accept the minutes as written. David seconds the motion. Motion passes 2/2. Tim abstains.*

2. **Motion to accept the minutes of the March 8th Annual Town Meeting:** Tom motions to accept the minutes as written. David seconds the motion. Motion passes 3/3.
3. **Motion to accept changes to the Shellfish Ordinance as written** (per town meeting vote): Tom motions to accept the changes to the Shellfish Ordinance as written per town meeting vote. David seconds the motion. Motion passes 3/3. David brings up the 'headlighting' (night digging) issue. Since there is no state law, who would enforce it? Tom responds that the warden would be responsible to enforce the town's ordinance. Tom mentions that he has been thinking about suggesting a regional shellfish warden to share costs.

4. Repairs to Town Hall and other Town Owned Buildings:

(Bonnie Look Thompson has submitted a proposal to appoint a Renovation/Building Committee) Bonnie is not present as she had a previous engagement. Tim reads her proposal aloud and recommends a group be formed to come up with a plan with the help of the engineer from Criterium Brown who has done two structural inspections of the building. Dan Fortin has spoken with him, and he had agreed to come up with specs for repairs at a cost of \$1,500. There is discussion with the public regarding what was expected at the public hearing on March 8th. James Emerson Jr thought that numbers would be presented for either reconstruction or rebuild. Mary Thompson suggests work segment quotes from the engineer, starting with the most important phase of reconstruction. Tom is concerned about the current foundation and mentions that whom ever is chosen to do the work needs proper insurance coverage. David suggests a back up plan to cover the 'what if's'. Parris Hammond Jr suggests lifting the building and moving it to one side, digging out the foundation, and repairing the sills. Tom motions to form a committee and to appoint Dan Fortin, John Rittenhouse, Parris Hammond Jr, Lloyd Jordan, Glenn Garnett, and Peter Davis. Tim will set up a meeting as soon as possible. John Rittenhouse received a quote to replace the bottom sash of the window at the old fire station in the amount of \$187.89. Tom motions to go ahead with the repair. Tim seconds the motion. Motion passes 3/3.

5. **Pleasant River Ambulance:** Donald Hicks and Cheryl Paul are the representatives from the town who serve on the board of directors and are present to talk about the 16-17 budget. Don and Cheryl talk about the recent financial hardships of the ambulance service and the reasons the budget request increased over last fiscal year. Insurance and damages to two ambulances were mentioned. A financial report will be submitted next year for inclusion in the town's annual report.
6. **Spaulding clear cutting violation off Basin Road:** CEO Betsy Fitzgerald could not attend. There is discussion of the violation. Tom mentions that the selectmen had asked the planning board to come up with a guide for assessing fines, but that the planning board had turned the task back over to the selectmen, suggesting a minimal fine. Tom motions to send a letter to Mr. Spaulding, his contractor who did the cutting, and Betsy Fitzgerald inviting them to the May 23rd selectmen's meeting when Spaulding is expected to be in town for the summer months. David seconds the motion. Motion passes 3/3.

7. **Motion to appoint minor officers** (list provided by clerk): Tim makes a motion to appoint minor officers per the list provided, along with appointments of Sheldon Trundy as EMA assistant and James Emerson Jr as EMA director (agenda item 11) minus the reappointment of Joseph Bradley as harbor master and to contact the harbor committee

asking for a recommendation for appointment of a harbor master. Tom seconds the motion. Motion passes 3/3. Tom and David have someone in mind for the harbor master position.

8. Shellfish Warden, Wayne Robbins will be absent from March 31st thru April 22nd: *Tim motions for former shellfish warden Irvin Pinkham to fill in during his absence. Tom seconds the motion. Motion passes 3/3. Butch is in attendance and agrees to the temporary appointment.*

9. Motion to enter Executive Session per 1 MRSA § 405 to discuss recent correspondence with the attorney regarding the sand/salt shed dispute: *David motions to close the meeting at 6:23 PM and to enter executive session. Tom seconds the motion. Motion passes 3/3. Tim motions to reopen the meeting at 6:50 PM. Tom seconds the motion. Motion passes 3/3. Tim announces that the selectmen will instruct attorney Charlie Gilbert to get in front of a judge with the matter as soon as possible siting that there was no change order per the requirements of the contract and if there is no quick response to the request, the selectmen will meet again to discuss other steps.*

10. Motion to accept resignations:

Tim Thompson-Budget Committee, Board of Appeals, Emergency Management Director

Fran Havey-Revitalization Committee

Daria Alexander-Revitalization Committee

Tim motions to accept the resignations with regret and to send a letter thanking them for their hard work on various projects. Tom seconds the motion. Motion passes 3/3.

11. Motion to appoint:

Sheldon Trundy-Emergency Management Assistant

James Emerson Jr.-Emergency Management Director

These appointments were taken up in agenda item 7.

Other: *Tim motions that there be no distinction between 1st, 2nd, and 3rd selectman positions, that all work is equal along with pay. Tom seconds the motion. Motion passes 3/3. The selectmen's stipends will be divided equally. Tim requests the boards approval to continue with work on the town road book. Tom motions to continue work on the book, with the help of Bobbi Floyd during times when she is not busy with other office tasks, and to have the book ready for town meeting approval next March. David seconds the motion. Motion passes 3/3. Tim mentions an upcoming 'newly elected officials' workshop in Bar Harbor presented by MMA. Tim thinks it would be good for all three selectmen to attend, but questions whether or not it would be legal under FOA requirements. John will contact MMA Legal to ask if it's possible for all three to attend the training. The cost of the training is \$55/ea. Butch is interested in being a full member of the board of appeals. Tim motions to appoint as a regular member of the board. David seconds the motion. Motion passes 3/3. This leaves a vacancy of an alternate on the board.*

Those attending: *Osborne Davis, Glenn Garnett, Donald Hicks, Mary Thompson, Peter Anderson, Daniel Fortin, Gary Magby, Fran Havey, Sheila and Stanley Mitchell, Peter Davis, Frank and Sherry Brooks, Jim Emerson Jr. Sheldon Trundy, Cheryl Paul, Cathy Fonda, Parris Hammond Jr, Susan and Robert Gray, Irvin Butch Pinkham, Lloyd Jordan, Don Williams*

TOWN OF ADDISON

Selectmen's Meeting

February 29, 2016

Selectmen Present: *Thomas W. Batson, David M. Ingersoll*
Meeting Opened at: *Tom calls the meeting to order at 5:00 PM*
Meeting Closed at: *5:30 PM*

1. **Motion to accept the minutes of the February 16th meeting:** *David makes a motion to accept the minutes as written. Tom seconds the motion. Motion passes 2/2.*
2. **March 8th Public Hearing Regarding Town Hall:** *The revitalization committee has prepared a presentation for the public hearing that will take approximately 45-50 minutes, with 10-15 minutes for questions. Dan Fortin and his group has prepared a presentation which will take approximately 15-20 minutes. After some discussion, the selectmen decide to let Dan go first and the revitalization committee will go second, questions will be answered when the warrant articles are taken up at town meeting.*
3. **James W. Wadman, CPA Management Representation Letter:** *Tom makes a motion to sign the representation letter for the annual audit. David seconds the motion. Motion passes 2/2.*
4. **Emera Maine, Travel over Posted Roads:** *Road commissioner Obbie Davis is not present. No roads have been posted. Tom motions to sign the letter, giving Emera Maine permission to travel over any posted roads in Addison. David seconds the motion. Motion passes 2/2.*
5. **Tax Acquired Property-Narrows Road:** *The original sale amount included an estimated tax for 2016, but the selectmen have been unable to obtain the remaining \$40 from the owner to complete the sale. The sale amount was reduced by \$40 and a tax bill will be sent to the owner. The quit claim deed needs to be filed at the registry by April 1st, before commitment. Tom motions to sign the quit claim deed. David seconds the motion. Motion passes 2/2.*

Other: *Fran Havey asks if the selectmen have come up with a procedure for dealing with tax acquired mobile homes. Tom responds that the board has not done that yet, and will work on this and other items when a full board is available after town meeting. Mobile home parks and a chart for assessing fines for clear cutting in the shoreland zone are also discussed. Tom announces that Mike Murphy will not be running for re-election as selectman.*

Those attending: *Fran Havey, Gary Magby, Dan Fortin, Daria Alexander, Sheila Mitchell, John Woodward*

TOWN OF ADDISON

Selectmen's Meeting

February 16, 2016

Selectmen Present: *Thomas W. Batson, David M. Ingersoll*

Meeting Opened at: *10:00 AM*

Meeting Closed at: *10:30 AM*

- 1. Motion to accept the minutes of the February 2nd meeting:** *David motions to accept the minutes as written. Tom seconds the motion. Motion passes 2/2.*
- 2. Motion to enter executive session (MRSA § 405) regarding the Sand/Salt Shed dispute:** *Tom motions to enter executive session. David seconds the motion. Motion passes 2/2. Tom motions to reopen the meeting. David seconds the motion. Motion passes 2/2. Tom explains that the purpose of the meeting was to discuss a settlement with Trask over the disputed change order. Tom motions to make an undisclosed settlement offer to Trask. David seconds the motion. Motion passes 2/2. The amount, if accepted will be disclosed at a later date.*
- 3. Tax Acquired Mobile Home off Ridge Road:** *After some discussion regarding whether or not Tom could remove the mobile home and trash/debris for \$1,500 David motions to accept Mark Wright Disposal's bid of \$3,000. Tom seconds the motion. Motion passes 2/2. David suggests stopping the foreclosure when something like this comes up again.*
- 4. Articles for Town Meeting:** *The selectmen discuss the shellfish articles and the articles for town hall renovation/replacement. Tom motions to accept the articles. David seconds the motion. Motion passes 2/2.*

Those attending: *Fran Havey, Daria Alexander, John Woodward*

TOWN OF ADDISON

Selectmen's Meeting

February 2, 2016

Selectmen Present: *Michael L. Murphy, David M. Ingersoll, Thomas W. Batson*

Meeting Opened at: *Mike calls the meeting to order at 2:00 PM*

Meeting Closed at: *3:10 PM*

- 1. Motion to accept the minutes of the January 25th meeting:** *Tom motions to approve the minutes as written. David seconds the motion. Motion passes 3/3.*
- 2. Sand/Salt Shed Dispute:** *The selectmen discuss whether or not to settle in the amount of \$17,000 which includes the \$1,500 final payment. John Woodward will contact the town's attorney with some questions the selectmen has come up with. Tom motions to send the list of questions to the attorney and to let him know that the selectmen are not willing to settle until the questions are answered. At this point the selectmen feel that they only owe the \$1,500. David seconds. Motion passes 3/3.*

- 3. Tax Acquired Mobile Home off Ridge Road:** *Tom is still working on gathering prices to move the mobile home and says he needs a few more days. Mike suggests deeding the mobile home back to the former owner. John Woodward contacted MMA Legal and they advised that it is considered personal property and a bill of sale would need to go along with the deed. It is suggested to advertise the mobile home as free for the taking. Other: The next Selectmen's meeting will be held on Tuesday, February 16th at 5:00 PM. Mike states that he will not be able to attend the meeting due to prior engagements. It is decided to hold the meeting at 9:00 AM on Tuesday to approve warrant articles.*

Tom mentions that the shellfish committee is seeking a grant for seed clams.

Mike states that he cannot attend Town Meeting due to prior engagements.

Obbie Davis asks about whether or not certain parcels will be re-evaluated by the assessor and what affect this will have on tax payers. Mike reviews a letter from the assessor which states the valuation will be affected by 2.3 million.

David asks John Woodward to contact MMA Legal regarding persons living in camper trailers more than 8 months out of the year. Is there a State law prohibiting it? Tim Thompson asks the selectmen if they have asked the planning board to look at the mobile home ordinance to see if it needs to be updated. There is discussion regarding mobile homes on other's property. John has contacted MMA Legal and was advised that the town cannot prohibit people from placing a mobile home on someone else's property if they have the proper permits. When the owner is facing foreclosure, the selectmen can stop the foreclosure.

Those attending: *Tim Thompson, Osborne Davis, Terry Grant, John Woodward*

TOWN OF ADDISON

Selectmen's Meeting

January 25, 2016

Selectmen Present: *Michael L. Murphy, David M. Ingersoll, Thomas W. Batson*

Meeting Opened at: *Mike calls the meeting to order at 5:00 PM*

Meeting Closed at: *5:50 PM*

- 1. Motion to accept the minutes of the January 11th meeting:** *Tom motions to accept the minutes as written. David seconds the motion. Motion passes 3/3.*
Motion to accept the minutes of the January 12th meeting: *Tom motions to accept the minutes as written. David seconds the motion. Motion passes 3/3.*
- 2. Chris Chartrand – Pleasant River Solid Waste Disposal District:** *Chris states that the budget is up a little over last year. There hasn't been an increase in 2 years. The*

back hoe had to be replaced and recyclables aren't bringing in revenue as in the past. The transfer station will be closed on Fridays during winter months beginning February 5th.

3. Tax Acquired Properties:

Mobile Home off Ridge Road: *Tom discusses options to have the mobile home removed by the end of February. He will continue to look into it. John is asked to contact legal department to see if the town can turn the mobile home back over to the previous owner.*

Mobile Home off Narrows Road: *Tom hasn't had a chance to speak with the previous owner regarding the addition monies due in order to re-purchase the property.*

- 4. Revitalization Committee – Town Hall:** *Daria Alexander has prepared presentations for restoration or new build, with written estimates from contractors for a public hearing to be held an hour prior to town meeting. Dan Fortin also has a presentation that he feels the selectmen should be able to present at the public hearing.*
- 5. Proposed Shellfish Warrant Articles:** *The selectmen will take copies of the proposed articles home for review.*
- 6. Narraguagus Snowmobile Club Requests Warrant Article for Snowmobile Registration Reimbursements:** *Last FY the Indian River Tamers Club received the snowmobile reimbursement. Tom abstains as he is on the Indian River Tamers Club board. Mike motions to put both requests on the warrant for town meeting. David seconds the motion. Motion passes 2/2.*
- 7. Motion to Cancel February 8th Selectmen's Meeting – Schedule Budget Meeting at 5:00 PM:** *Tom motions to cancel the February 8th Selectmen's meeting, schedule the budget meeting and to re-schedule the selectmen's meeting for February 15th. David seconds the motion. Motion passes 3/3.*

Motion to Schedule Selectmen's Meeting for February 15th at 5:00 PM to Approve Warrant Articles:

- 8. Sand/Salt Shed Update:** *Tom motions to have the town's attorney to negotiate a settlement which would have to be acceptable to the board and to include a release of the building to the town. David seconds the motion. Motion passes 3/3.*
- 9. Motion to approve Board of Appeals Training Request:** *Mike motions to accept the training request reimbursement, with mileage for one member, suggesting that if other members want to attend, they should car pool. Tom seconds the motion. Motion passes 3/3.*
- 10. Beth C. Wright Cancer Resource Center – Request to use Town Hall on May 21, 2016:** *Tom motions to approve the request. David seconds the motion. Motion passes 3/3.*

Other: *Tom motions to approve a request for the town to purchase materials for an oldest resident cane, plaque, and pins. Ward Perry will make the cane and donate it to the town. The plaque and pins will cost approximately \$150. David seconds the motion. Motion passes 3/3.*

Those attending: *Fran Havey, Sheila and Stanley Mitchell, Cathy Fonda, Tim Thompson, Gary Magby, Sheldon Trundy, Daniel Fortin, Chris Chartrand, Daria Alexander, John Woodward*

TOWN OF ADDISON

Selectmen's Meeting

January 12, 2016

Selectmen Present: *Michael L. Murphy, David M. Ingersoll, Thomas W. Batson*

Meeting Opened at: *2:43 PM*

Meeting Closed at: *3:26 PM*

1. Motion to enter into executive session with the town's attorney to discuss a dispute over a change order regarding the sand/salt shed per 1 MRSA § 405: *Tom motions to enter into executive session. David seconds the motion.*

Tom motions to re-open the meeting at 3:25. David seconds the motion. Mike states that the purpose of the executive session was to review materials and answer questions from the town's attorney, Charlie Gilbert who will be handling the matter.

Tom motions to adjourn at 3:26. David seconds the motion.

Those attending: *Fran Havey, Osborne Davis, John Woodward*

TOWN OF ADDISON

Selectmen's Meeting

January 11, 2016

Selectmen Present: *Michael L. Murphy, David M. Ingersoll, Thomas W. Batson*

Meeting Opened at: *Mike calls the meeting to order at 5:00 PM*

Meeting Closed at: *6:48 PM*

1. Motion to accept the minutes of the December 28th meeting:

2. Tax Acquired Property Bid Opening:

Map 4 Lot 24-ON (Mobile Home)-No Bids Received. There is some discussion as to what to do with the mobile home.

Map 2 Lot 47-ON (Mobile Home)-One bid received from Mike Reynolds in the amount of \$270.00 The bid is \$40.00 lower than the minimum bid due. Tom is working with Mike Reynolds to come up with the amount due. Tom motions to accept the bid. David seconds the motion.

Map 3 Lot 43 (Indian River Rd Old Store/Lot)-Three bids were received. Jerry Blackburn bid \$2,611.00, Eric Fletcher bid \$2,500.00, Dana Parker bid \$2,155.00, and Michael Emerson II bid \$6,007.00. David motions to accept Michael Emerson's bid. Tom seconds the motion.

Map 10 Lot 19 (East Side Rd Lot)-Two bids were received. M. O'Brien bid \$9,500.00 and Eric Fletcher bid \$5,000.00 Tom motions to accept the bid from M. O'Brien. David seconds the motion.

- 3. Sand/Salt Shed - Change Order Dispute:** *A meeting is scheduled for Tuesday January 12th at 11:00 AM at the town hall with the town's attorney.*
 - 4. Old Business: Basin Road Vegetation Removal Violation:** *CEO Betsy Fitzgerald is present. Discussion of a Statute regarding guidelines for selectmen to decide amount of fine. Decision tabled until Betsy reviews.*
 - 5. Town Hall Building:** *Cost estimates are presented to the selectmen by Dan Fortin and Daria Alexander. Daria requests that monies from tax acquired property sales go to the town hall renovations account.*
 - 6. Tim Thompson - Policy Regarding Town Website Entries:** *Daria asks to upload the new cell tower ordinance to the website. Tom motions to accept. David seconds the motion. Tim asks that everyone make an effort to add meeting minutes to website.*
 - 7. Motion to Appoint Richard Paul as Alternate on Budget Committee:** *David motions to appoint Richard Paul as an alternate. Tom seconds the motion.*
- Other:** *Boat storage on town property (South Addison town landing) is discussed.*

Those attending: *Fran Havey, Osborne Davis, Michael Emerson II, Michael Emerson Sr., Gary Magby, Daria Alexander, Tim and Mary Thompson, Glenn Garnett, Betsy Fitzgerald, Donna Kausen, Sheldon Trundy, Bobbi Floyd, Lloyd Jordan, Dan Fortin, John Rittenhouse, Alice Tucker*