

**TOWN OF PARIS
BOARD OF SELECTMEN**

**Monday, November 28, 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 Town Manager.
3. Chairman's correspondence.
4. Consideration of the minutes of November 11, 2016 meeting.
5. Consideration of the following warrants: (5 min)
 - Accounts Payable Warrants: 45 (\$366,209.28) 47 (\$9,544.70)
 - Payroll Warrants: 44 (\$22,652.72) 46 (\$25,014.39)
6. Licenses: (10 min)
 - a. None
7. *Town Manager's Update (10 min)*
 - a. **MMA Planning Board Workshop:** I will be attending this workshop on December 8th. We have sent a notice out to all planning board members inviting them to attend. If any Select Board member would also like to attend just let me know.
 - b. **Auditor Update:** On Wednesday Nov 23rd, I met with the auditor to review page by page the audit for FY '15-'16.
 - c. **Phone Service – land lines:** We are aggressively talking with several vendors exploring both old and new ideas for saving money.
8. *Citizen's Comments (20 min)*
9. *Select Board Comments (10 min)*
10. *Unfinished Business (20 min)*
 - a. Consideration and discussion of formally creating the 1 Paris Hill Committee.
11. *New Business (15 min)*
 - a. Consideration and discussion of setting a different date for the December 26, 2016 Select Board meeting.
 - b. Consideration and discussion of setting a date for a Special Town Meeting.
 - c. Consideration and discussion of Police Department Grant.

Adjournment

Additional Information –

Up and coming dates to mark on your calendars –

- Selectmen Meeting – December 12, 2016 – 7pm at the Paris Town Office
- Selectmen Meeting – December 26, 2016 – 7pm at the Paris Town Office (Office Closed)
- Selectmen Meeting – January 9, 2017 – 7pm at the Paris Town Office

Current vacancies on Boards/Committees:

- Appeals Board – 5 full members, 2 alternate members
- Planning Board – 2 alternates
- OCRR – 1 alternate
- Policy & Procedure Committee – 2 full members
- Paris Road Committee – 2 full members
- Budget Committee – 1 alternate member
- Economic Development Committee – 5 full members, 2 alternate members

Pending Items:

- ✓ JR Firefighter program
- ✓ Sign design contest for a new “Welcome to Paris”

Town of Paris
33 Market Square
South Paris, Maine 04281

Minutes

Selectmen's Meeting

Date and Time: Monday, November 14, 2016

Location: Paris Town Office

Enter into Executive Session; Pursuant to Title 1 M.S.R.A §405(6)(A) to discuss a personnel matter.

On a motion made by Mr. Brackett and seconded by Mr. Buffington to enter into executive session at 6:31pm, pursuant to Title 1 M.S.R.A §405(6)(A) to discuss a personnel matter. Motion passed 4-0. On a motion made by Mr. Brackett and seconded by Mr. Buffington to exit executive session at 7:00pm. Motion passed 5-0. No action taken at this time.

Public hearing to hear questions and comments regarding a liquor license and special entertainment application for X-Vault Pub & Provisions

Ms. Jamison, Chair of the Select Board opened the public hearing up at 7:00pm. There were 17 residents in attendance. There was only one question from the residents present asking when the business would be opening? Sometime late December was the answer. Ms. Jamison closed the public hearing at 7:05pm.

1. The Selectmen's meeting was called to order at 8:00pm by the Chair, Ms. Jamison. Board members who were present: Ms. Jamison, Mr. Summers (arrived at 6:37pm) and Mr. Buffington, Mr. Brackett and Ms. Richardson.
2. Pledge of Allegiance led by Town Manager, Vic Hodgkins.
3. Chairman's correspondence – None
4. Consideration of the minutes from October 25, 2016 meeting. Motion made by Mr. Buffington and seconded by Mr. Summers to approve the minutes from October 25, 2016 meeting. Motion passed 5-0.
5. Consideration of the following warrants:

Accounts Payable Warrants: 39 (\$329,011.90) 41 (\$15,399.58) 43 (\$29,612.50)

On a motion made by Mr. Buffington and seconded by Mr. Brackett to approve accounts payable warrants: **39 (\$329,011.90) 41 (\$15,399.58) 43 (\$29,612.50)** as presented. Motion passed 5-0.

Payroll Warrants: 38 (\$23,726.93) 40 (\$23,650.16) 42 (\$25,446.57)

On a motion made by Mr. Summers and seconded by Ms. Richardson to approve payroll warrants: **38 (\$23,726.93) 40 (\$23,650.16) 42 (\$25,446.57)** as presented. Motion passed 5-0.

6. Licenses:

- a. Consideration and Discussion of a new Liquor License and Special Entertainment for X-Vault Pub & Provisions, LLC, 10 Market Square, Suite 1, South Paris, ME 04281. On a motion made by Mr. Brackett and seconded by Ms. Richardson to approve the liquor license and special entertainment for X-Vault Pub & Provisions, LLC, 10 Market Square, Suite 1, South Paris, ME 04281. Motion passed 4-0-1 (Mr. Summers abstained as he is friends with the applicant).
- b. Consideration and Discussion for a Liquor License renewal for Market Square Restaurant, 24 Market Square, South Paris, ME 04281. On a motion made by Mr. Buffington and seconded by Ms. Richardson to waive the public hearing for this business as they have been in business for more than 5 years. Motion passed 5-0. On a motion made by Mr. Buffington and seconded by Mr. Summers to approve the liquor license for Market Square Restaurant. Motion passed 5-0.

- c. Consideration and Discussion for a Liquor License renewal for Western Maine Gourmet DBA: Maurice Restaurant, 109 Main Street, South Paris, ME 04281. On a motion made by Mr. Summers and seconded by Mr. Brackett to waive a public hearing for this business as they have been in business for more than 5 years. Motion passed 5-0. On a motion made by Mr. Summers and seconded by Ms. Richardson to approve the liquor license for Western Maine Gourmet DBA: Maurice Restaurant, 109 Main Street, South Paris, ME 04281. Motion passed 5-0.

7. *Town Manager's Update*

- a. **Police Chief Mowatt:** I'm happy to say that Chief Mowatt has successfully completed his 6 month probation period. Congratulations Skip!
- b. **Contract Renewals:** We have begun a process to review, update, and renew several vendor contracts.
- c. **Budget '17-'18:** We have been informed by MMA that our health insurance premiums will increase in 2017 by 11.25% and dental will increase by 3%. Plus, while not official yet, due to a poor experience rating on our workers comp insurance, I am expecting a very substantial increase to our 2017 premiums.
- d. **Highway Worker:** Jamie has hired David Heath as our newest member of the highway team.
- e. **CEO Update:** I have interviewed several applicants, and hope to have a decision soon and then schedule a review meeting with the board.
- f. **Server & PC Upgrade:** I have authorized the upgrade to our network server, and my PC. Monies will be taken from the assigned fund balance account "Town Equipment/Software". Current account balance is \$4,553. Server quote is \$2,260.01... I do not have a hard computer quote as of yet, soft quote is \$600 to \$800 depending on specs and program installations. I ask for board approval. *On a motion made by Ms. Richardson and seconded by Mr. Brackett to allow the Town Manager to spend up to \$4553.00 on office equipment upgrades. Motion passed 5-0.*
- g. **Kudos:** To Rick Little, Sarah Glynn, and everyone involved in the Halloween event at the Fire Station... all I could say was "wow".
- h. **Kudos (2):** I'd like to thank Liz and Paula for all their help in making "Bond Day" a success. I also want to express a big thank you to Lena and her staff at Androscoggin Bank for the excellent service.
- i. **Kudos (3):** To the election staff for an outstanding job. Town Clerk also gave an update on the election results.

Mr. Hodgkins 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*

- a. Mr. Summers asked "where are we with the TIF"? The Town Manager let the Board know that Mr. Eddy will be attending the December 12, 2016 to update the Board.
- b. Ms. Jamison asked if the ballot boxes could be moved from the small conference room.
- c. Mr. Buffington asked if there was any update on the new business that Mr. Holmes spoke about coming into town?

10. *Unfinished Business*

- a. Consideration and discussion of the Christmas Light Policy. On a motion made by Mr. Brackett and seconded by Mr. Summers to approve the Christmas Light Policy as amended, and bring back on 11/28/2016 for the Board to sign. Motion passed 5-0.
- b. Consideration and discussion of the new Federal Labor Law on salaried employees. On a motion made by Ms. Jamison and seconded by Ms. Richardson to increase the salaried employee to the new federal law change taking effect on December 1, 2016. Motion passed 4-1-0 (Mr. Buffington voted no).
- c. Consideration and discussion of official creating the 1 Paris Hill Committee. No action taken on this item, the Board would like this back on the November 28, 2016 agenda.
- d. Consideration and discussion of the Fireworks Ordinance straw poll. No action taken on this item, the Board would like this brought back at the end of December 2016.
- e. Consideration and discussion of awarding winning Pellet Bid(s). On a motion made by Mr. Buffington and seconded by Mr. Summers to award the pellet bid to the only bidder, Mr. Mowatt. Motion passed 5-0. On a motion made by Mr. Summers and seconded by Ms. Richardson to award the remaining pellets to Mr. Mowatt. Motion passed 5-0.

11. New Business

- a. Consideration and discussion of setting a financial workshop date. By consensus of the Board members they will met on November 17, 2016 at 6pm at the Town Office.
- b. Consideration and discussion of electing a Vice Chair for the Select Board. On a motion made by Mr. Brackett and seconded by Ms. Richardson to elect Mr. Buffington as the Vice Chair. Motion passed 4-0-1(Mr. Buffington abstained).
- c. Consideration and discussion of appointing Celia Dieterich as a School Board Trustee. On a motion made by Ms. Richardson and seconded by Mr. Summers to appoint Celia Dieterich as a School Board Trustee for the Town of Paris. Motion passed 5-0.

ADJOURNMENT –

The meeting was adjourned at 9:16pm. Everyone was in favor!

Elizabeth Knox, Town Clerk/Secretary

Approval; Board of Selectpersons, Town of Paris, this 28th day of November, 2016

Name	Signature
Janet Jamison	
Christopher Summers	
C. Scott Buffington	
Kathleen Richardson	
Russell Brackett	

Warrant Recap

**** REPRINT ****

Warrant 45

Vendor-----	Amount	Account-----
00949 ADMIRAL FIRE & SAFETY, INC	14.95	POLICE DEPT / POLICE DEPT. - OPERATING / UNIFORMS
01303 ADS ELECTRIC INC	17.00	FIRE DEPT. / FIRE STATION - REPAIR/MAINT / BLDG
00376 AFLAC	327.48	GEN'L GOV / AFLAC-ACCIDE
00376 AFLAC	259.22	GEN'L GOV / AFLAC HOSP
00376 AFLAC	264.79	GEN'L GOV / AFLAC-DISABI
00376 AFLAC	157.30	GEN'L GOV / AFLAC SPECIF
00376 AFLAC	109.09	GEN'L GOV / AFLAC-LIFE
00376 AFLAC	233.09	GEN'L GOV / AFLAC CANCER
00439 BERNSTEIN SHUR	3,775.21	UNCLASSIFIED / GENRL GOV'T - PROF/LEGAL / ATTORNEY FEE
00439 BERNSTEIN SHUR	137.50	UNCLASSIFIED / GENRL GOV'T - PROF/LEGAL / AUDIT
00439 BERNSTEIN SHUR	1,052.50	UNCLASSIFIED / GENRL GOV'T - PROF/LEGAL / AUDIT
00035 CENTRAL MAINE POWER	37.11	UNCLASSIFIED / STREET LIGHT - PUB. SAFETY / ST/TRAF.LITE
00035 CENTRAL MAINE POWER	58.17	ADMIN. / GEN. ADMIN - UTILITIES / CMP PUD
00708 Concentra Medical Centers	270.50	FIRE DEPT. / FIRE DEPT - TRAIN/TRAVEL / FIT TESTING
00199 HAMLIN MEMORIAL LIBRARY	1,250.00	SOCIAL SERV. / HAMLIN LIB. - PROGRAMS / LIBRARIES
00110 HYGRADE BUSINESS GROUP	186.70	ADMIN. / GEN. ADMIN - COMMUN. / PRINTING
00060 JEWELL TIRE CENTER INC	25.00	FIRE DEPT. / FIRE STATION - REPAIR/MAINT / VEHICLE
00219 JOHN E. O'DONNELL & ASSOC.,INC	1,806.50	ADMIN. / GEN. ADMIN - PROF/LEGAL / MAPS
00061 M.M.E.H.T.	4,036.01	ADMIN. / GEN. ADMIN - BENEFITS / HEALTH INS
00061 M.M.E.H.T.	7,748.48	POLICE DEPT / WAGES/BENS - BENEFITS / HEALTH INS
00061 M.M.E.H.T.	7,283.43	HWY SUMMER / HIGHWAY DEPT - BENEFITS / HEALTH INS
00061 M.M.E.H.T.	4,533.14	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.	286.09	POLICE DEPT / WAGES/BENS - BENEFITS / DENTAL INS
00061 M.M.E.H.T.	163.48	HWY SUMMER / HIGHWAY DEPT - BENEFITS / DENTAL INS
00061 M.M.E.H.T.	617.35	GEN'L GOV / HEALTH/DENT.
00061 M.M.E.H.T.	510.37	GEN'L GOV / I.P.P.
00061 M.M.E.H.T.	48.15	ADMIN. / GEN. ADMIN - BENEFITS / HEALTH INS
00061 M.M.E.H.T.	134.94	GEN'L GOV / HEALTH/DENT.
00041 M.S.A.D. #17	246,034.58	INTER-GOV'T / MSAD #17 - FEES / MSAD #17
01339 NATIONAL ASSOCIATION OF SRO	40.00	POLICE DEPT / POLICE DEPT. - TRAIN/TRAVEL / DUES/SUBSCR.
00039 NPSW	21,833.33	SANITATION / N.P.S.W. - FEES / DISPOSAL FEE
00040 OXFORD COUNTY REGIONAL RECYCLING	1,157.17	SANITATION / O.C.R.S.W. - FEES / DISPOSAL FEE
00015 OXFORD COUNTY TREASURER	277,525.00	INTER-GOV'T / COUNTY TAXES - FEES / COUNTY TAXES
01509 PARIS AUTO BARN	561.56	POLICE DEPT / 2013 FORD TA - REPAIR/MAINT / VEHICLE
00198 PARIS PUBLIC LIBRARY ASSOCIATION	45,021.00	SOCIAL SERV. / PARIS LIB. - PROGRAMS / LIBRARIES
01488 PINE POINT FTC FIRE TRAINING	30.00	FIRE DEPT. / FIRE DEPT - TRAIN/TRAVEL / TRAINING
01488 PINE POINT FTC FIRE TRAINING	30.00	FIRE DEPT. / FIRE DEPT - TRAIN/TRAVEL / TRAINING
01488 PINE POINT FTC FIRE TRAINING	30.00	FIRE DEPT. / FIRE DEPT - TRAIN/TRAVEL / TRAINING
00227 REIDS SERVICE CENTER, INC.	6.99	FIRE DEPT. / FIRE DEPT - OPERATING / FIRE EQUIP.
01381 RHR SMITH & COMPANY	1,800.00	UNCLASSIFIED / GENRL GOV'T - PROF/LEGAL / AUDIT
01236 RICOH USA, INC	12.07	POLICE DEPT / POLICE DEPT. - REPAIR/MAINT / EQUIPMENT
00019 RIPLEY & FLETCHER	83.95	FIRE DEPT. / FIRE STATION - REPAIR/MAINT / VEHICLE

*Plow
September
of 2014*

Warrant Recap

**** REPRINT ****

Warrant 45

Vendor-----	Amount	Account-----
00019 RIPLEY & FLETCHER	160.47	FIRE DEPT. / FIRE STATION - REPAIR/MAINT / VEHICLE
00025 STATE OF MAINE, BMV	1,822.25	GEN'L GOV / B.M.V. FEES
00025 STATE OF MAINE, BMV	264.00	GEN'L GOV / TITLE FEES
00025 STATE OF MAINE, BMV	242.00	GEN'L GOV / MV SALES TAX
01596 TSI INCORPORATED	10,536.77	SPEC REV / FIT TEST
01595 ULINE SHIPPING	877.04	POLICE DEPT / POLICE DEPT. - OPERATING / SAFETY EQUIP
01587 VICTOR HODGKINS	43.20	ADMIN. / GEN. ADMIN - TRAIN/TRAVEL / TRAVEL
01450 WEX BANK	25.00	POLICE DEPT / POLICE DEPT. - OPERATING / DIESEL
01450 WEX BANK	25.00	HWY SUMMER / HIGHWAY DEPT - OPERATING / VEHICLE GAS
01450 WEX BANK	25.00	FIRE DEPT. / FIRE DEPT - OPERATING / VEHICLE GAS

Prepaid Total-- 0.00

Current Total-- ~~643,734.28~~ 366,209.28

Warrant Total-- ~~643,734.28~~ 366,209.28

Voided the "Oxford County Treasurer" check in the amount of \$277,585.00, as it was paid in September of this year. Trio does not removed it from the "Warrant Recap" reprint. See the A/P Warrant.

Warrant Recap

Warrant 47

Vendor-----	Amount	Account-----
00029 BIG RIG SHOP	115.68	HWY SUMMER / HIGHWAY DEPT - OPERATING / EQUIP CONTRA
00350 BLOW BROS.	114.00	PARKS & REC / BALLFIELD - UTILITIES / WATER
01084 BUDGET DOCUMENT TECHNOLOGY	134.38	ADMIN. / GEN. ADMIN - OPERATING / EQUIP CONTRA
00035 CENTRAL MAINE POWER	15.00	PARKS & REC / MOORE PARK - UTILITIES / ELECTRICITY
00035 CENTRAL MAINE POWER	23.35	PARKS & REC / MOORE PARK - UTILITIES / ELECTRICITY
00035 CENTRAL MAINE POWER	71.71	ADMIN. - FOX SCHOOL
01597 DANNY PAYNE HEIR OF ELIZABETH PAYNE	618.60	ADMIN. - ABATEMENTS
01392 Dian Rainey	25.00	ADMIN. / GEN. ADMIN - GEN SUPPLIES / ELECTIONS
01026 Hutchinson, James	239.99	HWY SUMMER / HIGHWAY DEPT - OPERATING / UNIFORMS
00139 K.L. JACK	73.93	HWY SUMMER / HIGHWAY DEPT - OPERATING / EQUIP CONTRA
00112 LEWISTON DAILY SUN	37.69	UNCLASSIFIED / GENRL GOV'T - UNCLASSIFIED / ADVERTISING
00112 LEWISTON DAILY SUN	78.60	UNCLASSIFIED / GENRL GOV'T - UNCLASSIFIED / ADVERTISING
00450 MAINE TOWN & CITY AND COUNTY MANAG	25.00	ADMIN. / GEN. ADMIN - TRAIN/TRAVEL / DUES/SUBSCR.
00450 MAINE TOWN & CITY AND COUNTY MANAG	25.00	ADMIN. / GEN. ADMIN - TRAIN/TRAVEL / DUES/SUBSCR.
00450 MAINE TOWN & CITY AND COUNTY MANAG	25.00	ADMIN. / GEN. ADMIN - TRAIN/TRAVEL / DUES/SUBSCR.
01529 STAPLES CREDIT PLAN 8953	19.99	ADMIN. / GEN. ADMIN - GEN SUPPLIES / OFFICE
01529 STAPLES CREDIT PLAN 8953	712.94	HWY SUMMER / HIGHWAY DEPT - OPERATING / OFFICE
00025 STATE OF MAINE, BMV	3,946.00	GEN'L GOV / B.M.V. FEES
00025 STATE OF MAINE, BMV	396.00	GEN'L GOV / TITLE FEES
00025 STATE OF MAINE, BMV	2,307.20	GEN'L GOV / MV SALES TAX
00087 THE OXFORD GROUP	503.90	UNCLASSIFIED / GENRL GOV'T - UNCLASSIFIED / ADVERTISING
01587 VICTOR HODGKINS	35.74	ADMIN. / GEN. ADMIN - TRAIN/TRAVEL / MANAGER EXP

Prepaid Total--	0.00
Current Total--	9,544.70
Warrant Total--	9,544.70