

**TOWN OF PARIS
BOARD OF SELECTMEN MEETING**

**Monday, January 12, 2015
PARIS TOWN OFFICE - 7:00 pm**

Special Town Meeting

AGENDA

1. Call to Order by the Chair of the Board.
2. Pledge of Allegiance to the flag led by the Town Manager.
3. Chairman's correspondence.
4. Consideration of the minutes of December 22nd & January 5th
Consideration of the following warrants: (5 min)
5. **Accounts Payable Warrants: 55 (\$13,591.39) 57 (\$305,248.73) 58 (\$39,898.07)**
Payroll Warrants: 54 (\$25,783.51) 56 (\$ 27,860.97) 58 (\$ 28,941.31)
6. **Licenses:** None at this time
7. **Town Manager's Update (5 min)**
 - a. The fuel issue stated at the last meeting where CN Brown will not provide the gas tanks for the Towns any longer has been addressed by enrolling in the Fleet Card program. The State has extended their agreement with the Municipalities. The Town will be purchasing its gasoline (occasionally diesel) at CN Brown for twenty five cents less than the given pretax rate for three months and then ten cents less than the given pretax rate thereafter. The additional bonus is the Town will no longer have to file tax reimbursements for these purchases.
 - b. Dog licenses must be done by January 31st to avoid \$25 late fee per dog.
 - c. The Town Office hours will be open from 8 am to 7 pm only on the second Select Board Meeting of each month starting in January.
 - d. The 2012 Ford Interceptor was struck by an Oxford County Sheriff cruiser on January 2, 2015. Both vehicles were parked and staff was responding to a call for backup. No injuries occurred, however \$1800 in estimated damages occurred when the Sheriff Cruiser slide backward into the Paris Cruiser.
 - e. The Paris Utility District is holding a public hearing on the water rate increase effective April 1, 2015, at the Paris fire Station on January 26th at 7pm.
 - f. The Town Office received an application to be appointed to the Budget Committee by Richard Merz.
 - g. The Town hired Arthur Hatch of Hebron as the Assistant Highway Director he starts Monday January 12, 2015.
8. **Citizen's Comments (20 min)**

9. Unfinished Business (35 min)

- a. Consideration and discussion of recommendation for Comprehensive Plan minimum lot size and road frontage for rural areas.
 - b. Consideration and discussion of recommendation for changes to Budget Committee Ordinance.
 - c. Consideration and discussion of setting date for Special Town Meeting and signing Special Town Meeting Warrant.
10. Consideration and discussion of applying for the Department of Homeland Security – FEMA Fiscal Year (FY) 2014 Fire Prevention and Safety Grant Program.
11. Consideration and discussion of holding a pre-budget workshop with the Select Board.
12. Consideration and discussion of accepting Michael Risica' resignation from the Budget Committee.

Executive Session 1 MRSA § 405 6 (B) Personnel Matter - Town Manager's review

Up and coming dates to mark on your calendars –

- Selectmen Meeting – January 26, 2015- 7 pm at the Paris Town Office
- Selectmen Meeting – February 9, 2015- 7 pm at the Paris Town Office
- Selectmen Meeting – February 23, 2015- 7 pm at the Paris Town Office

Current vacancies on Boards/Committees:

- Appeals Board – 3 full members, 2 alternate member
- Budget Committee – 5 full members; & 3 alternate members
- Planning Board – 2 alternates
- Rec Committee – 2 alternates
- NPSW – 3 full members
- OCRR – 1 full member - 1 alternate
- Policy and Procedures Committee- 2 full member
- Paris Road Committee – 1 full member

Pending Items:

- ✓ St. Lawrence & Atlantic contract

Adjournment

TOWN OF PARIS, MAINE

TO: MEMBERS OF THE BOARD JANUARY 12TH SELELCT BOARD MEETING

DATE: 1/9/15

CC: FILE

5. Consideration of the following warrants:

6. Accounts Payable Warrants: 55 (\$13,591.39) 57 (\$305,248.73) 58 (\$39,898.07)

Payroll Warrants: 54 (\$25,783.51) 56 (\$ 27,860.97) 58 (\$ 28,941.31)

Background:

These are your "payables" for the last two weeks that pertain to the vendors and employees that are paid by the Town. Sam Elliot reviewed the warrants.

7. Licenses: None at this time.

Background:

Recommendation:

9. Unfinished Business

- a. Consideration and discussion of recommendation for Comprehensive Plan minimum lot size and road frontage for rural areas.

Background:

At the last Select Board workshop, the Board asked for this item to be on the agenda for consideration. My understanding from the January 5th workshop was the majority of the Board was willing to recommend a minimum lot size of one acre with minimum road frontage of 150 feet. However because the Board was in a workshop it could not act upon the decision. Thus, the item is on this agenda to take formal action.

Recommendation:

I recommend the Board make a motion to recommend changing the Comprehensive Plan minimum lot sizes and road frontage in the rural areas to one acre with 150 feet of road frontage.

b. Consideration and discussion of recommendation for changes to Budget Committee Ordinance.

Background:

The Board discussed at the January 5th workshop, the possibility of changing the number of members for the Budget Committee from 9 to 5. This was due to the last several years of not appointing the allotted nine members, which resulted in a lower number of members sitting hearing the budget review process. Currently the Town has four standing members appointed to the Budget Committee, which is not enough to meet a quorum (majority of members). This means that the Budget committee cannot take action, as it fails to meet the necessary members to make formal decisions. The Town received an application by Mr. Merz, which will allow a quorum (should the board appoint Mr. Merz). However, should one member not be able to attend a meeting then the Board would not be able to take any actions. To my understanding, the Board wants wording; strongly encouraging the Select Board to attend the Budget Review Meetings as non-voting members. As the Budget Committee has a vital role in the Budget process, I strongly suggest making changes before the Budget Committee meeting in mid-February. The voters of the Town must approve these changes at a Special Town Meeting.

Recommendation:

I recommend the Board make a motion to recommend changing the Budget Committee Ordinance to state five full members and encourage the Board to attend the Budget Review Meetings.

c. Consideration and discussion of setting date for Special Town Meeting and signing Special Town Meeting Warrant

Background:

The Budget review process will quickly be upon us, as the organizational meeting is typically mid-February, with the first Budget Review Meeting occurring either the last week of February or the first week of March. Currently the Town has four standing members appointed to the Budget Committee, which is not enough to meet a quorum (majority of members). This means that the Budget Committee cannot take action, as it fails to meet the necessary members to make formal decisions. I have drafted a Special Town Meeting Warrant for you to review and change if you deem necessary, so you can have

a Special Town Meeting on January 26th if you should decide. If you do not want to rush the Special Town Meeting than I suggest holding it before your first regularly scheduled meeting in February.

Recommendation:

I recommend the Board make a motion to set a date for the Special Town Meeting and sign the Town Meeting Warrant with or without changes.

10. Consideration and discussion of applying for the Department of Homeland Security – FEMA Fiscal Year (FY) 2014 Fire Prevention and Safety Grant Program.

Background:

We discussed the Fire Department has experienced a shortage in staff in the evenings and nights. This grant assists municipalities in funding Firefighter II positions for two years. This is a very detailed grant application and will be time consuming for the Fire Chief, thus the Chief and I would like to discuss this with you prior to starting the grant application. One to see if the Board would like to pursue it and two that the Board intends on continuing the grant after the funding dissolves in two years. The Chief and I are in hopes that this grant may assist the Town in providing 24-hour fire fighter coverage. As we have discussed previously with the Board, the Fire Department has experienced less and less response to evenings/nighttime fire calls by the call force.

Recommendation:

I recommend the Board make a motion to authorize the Fire Chief to apply for the FEMA grant.

11. Consideration and discussion of holding a pre-budget workshop with the Select Board.

Background:

The Budget process is quickly coming upon us, and the Department heads and I would like to have a meeting with the Board briefly review the challenges this budget season may encounter. There is a lot going on with the Town wide reevaluation that will disrupt the normal process of the budget season. I would like us all to be on the same page before entering the budget season.

Recommendation:

I recommend the Board make a motion to hold a workshop the first Monday of February to review the budget process this season with the Town Manger and Department Heads.

12. Consideration and discussion of accepting Michael Risica' resignation from the Budget Committee.

Background:

The Town Manager received Michael Risica' resignation in an email from the Budget Committee, he sighted he was unable to commit to the meetings due to a personal prior commitment.

Recommendation:

I recommend the Board make a motion to accept the resignation of Michael Risica from the Budget Committee with regret.