

**TOWN OF PARIS
BOARD OF SELECTMEN MEETING**

**Monday January 25, 2016
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 Interim Town Manager.
3. Chairman's correspondence.
4. Consideration of the minutes of January 11, 2016.
5. Consideration of the following warrants: (5 min)

Accounts Payable Warrants: 58 (\$105,668.66) 60 (\$42,237.62)

Payroll Warrants: 57 (\$30,706.66) 59 (\$31,046.28)

6. Licenses: None at this time

7. Town Manager's Update (15 min)

- a. The old set of grates from the Pellet Boiler at the Fox School have been removed and the new set of grates, new drive shaft, cleaned sprocket, etc. will be installed on Friday with the expectation of firing up the Boiler on Saturday and monitoring its performance over the weekend.
- b. The proposed 2016 State Valuations for each town in Maine have been released and will become official on February 1st. The proposed State Valuations for Paris represents a .5% increase, whereas the Oxford County-wide increase is 1.5%. This is positive future news for Paris as it relates to the Town's share of County and School District assessments.
- c. Current law provides for Homestead Exemption in the amount of \$10,000.00 with the State reimbursing municipalities at a rate of 50% of the lost revenue. Beginning in 2016, the homestead exemption will increase to \$15,000.00 with the State reimbursement continuing at 50%. In 2017, the homestead exemption will increase to \$20,000.00 with the State reimbursement rate of 50% on the first \$10,000.00 and 75% on the second \$10,000.00.

8. Citizen's Comments (20 min)

9. Select Board Comments (10 min)

10. Unfinished Business (35 min)

- a. Consideration and discussion of the future disposition of the Fox School.
- b. Consideration and discussion of Chief Lange's crime status for the Police Department.
- c. Consideration and discussion of Town Manager's "Goals & Objectives".

11. New Business (35 min)

- a. Consideration and discussion of Town Employees running for Selectman.
- b. Consideration and discussion of Grant application for the Paris Police Department.
- c. Consideration and discussion on the State Valuation for the Towns in Oxford County.

Up and coming dates to mark on your calendars:

- Select Board Meeting – January 25, 2016 – 7 pm at the Paris Town Office.
- Planning Board Meeting – January 26, 2016 – 7pm at the Paris Town Office.
- Budget Committee Meeting – January 27, 2016 – 6pm at the Paris Town Office.
- Select Board Meeting – February 8, 2016 – 7 pm at the Paris Town Office.
- Select Board Meeting – February 22, 2016 – 7 pm at the Paris Town Office.

Current vacancies on Boards/Committees:

- Appeals Board – 3 full members, 2 alternate members
- Budget Committee – 1 alternate member
- Planning Board – 2 alternate members
- Rec Committee – 2 alternate members
- OCRR – 1 full member - 1 alternate member
- Policy and Procedures Committee- 2 full members
- Paris Road Committee – 2 full members
- NPC-TV Committee – 1 full member

Pending Items:

- ✓ St. Lawrence & Atlantic contract
- ✓ Oxford County Sheriff Proposal
- ✓ Fire Department Regionalization Committee
- ✓ Real Estate Broker for selling the Fox School and Parking Lots
- ✓ Vacation pay out on the Town Manager

Adjournment

**Town of Paris
33 Market Square
South Paris, Maine 04281**

Minutes

Selectmen's Meeting

Date and Time: Monday, January 11, 2016

Location: Paris Town Office

1. The Selectmen's meeting was called to order at 6:40pm by Mr. Risica.

On a motion made by Mr. Wessels and seconded by Mr. Hodgkins to enter into executive session; pursuant to Title 1 M.S.R.A §405(6)(E) to consult with legal counsel regarding personnel matters at 6:41pm. Motion passed 5-0. The Board members left the big meeting room to the small conference room out by the back offices. On a motion made by Ms. Jamison and seconded by Mr. Wessels to come out of executive session at 7:27pm. Motion passed 5-0. No action taken at this time.

2. Pledge of Allegiance led by Interim Town Manager, Sawin Millett.
3. Chairman's correspondence – A press release from the Oxford County Soil & Water Conservation District regarding the Conservation Districts in Maine Integral to Statewide Natural Resources Initiatives.
4. Consideration of the minutes from December 17, 2015 and December 28, 2015 meetings. Motion made by Mr. Elliot Seconded by Mr. Wessels to approve the minutes from December 17, 2015 and December 28, 2015 meetings as presented. Motion passed 5-0.
5. Consideration of the following warrants:

Accounts Payable Warrants: #53 (\$271,113.73), #56 (\$65,251.67).

On a motion made by Mr. Wessels and seconded by Ms. Jamison to approve accounts payable warrants: #53 (\$271,113.73), #56 (\$65,251.67) as presented. Motion passed 5-0.

Payroll Warrants: #52 (\$28,613.90), #54 (\$36,157.40), and #55 (\$207.20).

On a motion made by Ms. Jamison and seconded by Mr. Elliot to approve payroll warrants: #52 (\$28,613.90), #54 (\$36,157.40), and #55 (\$207.20) as presented. Motion passed 5-0.

6. Licenses:

NONE

7. ***Town Manager's Update***

- a. More than 200 e-mails were forwarded to me from individual Board Members in response to the 12/17/15 Freedom of Access request from the Advertiser Democrat. As expected, there were several duplicates and many of the forwarded e-mails were simply notices received from the Town Office without Board comments. To date, about half of the messages that fell within the FOA request have been reviewed and forwarded electronically to the Paper. The rest of the messages will be reviewed and the appropriate forwarding should be completed in the next few days.
- b. A Budget to Actual summary of expenditures at the half-year point is enclosed for your information. There are a few variances that will be highlighted at the Monday meeting. In general, we are on track for remaining within budget. I plan to devote much more time to budget analysis and the preparation of updated FY 2017 recommendations in the next few weeks.
- c. The existing oil-fired boiler continues to provide adequate heat within the Fox School Building. No leaks have been detected and carbon monoxide monitoring continues to be negative. I have asked for written estimates of costs for both repairing the Pellet Boiler and assuring that the existing oil-fired Boiler can continue to function through the winter without serious concern. The OHCA students will continue to be educated at the Baptist Church until we are assured that we have a certifiably safe heating source with a backup plan. Your consideration of these options can be dealt with under the action item that follows in the Agenda.

Mr. Millett informed the Board and the residents on these items. Listen to the tape for full dialogue.

- d. At the September 28, 2015 Selectmen meeting the Town Manager informed the Board that once the new cruiser comes in for the Police Department they would be selling the 2007 Crown Vic. Interim Police Chief has placed a for sale bid on the MMA website, for the 2007 Crown Vic along with the golf cart. The Board will be reviewing the bids at your February 8th meeting.

- e. The ad for the Town Manager has been placed on "Indeed.com", MMA job bank, Town web page, Town Facebook page and gone out on the Town email blast. It has also been placed in the Portland Press Herald/Maine Sunday Telegram to run on Sunday, January 10th, along with 30-days online for \$817.85. For an extra \$192.00 we were able to have it run on Wednesday, January 6th too.

The Town Clerk informed the Board and the residents on these items. Listen to the tape for full dialogue.

8. Citizen's Comments

Listen to the tape for full dialogue.

9. Select Board Comments

Mr. Hodgkins gave a brief update on the information that he got when he visited the Poland Town Office regarding Policing of the town.

On a motion made by Ms. Jamison and seconded by Mr. Wessels the Select Board will hold a workshop on January 21, 2016 at 7pm to discuss more in detail the Poland Policing and Ms. Jamison will have information about Bethel Policing. The Board will also be setting Goals and Objectives for Mr. Millett. Motion passed 5-0.

10. Unfinished Business

- a. Consideration and discussion of the Boiler at the Fox School. It is the consensus of the Select Board to have the Interim Town Manager continue to monitor the oil fire burner at the Fox School and obtain a license and certification on the oil fire burner, and to obtain firm estimates, and a time frame to obtain the parts to update the pellet boiler and bring the information back to the Board.
- b. Consideration and discussion of rescheduling the joint meeting with the Planning Board. On a motion made by Ms. Jamison and seconded by Mr. Hodgkins to hold a joint meeting with the Planning Board on February 23, 2016 at 7pm here at the Town Office. Motion passed 5-0.
- c. Consideration and discussion of how to account for the vacation pay out on the Town Manager. On a motion made by Mr. Hodgkins and seconded by Ms. Jamison to table the vacation pay of the former Town Manager until April 11, 2016. Motion passed 5-0.
- d. Consideration and discussion of setting a date for the Board to hold a workshop. This item was discussed on agenda item #9.

11. New Business

- a. Consideration and discussion on NPC-TV member Mr. Rowe. On a motion made by Mr. Wessels and seconded by Ms. Jamison to have the Interim Town Manager send a letter to Mr. Rowe with a date to respond back before the Board terminates him from the NPC-TV committee. Motion passed 5-0.

ADJOURNMENT –

The meeting adjourned at 8:20pm. Everyone was in favor!

Elizabeth Knox, Town Clerk/Secretary

Approval; Board of Selectpersons, Town of Paris, this 25th day of January, 2016

Name	Signature
Michael Risica	
Samuel Elliot	
Janet Jamison	
Victor Hodgkins	
Robert Wessels	

Warrant 58

Vendor-----	Amount	Account-----
00231 ABC RUBBISH, INC.	30.00	POLICE DEPT / POLICE DEPT. - REPAIR/MAINT / RUBB.REMOVAL
00231 ABC RUBBISH, INC.	30.00	ADMIN. / GEN. ADMIN - REPAIR/MAINT / RUBB.REMOVAL
00231 ABC RUBBISH, INC.	60.00	HIGHWAY DEPT / TOWN GARAGE - REPAIR/MAINT / RUBB.REMOVAL
00871 ADVANCE AUTO PARTS	13.49	HIGHWAY DEPT / HIGHWAY DEPT - OPERATING / EQUIPMENT
00871 ADVANCE AUTO PARTS	26.32	HIGHWAY DEPT / HIGHWAY DEPT - OPERATING / EQUIPMENT
00871 ADVANCE AUTO PARTS	32.15	HIGHWAY DEPT / HIGHWAY DEPT - REPAIR/MAINT / OFFICE EQUIP
00871 ADVANCE AUTO PARTS	7.00	HIGHWAY DEPT / HIGHWAY DEPT - OPERATING / EQUIPMENT
00871 ADVANCE AUTO PARTS	29.08	HIGHWAY DEPT / HIGHWAY DEPT - REPAIR/MAINT / OFFICE EQUIP
00871 ADVANCE AUTO PARTS	14.99	HIGHWAY DEPT / HIGHWAY DEPT - OPERATING / EQUIPMENT
00871 ADVANCE AUTO PARTS	37.72	HIGHWAY DEPT / HIGHWAY DEPT - OPERATING / EQUIPMENT
00871 ADVANCE AUTO PARTS	38.97	POLICE DEPT / 2010 CRO VIC - REPAIR/MAINT / VEHICLE
00871 ADVANCE AUTO PARTS	11.99	HIGHWAY DEPT / HIGHWAY DEPT - OPERATING / EQUIPMENT
00275 AFFILIATED HEALTHCARE	175.00	HIGHWAY DEPT / HIGHWAY DEPT - OPERATING / CONT/DRUG
00659 BESSEY MOTOR SALES	40.67	HIGHWAY DEPT / HIGHWAY DEPT - REPAIR/MAINT / OFFICE EQUIP
00029 BIG RIG SHOP	140.89	HIGHWAY DEPT / HIGHWAY DEPT - OPERATING / EQUIPMENT
00029 BIG RIG SHOP	83.14	HIGHWAY DEPT / HIGHWAY DEPT - OPERATING / EQUIPMENT
00925 CN BROWN COMPANY	180.34	ADMIN. / GEN. ADMIN - UTILITIES / HEATING OIL
00925 CN BROWN COMPANY	129.72	POLICE DEPT / PD STATION - UTILITIES / HEATING OIL
00925 CN BROWN COMPANY	943.04	HIGHWAY DEPT / TOWN GARAGE - UTILITIES / HEATING OIL
00925 CN BROWN COMPANY	2,264.94	HIGHWAY DEPT / HIGHWAY DEPT - OPERATING / DIESEL
01154 COMMUNICATION CONSULTING	600.00	FIRE DEPT. / FIRE DEPT. - COMMUN. / RADIOS
00702 COMPLETE HYDRAULICS	37.00	HIGHWAY DEPT / HIGHWAY DEPT - OPERATING / EQUIPMENT
00708 Concentra Medical Centers	72.50	FIRE DEPT. / FIRE DEPT. - TRAIN/TRAVEL / FIT TESTING
01330 EASTERN SALT COMPANY INC	3,969.64	HIGHWAY DEPT / HIGHWAY DEPT - OPERATING / SALT
01330 EASTERN SALT COMPANY INC	8,142.03	HIGHWAY DEPT / HIGHWAY DEPT - OPERATING / SALT
01062 FULLY INVOLVED, LLC	890.00	HIGHWAY DEPT / HIGHWAY DEPT - OPERATING / COM SOFTWARE
01514 HADLEY'S	50.00	HIGHWAY DEPT / HIGHWAY DEPT - OPERATING / EQUIPMENT
01417 HILLYARD INC AND SUBSIDIARIES	369.80	FIRE DEPT. / FIRE STATION - REPAIR/MAINT / BLDG
00593 J & K SPORTING GOODS	57.94	HIGHWAY DEPT / HIGHWAY DEPT - OPERATING / EQUIPMENT
01511 JAMES REID HEATING INC.	3,362.50	CAPITAL FUND / FOX SCHOOL - CAPITAL FUND / FOX SCHOOL
00223 MAINE MUNICIPAL ASSOCIATION	18,256.80	UNCLASSIFIED / WORKERS COMP - INSURANCES / WORKERS COMP
01513 MAINE ST SUPPLY	108.00	PARKS & REC / BASEBALL REC - PROGRAMS / BALL UNIFORM
01512 MARIST COLLEGE	135.00	TRUST FUNDS / Miriam O'Con
01005 MATHESON TRI-GAS INC	168.93	HIGHWAY DEPT / HIGHWAY DEPT - OPERATING / GASES
01254 MORRISON AND SYLVESTER	199.80	HIGHWAY DEPT / HIGHWAY DEPT - REPAIR/MAINT / OFFICE EQUIP
01254 MORRISON AND SYLVESTER	59.98	HIGHWAY DEPT / HIGHWAY DEPT - OPERATING / EQUIPMENT
00209 NORWAY VETERINARY HOSPITAL	119.90	UNCLASSIFIED / A/C SERVICES - UNCLASSIFIED / A/C SHELTER
00033 OXFORD COUNTY EAST	437.00	ADMIN. / GEN. ADMIN - GEN SUPPLIES / REGISTRY/TRA
00070 PARIS UTILITY DISTRICT	128.52	ADMIN. - FOX SCHOOL
00070 PARIS UTILITY DISTRICT	11,341.54	UNCLASSIFIED / STORM WATER - UTILITIES / WATER
00070 PARIS UTILITY DISTRICT	41,980.30	UNCLASSIFIED / FIRE PROTECT - PUB. SAFETY / HYDRANTS
00070 PARIS UTILITY DISTRICT	124.08	FIRE DEPT. / FIRE STATION - UTILITIES / WATER
00070 PARIS UTILITY DISTRICT	346.94	FIRE DEPT. / FIRE STATION - UTILITIES / SEWER
00070 PARIS UTILITY DISTRICT	48.99	POLICE DEPT / PD STATION - UTILITIES / WATER

Warrant Recap

Warrant 58

Vendor-----	Amount	Account-----
00070 PARIS UTILITY DISTRICT	124.08	POLICE DEPT / PD STATION - UTILITIES / SEWER
00070 PARIS UTILITY DISTRICT	73.82	HIGHWAY DEPT / TOWN GARAGE - UTILITIES / WATER
00792 PETTY CASH	160.00	GEN'L GOV / WELLNESS GRA
00017 PIKE INDUSTRIES, INC.	426.71	HIGHWAY DEPT / HIGHWAY DEPT - OPERATING / COLD PATCH
00687 PINE TREE ENGINEERING, INC	1,200.00	HIGHWAY DEPT / HIGHWAY DEPT - PROF/LEGAL / ENGINEERING
01515 RICK BELANGER	158.09	POLICE DEPT / WAGES/BENS - BENEFITS / UNIFORM CLEA
00208 STAPLES CREDIT PLAN	69.98	ADMIN. / GEN. ADMIN - GEN SUPPLIES / OFFICE
00025 STATE OF MAINE, BMV	4,826.50	GEN'L GOV / B.M.V. FEES
00025 STATE OF MAINE, BMV	297.00	GEN'L GOV / TITLE FEES
00025 STATE OF MAINE, BMV	1,006.51	GEN'L GOV / MV SALES TAX
01006 TRACTION-GENUINE PARTS CO	709.48	HIGHWAY DEPT / HIGHWAY DEPT - REPAIR/MAINT / OFFICE EQUIP
01006 TRACTION-GENUINE PARTS CO	146.85	HIGHWAY DEPT / HIGHWAY DEPT - OPERATING / EQUIPMENT
00086 TREASURER, STATE OF MAINE-PLUM	47.50	GEN'L GOV / PLUMB. FEES
00673 UNIVERSITY OF NEW ENGLAND	135.00	TRUST FUNDS / Miriam O'Con
00945 UNIVERSITY OF SOUTHERN MAINE	135.00	TRUST FUNDS / Miriam O'Con
00945 UNIVERSITY OF SOUTHERN MAINE	135.00	TRUST FUNDS / Miriam O'Con
01186 W.H. DEMMONS, INC.	329.00	POLICE DEPT / POLICE DEPT. - REPAIR/MAINT / BLDG
01186 W.H. DEMMONS, INC.	391.50	FIRE DEPT. / FIRE STATION - REPAIR/MAINT / BLDG
Prepaid Total--	0.00	
Current Total--	105,668.66	
Warrant Total--	105,668.66	

Warrant 60

Vendor-----	Amount	Account-----
00376 AFLAC	262.08	GEN'L GOV / AFLAC CANCER
00376 AFLAC	400.49	GEN'L GOV / AFLAC-ACCIDE
00376 AFLAC	293.02	GEN'L GOV / AFLAC HOSP
00376 AFLAC	337.59	GEN'L GOV / AFLAC-DISABI
00376 AFLAC	190.84	GEN'L GOV / AFLAC SPECIF
00376 AFLAC	109.09	GEN'L GOV / AFLAC-LIFE
01190 ANDROSCOGGIN BANK	211.50	GEN'L GOV / R/E TAXES 14
00439 BERNSTEIN SHUR	692.50	UNCLASSIFIED / GENRL GOV'T - PROF/LEGAL / ATTORNEY FEE
00439 BERNSTEIN SHUR	588.00	UNCLASSIFIED / GENRL GOV'T - PROF/LEGAL / ATTORNEY FEE
00439 BERNSTEIN SHUR	270.00	UNCLASSIFIED / GENRL GOV'T - PROF/LEGAL / ATTORNEY FEE
01516 BIOMASS THERMAL ENERGY LTD	1,039.15	CAPITAL FUND / FOX SCHOOL - CAPITAL FUND / FOX SCHOOL
00035 CENTRAL MAINE POWER	42.67	ADMIN. - FOX SCHOOL
00035 CENTRAL MAINE POWER	227.42	ADMIN. - FOX SCHOOL
00035 CENTRAL MAINE POWER	47.79	PARKS & REC / MOORE PARK - UTILITIES / ELECTRICITY
00035 CENTRAL MAINE POWER	31.39	PARKS & REC / MOORE PARK - UTILITIES / ELECTRICITY
00035 CENTRAL MAINE POWER	38.55	UNCLASSIFIED / STREET LIGHT - PUB. SAFETY / ST/TRAF.LITE
00702 COMPLETE HYDRAULICS	160.32	HIGHWAY DEPT / HIGHWAY DEPT - OPERATING / EQUIPMENT
01204 FASTENAL COMPANY	51.29	HIGHWAY DEPT / HIGHWAY DEPT - OPERATING / EQUIPMENT
01299 GREAT FALLS SECURITY SYSTEMS INC	1,809.33	SPEC REV / PD Homeland
01172 HARRIS COMPUTER SYSTEMS	50.00	ADMIN. / GEN. ADMIN - TRAIN/TRAVEL / TRAINING
00061 M.M.E.H.T.	4,766.36	ADMIN. / GEN. ADMIN - BENEFITS / HEALTH INS
00061 M.M.E.H.T.	7,143.20	POLICE DEPT / WAGES/BENS - BENEFITS / HEALTH INS
00061 M.M.E.H.T.	8,013.78	HIGHWAY DEPT / HIGHWAY DEPT - BENEFITS / HEALTH INS
00061 M.M.E.H.T.	4,291.92	GEN'L GOV / HEALTH/DENT.
00061 M.M.E.H.T.	204.35	ADMIN. / GEN. ADMIN - BENEFITS / DENTAL INS
00061 M.M.E.H.T.	326.96	POLICE DEPT / WAGES/BENS - BENEFITS / DENTAL INS
00061 M.M.E.H.T.	40.87	HIGHWAY DEPT / HIGHWAY DEPT - BENEFITS / DENTAL INS
00061 M.M.E.H.T.	874.62	GEN'L GOV / HEALTH/DENT.
00061 M.M.E.H.T.	596.17	GEN'L GOV / I.P.P.
00061 M.M.E.H.T.	34.50	ADMIN. / GEN. ADMIN - BENEFITS / HEALTH INS
00061 M.M.E.H.T.	151.62	GEN'L GOV / HEALTH/DENT.
00288 MAINE CHIEF OF POLICE ASSOC.	150.00	POLICE DEPT / POLICE DEPT. - TRAIN/TRAVEL / TRAINING
00456 Oxford Networks	131.40	ADMIN. / GEN. ADMIN - UTILITIES / TELEPHONE
00456 Oxford Networks	144.76	POLICE DEPT / POLICE DEPT. - COMMUN. / TELEPHONE
00456 Oxford Networks	37.68	HIGHWAY DEPT / TOWN GARAGE - COMMUN. / TELEPHONE
00456 Oxford Networks	97.15	FIRE DEPT. / FIRE DEPT. - COMMUN. / TELEPHONE
01445 PLYMOUTH STATE UNIVERSITY	135.00	TRUST FUNDS / Miriam O'Con
01515 RICK BELANGER	49.99	POLICE DEPT / POLICE DEPT. - OPERATING / UNIFORMS
01236 RICOH USA, INC	21.90	POLICE DEPT / POLICE DEPT. - REPAIR/MAINT / OFFICE EQUIP
00025 STATE OF MAINE, BMV	3,186.75	GEN'L GOV / B.M.V. FEES
00025 STATE OF MAINE, BMV	264.00	GEN'L GOV / TITLE FEES
00025 STATE OF MAINE, BMV	1,901.63	GEN'L GOV / MV SALES TAX
01506 STEVEN S HEALY	431.45	CAPITAL FUND / FOX SCHOOL - CAPITAL FUND / FOX SCHOOL
00214 U.S. CELLULAR	157.72	ADMIN. / GEN. ADMIN - UTILITIES / TELEPHONE

Warrant Recap

Warrant 60

Vendor-----	Amount	Account-----
00214 U.S. CELLULAR	210.74	POLICE DEPT / POLICE DEPT. - COMMUN. / TELEPHONE
00214 U.S. CELLULAR	87.90	HIGHWAY DEPT / TOWN GARAGE - COMMUN. / TELEPHONE
00681 UNIVERSITY OF ME-ORONO	135.00	TRUST FUNDS / Miriam O'Con
01517 WEDDIE TOOL COMPANY INC.	1,524.00	FIRE DEPT. / FIRE DEPT. - OPERATING / FIRE EQUIP.
00476 WESTERN MAINE STEEL COMPANY	127.12	HIGHWAY DEPT / HIGHWAY DEPT - OPERATING / EQUIPMENT
01432 WILLIAM COOK	146.06	POLICE DEPT / POLICE DEPT. - TRAIN/TRAVEL / TRAINING
Prepaid Total--	0.00	
Current Total--	42,237.62	
Warrant Total--	42,237.62	