

**TOWN OF PARIS
BOARD OF SELECTMEN**

**Monday, December 27, 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 December 12, 2016 meeting.**
5. **Consideration of the following warrants: (5 min)**
 - Accounts Payable Warrants: 53 (\$67,019.71) 55 (\$17,847.15)**
 - Payroll Warrants: 52 (\$27,240.99) 54 (\$31,205.61)**
6. **Licenses: (10 min)**
 - a. **Consideration and Discussion for a one - day/once a month Liquor License for the next 6 months: **January 6, 2017, February 3, 2017, March 3, 2017, April 7, 2017, May 5, 2017 and June 2, 2017** for the AMVETS Post 777, 58 East Main Street, South Paris, ME 04281. (this goes in line with the Texas Hold'em Tournaments)**

(Please remember to sign with a blue pen)
7. **Town Manager's Update (10 min)**
 - a. **Direct Deposit:** I am happy to report that all employees are now on direct deposit. This will save us hundreds of dollars each year on checks. In the future pay stubs will either be printed on paper, or be available electronically.
 - b. **SRF Loan Climate Adaption Plan:** In e-mails and talks with Rob Prue, Penny Lowe, and the DEP... I have concluded that it is not in the town's best interest to follow through with this plan and the loan forgiveness this would have created. I will explain.
 - c. **Fund 2: Grants:** I have for you the current breakdown and status of the \$73,200 from the Safe Neighborhood Grant. We continue our conversations on how to more effectively make use of Fund 2. Overtime, I will give you more grants and breakdowns... stay tuned.
 - d. **Police: Current Budget – Health Insurance:** Bad news... Due to underfunding this line in the current budget with the addition of an SRO with health insurance, coupled with an 11.25% increase for calendar year 2017... I project this line will be over budget by almost \$40,000.
 - e. **Foreclosure Notices:** The town has sent out 97 foreclosure notices, that is down from 122 notices a year ago.
 - f. **Auditor Visit:** I have scheduled Bill Hall to join us on January 9th for both the 6:30pm special town meeting as well as the 7pm board meeting.
8. **Citizen's Comments (20 min)**

9. Select Board Comments (10 min)

10. Unfinished Business (15 min)

- a. Consideration and discussion of forming a charge for the Economic Development Committee.

11. New Business (0 min)

- ✓ NONE

Adjournment

Additional Information –

Up and coming dates to mark on your calendars –

- 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, December 12, 2016

Location: Paris Town Office

1. The Selectmen's meeting was called to order at 7:00pm 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 28, 2016 meeting. Motion made by Mr. Buffington and seconded by Mr. Brackett to approve the minutes from November 28, 2016 meeting. Motion passed 5-0.
5. Consideration of the following warrants:

Accounts Payable Warrants: 49 (\$28,683.35) 51 (\$69,491.77) The Town Manager pulled an invoice for the home delivery of the newspaper which caused a decrease in warrant #49 of \$249.09, as the town will no longer be receiving the paper.

On a motion made by Mr. Summers and seconded by Mr. Buffington to approve the accounts payable warrants: **49 (\$28,434.26) 51 (\$69,491.77)** as amended. Motion passed 5-0.

Payroll Warrants: 48 (\$28,662.03) 50 (\$25,024.94)

On a motion made by Mr. Brackett Summers and seconded by Mr. Brackett to approve the payroll warrants: **48 (\$28,662.03) 50 (\$25,024.94)** as presented. Motion passed 5-0.

6. Licenses:

- a. Consideration and Discussion for a once a month Game of Chance License (Texas Hold'em Poker Tournament) for the next 6 months: **January 6, 2017, February 3, 2017, March 3, 2017, April 7, 2017, May 5, 2017 and June 2, 2017** for the AMVETS Post 777, 58 East Main Street, South Paris, ME 04281. On a motion made by Mr. Buffington and seconded by Ms. Richardson to approve the tournament license for the AMVETS Post 777. Motion passed 5-0

7. *Town Manager's Update*

- 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 16th from 11:30am – 1:30pm. All board members are welcome to attend.
- h. **Audit Report:** The Town Manager gave the Board a copy of the FY 15-16 town audit, and is planning on having Bill Hall the Town's Auditor go over the audit at the January 9, 2017 meeting.

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. Ms. Richardson asked what the red line numbers mean on the expense report? The reason why some line items show red is that line item maybe an unfunded item.
- b. Mr. Buffington asked for a copy showing the spend down on all active Grants that any departments may have. Mr. Buffington also asked about the issue with Oxford Fire Department.

10. Unfinished Business

- a. Consideration and discussion of formally creating the 1 Paris Hill Committee. On a motion made by Mr. Buffington and seconded by Mr. Brackett to form an Ad-Hoc Committee for the 1 Paris Hill Committee. Motion passed 5-0.

11. New Business

- a. Consideration and discussion of appointing the members to the Economic Development Committee. On a motion made by Mr. Buffington and seconded Mr. Summers to accept and appoint all five members (John Andrews, Dennis Creaser, Gary Vaughn, James Hakala and Kevin Pouliot) to the Economic Development Committee. Motion passed 5-0.
- b. Consideration and discussion of approving the Special Town Meeting Warrant. On a motion made by Ms. Richardson and seconded by Mr. Summers to accept the proposed Special Town Meeting Warrant. Motion passed 5-0.
- c. Consideration and discussion of the updated Moore Park Policy. On a motion made by Mr. Brackett and seconded by Ms. Richardson to accept the updated Moore Park Policy as written. Motion passed 5-0.
- d. Consideration and discussion on "Robert's Rules of Order" – in brief – discussion only among the Board members.

ADJOURNMENT –

On a motion made by Mr. Summers and seconded by Mr. Brackett the meeting was adjourned at 8:27pm. Everyone was in favor!


 Elizabeth Knox, Town Clerk/Secretary

Approval; Board of Selectpersons, Town of Paris, this 27th day of December, 2016

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

Warrant Recap

Warrant 53

Vendor-----	Amount	Account-----
00231 ABC RUBBISH, INC.	60.00	HWY SUMMER / TOWN GARAGE - REPAIR/MAINT / RUBB.REMOVAL
00376 AFLAC	233.09	GEN'L GOV / AFLAC CANCER
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
01433 ALLEN UNIFORM INC	63.49	FIRE DEPT. / FIRE DEPT - OPERATING / FIRE EQUIP.
00029 BIG RIG SHOP	18.96	HWY SUMMER / HIGHWAY DEPT - OPERATING / EQUIP CONTRA
00029 BIG RIG SHOP	124.10	HWY SUMMER / HIGHWAY DEPT - OPERATING / EQUIP CONTRA
01603 BRIAN KNIGHTLY	137.14	HWY SUMMER / HIGHWAY DEPT - OPERATING / UNIFORMS
01343 COMMUNITY FIRST NATIONAL BANK	23,089.23	DEBT SERVICE / FIRE STATION - DEBT SERVICE / FD SAFETY EQ
00374 D.J.'S MUNICIPAL SUPPLY, INC.	159.99	HWY SUMMER / HIGHWAY DEPT - OPERATING / SAFETY EQUIP
00058 DEAD RIVER COMPANY	1,066.34	FIRE DEPT. / FIRE STATION - UTILITIES / HEATING OIL
01330 EASTERN SALT COMPANY INC	5,313.41	HWY SUMMER / HIGHWAY DEPT - OPERATING / SALT
00008 FIRE TECH & SAFETY OF N.E.,INC	99.00	FIRE DEPT. / FIRE DEPT - OPERATING / FIRE EQUIP.
00007 HOWARD P. FAIRFIELD, INC.	125.66	HWY SUMMER / HIGHWAY DEPT - REPAIR/MAINT / EQUIPMENT
00060 JEWELL TIRE CENTER INC	25.00	FIRE DEPT. / FIRE STATION - REPAIR/MAINT / VEHICLE
00060 JEWELL TIRE CENTER INC	26.50	FIRE DEPT. / FIRE STATION - REPAIR/MAINT / VEHICLE
00139 K.L. JACK	61.61	HWY SUMMER / HIGHWAY DEPT - OPERATING / EQUIP CONTRA
00288 MAINE CHIEF OF POLICE ASSOC.	150.00	POLICE DEPT / POLICE DEPT. - TRAIN/TRAVEL / DUES/SUBSCR.
00223 MAINE MUNICIPAL ASSOCIATION	22,786.00	UNCLASSIFIED / INSURANCE - INSURANCES / LIAB./ BOND
01356 MAINE MUNICIPAL TAX COLLECTORS' AND	25.00	ADMIN. / GEN. ADMIN - TRAIN/TRAVEL / DUES/SUBSCR.
01356 MAINE MUNICIPAL TAX COLLECTORS' AND	25.00	ADMIN. / GEN. ADMIN - TRAIN/TRAVEL / DUES/SUBSCR.
01356 MAINE MUNICIPAL TAX COLLECTORS' AND	25.00	ADMIN. / GEN. ADMIN - TRAIN/TRAVEL / DUES/SUBSCR.
01356 MAINE MUNICIPAL TAX COLLECTORS' AND	25.00	ADMIN. / GEN. ADMIN - TRAIN/TRAVEL / DUES/SUBSCR.
01005 MATHESON TRI-GAS INC	136.98	HWY SUMMER / HIGHWAY DEPT - OPERATING / GASES
00501 Morrison & Sylvester	342.11	FIRE DEPT. / FIRE STATION - REPAIR/MAINT / VEHICLE
01063 NATIONAL ENGINEERING & TESTING SERV	1,080.00	FIRE DEPT. / FIRE STATION - REPAIR/MAINT / VEHICLE
00033 OXFORD COUNTY EAST	114.00	ADMIN. / GEN. ADMIN - GEN SUPPLIES / LIEN FILINGS
00629 OXFORD HILLS CHAMBER OF COMMERCE	225.00	ADMIN. / GEN. ADMIN - TRAIN/TRAVEL / DUES/SUBSCR.
00068 OXFORD LAUNDRY SERVICES	66.40	HWY SUMMER / HIGHWAY DEPT - OPERATING / UNIFORMS
00456 Oxford Networks	124.15	ADMIN. / GEN. ADMIN - UTILITIES / TELEPHONE
00456 Oxford Networks	142.28	POLICE DEPT / POLICE DEPT. - COMMUN. / TELEPHONE
00456 Oxford Networks	36.06	HWY SUMMER / TOWN GARAGE - COMMUN. / TELEPHONE
00456 Oxford Networks	96.16	FIRE DEPT. / FIRE DEPT - COMMUN. / TELEPHONE
01509 PARIS AUTO BARN	14.89	FIRE DEPT. / FIRE STATION - REPAIR/MAINT / VEHICLE
01298 PAULA LOCKE	19.44	ADMIN. / GEN. ADMIN - TRAIN/TRAVEL / TRAINING
00792 PETTY CASH	239.00	SPEC REV / WELLNESS GRA
00017 PIKE INDUSTRIES, INC.	388.80	HWY SUMMER / HIGHWAY DEPT - OPERATING / COLD PATCH

Warrant Recap

Warrant 53

Vendor-----	Amount	Account-----
01224 RDJ SPECIALTIES, INC.	344.52	FIRE DEPT. / FIRE DEPT - OPERATING / FIRE EQUIP.
00189 RESPONSIBLE PET CARE	44.00	UNCLASSIFIED / A/C SERVICES - UNCLASSIFIED / A/C CATS
00189 RESPONSIBLE PET CARE	22.00	UNCLASSIFIED / A/C SERVICES - UNCLASSIFIED / A/C CATS
01381 RHR SMITH & COMPANY	100.00	UNCLASSIFIED / GENRL GOV'T - PROF/LEGAL / AUDIT
01236 RICOH USA, INC	13.81	POLICE DEPT / POLICE DEPT. - REPAIR/MAINT / EQUIPMENT
00019 RIPLEY & FLETCHER	1,215.52	POLICE DEPT / 2010 FORD EX - REPAIR/MAINT / VEHICLE
00208 STAPLES CREDIT PLAN	852.37	SPEC REV / CDBG Grant
00025 STATE OF MAINE, BMV	3,007.50	GEN'L GOV / B.M.V. FEES
00025 STATE OF MAINE, BMV	198.00	GEN'L GOV / TITLE FEES
00025 STATE OF MAINE, BMV	1,542.81	GEN'L GOV / MV SALES TAX
00206 STRATHAM TIRE, INC.	677.68	HWY SUMMER / HIGHWAY DEPT - REPAIR/MAINT / TIRES
01071 TELVENT DTN	218.85	HWY SUMMER / HIGHWAY DEPT - OPERATING / EQUIP CONTRA
01587 VICTOR HODGKINS	48.60	ADMIN. / GEN. ADMIN - TRAIN/TRAVEL / TRAINING
01347 VIKING-CIVES OF MAINE	348.00	HWY SUMMER / HIGHWAY DEPT - OPERATING / SPEC TOOLS
00476 WESTERN MAINE STEEL COMPANY	243.38	HWY SUMMER / HIGHWAY DEPT - REPAIR/MAINT / EQUIPMENT
00476 WESTERN MAINE STEEL COMPANY	180.00	HWY SUMMER / HIGHWAY DEPT - REPAIR/MAINT / EQUIPMENT
00476 WESTERN MAINE STEEL COMPANY	180.00	HWY SUMMER / HIGHWAY DEPT - REPAIR/MAINT / EQUIPMENT

Prepaid Total--	0.00
Current Total--	67,019.71
Warrant Total--	67,019.71

Warrant Recap

Warrant 55

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
00949 ADMIRAL FIRE & SAFETY, INC	125.44	POLICE DEPT / POLICE DEPT. - OPERATING / UNIFORMS
00029 BIG RIG SHOP	50.75	HWY SUMMER / HIGHWAY DEPT - OPERATING / EQUIP CONTRA
00029 BIG RIG SHOP	34.39	HWY SUMMER / HIGHWAY DEPT - OPERATING / EQUIP CONTRA
00350 BLOW BROS.	114.00	PARKS & REC / BALLFIELD - UTILITIES / WATER
00035 CENTRAL MAINE POWER	40.51	UNCLASSIFIED / STREET LIGHT - PUB. SAFETY / ST/TRAF.LITE
00035 CENTRAL MAINE POWER	23.66	PARKS & REC / MOORE PARK - UTILITIES / ELECTRICITY
00035 CENTRAL MAINE POWER	28.29	PARKS & REC / MOORE PARK - UTILITIES / ELECTRICITY
00809 ECI MATERIALS	1,190.40	HWY SUMMER / HIGHWAY DEPT - OPERATING / GRAVEL
00834 MAAO	30.00	ADMIN. / GEN. ADMIN - TRAIN/TRAVEL / DUES/SUBSCR.
01605 MAINE LABOR RELATIONS BOARD	108.85	UNCLASSIFIED / GENRL GOV'T - GEN SUPPLIES / CONTINGENCY
00223 MAINE MUNICIPAL ASSOCIATION	110.00	BOARDS/COMM. / PLANNING BD. - UNCLASSIFIED / BOARD EXPS
01606 OXFORD MENTAL HEALTH SERVICES	2,000.00	POLICE DEPT / POLICE DEPT. - TRAIN/TRAVEL / TRAINING
00017 PIKE INDUSTRIES, INC.	1,952.10	HWY SUMMER / HIGHWAY DEPT - OPERATING / COLD PATCH
00017 PIKE INDUSTRIES, INC.	360.45	HWY SUMMER / HIGHWAY DEPT - OPERATING / COLD PATCH
00017 PIKE INDUSTRIES, INC.	1,522.35	CAPITAL FUND / ROAD RECON. - UNCLASSIFIED / ROAD CONSTR
01278 SIRCHIE FINGERPRINT LABORATORIES	2,694.10	POLICE DEPT / POLICE DEPT. - OPERATING / INVESTIGATE
01319 SPILLMAN TECHNOLOGIES INC	4,981.60	POLICE DEPT / POLICE DEPT. - REPAIR/MAINT / CONTRACTS
00025 STATE OF MAINE, BMV	1,996.00	GEN'L GOV / B.M.V. FEES
00025 STATE OF MAINE, BMV	132.00	GEN'L GOV / TITLE FEES
00025 STATE OF MAINE, BMV	44.06	GEN'L GOV / MV SALES TAX
00764 STEARNS, CHRIS	200.00	HWY SUMMER - ROAD OPEN
00476 WESTERN MAINE STEEL COMPANY	48.20	HWY SUMMER / HIGHWAY DEPT - REPAIR/MAINT / EQUIPMENT

Prepaid Total-- 0.00

Current Total-- 17,847.15

Warrant Total-- 17,847.15