## TOWN OF PARIS BOARD OF SELECTMEN

Monday, April 25, 2016 PARIS TOWN OFFICE - 7:00 pm

- 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 April 11, 2016 meeting.
- 5. Consideration of the following warrants: (10 min)

Accounts Payable Warrants: 84 (\$70,512.94) 86 (\$68,131.90)

Payroll Warrants: 83 (\$28,902.33) 85 (\$31,329.09)

Presentation given by Mr. Colpitts on the FY '17 budget for MSAD #17

6. Licenses: (0 min)

NONE

## 7. Town Manager's Update (20 min)

- a. Marilyn and Richard Ramsey came to the Town Office last Wednesday and presented us with a check in the amount of \$4048.28 to close out the Veteran's Memorial Account. Mr. and Mrs. Ramsey were very pleased with the Select Board's decision to accept the Veteran's Monument and a letter has been sent to the members of the Veteran's Memorial Committee thanking them for their longstanding efforts in support of recognizing the sacrifice and contributions made by Paris Veterans. An interest bearing account is being set up and will be available to continue that support.
- b. Officers from the Paris Police Department volunteered as servers at the April 21st "community dinner" at Daddy O's to raise money for Project Save ME. The benefit dinner raised more than \$1200 and 100% of the proceeds were donated to the Project. To date, 10 individuals have come forward asking for help and are receiving support from the Project, most of them coming through the Paris PD front door. As a reminder, a Pancake Breakfast will be held at the Paris Fire Station on May 1st (7:00-11:00 AM) with the proceeds to be split between Project Save ME and the Paris Fire Prevention Program.
- c. The RHR Smith & Company Audit for the fiscal year ending 6/30/15 has been completed and copies are available for Select Board members. A draft of the company's Management Letter has also been received and will soon be available with my comments and recommendations for continued future improvements.
- d. The Paris PD will be hosting the National Drug Take Back Program on April 30th from 10 AM 2 PM at the Department.

- e. On April 19th, a meeting including representatives from Pine Tree Engineering, Paris Utility District and the Paris Highway Department was held at the Town Office to scope out "next steps" regarding the mandate to remove 22 storm water catch basins from flowage into the PUD treatment process by 2019. The Minutes of that meeting are enclosed. In summary, it was agreed that CY 16 would be devoted to planning and engineering work, that the 9 area projects would be prioritized to remove the higher flow basins first and that the Town Manager would schedule meetings to receive presentations from 3 potential lending/granting agencies USDA, DEP and DECD (Community Development Block Grant option).
- f. The Paris Budget Committee has completed its work (except for weighing in on the yet-to-be-determined SAD #17 request) and the Select Board is scheduled to conduct its review on May 6th and May 10th with a Public Hearing on FY '17 budget recommendations tentatively set for Friday, May 13th.
- 8. Citizen's Comments (20 min)
- 9. Select Board Comments (10 min)
- 10. Unfinished Business (30)
  - a. Consideration and discussion of having an electric plug-in station.
  - b. Consideration and discussion of signing the Special Town Meeting Warrant.
  - **c.** Consideration and discussion of a draft article addressing the contracting of Police services with Oxford County.
  - **d.** Consideration and discussion of an Ad-Hoc Committee to prepare a long term plan for potential uses of 1 Paris Hill property.

## 11. New Business (10 min)

a. Consideration and discussion of signing the Certification of Official Text of a Proposed Ordinance 30-A M.R.S.A. §3002(2) (Sign Ordinance).

Adjournment

## Additional Information -

## Up and coming dates to mark on your calendars -

- Nomination Papers are due back by April 29th
- ➢ Police/Sheriff Forum May 2, 2016 6:30pm at the Paris Fire Station
- > Selectmen Meeting May 9, 2016 7pm at the Paris Town Office
- ➢ Police/Sheriff Forum − May 2, 2016 − 6:30pm at the Paris Fire Station
- > Selectmen Meeting May 23, 2016 7pm at the Paris Town Office
- Local/State Election June 14, 2016 8am to 8pm at the Paris Fire Station
- Annual Town Meeting June 18, 2016 10am at the Paris Fire Station

## Current vacancies on Boards/Committees:

- Appeals Board 3 full members, 2 alternate members
- Planning Board 2 alternates
- Rec Committee –2 alternates
- OCCR 1 full member 1 alternate
- Policy & Procedure Committee 2 full members
- Paris Road Committee 2 full members
- Budget Committee 1 alternate member

## Pending Items:

- ✓ St. Lawrence & Atlantic contract
- ✓ Oxford County Sheriff Proposal
- √ The Paris Banner Project
- ✓ ATV Ordinance
- √ Fire Department regionalization committee
- ✓ Personnel Policy

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

#### Minutes

### Selectmen's Meeting

Date and Time: Monday, April 11, 2016

Location: Paris Town Office

The Select Board members entered in executive session at 6pm pursuant to Title 1 M.R.S.A §405(6)(C) to discuss economic development. The Board came out of executive session at 7:10pm. No action taken.

- 1. The Selectmen's meeting was called to order at 7:10pm by the Chair, Mr. Risica, and noted that Mr. Wessels was absent from the meeting.
- 2. Pledge of Allegiance led by Interim Town Manager, Sawin Millett.
- 3. Chairman's correspondence None
- Consideration of the minutes from March 28, 2016 meeting. Motion made by Mr. Elliot seconded by Ms. Jamison to approve the minutes from March 28, 2016 meeting as presented. Motion passed 4-0.
- 5. Consideration of the following warrants:

Accounts Payable Warrants: #80 (\$16,166.13) and #82 (\$304,450.31)

On a motion made by Ms. Jamison and seconded by Mr. Elliot to approve accounts payable warrants: #80 (\$16,166.13) and #82 (\$304,450.31) as presented. Motion passed 4-0.

Payroll Warrants: #79 (\$25,724.97) and #81 (\$26,050.35)

On a motion made by Ms. Jamison and seconded by Mr. Elliot to approve payroll warrants: #79 (\$25,724.97) and #81 (\$26,050.35) as presented. Motion passed 4-0.

#### 6. Licenses:

a. Consideration and Discussion for a Liquor License and Special Entertainment renewal for Crazy Eights, Inc., DBA: Four Seasons Function Center and Crazy Eights Billiards, 187 Main Street, South Paris, ME 04281. On a motion made by Ms. Jamison and seconded by Mr. Elliot to waive the public hearing as they have been in business for more than five years. Motion passed 4-0. On a motion made by Ms. Jamison and seconded by Mr. Elliot to grant the liquor license and special entertainment renewal for Crazy Eights, Inc., DBA: Four Seasons Function Center and Crazy Eights Billiards. Motion passed 4-0.

### 7. Town Manager's Update

- a. Fire Department Chief Brad Frost, Deputy Chief Jon Longley, a Per Diem member of the Department and I were able to attend the April 7th training/discussion session to address the statewide shortage of firefighters at Lake Region High School in Naples. A contingent from the Norway Fire Department was also in attendance. The focus was clearly on the need to attract and train younger volunteers to supplement the current supply of trained firefighters.
- b. I have been contacted by PUD Director Penny Lowe to see if the Select Board is supportive of proceeding with the draft Conservation Easement and related paperwork so as to formalize the application to the Public Utilities Commission for approval to transfer the 7 Acre parcel at 1 Paris Hill to the Town. This request is included on your Unfinished Business agenda below. I am supportive of moving this Project forward and have put some thoughts in writing under New Business, if the Board is in agreement with my recommendation.

- c. In the past few days there have been local indications of possible requests for further increases in funding for SAD #17, the Norway-Paris Solid Waste program and in Augusta a potential increase in the CY '17 Oxford County Budget to address the jail situation. These last minute changes are particularly difficult to deal with as we press to finish Paris budget recommendations for FY '17. I am in contact with people following these matters and hope to have more updates on Monday.
- d. Also up for discussion under New Business are questions of process and timelines for finalizing FY '17 budget recommendations in time to meet mid-May deadlines for presenting budget information to the public and completing Town Meeting Warrant Articles as soon as possible thereafter in order that the Town Report can be printed and the public properly informed well in advance of the June meetings. I am also offering some thoughts and recommendations for uses of the Undesignated Fund Balance and other Carried Balances under New Business.
- e. I just received the Conceptual Cost Design Estimates from Pine Tree Engineering for meeting the June, 2019 deadline for separating storm water from the waste water that is treated at PUD. The current cost estimate is \$662,000. By coincidence, I happened to pick up on an e-mail Thursday from the USDA Rural Development agency offering Federal funding assistance for projects of this nature. I responded to the e-mail and immediately received a positive reply for low interest, long-term loan assistance which I will follow up on.
- f. Mr. Millett informed the Board and residents that there could be a potential increase to the Town's portion of the NPSW budget of \$46,000.00.

Mr. Millett 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 spoke about his position on applying for the Town Manager position.
- Mr. Elliot asked if the Town Manager could track down the missing "Welcome to Paris" signs.

## 10. Unfinished Business

- a. Consideration and discussion of having an electric plug-in station. On a motion made by Ms. Jamison and seconded by Mr. Elliot to table this item until the next meeting. Motion passed 4-0.
- b. Consideration and discussion of setting a date for a public hearing on the new Sign Ordinance. (see below)
- c. Consideration and discussion of setting a date to hold a public hearing and a Special Town Meeting for the Disorderly Housing Ordinance. On a motion made by Mr. Hodgkins and seconded by Mr. Elliot the board voted to act on item 10b. and 10c. and set the public hearings for the new Sign Ordinance the Disorderly Housing Ordinance followed by a Special Town Meeting for the Disorderly Housing Ordinance on May 9, 2016 at 6:30pm at the Paris Town Office. Motion passed 4-0.
- d. Consideration and discussion of signing the Certification of Official Text of a Proposed Ordinance 30-A M.R.S.A. §3002(2) (Disorderly Housing Ordinance). On a motion made by Ms. Jamison and seconded by Mr. Elliot to sign the Certification of Official Text of a Proposed Ordinance 30-A M.R.S.A. §3002(2) (Disorderly Housing Ordinance). Motion passed 4-0.
- e. Consideration and discussion of a draft article addressing the contracting of Police services with Oxford County. On a motion made by Ms. Jamison and seconded by Mr. Hodgkins to table this item until the next meeting. Motion passed 4-0.
- f. Consideration and discussion of authorizing PUD to proceed with the application for transferring 1 Paris Hill property to the Town. On a motion made by Ms. Jamison and seconded by Mr. Hodgkins to move forward with application on transferring the 1 Paris Hill property to the Town. Motion passed 4-0.

### 11. New Business (30 min)

- a. Consideration and discussion of the process and timeline for finalizing the Select Board recommendations on the FY17 budget. On a motion made by Ms. Jamison and seconded by Mr. Hodgkins to hold two workshops, one on May 6 and the other on May 10 from 6 to 8pm at the Town Office. Motion passed 4-0.
- b. Consideration and discussion of setting a date to hold a public hearing with Budget Committee on the FY 17 budget. On a motion made by Ms. Jamison and seconded by Mr. Elliot to hold a joint public hearing with the Budget Committee on May 13, 2016 at 6:30pm at the Paris Town Office. Motion passed 4-0.
- c. Consideration and discussion of signing a Quit Claim deed for map U-21 lot- 45, 13 Tremont Street (the bank paid all outstanding taxes). On a motion made by Ms. Jamison and seconded by Mr. Elliot to sign the Quit Claim deed for map U-21 lot- 45. Motion passed 4-0.
- d. Consideration and discussion of accepting the Veterans Monument in Moore Park and placing it as a warrant article for the June town meeting. On a motion made by Ms. Jamison and seconded by Mr. Hodgkins to accept the Veterans Monument in Moore Park and set up a separate fund with monies and write a policy on the use of the monies. Motion passed 4-0.
- e. Consideration and discussion of the changes to the Budget Committee Policy. On a motion made by Ms. Jamison and seconded by Mr. Elliot to update the Budget Committee policy wording. Motion passed 4-0.
- f. Consideration and discussion of giving approval for the Rec Department to replace the sign at Moore Park. On a motion made by Mr. Hodgkins and seconded by Ms. Jamison to approve the sign replacement for the Rec Department. Motion passed 4-0.
- g. Consideration and discussion of an option for using the Undesignated Fund balance resources. This was a discussion and information only item.
- h. Consideration and discussion of an Ad-Hoc Committee to prepare a long term plan for potential uses of 1 Paris Hill property. This was a discussion and information only item.

### ADJOURNMENT -

The meeting adjourned at 9:30pm. Everyone was in favor!

Elizabeth Knox, Town Clerk/Secretary

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

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

## **Warrant Recap**

04/15/2016 Page 1

## Warrant 84

		warrant 84
Vendor	Amount	Account
00569 AAA FIRE EXTINGUSHER	41.25	TEL TILL THE THE THE TELL THE
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
01451 BERGERON PROTECTIVE CLOTHING LLC	1,720.18	CAPITAL FUND / FIRE DEPT - OPERATING / FIRE EQUIP.
00029 BIG RIG SHOP	118.80	HIGHWAY DEPT / HIGHWAY DEPT - OPERATING / EQUIP CONTRA
00374 D.J.'S MUNICIPAL SUPPLY, INC.	170.97	HIGHWAY DEPT / HIGHWAY DEPT - OPERATING / EQUIP CONTRA
00008 FIRE TECH & SAFETY OF N.E., INC	260.00	FIRE DEPT. / FIRE DEPT OPERATING / FIRE EQUIP.
00110 HYGRADE BUSINESS GROUP	66.93	ADMIN. / GEN. ADMIN - COMMUN. / PRINTING
00067 JCW DISTRIBUTORS INC	111.98	HIGHWAY DEPT / HIGHWAY DEPT - REPAIR/MAINT / EQUIPMENT
00067 JCW DISTRIBUTORS INC	159.00	SPEC REV / PD Forfeitur
00067 JCW DISTRIBUTORS INC	92.98	HIGHWAY DEPT / HIGHWAY DEPT - OPERATING / EQUIP CONTRA
00000 KAILIE BALCOM	30.00	RECREATION - REC REG/BALL
00438 LACAL EQUIPMENT INC.	3,140.01	HIGHWAY DEPT / HIGHWAY DEPT - REPAIR/MAINT / EQUIPMENT
00112 LEWISTON DAILY SUN		ADMIN. / GEN. ADMIN - COMMUN. / ADVERTISING
00033 OXFORD COUNTY EAST	95.00	ADMIN. / GEN. ADMIN - GEN SUPPLIES / LIEN FILINGS
00070 PARIS UTILITY DISTRICT	73.82	HIGHWAY DEPT / TOWN GARAGE - UTILITIES / WATER
00070 PARIS UTILITY DISTRICT	128.52	ADMIN FOX SCHOOL
00070 PARIS UTILITY DISTRICT	41,980.30	UNCLASSIFIED / FIRE PROTECT - PUB. SAFETY / HYDRANTS
00070 PARIS UTILITY DISTRICT	11,341.54	UNCLASSIFIED / STORM WATER - UTILITIES / WATER
00070 PARIS UTILITY DISTRICT		FIRE DEPT. / FIRE STATION - UTILITIES / WATER
00070 PARIS UTILITY DISTRICT	124.08	FIRE DEPT. / FIRE STATION - UTILITIES / SEWER
00070 PARIS UTILITY DISTRICT	48.99	POLICE DEPT / PD STATION - UTILITIES / WATER
00070 PARIS UTILITY DISTRICT	124.08	POLICE DEPT / PD STATION - UTILITIES / SEWER
00393 POLAND, KENNETH	800.00	GEN'L GOV / DO NOT USE
00981 SCOTT'S WELDING & TRAILER SALES	442.68	FIRE DEPT. / FIRE STATION - REPAIR/MAINT / VEHICLE
01529 STAPLES CREDIT PLAN 8953		ADMIN. / GEN. ADMIN - GEN SUPPLIES / OFFICE
00025 STATE OF MAINE, BMV	4,920.50	GEN'L GOV / B.M.V. FEES
00025 STATE OF MAINE, BMV	231.00	GEN'L GOV / TITLE FEES
00025 STATE OF MAINE, BMV	453.75	GEN'L GOV / MV SALES TAX
01207 SWETT SIGNS INC.	200.00	FIRE DEPT. / FIRE STATION - REPAIR/MAINT / VEHICLE
00087 THE OXFORD GROUP		ADMIN. / GEN. ADMIN - COMMUN. / ADVERTISING
00476 WESTERN MAINE STEEL COMPANY		HIGHWAY DEPT / HIGHWAY DEPT - REPAIR/MAINT / EQUIPMENT
01450 WEX BANK		FIRE DEPT. / FIRE DEPT OPERATING / VEHICLE GAS
01450 WEX BANK		HIGHWAY DEPT / HIGHWAY DEPT - OPERATING / VEHICLE GAS
01450 WEX BANK		POLICE DEPT / POLICE DEPT OPERATING / DIESEL
Prepaid Total	0.00	
Current Total	70,512.94	
Warrant Total	70,512.94	

## Warrant 86

Vendor	Amount	Account
00569 AAA FIRE EXTINGUSHER	79.50	
00376 AFLAC	280.02	GEN'L GOV / AFLAC CANCER
00376 AFLAC		GEN'L GOV / AFLAC-ACCIDE
00376 AFLAC		GEN'L GOV / AFLAC HOSP
00376 AFLAC		GEN'L GOV / AFLAC-DISABI
00376 AFLAC		GEN'L GOV / AFLAC SPECIF
00376 AFLAC		GEN'L GOV / AFLAC-LIFE
00376 AFLAC	331.89	GEN'L GOV / AFLAC HOSP
00437 ANDY VALLEY CAL RIPKEN LEAGUE		PARKS & REC / BASEBALL REC - PROGRAMS / BALL DUES
01534 ANDY VALLEY SOFTBALL LEAGUE		PARKS & REC / SOFTBALL - PROGRAMS / BALL DUES
00813 ATLANTIC BROOM SERVICE, INC.		HIGHWAY DEPT / HIGHWAY DEPT - OPERATING / EQUIP CONTRA
00439 BERNSTEIN SHUR	165.00	Victoria Westerner Marie Marie Del Construction de Constructio
00439 BERNSTEIN SHUR	431.00	
00439 BERNSTEIN SHUR	51.00	UNCLASSIFIED / GENRL GOV'T - PROF/LEGAL / ATTORNEY FEE
00439 BERNSTEIN SHUR		UNCLASSIFIED / GENRL GOV'T - PROF/LEGAL / ATTORNEY FEE
00439 BERNSTEIN SHUR		UNCLASSIFIED / GENRL GOV'T - PROF/LEGAL / ATTORNEY FEE
00029 BIG RIG SHOP		HIGHWAY DEPT / HIGHWAY DEPT - REPAIR/MAINT / EQUIPMENT
00350 BLOW BROS.		PARKS & REC / MOORE PARK - REPAIR/MAINT / RUBB.REMOVAL
00035 CENTRAL MAINE POWER		ADMIN FOX SCHOOL
00035 CENTRAL MAINE POWER	19.33	PARKS & REC / MOORE PARK - UTILITIES / ELECTRICITY
00035 CENTRAL MAINE POWER	22.90	
00035 CENTRAL MAINE POWER	41.22	ADMIN FOX SCHOOL
00035 CENTRAL MAINE POWER	38.55	UNCLASSIFIED / STREET LIGHT - PUB. SAFETY / ST/TRAF.LITE
00702 COMPLETE HYDRAULICS	16.56	
01417 HILLYARD INC AND SUBSIDIARIES	242.82	FIRE DEPT. / FIRE STATION - REPAIR/MAINT / BLDG
00333 HOT COLORS SCREENPRINTING & DESIGN	755.32	PARKS & REC / BASEBALL REC - PROGRAMS / BALL UNIFORM
00333 HOT COLORS SCREENPRINTING & DESIGN	618.53	PARKS & REC / SOFTBALL - PROGRAMS / BALL UNIFORM
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.	8,744.13	HIGHWAY DEPT / HIGHWAY DEPT - BENEFITS / HEALTH INS
00061 M.M.E.H.T.	4,373.07	GEN'L GOV / HEALTH/DENT.
00061 M.M.E.H.T.	326.96	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.	245.22	HIGHWAY DEPT / HIGHWAY DEPT - BENEFITS / DENTAL INS
00061 M.M.E.H.T.	800.18	GEN'L GOV / HEALTH/DENT.
00061 M.M.E.H.T.	650.54	GEN'L GOV / I.P.P.
00061 M.M.E.H.T.	33.75	ADMIN. / GEN. ADMIN - BENEFITS / HEALTH INS
00061 M.M.E.H.T.	146.31	GEN'L GOV / HEALTH/DENT.
01254 MORRISON AND SYLVESTER	305.76	HIGHWAY DEPT / HIGHWAY DEPT - REPAIR/MAINT / EQUIPMENT
00055 NH BRAGG & SONS		HIGHWAY DEPT / HIGHWAY DEPT - OPERATING / EQUIP CONTRA
00456 Oxford Networks		ADMIN. / GEN. ADMIN - UTILITIES / TELEPHONE
00456 Oxford Networks	147.99	POLICE DEPT / POLICE DEPT COMMUN. / TELEPHONE

# **Warrant Recap**

04/22/2016 Page 2

## Warrant 86

Vendor	Amount	Account
00456 Oxford Networks	35.15	HIGHWAY DEPT / TOWN GARAGE - COMMUN. / TELEPHONE
00456 Oxford Networks	96.95	FIRE DEPT. / FIRE DEPT COMMUN. / TELEPHONE
00687 PINE TREE ENGINEERING, INC	3,600.00	UNCLASSIFIED / GENRL GOV'T - GEN SUPPLIES / CONTINGENCY
01236 RICOH USA, INC	22.82	POLICE DEPT / POLICE DEPT REPAIR/MAINT / EQUIPMENT
01319 SPILLMAN TECHNOLOGIES INC	4,790.00	POLICE DEPT / POLICE DEPT REPAIR/MAINT / CONTRACTS
00025 STATE OF MAINE, BMV	5,816.25	GEN'L GOV / B.M.V. FEES
00025 STATE OF MAINE, BMV	429.00	GEN'L GOV / TITLE FEES
00025 STATE OF MAINE, BMV	4,794.15	GEN'L GOV / MV SALES TAX
01207 SWETT SIGNS INC.	2,877.28	CAPITAL FUND / PARKS & REC PARKS & REC / CAP IMPRVMNT
00044 TEAMSTERS UNION LOCAL 340	421.00	GEN'L GOV / UNION DUES
00748 TRI-COUNTY BABE RUTH	525.00	PARKS & REC / BASEBALL REC - PROGRAMS / BALL DUES
00214 U.S. CELLULAR	116.83	ADMIN. / GEN. ADMIN - UTILITIES / TELEPHONE
00214 U.S. CELLULAR	210.23	POLICE DEPT / POLICE DEPT COMMUN. / TELEPHONE
00214 U.S. CELLULAR	85.77	HIGHWAY DEPT / TOWN GARAGE - COMMUN. / TELEPHONE
00476 WESTERN MAINE STEEL COMPANY	848.54	HIGHWAY DEPT / HIGHWAY DEPT - REPAIR/MAINT / EQUIPMENT
Prepaid Total	0.00	
Current Total	68,131.90	
Warrant Total	68,131.90	