

**TOWN OF PARIS  
BOARD OF SELECTMEN**

**Monday, December 12, 2016  
PARIS TOWN OFFICE – 6:30 pm**

**Executive Session – 6:30pm**

Enter into Executive Session; Pursuant to Title 1 M.S.R.A §405(6)(A) to have an informal discussion with the CEO (Code Enforcement Officer) candidate.

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 28, 2016 meeting.**
5. **Consideration of the following warrants: (5 min)**
  - Accounts Payable Warrants: 49 (\$28,683.35) 51 (\$69,491.77)**
  - Payroll Warrants: 48 (\$28,662.03) 50 (\$25,024.94)**
6. **Licenses: (10 min)**
  - a. **None**

## **TIF Presentation by Matt Eddy**

7. **Town Manager’s Update (10 min)**
  - a. **Electricity Maine:** We have renewed our 10 accounts with Electricity Maine for a period of one year. Our rate has dropped from .095 to .067 per kilowatt hour. This will save the town thousands of dollars over the next year.
  - b. **Sun Journal Subscription:** I have decided not to renew our subscription for the time being... this will save the town around \$250 per year.
  - c. **Charter Time Warner:** Right now, the town is currently paying Oxford Networks around \$80 a month for a DSL line to both the fire station and the police station. As a part of the cable franchise agreement, the town is entitled to receive a free internet connection at all municipal building locations. Charter Time Warner is in the process of hooking up both departments with a gratis 10/1 internet connection. We are also continuing to explore all phone plan options with several vendors including Time Warner... stay tuned.
  - d. **MMA Planning Board Workshop:** Jim Hakala, Rick Little and I attended the workshop. We learned a lot about the “do’s and don’ts” of how a planning board should operate.
  - e. **Per Diem Fire Fighters:** The Per Diem’s have recently voted to form a collective bargaining Unit with the Teamsters.
  - f. **SRF Loan Application:** I have started to fill out the loan application for an interim loan. This interim loan will get us through the construction phase of the catch basin project. Once completed and all bills paid, I will then start the loan application process to roll the final figure expensed, into the long term loan. The long way around the barn means that the town will not have to take out a long term loan for one penny more than needed.

g. **Staff Christmas Luncheon:** Will take place in this room on Friday December 16<sup>th</sup> from 11:30am – 1:30pm. All board members are welcome to attend.

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 appointing the members to the Economic Development Committee.

b. Consideration and discussion of approving the Special Town Meeting Warrant.

c. Consideration and discussion of the updated Moore Park Policy.

d. Consideration and discussion on "Robert's Rules of Order" – in brief

**Adjournment**

## **Additional Information –**

**Up and coming dates to mark on your calendars –**

- Selectmen Meeting – December 27, 2016 – 7pm at the Paris Town Office
- Selectmen Meeting – January 9, 2017 – 7pm at the Paris Town Office
- Selectmen Meeting – January 23, 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 28, 2016

**Location:** Paris Town Office

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, 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 November 14, 2016 meeting. Motion made by Ms. Richardson and seconded by Mr. Summers to approve the minutes from November 14, 2016 meeting. Motion passed 5-0.
5. Consideration of the following warrants:

Accounts Payable Warrants: 45 (\$366,209.28) 47 (\$9,544.70)

Payroll Warrants: 44 (\$22,652.72) 46 (\$25,014.39)

On a motion made by Mr. Brackett and seconded by Mr. Summers to approve accounts payable warrants: **45 (\$366,209.28) 47 (\$9,544.70)** and payroll warrants: **44 (\$22,652.72) 46 (\$25,014.39)** as presented. Motion passed 5-0.

6. Licenses:

**NONE**

7. *Town Manager's Update*

- a. **MMA Planning Board Workshop:** I will be attending this workshop on December 8<sup>th</sup>. 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 23<sup>rd</sup>, 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.
- d. **Expense report** – the Town Manager gave the Board members a copy of the expense detail sheet for them to review.
- e. **Electricity ME** - the Town Manager gave the Board an update on where he is with the Electricity ME contract.
- f. **CEO position** – the Town Manager has chosen a candidate and would like the Board to meet this person and ask questions of the candidate. **By a consensus of the Board members they have agreed to meet at 6:30pm on December 12, 2016 to talk with the candidate.**
- g. **Kudos** - Moore Park Tree Lighting ceremony was a big success!!

*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. Buffington commented on the status change regarding exempt employees taking effect December 1. The Board members discussed this topic and felt they needed more information on this new law change. On a motion made by Ms. Jamison and seconded by Mr. Buffington to revisit the action taken by the Board on November 14, 2016 regarding the Federal Labor Law for exempt employees, the Board would like to revisit this item at a future date. Motion passed 5-0.

**10. Unfinished Business**

- a. Consideration and discussion of formally creating the 1 Paris Hill Committee. By a consensus of the Board members they have agreed to table this item to a future date.

**11. New Business**

- a. Consideration and discussion of setting a different date for the December 26, 2016 Select Board meeting. By consensus of the Board members they will hold their meeting on December 27, 2016.
- b. Consideration and discussion of setting a date for a Special Town Meeting. On a motion made by Ms. Jamison and seconded by Mr. Buffington to approve the warrant on December 27, 2016 meeting and hold a Special Town Meeting on January 9, 2017 at 6:30pm at the Town Office. Motion passed 5-0
- c. Consideration and discussion of Police Department Grant. Chief Mowatt informed the Board members on what the grants were that the department has applied for. On a motion made by Mr. Summers and seconded by Mr. Brackett to give the Police Department approval for the grants. Motion passed 5-0.

**ADJOURNMENT –**

On a motion made by Mr. Summers and seconded by Ms. Jamison the meeting was adjourned at 8:25pm. Everyone was in favor!

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Elizabeth Knox, Town Clerk/Secretary

Approval; Board of Selectpersons, Town of Paris, this 12th day of December, 2016

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

Warrant 49

Vendor-----	Amount	Account-----
01436 AAA POLICE SUPPLY	1,503.00	POLICE DEPT / POLICE DEPT. - OPERATING / AMMUNITIONS
01486 BLUETARP CREDIT SERVICES	10.64	FIRE DEPT. / FIRE STATION - UTILITIES / HEATING OIL
01486 BLUETARP CREDIT SERVICES	26.98	FIRE DEPT. / FIRE DEPT - OPERATING / OFFICE
01486 BLUETARP CREDIT SERVICES	34.18	HWY SUMMER / HIGHWAY DEPT - OPERATING / EQUIP CONTRA
00035 CENTRAL MAINE POWER	22.88	PARKS & REC / MOORE PARK - UTILITIES / ELECTRICITY
00035 CENTRAL MAINE POWER	16.05	ADMIN. / GEN. ADMIN - UNCLASSIFIED / BOARD EXPS
01600 COLLISION FORENSIC SOLUTIONS	19,495.00	SPEC REV / CDBG Grant
00708 Concentra Medical Centers	171.50	FIRE DEPT. / FIRE DEPT - TRAIN/TRAVEL / FIT TESTING
00008 FIRE TECH & SAFETY OF N.E.,INC	29.00	FIRE DEPT. / FIRE STATION - REPAIR/MAINT / VEHICLE
01601 FORTIER'S SECURITY CENTER	485.10	ADMIN. / GEN. ADMIN - REPAIR/MAINT / BLDG
01514 HADLEY'S	350.00	HWY SUMMER / HIGHWAY DEPT - OPERATING / EQUIP CONTRA
01340 INDUSTRIAL STITCHING	24.00	FIRE DEPT. / FIRE TRUCKS - REPAIR/MAINT / EQUIPMENT
00036 INLAND FISHERIES & WILDLIFE	132.00	GEN'L GOV / ATV REG.
00036 INLAND FISHERIES & WILDLIFE	162.25	GEN'L GOV / RV SALES TAX
00036 INLAND FISHERIES & WILDLIFE	234.00	GEN'L GOV / IFW FEES
00036 INLAND FISHERIES & WILDLIFE	135.00	GEN'L GOV / SNOMBL. REG.
01599 KRYSTALL RUDMAN	82.44	PARKS & REC / MISC - OPERATING / MISC
01452 LABONVILLE INC	481.00	HWY SUMMER / HIGHWAY DEPT - REPAIR/MAINT / EQUIPMENT
01452 LABONVILLE INC	14.80	HWY SUMMER / HIGHWAY DEPT - REPAIR/MAINT / EQUIPMENT
01452 LABONVILLE INC	105.60	HWY SUMMER / HIGHWAY DEPT - REPAIR/MAINT / EQUIPMENT
01598 LEO AUGER	89.99	HWY SUMMER / HIGHWAY DEPT - OPERATING / UNIFORMS
00112 LEWISTON DAILY SUN	249.09	UNCLASSIFIED / GENRL GOV'T - UNCLASSIFIED / ADVERTISING
01254 MORRISON AND SYLVESTER	117.92	HWY SUMMER / HIGHWAY DEPT - REPAIR/MAINT / EQUIPMENT
00033 OXFORD COUNTY EAST	76.00	ADMIN. / GEN. ADMIN - GEN SUPPLIES / LIEN FILINGS
00068 OXFORD LAUNDRY SERVICES	60.40	HWY SUMMER / HIGHWAY DEPT - OPERATING / UNIFORMS
00068 OXFORD LAUNDRY SERVICES	60.40	HWY SUMMER / HIGHWAY DEPT - OPERATING / UNIFORMS
00068 OXFORD LAUNDRY SERVICES	99.40	HWY SUMMER / HIGHWAY DEPT - OPERATING / UNIFORMS
00456 Oxford Networks	123.52	ADMIN. / GEN. ADMIN - UTILITIES / TELEPHONE
00456 Oxford Networks	139.88	POLICE DEPT / POLICE DEPT. - COMMUN. / TELEPHONE
00456 Oxford Networks	35.35	HWY SUMMER / TOWN GARAGE - COMMUN. / TELEPHONE
00456 Oxford Networks	99.29	FIRE DEPT. / FIRE DEPT - COMMUN. / TELEPHONE
00771 PERFECT STITCH EMBROIDERY INC.	39.82	POLICE DEPT / POLICE DEPT. - OPERATING / UNIFORMS
01156 PERMA-LINE CORP. OF NEW ENGLAND	530.50	HWY SUMMER / HIGHWAY DEPT - OPERATING / SIGNS
00189 RESPONSIBLE PET CARE	2,591.50	UNCLASSIFIED / A/C SERVICES - UNCLASSIFIED / A/C SHELTER
01236 RICOH USA, INC	91.25	POLICE DEPT / POLICE DEPT. - REPAIR/MAINT / EQUIPMENT
00044 TEAMSTERS UNION LOCAL 340	356.50	GEN'L GOV / UNION DUES
01115 TREASURER, STATE OF MAINE	10.40	GEN'L GOV / BIRTH CERTIF
01115 TREASURER, STATE OF MAINE	150.80	GEN'L GOV / DEATH CERTIF
01115 TREASURER, STATE OF MAINE	10.80	GEN'L GOV / MARRIAGE CER
01115 TREASURER, STATE OF MAINE	4.00	GEN'L GOV / MARRIAGE LIC
00037 TREASURER, STATE OF MAINE-A/W	129.00	GEN'L GOV / DOG LICENSE
01587 VICTOR HODGKINS	26.96	ADMIN. / GEN. ADMIN - TRAIN/TRAVEL / MANAGER EXP
00359 WAL-MART COMMUNITY	56.35	POLICE DEPT / POLICE DEPT. - GEN SUPPLIES / OFFICE
00359 WAL-MART COMMUNITY	18.81	FIRE DEPT. / FIRE DEPT - OPERATING / OFFICE

### Warrant Recap

Warrant 49

Vendor-----

Amount Account-----

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<b>Prepaid Total--</b>	<b>0.00</b>
<b>Current Total--</b>	<b>28,683.35</b>
<b>Warrant Total--</b>	<b>28,683.35</b>

# Warrant Recap

## Warrant 51

Vendor-----	Amount	Account-----
00949 ADMIRAL FIRE & SAFETY, INC	103.00	POLICE DEPT / POLICE DEPT. - OPERATING / UNIFORMS
01084 BUDGET DOCUMENT TECHNOLOGY	154.68	ADMIN. / GEN. ADMIN - OPERATING / EQUIP CONTRA
00005 C.N. BROWN	163.66	ADMIN. / GEN. ADMIN - UTILITIES / HEATING OIL
00005 C.N. BROWN	97.42	POLICE DEPT / PD STATION - UTILITIES / HEATING OIL
00005 C.N. BROWN	321.28	HWY SUMMER / TOWN GARAGE - UTILITIES / HEATING OIL
00005 C.N. BROWN	178.69	HWY SUMMER / HIGHWAY DEPT - OPERATING / DIESEL
00035 CENTRAL MAINE POWER	16.40	HWY SUMMER / TOWN GARAGE - UTILITIES / ELECTRICITY
00035 CENTRAL MAINE POWER	245.46	HWY SUMMER / TOWN GARAGE - UTILITIES / ELECTRICITY
00035 CENTRAL MAINE POWER	248.39	POLICE DEPT / PD STATION - UTILITIES / ELECTRICITY
00035 CENTRAL MAINE POWER	226.07	ADMIN. / GEN. ADMIN - UTILITIES / ELECTRICITY
00035 CENTRAL MAINE POWER	1,098.61	FIRE DEPT. / FIRE STATION - UTILITIES / ELECTRICITY
00035 CENTRAL MAINE POWER	46.85	PARKS & REC / MOORE PARK - UTILITIES / ELECTRICITY
00035 CENTRAL MAINE POWER	4,886.82	UNCLASSIFIED / STREET LIGHT - PUB. SAFETY / ST/TRAF.LITE
00053 DAILEY, MICHAEL	284.00	POLICE DEPT / POLICE DEPT. - TRAIN/TRAVEL / TRAINING
01196 FRED S. COLLINS, JR.	650.00	ADMIN. / GEN. ADMIN - COMPENSATION / WAGES
00632 GORHAM SAVINGS LEASING CORP.	35,647.00	DEBT SERVICE / FIRE STATION - DEBT SERVICE / PUMPER TRUCK
00494 GRAINGER	31.24	POLICE DEPT / POLICE DEPT. - OPERATING / INVESTIGATE
00223 MAINE MUNICIPAL ASSOCIATION	135.00	BOARDS/COMM. / APPEALS BD. - OPERATING / OFFICE
00069 PARIS FARMERS UNION	15.30	POLICE DEPT / POLICE DEPT. - OPERATING / INVESTIGATE
00069 PARIS FARMERS UNION	0.37	FIRE DEPT. / FIRE STATION - REPAIR/MAINT / VEHICLE
00069 PARIS FARMERS UNION	0.62	FIRE DEPT. / FIRE STATION - REPAIR/MAINT / VEHICLE
00069 PARIS FARMERS UNION	186.20	FIRE DEPT. / FIRE DEPT - OPERATING / FIRE EQUIP.
00069 PARIS FARMERS UNION	32.79	HWY SUMMER / HIGHWAY DEPT - OPERATING / EQUIP CONTRA
00070 PARIS UTILITY DISTRICT	312.33	ADMIN. - FOX SCHOOL
00070 PARIS UTILITY DISTRICT	48.99	ADMIN. / GEN. ADMIN - UTILITIES / WATER
00070 PARIS UTILITY DISTRICT	124.08	ADMIN. / GEN. ADMIN - UTILITIES / SEWER
00687 PINE TREE ENGINEERING, INC	1,120.00	CAPITAL FUND / USE OF ASSIG - CAPITAL FUND / CATCH BASIN
00019 RIPLEY & FLETCHER	51.00	POLICE DEPT / 2016 FORD - REPAIR/MAINT / VEHICLE
00019 RIPLEY & FLETCHER	839.04	POLICE DEPT / 2015 FORD EX - REPAIR/MAINT / TIRES
00019 RIPLEY & FLETCHER	902.66	POLICE DEPT / 2015 FORD EX - REPAIR/MAINT / VEHICLE
00019 RIPLEY & FLETCHER	84.85	POLICE DEPT / 2007 FORD - REPAIR/MAINT / VEHICLE
00019 RIPLEY & FLETCHER	15.53	POLICE DEPT / 2007 FORD - REPAIR/MAINT / VEHICLE
00025 STATE OF MAINE, BMV	5,251.00	GEN'L GOV / B.M.V. FEES
00025 STATE OF MAINE, BMV	528.00	GEN'L GOV / TITLE FEES
00025 STATE OF MAINE, BMV	1,328.25	GEN'L GOV / MV SALES TAX
01602 STEVE ALLEN	516.00	GEN. ASSIST. / SERVICES - UTILITIES / RENT
01116 T & T CLEANING AND MAINTENANCE	200.00	ADMIN. / GEN. ADMIN - REPAIR/MAINT / CLEANING SUP
01116 T & T CLEANING AND MAINTENANCE	200.00	ADMIN. / GEN. ADMIN - REPAIR/MAINT / CLEANING SUP
01116 T & T CLEANING AND MAINTENANCE	80.00	POLICE DEPT / POLICE DEPT. - REPAIR/MAINT / CLEANING SUP
00023 TRIO SOFTWARE CORPORATION	12,422.23	ADMIN. / GEN. ADMIN - REPAIR/MAINT / CONTRACTS
00054 VERIZON WIRELESS SERVICES LLC	130.20	ADMIN. / GEN. ADMIN - UTILITIES / CELLPHONE
00054 VERIZON WIRELESS SERVICES LLC	294.55	POLICE DEPT / POLICE DEPT. - COMMUN. / CELL SERVICE
00054 VERIZON WIRELESS SERVICES LLC	130.20	HWY SUMMER / TOWN GARAGE - COMMUN. / CELL SERVICE
00054 VERIZON WIRELESS SERVICES LLC	143.01	FIRE DEPT. / FIRE DEPT - COMMUN. / CELL SERVICE

### Warrant Recap

Warrant 51

Vendor-----

Amount Account-----

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<b>Prepaid Total--</b>	<b>0.00</b>
<b>Current Total--</b>	<b>69,491.77</b>
<b>Warrant Total--</b>	<b>69,491.77</b>