

**TOWN OF PARIS
BOARD OF SELECTMEN**

**Monday, March 13, 2017
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 discuss the
Town Manager's six month review.

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 February 27, 2017.**
5. **Consideration of the following warrants: (5 min)**

Accounts Payable Warrants: 75 (\$30,933.48) and 77 (\$52,873.12)

Payroll Warrants: 74 (\$26,809.45) and 76 (\$24,431.34)

6. **Licenses: (5 min)**

NONE

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

- a. **Paris is 21st Safest Town in Maine:** Read letter...
- b. **Police Department Internet:** Spectrum has now set up the PD with 60x5 gratis internet... and we only pay \$9.99 a month for a static IP. I will now drop the Oxford Networks DSL line at the PD saving another \$40 per month.
- c. **Storm Water Separation Project:** I am meeting with Corey Lewis from the DEP and Rob Prue our engineer on Wednesday to discuss the project. On another note... we should have a response concerning our Interim Loan with The Maine Bond Bank by the end of the month.
- d. **Fox School Update:** Avesta will be presenting to the planning board tomorrow evening.
- e. **Highway Department:** Over the past month we have hired two new Highway crew members. Welcome Mike Gordon, and Brian Miller.
- f. **Worker's Comp:** The Town of Paris has received a reimbursement check in the amount of \$2,512.00.
- g. **Town Clerk:** Nomination papers will be available on March 20, 2017 for 2 Selectmen positions, 2 PUD positions and 2 School Board positions.

8. **Citizen's Comments (10 min)**

9. **Select Board Comments (10 min)**

10. **Unfinished Business (20 min)**

- a. Consideration and discussion of placing a privy in Moore Park.
- b. Consideration and discussion of the Unassigned Fund Balance.

11. New Business (30 min)

- a. Consideration and discussion of Town Manager's six month review.

Adjournment

Additional Information –

Up and coming dates to mark on your calendars –

- Selectmen Meeting – March 27, 2017 – 7pm at the Paris Town Office
- Selectmen Meeting – April 10, 2017 – 7pm at the Paris Town Office

Current vacancies on Boards/Committees:

- Appeals Board – 3 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 – 2 alternate member
- Economic Development Committee – 1 alternate members

Pending Items:

✓ NONE

Town of Paris
33 Market Square
South Paris, Maine 04281

Minutes

Selectmen's Meeting

Date and Time: Monday, February 27, 2017

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
4. Consideration of the minutes from January 23, 2017 and January 31, 2017 executive session meeting. Motion made by Ms. Richardson and seconded by Mr. Brackett to approve the minutes from January 9, 2017 meeting. Motion passed 5-0.
5. Consideration of the following warrants:

Accounts Payable Warrants: 65 (\$344,050.26) 67 (\$26,967.56) 69 (\$25,365.93) 71 (\$9,097.97)
73 (\$348,799.84)

On a motion made by Mr. Brackett and seconded by Ms. Richardson to approve accounts payable warrants with corrections: **65 (\$344,050.26) 67 (\$26,967.56) 69 (\$25,365.93) 71 (\$9,097.97) 73 (\$348,799.84)** as presented. Motion passed 4-0-1 (Mr. Summers abstained as he was a vendor on one of the warrants).

Payroll Warrants: 64 (\$26,706.99) 66 (\$27,138.63) 68 (\$26,002.06) 70 (\$31,896.46) 72 (\$29,304.64)

On a motion made by Mr. Summers and seconded by Ms. Richardson to approve accounts payable warrants with corrections: **64 (\$26,706.99) 66 (\$27,138.63) 68 (\$26,002.06) 70 (\$31,896.46) 72 (\$29,304.64)** as presented. Motion passed 5-0.

6. Licenses:

- a. Consideration and Discussion for a Liquor License renewal for Yianni's House of Pizza, 155 Main Street, South Paris, ME 04281. On a motion made by Ms. Richardson and seconded by Mr. Summers to waive holding a public hearing as they have been in business for more than five years. Motion passed 5-0. On a motion made by Mr. Brackett and seconded by Mr. Summers to the liquor license for Yianni's House of Pizza. Motion passed 5-0.

7. Town Manager's Update

- a. **MMA Risk:** John Waterbury from MMA Risk management was kind enough to visit with us for the better part of 2 days to help use with Safety training and evaluation. Several of us will be attending the upcoming Accident Investigation training session on 3/23 at the Greenwood Town Office.
- b. **Congratulations Chief Hunter:** I am happy to report that Scott Hunter has agreed to stay on as permanent Paris Fire Chief/Fire Warden. He will continue to work an average of 30 hours per week.
- c. **Fire Station Roof Repairs:** We have experienced several small roof leaks at the fire station over the past month or so. The roof folks have been out to repair these leaks, and hopefully we will be okay from here. The bill to repair these leaks came in at around \$1,100.
- d. **Highway Department:** Leo Auger has officially retired from the highway department. We thank Leo for his 15 years of service to the town of Paris and we wish him well. Jamie and I are in the process of interviewing job applicants.
- e. **Committee Review:** In March - It is my hope to bring to the board a review of all town committee's with a recommended elimination list.
- f. **Website:** Over the next few months we will be working on building a totally new website experience. Please let us know if you have any suggestions.

- g. **Forfeiture:** The Paris Police Department has been awarded a Criminal Forfeiture in the amount of \$1835.00. *On a motion made by Mr. Brackett and seconded by Ms. Richardson to allow the Chair of the Board (Ms. Jamison) to sign the document authorizing the release of funds to the Paris Police Department. Motion passed 5-0.*
- h. **Oxford Networks:** The Town Manager has re-negotiated a 2 year contract with Oxford Networks for the phone lines. *On a motion made by Mr. Summers and seconded by Mr. Brackett authorizing the Town Manager to sign the 2 year contract with Oxford Networks. Motion passed 5-0.*

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**

- Mr. Summers asked where are we on the Fire Fighter training program?
- Mr. Brackett asked who fills the potholes on what roads in town?

Listen to the tape for full dialogue.

10. **Unfinished Business**

- a. Consideration and discussion of EMS Billing. Discussion only. No action taken.
Listen to the tape for full dialogue.
- b. Consideration and discussion of the Unassigned Fund Balance Policy. On a motion made by Ms. Richardson and seconded by Mr. Buffington to accept the newly written Unassigned Fund Balance Policy. Motion passed 5-0.
- c. Consideration and discussion of setting the Annual Town Meeting time and place. On a motion made by Mr. Summers and seconded by Ms. Richardson to hold the annual town meeting at 10am (June 17, 2017) at the Paris Fire Station. Motion passed 5-0.

11. **New Business**

- d. Consideration and discussion of fire vehicles. This agenda item was moved up as the Fire Chief was Present for this agenda item. This item was a discussion only. No action taken.
- a. Consideration and discussion of Parks & Rec By-laws. On a motion made by Mr. Brackett and seconded by Ms. Richardson to approve the revised Parks & Rec By-laws. Motion passed 5-0.
- b. Consideration and discussion of Non-Standard Use form. On a motion made by Ms. Richardson and seconded by Mr. Summers to approve the revised Non-Standard Use form. Motion passed 5-0.
- c. Consideration and discussion of 2nd Amendment Avesta Fox School. On a motion made by Mr. Brackett and seconded by Ms. Richardson to authorize the Town Manager to sign the agreement with Avesta. Motion passed 5-0.
- d. ~~Consideration and discussion of fire vehicles.~~ **Moved up**
- e. Consideration and discussion of appointing Joan Moorehead and Wendy Penley to the Appeals Board.
- f. Consideration and discussion of appointing Jacalyn Lynch, Carl Costanzi, Carol Rice, Dennis Rugg, Joan Moorehead and John Andrews to the 1 Paris Hill Committee.
- g. Consideration and discussion of appointing Robert Moorehead as an alternate to the Economic Development Committee.
- h. Consideration and discussion of appointing Michael Brogan to the Budget Committee.

On a motion made by Mr. Buffington and seconded by Ms. Richardson to appoint: Joan Moorehead and Wendy Penley to the Appeals Board; Jacalyn Lynch, Carl Costanzi, Carol Rice, Dennis Rugg, Joan Moorehead and John Andrews to the 1 Paris Hill Committee; Robert Moorehead as an alternate to the Economic Development Committee, and Michael Brogan to the Budget Committee.

- i. Consideration and discussion of signing a Quitclaim Deed for property located on map R-05 lot 40 for Life Estate of Christopher Tripp. On a motion made by Mr. Brackett and seconded by Ms. Richardson to sign off on the Quitclaim Deed for the Life Estate of Christopher Tripp. Motion passed 5-0.

ADJOURNMENT –

On a motion made by Mr. Summers and seconded by Mr. Buffington the meeting was adjourned at 9:20pm.
Everyone was in favor!

Elizabeth Knox, Town Clerk/Secretary

Approval; Board of Selectpersons, Town of Paris, this 13th day of March, 2017

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

Warrant 77

Vendor-----	Amount	Account-----
00569 AAA FIRE EXTINGUISHER	107.75	FIRE DEPT. / FIRE TRUCKS - REPAIR/MAINT / EQUIPMENT
00949 ADMIRAL FIRE & SAFETY, INC	54.95	POLICE DEPT / POLICE DEPT. - OPERATING / UNIFORMS
01451 BERGERON PROTECTIVE CLOTHING LLC	2,780.26	CAPITAL FUND / FIRE DEPT - OPERATING / FIRE EQUIP.
01451 BERGERON PROTECTIVE CLOTHING LLC	2,600.25	CAPITAL FUND / FIRE DEPT - OPERATING / FIRE EQUIP.
01451 BERGERON PROTECTIVE CLOTHING LLC	391.99	CAPITAL FUND / FIRE DEPT - OPERATING / FIRE EQUIP.
00029 BIG RIG SHOP	33.29	HWY SUMMER / HIGHWAY DEPT - OPERATING / COLD PATCH
00029 BIG RIG SHOP	338.17	HWY SUMMER / HIGHWAY DEPT - OPERATING / PARTS & SUPP
00029 BIG RIG SHOP	45.44	HWY SUMMER / HIGHWAY DEPT - OPERATING / PARTS & SUPP
00029 BIG RIG SHOP	91.34	HWY SUMMER / HIGHWAY DEPT - OPERATING / PARTS & SUPP
00035 CENTRAL MAINE POWER	178.41	ADMIN. / GEN. ADMIN - UTILITIES / ELECTRICITY
00035 CENTRAL MAINE POWER	200.25	POLICE DEPT / PD STATION - UTILITIES / ELECTRICITY
00035 CENTRAL MAINE POWER	353.38	HWY SUMMER / TOWN GARAGE - UTILITIES / ELECTRICITY
00035 CENTRAL MAINE POWER	19.23	HWY SUMMER / TOWN GARAGE - UTILITIES / ELECTRICITY
00035 CENTRAL MAINE POWER	934.90	FIRE DEPT. / FIRE STATION - UTILITIES / ELECTRICITY
00035 CENTRAL MAINE POWER	4,432.99	UNCLASSIFIED / STREET LIGHT - PUB. SAFETY / ST/TRAF.LITE
00035 CENTRAL MAINE POWER	46.79	PARKS & REC / MOORE PARK - UTILITIES / ELECTRICITY
00702 COMPLETE HYDRAULICS	57.66	HWY SUMMER / HIGHWAY DEPT - OPERATING / PARTS & SUPP
00894 DAVE'S SMALL ENGINE REPAIR	53.94	FIRE DEPT. / FIRE DEPT - OPERATING / VEHICLE GAS
00058 DEAD RIVER COMPANY	929.28	FIRE DEPT. / FIRE STATION - UTILITIES / HEATING OIL
01200 DEPT OF PUBLIC SAFETY	17.00	POLICE DEPT / POLICE DEPT. - TRAIN/TRAVEL / TRAINING
01625 DIRIGO WIRELESS INC	316.00	FIRE DEPT. / FIRE TRUCKS - REPAIR/MAINT / EQUIPMENT
01625 DIRIGO WIRELESS INC	160.00	FIRE DEPT. / FIRE DEPT - OPERATING / FIRE EQUIP.
01330 EASTERN SALT COMPANY INC	5,580.04	HWY SUMMER / HIGHWAY DEPT - OPERATING / SALT
00008 FIRE TECH & SAFETY OF N.E.,INC	124.00	FIRE DEPT. / FIRE STATION - REPAIR/MAINT / VEHICLE
01062 FULLY INVOLVED, LLC	890.00	HWY SUMMER / HIGHWAY DEPT - OPERATING / PARTS & SUPP
01263 G H BERLIN WINDWARD	3,672.35	HWY SUMMER / HIGHWAY DEPT - OPERATING / PARTS & SUPP
00007 HOWARD P. FAIRFIELD, INC.	1,405.33	HWY SUMMER / HIGHWAY DEPT - REPAIR/MAINT / EQUIPMENT
01026 Hutchinson, James	295.38	HWY SUMMER / HIGHWAY DEPT - OPERATING / PARTS & SUPP
01556 MARK BLAQUIERE	23.34	FIRE DEPT. / FIRE DEPT - OPERATING / FIRE EQUIP.
01556 MARK BLAQUIERE	261.10	SPEC REV / CDBG Grant
01454 MICHAEL KUCSMA MEMORIAL SCHOLARSHIP	260.00	FIRE DEPT. / FIRE DEPT - TRAIN/TRAVEL / TRAINING
01254 MORRISON AND SYLVESTER	87.84	HWY SUMMER / HIGHWAY DEPT - REPAIR/MAINT / EQUIPMENT
00561 NORRIS, INC.	104.24	FIRE DEPT. / FIRE STATION - REPAIR/MAINT / BLDG
00131 NORWAY-PARIS COMMUNITY TV, INC.	12,315.83	GEN'L GOV / STATE CABLE
00068 OXFORD LAUNDRY SERVICES	60.40	HWY SUMMER / HIGHWAY DEPT - OPERATING / UNIFORMS
00068 OXFORD LAUNDRY SERVICES	60.40	HWY SUMMER / HIGHWAY DEPT - OPERATING / UNIFORMS
01357 PAT DAVIS	580.00	HWY SUMMER / HIGHWAY DEPT - REPAIR/MAINT / EQUIPMENT
01270 S. A. MCLEAN & SONS	1,790.00	HWY SUMMER / HIGHWAY DEPT - OPERATING / PARTS & SUPP
01624 SPRUCE MOUNTAIN TRUCK MEDICS	415.00	FIRE DEPT. / FIRE STATION - REPAIR/MAINT / VEHICLE
01624 SPRUCE MOUNTAIN TRUCK MEDICS	1,095.00	FIRE DEPT. / FIRE STATION - REPAIR/MAINT / VEHICLE
01624 SPRUCE MOUNTAIN TRUCK MEDICS	339.75	FIRE DEPT. / FIRE STATION - REPAIR/MAINT / VEHICLE
01624 SPRUCE MOUNTAIN TRUCK MEDICS	335.25	FIRE DEPT. / FIRE STATION - REPAIR/MAINT / VEHICLE
01624 SPRUCE MOUNTAIN TRUCK MEDICS	635.00	FIRE DEPT. / FIRE STATION - REPAIR/MAINT / VEHICLE

Warrant Recap

Warrant 77

Vendor-----	Amount	Account-----
00025 STATE OF MAINE, BMV	6,683.25	GEN'L GOV / B.M.V. FEES
00025 STATE OF MAINE, BMV	363.00	GEN'L GOV / TITLE FEES
00025 STATE OF MAINE, BMV	566.50	GEN'L GOV / MV SALES TAX
00701 SWAN SCREEN PRINTING	238.00	HWY SUMMER / HIGHWAY DEPT - OPERATING / PARTS & SUPP
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
01071 TELVENT DTN	218.85	HWY SUMMER / HIGHWAY DEPT - OPERATING / PARTS & SUPP
00086 TREASURER, STATE OF MAINE-PLUM	50.00	GEN'L GOV / PLUMB. FEES
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Prepaid Total--	0.00	
Current Total--	52,873.12	
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Warrant Total--	52,873.12	

Warrant 75

Vendor-----	Amount	Account-----
00569 AAA FIRE EXTINGUISHER	760.00	HWY SUMMER / HIGHWAY DEPT - OPERATING / PARTS & SUPP
00231 ABC RUBBISH, INC.	60.00	HWY SUMMER / TOWN GARAGE - REPAIR/MAINT / RUBB.REMOVAL
01246 ANDROSCOGGIN BANK	3,377.22	GEN'L GOV / R/E TAXES 18
00029 BIG RIG SHOP	38.15	HWY SUMMER / HIGHWAY DEPT - OPERATING / PARTS & SUPP
00029 BIG RIG SHOP	45.54	HWY SUMMER / HIGHWAY DEPT - OPERATING / PARTS & SUPP
01486 BLUETARP CREDIT SERVICES	9.19	FIRE DEPT. / FIRE STATION - REPAIR/MAINT / VEHICLE
01486 BLUETARP CREDIT SERVICES	64.78	FIRE DEPT. / FIRE STATION - REPAIR/MAINT / BLDG
01486 BLUETARP CREDIT SERVICES	14.18	FIRE DEPT. / FIRE STATION - REPAIR/MAINT / BLDG
00035 CENTRAL MAINE POWER	15.97	PARKS & REC / MOORE PARK - UTILITIES / ELECTRICITY
01330 EASTERN SALT COMPANY INC	7,385.90	HWY SUMMER / HIGHWAY DEPT - OPERATING / SALT
01472 GREAT AMERICA FINANCIAL SVCS.	84.70	ADMIN. / GEN. ADMIN - OPERATING / PARTS & SUPP
01623 HAIX NORTH AMERICA	110.00	POLICE DEPT / POLICE DEPT. - OPERATING / UNIFORMS
00007 HOWARD P. FAIRFIELD, INC.	1,129.86	HWY SUMMER / HIGHWAY DEPT - REPAIR/MAINT / EQUIPMENT
00036 INLAND FISHERIES & WILDLIFE	99.00	GEN'L GOV / ATV REG.
00036 INLAND FISHERIES & WILDLIFE	874.12	GEN'L GOV / RV SALES TAX
00036 INLAND FISHERIES & WILDLIFE	795.00	GEN'L GOV / IFW FEES
00036 INLAND FISHERIES & WILDLIFE	1,107.00	GEN'L GOV / SNOMBL. REG.
01613 KINGSTON BROWN	148.73	ADMIN. / GEN. ADMIN - TRAIN/TRAVEL / CEO/ASSESSOR
00501 Morrison & Sylvester	22.49	HWY SUMMER / HIGHWAY DEPT - OPERATING / PARTS & SUPP
00033 OXFORD COUNTY EAST	95.00	UNCLASSIFIED / GENRL GOV'T - GEN SUPPLIES / LIEN FILINGS
00068 OXFORD LAUNDRY SERVICES	60.40	HWY SUMMER / HIGHWAY DEPT - OPERATING / UNIFORMS
00208 STAPLES CREDIT PLAN	59.99	ADMIN. / GEN. ADMIN - GEN SUPPLIES / OFFICE
00208 STAPLES CREDIT PLAN	70.97	ADMIN. / GEN. ADMIN - OPERATING / CLEANING
00208 STAPLES CREDIT PLAN	28.47	ADMIN. / GEN. ADMIN - GEN SUPPLIES / OFFICE
00208 STAPLES CREDIT PLAN	149.99	ADMIN. / GEN. ADMIN - TRAIN/TRAVEL / MANAGER EXP
00208 STAPLES CREDIT PLAN	106.38	ADMIN. / GEN. ADMIN - GEN SUPPLIES / OFFICE
00208 STAPLES CREDIT PLAN	338.82	ADMIN. / GEN. ADMIN - GEN SUPPLIES / OFFICE
00208 STAPLES CREDIT PLAN	30.00	ADMIN. / GEN. ADMIN - GEN SUPPLIES / OFFICE
00208 STAPLES CREDIT PLAN	51.98	ADMIN. / GEN. ADMIN - GEN SUPPLIES / OFFICE
00208 STAPLES CREDIT PLAN	21.48	ADMIN. / GEN. ADMIN - OPERATING / CLEANING
00208 STAPLES CREDIT PLAN	73.94	ADMIN. / GEN. ADMIN - GEN SUPPLIES / OFFICE
00025 STATE OF MAINE, BMV	4,276.25	GEN'L GOV / B.M.V. FEES
00025 STATE OF MAINE, BMV	429.00	GEN'L GOV / TITLE FEES
00025 STATE OF MAINE, BMV	7,114.48	GEN'L GOV / MV SALES TAX
00025 STATE OF MAINE, BMV	1,634.00	GEN'L GOV / B.M.V. FEES
00025 STATE OF MAINE, BMV	33.00	GEN'L GOV / TITLE FEES
00025 STATE OF MAINE, BMV	5.50	GEN'L GOV / MV SALES TAX
01115 TREASURER, STATE OF MAINE	14.00	GEN'L GOV / BIRTH CERTIF
01115 TREASURER, STATE OF MAINE	105.60	GEN'L GOV / DEATH CERTIF
01115 TREASURER, STATE OF MAINE	12.00	GEN'L GOV / MARRIAGE CER
01115 TREASURER, STATE OF MAINE	8.40	GEN'L GOV / MARRIAGE LIC
00037 TREASURER, STATE OF MAINE-A/W	72.00	GEN'L GOV / DOG LICENSE
Prepaid Total--	0.00	

Warrant Recap

Warrant 75

Vendor-----

Amount Account-----

Current Total-- 30,933.48

Warrant Total-- 30,933.48