

**TOWN OF PARIS
BOARD OF SELECTMEN MEETING**

**Monday, March 9, 2015
PARIS TOWN OFFICE - 7:00 pm**

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 February 23rd
Consideration of the following warrants: (5 min)
5. **Accounts Payable Warrants: 74 (\$23,216.02) 76 (\$341,991.36)**
Payroll Warrants: 73 (\$31,190.86) 75 (\$27,690.36)
6. **Public Hearings for the following licenses:**
7. **Licenses:**
 - a. Consideration and Discussion on a new Liquor License for Jennifer McMahon, DBA: Riverside Lodge and Sauna, 20 Paris Hill Road, South Paris, ME 04281. **(Please remember to sign with a blue pen)**
 - b. Consideration and Discussion on a new Liquor License for Amanda Huotari, DBA: Celebration Barn Theater, 190 Stock Farm Road, South Paris, ME 04281.
(Please remember to sign with a blue pen)
8. **Town Manager's Update (5 min)**
 - a. The Police Department's 2013 Ford Interceptor is being fixed. There is roughly \$8,000 in damages, the town's insurance covers all of the cost but the thousand \$1,000 deductible. Ripley and Fletcher has estimated it will be back in patrol rotation within three weeks.
 - b. The Road Plan re-do is being developed. Phil Curtis of Maine Local Roads will be here on March 11th to go over the draft with the Highway Director, assistant Highway Director and Town Manager. Once it is finished, we will hold a road committee meeting to review it with them.
 - c. The Recreation Committee and Town Manager met about the Boards discussions regarding Moore Park trees, water hookup, and electricity to the trees. We have made contact with an arborist to get a recommendation on the trees health. Dana Chandler is inquiring about the water and electricity. However, these vendors are waiting until they can gain easy access to the Park due to the 2 feet of snow.
 - d. The three tax acquired properties have been placed out to bid the deadline is April 9th, the consideration of these will be on your April 13th Select Board Meeting.
 - e. The Town lost one of its Recreation Committee members, Lawrence Reid passed away last week.
 - f. Nomination Papers for 1 Select Board seat, 2 PUD seats, and 1 School Board seats will be available on March 17th.

9. *Citizen's Comments (20 min)*

10. *Unfinished Business (20 min)*

- a. Consideration and discussion of water and sewer connections for the Police Department.**
- b. Consideration and discussion of Highway Summer work and redevelopment of the road plan.**

11. Consideration and discussion of employee benefits.

12. Consideration and discussion of Paris Revitalization Forum.

Executive Session 1 MRSA § 405 6 (B) Personnel Matter - contract negotiations

Up and coming dates to mark on your calendars –

- Budget Committee Meeting – March 11, 2015 – 6:30 pm at Paris Town Office
- Budget Committee Meeting – March 18, 2015 – 6:30 pm at Paris Town Office
- Selectmen Meeting – March 23, 2015- 7 pm at the Paris Town Office
- Selectmen Meeting – April 6, 2015 - 7 pm at the Paris Town Office

Current vacancies on Boards/Committees:

- Appeals Board – 3 full members, 2 alternate member
- Budget Committee – 2 alternate members
- Planning Board – 2 alternates
- Rec Committee – 1 full member, 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 MARCH 9TH SELELCT BOARD MEETING

DATE: 3/6/15

CC: FILE

5. Consideration of the following warrants:

Accounts Payable Warrants: 74 (\$23,216.02) 76 (\$341,991.36)

Payroll Warrants: 73 (\$31,190.86) 75 (\$27,690.36)

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. In warrant 76 the we paid the Sad # 17 Payment in the amount of \$225,620.92, and quarterly payments to the libraries totaling roughly \$43,000. Payroll warrant 73 was a holiday week and we had snow storms as well, which created over time expenses.

6. Licenses:

- a. Consideration and Discussion on a new Liquor License for Jennifer McMahon, DBA: Riverside Lodge and Sauna, 20 Paris Hill Road, South Paris, ME 04281.
(Please remember to sign with a blue pen)

Background:

Jennifer McMahon has submitted a liquor license application, which requires the Board's approval before it can be submitted to the State. This is a new business in town; therefore, the Board must hold a public hearing on it. Paris Police Chief has been formally asked to give his opinion about the license. Chief Madden has no negative comments on this license.

Recommendation:

I recommend the Board hold the public hearing for this license, and make a second motion to approve this new Liquor license for Jennifer McMahon, DBA: Riverside Lodge and Sauna, 20 Paris Hill Road, South Paris, ME 04281.

- b. Consideration and Discussion on a new Liquor License for Amanda Huotari, DBA: Celebration Barn Theater, 190 Stock Farm Road, South Paris, ME 04281.
(Please remember to sign with a blue pen)

Background:

Amanda Huotari has submitted a liquor license application, which requires the Board's approval before it can be submitted to the State. This is a new liquor license request for her business that has already been in town; therefore, the Board must hold a public hearing on it. Paris Police Chief has been formally asked to give his opinion about the license. Chief Madden has no negative comments on this license.

Recommendation:

I recommend the Board hold the public hearing for this license, and make a second motion to approve this new Liquor license for Amanda Huotari, DBA: Celebration Barn Theater, 190 Stock Farm Road, South Paris, ME 04281.

9. Unfinished Business

- a. **Consideration and discussion of water and sewer connections for the Police Department.**

Background:

I informed the Board in the Managers updates at the last meeting, that the sewer and water had frozen up at the Paris Police Department. The sewer froze first and the plumber was able to get that open within 24 hours, however during that time of not using the water the water line froze. On February 27th the Town finally got the water line open, with the assistance from the PUD, after two plumbing companies who were unable to get the steamed snake out to the freeze point. The Town had to hire Kennagh Excavation to dig down with a jackhammer on the end of an excavator to get through the nearly five feet of permafrost to the waterline connection to the PUD main water line. The water and sewer lines are 174 feet from the building to the road. Steve Arnold requested that the town run the outside spigot hose fully open to keep the water line from freezing again (Steve inform us that the water inside the building did not have enough pressure to keep the 174 foot water line from freezing). The Town did this but that Friday night the temperatures dropped to -11, and the outside spigot froze up solid. The officers then ran the water in the building in the sink in an attempt to keep the line from

freezing, as they were unable to thaw the outside spigot. Late Sunday March 1st the water froze up again. We called the same plumbing company and they were unable to get it open. They recommended we lease a holding tank from them until the waterline unfreezes its self. They stated that there were no guarantees that the line would not refreeze should the Town hire an excavation company to open the line at the road again to thaw the water. The Police Officers inform the Town Manager and Police Chief that this issue has happened three other times in the last ten years. They were informed that the water and sewer line when laid in 1997 they were not insulated, and when it gets very cold they freeze. The Police Department now has a holding tank (rental fee is \$150) and they can use the toilets and the Department is issuing bottled water for drinking. However, since this is the fourth time this issue has happened I strongly feel it's time to fix the water and sewer lines to the Police Department to ensure this does not happen again. The first problem is that 174 feet of line is too long, especially when there is a shorter route to the mains under Church St. All the plumbers and Steve of PUD state that the sewer line is too long to completely drain a one flush toilet of one and half gallons of water 174 feet. Therefore, the sewer line inevitable will freeze again in cold temperatures. The second problem is that the area where the water and sewer lines froze is near the dry catch basin by the tree in the library parking lot. Dry catch basins drain into the ground and then that water freezes, it's unclear if this is a contributing factor to the freezing of the line but should be considered a possible reason the line froze in that area. The Town has three options; do nothing and hope it does not happen again. Option 2: dig up the 174-foot line were it is and insulate both the water and sewer lines. Option 3: discontinue the existing line, and dig a direct trench and run the water and sewer lines (insulated) to the main connection near the telephone pole straight out to Church St., which is roughly 100 feet. The Police Chief has requested quotes to have option 3 done in the spring when the frost is out of the ground from three different vendors. We are hopes to have those quotes to you by Monday so we can discuss them and how to pay for it.

Recommendation:

I recommend the Board make a motion to approve of option 3 to discontinue the existing line, and dig a direct trench and run the water and sewer lines (insulated) to the main connection near the telephone pole straight out to Church St., which is roughly 100 feet.

b. Consideration and discussion of Highway Summer work and redevelopment of the road plan.

Background:

The Town has been working on updating the Road Surface Management System for the last four months. The fieldwork (riding the roads and doing the assessment) is complete; we are now working on developing the Road Surface Plan. The Highway Director and I have been collaborating on which road to do when. Some strategies have been discussed, however we both thought running them by the Board would ensure that we are on the right path. We are seeking the Boards input the best strategies to use to development of the plan.

The Highway Director and I want to discuss purchasing a back logged work truck that has been needed for the last two years. It was on the Capital Improvement Plan for 2013, but due to the budget gap that year it was postponed. As I informed the Board at the last meeting, the Town has a Highway Truck Replacement Fund, which currently has \$51,000 in it. We would like the Board to consider authorizing a part of the funds to purchase a work truck with a plow for the Highway Department.

Recommendation:

I recommend the Board consider the purchase of a work truck for the Highway Department and pay for it with the Highway Truck Replacement Fund Monies.

11. Consideration and discussion of employee benefits.

Background:

Wednesday of last week, I received a request from a Select Board Member to do analysis on the vacation time for the Highway Department to inform him/her how much it costs the Town for all that down time. We had a brief discussion and the request was then expanded to encompass the costs for all the benefits the Town provides its employees. I was not clear on how to perform the task requested so I ran it by another Select Board Member that believed this request need be brought to the Board, if the entire Board wants this information then they will instruct the Town Manager to do it. I have most of the information I believe is being requested and put it in a memo that is enclosed in your packet. If the Board would like me to do further analysis on the cost of the vacation time policy I would like to have more guidance to complete the task.

Recommendation:

I have no recommendation.

12. Consideration and discussion of Paris Revitalization Forum.

Background:

The Town Manager received an email from Sarah Glen a member of the Paris Revitalization Forum requesting to be placed on the March 9th agenda. I have no further information on this item.

Recommendation:

I have no recommendation.

ALB 3.6.15