

SELECTMEN'S MEETING – TUESDAY, OCTOBER 2, 2018

Present: Chairman Karl Ekstedt, Selectmen Kathy Chase and John Howarth, Town Manager Jon Carter

Excused: Selectmen Tim Roche and Daniel Hobbs

5:30 PM Executive Sessions:

1. Executive Session: Review and discussion regarding the Town Manager's annual evaluation and compensation 1 M.R.S.A. § 405(6)(A).

Motion by Mrs. Chase to go into Executive Session, seconded by Mr. Howarth. Passed unanimously.

Motion by Mrs. Chase to come out of Executive Session, seconded by Mr. Howarth. Passed unanimously.

6:00 PM Workshops:

1. Update on the LED Street Light Project.

About 90 % of the towns in Maine are using RealTerm to assist with their conversion to LED lights. CMP made a counter offer of a 15 year lease. The difference was \$400,000 in favor of the RealTerm recommendation of owning the lights. Jon is now asking the Board for authorization to sign the agreement with RealTerm to buy and install the lights and have a maintenance contract for one of their approved contractors to maintain the lights for us. The Energy Committee is also recommending that we buy smart controllers for the lights. It would add 8 months to the payback period but we would be able to monitor the lights and adjust the brightness as needed. The total payback period is estimated at 5.2 years. Thanks to the Energy Committee for their efforts with this project.

2. Discussion with the Colonial Roads Property owners on the funding of gates, signs, Knox boxes and other items for the vehicle management on the Green, Newhall and Hill Roads. Also present: Town Planner/Engineer Mike Livingston.

Karl offered to have his employees construct the gates if he is given the dimensions. The property owners would pick them up, paint them and install them. Jon said the ordinance was drafted as a partnership with the property owners and the Town. Gates would be installed at Hill Road, Cheney Woods Road, Newhall Road and Green Road. A fifth gate may be needed. Some of the property owners were disturbed by the idea of matching funds since they are letting the public use their land at no charge. Kathy thought the owners were asking permission to put up gates, not to have the Town buy them. When the Town abandoned the roads, signs were put up indicating that "the roads are closed to winter maintenance" and people have assumed they can enter at their own risk.

Mike will check the dimensions (some gates may be 12' but one may need to be 16') and give Karl the dimensions and sketches. Chains, boulders and game cameras may be added. Jon can get Knox

boxes for \$125 each. The new signs have been made and will be posted on trees. The old signs are being removed.

7:00 p.m. – SELECTMEN’S MEETING

MUNICIPAL OFFICERS BUSINESS / PUBLIC HEARINGS

1. ***Public hearing to release \$50,000 from the Inland Golf Reserve Fund (0713) for an additional grant to WEMS in FY’19.***

WEMS is having difficulties with their cash flow because of low reimbursements and the need to increase salaries to remain competitive. WEMS is a solely-owned corporation of the Town, and we own all the equipment. The fund has a balance of \$600,000 to be used for special items.

Public comment was solicited and there was none.

Motion by Mrs. Chase, seconded by Mr. Howarth, to close the public hearing and grant \$50,000 from the Inland Golf Reserve Fund (0713) for an additional grant to Wells Emergency Medical Services in FY 2019. Passed unanimously.

2. ***Public hearing to amend Chapter 49 - 13 Personnel Ordinance to clarify section 49-13, Eligibility for Benefits.***

The ordinance is being amended to clarify that temporary and seasonal employees do not receive benefits.

Public comment was solicited and there was none.

Motion by Mrs. Chase, seconded by Mr. Howarth, to close the public hearing and amend Chapter 49 – 13 Personnel Policies, of the Code of the Town of Wells, to clarify Eligibility for Benefits. Passed unanimously.

3. ***Good News***

~Our CEO and Animal Control Officer checked on one of our shut-ins and arranged for medical assistance.

~Jacob Thompson who was ill with cancer asked for Christmas cards about a year ago. Over 30,000 cards were received, and his family came in recently with a thank you note.

~The person who was injured in the accident by the Route One produce stand is recovering and sent thank you notes to the emergency responders who helped her.

~ISO has been working with our fire chief. Our insurance rating has gone down by one point which should help with insurance premiums.

~A recent power surge in the building shut down the controller in our TV studio. Thank you to the Town of York for lending us their extra unit.

~We received a thank you note from Hope Shelley for selecting her as Volunteer of the Year.

4. ***Open to the Public***

Public comment was solicited and there was none.

CURRENT AGENDA ITEMS

1. ***Review and action on Accounts Payable and Payroll Warrants.***

There is a Warrant dated October 2, 2018 with expenses of \$518,527.79, no school payment, net payroll for the week ending 9/20/18 in the amount of \$76,902.80, net payroll for the week ending 9/27/18 in the amount of \$77,385.58, and state and federal withholding taxes, plus FICA, Medicare and federal taxes filed electronically in the amount of \$69,522.76 for total expenses of \$742,338.93.

Motion by Mrs. Chase, seconded by Mr. Howarth, to approve and sign the Warrant dated October 2, 2018 in the amount of \$742,338.93. Passed unanimously.

2. ***Update, discussion and action on Committees, Projects, Issues, Purchases and Personnel:***

a) ***Discussion and action on the Town Manager's Evaluation.***

The Selectmen review the Town Manager's performance annually and make a recommendation to the Personnel Director. The Board has decided to increase his pay by 2.75%.

Motion by Mrs. Chase, seconded by Mr. Howarth, to increase Jon Carter's pay by 2.75%. Passed unanimously.

b) ***Discussion and action on clarifying the funds released to assist on controlling vehicles on the abandoned Colonial Roads (Green, New Hall and Hill) and to schedule a public hearing to release those funds.***

This item was resolved during an earlier workshop.

c) ***Discussion and action on undertaking a survey from Civil Consultants on the Boat Trailer Parking lot and layout for Restaurant employees and boat trailer parking and releasing up to \$5,500 from the Harbor Restaurant Lease Account to pay for the work.***

The Harbor Advisory Committee supports this project.

Motion by Mrs. Chase, seconded by Mr. Howarth, to accept the proposal from Civil Consultants to undertake a survey for layout of the Trailer Parking Lot and release up to \$5,500 from the Harbor Restaurant Revenue Account to pay for it. Passed unanimously.

d) ***Discussion and action on approving moving ahead with the LED Street Lighting Project and authorizing the Town Manager to proceed to sign the following documents: 1) CMPCO Customer Owned Street Lighting Agreement which pays CMPCO \$77,022 for our existing Street Lights and 2) the RealTerm Investment Grade Audit (IGA) that sets in motion the purchase of new LED Street Lights; installation and maintenance agreement for the new Street lights.***

The project was reviewed during an earlier workshop. There is now a GPS master data base of all our lights. The new lights will have different heads for intersections and rural areas and be regulated with a smart controller. We will have a maintenance agreement through RealTerm. There is a payback period of 5.2 years.

Motion by Mrs. Chase, seconded by Mr. Howarth, to authorize the implementation of the LED Street Light Project and to authorize the Town Manager to sign the following documents: 1) CMPCO Customer Owned Street Lighting Agreement which pays CMPCO \$77,022 for our existing Street Lights and 2) the RealTerm Investment Grade Audit (IGA) that sets in motion the purchase of new LED Street Lights; installation and maintenance agreement for the new Street lights. Passed unanimously.

e) ***Discussion and action on Updates, Personnel and Committee Assignments, Resignations and Issues.***

1. **Town Manager:**

- i. New police officer hire, Joshua Poirier

2. **Selectmen:**

Motion by Mrs. Chase, seconded by Mr. Howarth, to appoint Chief Jo-Ann Putnam as Acting Town Manager during the Town Manager's absences from Wells for October 3 & 4 and October 24 through November 4, 2018. Passed unanimously.

Motion by Mrs. Chase, seconded by Mr. Howarth, to appoint Cynthia Dubea as a regular member to the Voter Registration Appeals Board with term to expire in June 2021. Passed unanimously.

Motion by Mrs. Chase, seconded by Mr. Howarth, to appoint Mary Marra as an alternate member to the Voter Registration Appeals Board with term to expire in June 2020. Passed unanimously.

Motion by Mrs. Chase, seconded by Mr. Howarth, to appoint Kerri Van Schaack as Warden for the November 6, 2018 General, State and Town Referendum Election. Passed unanimously.

Motion by Mrs. Chase, seconded by Mr. Howarth, to appoint Jessica Keyes as Deputy Warden for the November 6, 2018 General, State and Town Referendum Election. Passed unanimously.

f) ***Discussion and action on approving minutes September 18, 2018 Selectmen's meeting.***

Motion by Mrs. Chase, seconded by Mr. Howarth, to accept the September 18, 2018 minutes as written. Passed unanimously.

NEW BUSINESS

1. Open to the Public

~Mr. Howarth sent the Town’s condolences to the family of Dr. Terry Farrell. He worked with WEMS for several years and reviewed their cases, in addition to working at York Hospital’s Wells ErGent Care. He will be missed.

~Last Friday’s football game featured the annual Salute to the Troops. Thank you to Coach Roche, the players, the “football moms”, Patriot Riders, bagpipers, and all the Wells fans for making this a very special evening for our veterans and community members who are still serving.

2. Town Manager’s Report

~Dead mammals on the beach: NOAA and the DEP have developed a protocol for dealing with stranded animals and disposing of carcasses. The Town will dispose of dead animals properly. Many of these animals carry diseases that can spread to pets and humans. Information is posted on the Town’s web site.

~The Southern Maine Veterans Cemetery is holding a ribbon cutting ceremony at 11 AM on Veterans Day for the new World War One monument. This is the 100th anniversary of the end of World War One.

~The Board and Acting Public Works Director have discussed purchasing a Facility sign and flag pole for approximately \$6,000. A public hearing will be scheduled at the next meeting.

~The next Taste of Wells will be held on February 10, 2019 at the York County Community College. It was so successful this year that we need a larger venue.

~The tax commitment will be available this Friday or next week. The Town Assessor will be working with Mr. Carter and Mr. Ekstedt.

~The Webhannet Marsh Trail is almost complete. A ribbon cutting ceremony will be scheduled.

3. Adjournment

Motion by Mrs. Chase, seconded by Mr. Howarth, to adjourn. Passed unanimously.

Respectfully submitted,

Accepted by,

Cinndi Davidson,
Meeting Recorder

