

**TOWN OF PARIS
BOARD OF SELECTMEN MEETING**

**Monday, April 27, 2015
PARIS TOWN OFFICE - 7:00 pm**

Fiscal Year Budget 2015-16 Public Hearing

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 April 13th
Consideration of the following warrants: (5 min)
5. **Accounts Payable Warrants: 88(\$26,652.64) 90 (\$70,750.45)**
Payroll Warrants: 87 (\$25,213.30) 89 (\$26,414.14)
6. **Licenses:**
 - a. **Licenses:** Consideration and Discussion for a Liquor License renewal for Paris Hill Country Club, 455 Paris Hill Road, South Paris, ME 04281.

Paris Police Chief's address to Select Board

7. **Town Manager's Update (5 min)**
 - a. Fourth installment of taxes is due on May 15th.
 - b. The following people are running for the open elected terms for the Town of Paris:
 - c. The first safety committee meeting is scheduled for May 7th; the agenda is to define a policy for the committee to work under, and develop a get back to work policy and on the job accident review policy. Once these are developed and finalized the Board will be reviewing the policies.
 - d. The Town has begun the winter sand removal. The Town Manager and Highway Director has revived a dozen complaints about residents roads not being done yet. We would like to let everyone know that the plan to do at least two passes on each Road if necessary. The Town has 65 miles of Roads that need to be swept so please bear with us we will get to all of them as soon as we can.
 - e. Legislative The Paris Police department went through the Traffic Ordinances to update them in order to enforce them through the court system and update the fines. I gave a copy of the changes for the Board to review for a discussion at the next meeting May 11th.
8. **Citizen's Comments (20 min)**
9. **Unfinished Business (100 min)**

- a. Consideration and discussion of reviewing draft easement for 1 Paris Hill Road to be sent to PUD.
 - b. Consideration and discussion of signing quit claim deeds for Ryerson Hill property and East Oxford Street properties (tax acquired properties awarded at last meeting).
 - c. Consideration and discussion of reviewing Market Square Strategic Plan priority list.
 - d. Consideration and discussion of reviewing and approve the Town Meeting Warrant.
 - e. Consideration and discussion of additional articles to Town Meeting Warrant like:
 - i. To see if the voters will approve the use of funds from the Pine Street Fire Station to pave the Western Ave Fire Station parking lot.
 - ii. To see if the voters will approve the use of fund balance to purchase the parking lots associated with the Fox School.
 - f. Consideration and discussion of setting a date and time for the Public Hearing on the Amendment to the Comprehensive Plan.
10. Consideration and discussion of the summer highway employee job description and plans to move forward with hiring.

Executive Session 1 MRSA § 405 6 (B) Personnel Matter – Options for interim town manager

Up and coming dates to mark on your calendars –

- Selectmen Meeting – May 11, 2015 - 7 pm at the Paris Town Office
- Selectmen Meeting – Tentative date - May 26, 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 members
- Paris Road Committee – 2 full members

Pending Items:

- ✓ St. Lawrence & Atlantic contract
- ✓ OpenGov.com

Adjournment

TOWN OF PARIS, MAINE

TO: MEMBERS OF THE BOARD APRIL 27TH SELECT BOARD MEETING

DATE: 4/24/15

CC: FILE

5. Consideration of the following warrants:

6. Accounts Payable Warrants: 88(\$26,652.64) 90 (\$70,750.45)

Payroll Warrants: 87 (\$25,213.30) 89 (\$26,414.14)

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. Payables Warrant 90 is high due the PUD quarterly payment of \$52,929.64.

6a. Licenses: Consideration and Discussion for a Liquor License renewal for Paris Hill Country Club, 455 Paris Hill Road, South Paris, ME 04281.

(Please remember to sign with a blue pen)

Background:

Paris Hill Country Club has submitted its liquor license that is up for renewal, which requires the Board’s approval before it can be submitted to the State. As this restaurant has been in business for more than five years, the Board can waive holding a public hearing on it. Paris Police Chief has been formally asked to give his opinion about the license renewal. Chief Madden has no negative comments on this license.

Recommendation:

I recommend the Board make a motion to waive the public hearing for this license, and make a second motion to approve the renewal of the Paris Hill Country Club liquor license.

9. Unfinished Business

- a. Consideration and discussion of reviewing draft easement for 1 Paris Hill Road to be sent to PUD.**

Background:

The Town Attorney has drafted an easement for 1 Paris Hill Road that covers the needs of the Town to move forward with its plans to attain grants and provide a recreation area for the resident of Paris. Some finalized details are being done by the Attorney, however this first draft is a guide by which the Town is prepared to send to the Paris Utility District for their review and then sent on to the Public Utility District (PUC). Please look it over the draft. The section referring to the location of the boat launch will be expunged, because that location has not been finalized. The Town Attorney has referenced this as a recreation easement and not a conservation easement because it will cover the Town and District in a more satisfactory manner for liability purposes.

Recommendation:

I recommend the Board make a motion to move the final draft of this easement for 1 Paris Hill Road to the Paris Utility District.

- b. Consideration and discussion of signing quitclaim deeds for Ryerson Hill property and East Oxford Street properties (tax acquired properties awarded at last meeting).**

Background:

The Town awarded the Ryerson Hill Road Property on Map R 10 Lot 82 to John Hall, and he paid his bid amount in full to the Town. The Town awarded the 42 East Oxford Road Property on Map U 24 Lot 17 to Justin W. Merrill and Terry L. Merrill, and they paid their bid amount in full to the Town. The Town must execute the quitclaim deeds for the properties that are enclosed in your packet. Please review them and let us know if you have any questions.

Recommendation:

I recommend the Board make a motion to sign the quitclaim deeds for Mr. Hall and Justin and Terry Merrill.

c. Consideration and discussion of reviewing Market Square Strategic Plan priority list.

Background:

The Paris Revitalization Forum came and spoke with the Board in late February and presented a chart of project from the Market Square Strategic Plan. They asked the Board to prioritize these projects and send the prioritized list to the committee email list serve. I have made a copy of the chart of projects submitted by the Paris Revitalization Forum submitted and enclosed it in your packet. It will work best if the each individual Board members come with their own list ready.

Recommendation:

No recommendation at this time.

d. Consideration and discussion of reviewing and approve the Town Meeting Warrant.

Background:

The Board reviewed the Fiscal Year 2015-16 Budget at the April 13, 2015 meeting and voted to accept the Budget as presented. Those approved figures are entered into the Annual Town Meeting Warrant, Please review the updated budget and the draft of the Town Meeting Warrant.

Recommendation:

I recommend the Board make a motion to approve the Annual Town Meeting Warrant Articles relating to Town Department Budgets.

e. Consideration and discussion of additional articles to Town Meeting Warrant like:

- i. To see if the voters will approve the use of funds from the Pine Street Fire Station to pave the Western Ave Fire Station parking lot.**
- ii. To see if the voters will approve the use of fund balance to purchase the parking lots associated with the Fox School.**

Background:

The Town has a couple of items, which need to be decided by the voters.

- Item ei. Would deplete the \$94,679 to place the proper pavement (1 ½ inches of pavement), including the redoing of the sidewalks and curbing at the Western Ave Fire Station. The estimated cost to do this work is \$107,101, thus depleting the \$94,679 and the \$15,000 in the reserve account will cover the costs of this project with minimal contingency.
- Item eii. We discussed the possibility of asking the voters of Paris to use undesignated fund balance to purchase the parking lots associated with the Fox School located on East Main

Street. The SAD #17 has not made available the appraisals for the parking lot (they do not have them yet), however I feel we should confirm the language now and insert the figure at the May 11th meeting.

Recommendation:

I recommend the Board make a motion to add the language drafted in the Annual Town Meeting Warrant for article 14 and 15.

f. Consideration and discussion of setting a date and time for the Public Hearing on the Amendment to the Comprehensive Plan.

Background:

The Paris Select Board voted to amend the Paris Comprehensive Plan to a one acre lot size in the rural areas on January 5, 2015. At that vote, the Board was made aware that the Town must have one more Public Hearing on the amendment to the Paris Comprehensive Plan from two-acre minimum lot size to a one-acre minimum lot size in the rural areas. The Public Hearing posting requirement is 30 day, thus the Board must hold the Public Hearing on or after May 27th. Please look over your calendars and come prepared with a date and time that will work best so each member of the Board can be there.

Recommendation:

I recommend the Board make a motion to set the Public Hearing date for the Amendment to the Paris Comprehensive Plan on or after May 27th.

10. Consideration and discussion of the summer highway employee job description and plans to move forward with hiring.

Background:

The Board has approved the idea of bring mowing the Parks and Town Properties back into the Highway Department. This means hiring Season employees that will mow the parks, and other municipal properties along with flagging and other labor job functions for the Highway Department. A drafted job description for this new position is enclosed in your packet for the board to review. In addition to the job description, the Town would like to place advertisement to hire three season laborers in May, prior to Town Meeting approval. The wording would be something like anticipated job

opening pending Town Meeting approval. I would like to have some approval to move forward on the hiring process.

Recommendation:

I recommend the Board make a motion to approve the Season Employee Job Description and authorize the hiring process to start prior to Town Meeting approval.

ALB 4/24/2015