

Minutes July 20,2022
Select Board Meeting

ATTENDANCE: Jeff Trafton, Charles Greenberg, Doreen Berry Rose Hill

APPROVAL OF MINUTES:

Doreen made a motion to approve the minutes as written for July 6, 2022 and July 14, 2022, Charles 2nd no discussion motion passes 3-0

CHECKING ACCOUNT BALANCE as of 07/20/2022: \$549,565.95

No one was present from the fire dept so new business or old business to discuss.

ROADS/SAND & SALT SHED

Sand & Salt Shed Update – A new invoice for the project has been received in the amount of \$249,337.76. Discussion consisted of following the billing procedure, Jeff made a motion to approve the invoice and that it be sent directly to DEP for approval. Doreen 2nd the motion. Motion passes 3-0

There is a change order that was at the July 6th meeting and that is presently in the hands of the DEP waiting for approval.

Wellman Paving will be at the Town office on Thursday 7/21/2022 to prep the parking lot for paving to be done on Friday.

The new Wellman contract has been submitted. The contract now includes billing process with a 3rd party, Northeast Paving who is doing the paving for Wellmans.

The paving amount total is \$215,832.

Doreen made a motion to sign the new Wellman contract to include the 3rd party billing. Charles wanted to know about the possibility of price changing. Doreen pointed out that it states in the contract Wellman will contact the Town if there is to be any changes beforehand. Jeff 2nd the motion. Motion passes 3-0

TOWN OFFICE

Old: A motion was made by Doreen that the Town will give the Town Clerk a 2 week paid vacation effective upon anniversary date of hire. The vacation pay is not to exceed a normal weekly pay of the clerk 28hours. Jeff commented that Rose Hill the clerk is doing a great job and thanked her. Charles 2nd the motion. Motion passes 3-0

MMA Cyber requirements update. Rose has submitted paper work to Tech Source to fill out and be sure Town office is in compliance. Rose will follow up with Ryan Vines to see how the new email process is going. Was suggested to reach out to other Towns to get an idea of how they are implementing secure email addresses.

Purchasing: Sometimes items need to be ordered on the behalf of the Town Clerk and Fire Dept for basic items. The board has discussed and decided to give permission for purchasing to the Clerk and Fire dept in the amount of up \$200.

Jeff made a motion to pass the approval of spending up to \$200.00 for the Town clerk and Fire Dept. Doreen 2nd, no discussion. The motion passes 3-0.

NEW:

MMA Election s for Vice President and Executive committee-After reading each candidates BIO. Jeff made motion to elect Diane Hines as candidate for Vice president and Joel Brown for executive committee. Doreen 2nd the motion, No discussion. Motion passes 3-0

Rose had submitted a office supply order prior to this meeting for a Staples Order. Jeff made a motion to allow Rose to place an order, Doreen added that stamped envelopes should also be added to a P.O. so that envelopes will be available for taxes to be mailed. Jeff recanted previous motion, made new motion to allow the purchase of office supplies 151.20 and order pre stamped envelopes from USPS, Doreen 2nd the motion. The motion passes 3-0.

Seacoast Security and response time to alarms was discussed. Doreen lives the furthest away from the Town office but is first to be called. Discussion was made to contact Seacoast Security via email and have the contacts updated. Doreen will take care of this.

Warrant Review/Approval : Motion made by Jeff to sign the warrants with adjustments made. Charles 2nd Motion passes 3-0

Warrant Review/Approval

- a) A/P Warrant #47 \$26,730.24
- b) BMV # 48 \$315.00
- c) BMV# 49 \$371.25
- d) PAYROLL #50 \$3,041.73
- e) Warrant Preview 7/20/2022 \$21,703.00

OTHER BUSINESS:

LouAnn Cranouski has put in a complaint to the board about a rat infestation near her home at 57 Unity Road, Thorndike. Charlie Porter was called and did an inspection of the local area and saw no amount of excess trash, etc that could be causing this issue. Will continue to investigate and follow-up.

The Town Sextons have started their training on using D2 cleaner to clean the stones. Doreen has put in a request to purchase back pack sprayer that holds approx. 4 gallons of water that will help with process of cleaning the stones. There is one at Home depot that she herself has used and product is great. Cost \$300.00. Motion was made by Charles for the purchase of sprayer Doreen 2nd. Motion passes. Rose will place order on line using the Town Banking debit card.

Motion made by Jeff to adjourn, Doreen 2nd , motion passes 3-0 adjourned at 7:50

Respectfully Submitted

Rosemarie Hill, Town Clerk

