

**TOWN OF PARIS
BOARD OF SELECTMEN**

**Monday, July 10, 2017
PARIS TOWN OFFICE – 6:30 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 June 26, 2017.
5. Consideration of the following warrants: (5 min)

Accounts Payable Warrants: 110 (\$3,101.43), 111 (\$14,646.36), 114 (\$20,564.65) and 2 (\$29,831.63)

Payroll Warrants: 109 (\$24,719.02) and 1(\$23,728.28)

6. Licenses: (0 min)

NONE

7. **Town Manager's Update (10 min)**

- a. **Tax Commitment Update:** We will commit taxes on Wednesday July 12th. Tax bills should go out around July 20th. The first quarterly payment is due August 15th.
- b. **Road Construction:** I met with Rob Prue and All States last week and signed contracts to begin work which should start at the end of August to early September.
- c. **Marijuana:** We are about to embark on a discussion concerning commercial marijuana establishments and social clubs. The first question to consider is whether to prohibit, allow, or create a moratorium for these entities to exist in Paris. This will be on your July 24th agenda for consideration and discussion.
- d. **Year-end Revenue Update:** See spreadsheet.

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

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

10. **Unfinished Business (30 min)**

- a. Consideration and discussion of the Fire Department.
- b. Consideration and discussion of giving the Town Manager the authority to sign the sale agreement with Avesta Housing on the Fox School.

11. **New Business (30 min)**

- a. Consideration and discussion on Fire Station roof.
- b. Consideration and discussion of establishing an Ad-Hoc "Town Office Building" Committee.

- c. Consideration and discussion on the Background Policy.
- d. Consideration and discussion on putting the 2010 Crown Vic out for bid.
- e. Consideration and discussion on adopting the “Heartbeat of the Hills” as the official slogan for the town of Paris.
- f. Consideration and discussion of creating a subcommittee for the EDC for “Events/Festivals”.
- g. Consideration and discussion on appointing Michael Dignan to the School Board for a term of four months.

12. Executive Session (30 min)

Adjournment

Additional Information –

Up and coming dates to mark on your calendars –

- Selectmen Meeting – July 24, 2017 – 6:30pm at the Paris Town Office
- Selectmen Meeting – August 14, 2017 – 6:30pm at the Paris Town Office
- Selectmen Meeting – August 28, 2017 – 6:30pm at the Paris Town Office

Current vacancies on Boards/Committees:

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

Pending Items:

- ✓ **Moore Park Bathroom**

Town of Paris
33 Market Square
South Paris, Maine 04281

Minutes

Selectmen's Meeting

Date and Time: Monday, June 26, 2017

Location: Paris Town Office

Executive Session – 6:30pm

Enter into Executive Session; Pursuant to Title 1 M.S.R.A. §405 (6)(A) to discuss Personnel Matters. On a motion made by Mr. Brackett and seconded by Mr. Vaughn to enter into executive session; Pursuant to Title 1 M.S.R.A. §405 (6)(A) to discuss a Personnel Matter at 6:30pm. Motion passed 5-0. On a motion made by Mr. Vaughn and seconded by Mr. Andrews to come out of executive session at 6:45pm. Motion passed 5-0. No action taken.

1. The Selectmen's meeting was called to order at 7:00pm by the Vice Chair, Mr. Buffington, and welcomed the new board members, Mr. Andrews and Mr. Vaughn. Board members who were present: Mr. Buffington, Mr. Summers, Mr. Brackett, Mr. Andrews and Mr. Vaughn.
2. Pledge of Allegiance led by Town Manager, Vic Hodgkins.
3. Chairman's correspondence - None
4. Consideration of the minutes from June 12, 2017 meeting and June 19, 2017 executive session. Motion made by Mr. Brackett and seconded by Mr. Andrews to approve the minutes from June 12, 2017 meeting and June 19, 2017 executive session. Motion passed 5-0.
5. Consideration of the following warrants:

Accounts Payable Warrants: 106 (\$16,390.28) and 108 (\$45,018.46)

On a motion made by Mr. Vaughn and seconded by Mr. Andrews to accept Accounts Payable Warrants: 106 (\$16,390.28) and 108 (\$45,018.46) as presented. Motion passed 5-0.

Payroll Warrants: 104 (\$29,317.99), 105 (\$643.58) and 107 (\$25,686.46)

On a motion made by Mr. Brackett and seconded by Mr. Summers to accept Payroll Warrants: 104 (\$29,317.99), 105 (\$643.58) and 107 (\$25,686.46) as presented. Motion passed 5-0.

6. **Licenses:**
NONE

7. Town Manager's Update

- a. **Cable Franchise Agreement Presentation:** I attended this event presented the by James W. Sewall Company. The purpose was to see if area towns would like to join as a consortium to explore renewing expired cable franchise agreements.
- b. **Mil Rate Update:** Jerry and I are pretty confident that as long as the State does not make any changes the mil rate for FY '18 will be \$16.70... down .10 cents from \$16.80.
- c. **Town Office Early Closing:** Just a reminder that the town office will close at noon this Friday June 30th for year end work.
- d. **Budget Expense:** Report 51 weeks out of 52.

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 – LED street lights?
- Mr. Vaughn let the residents know that he will be stepping down from the EDC.

10. Unfinished Business

- a. Consideration and discussion of the Fire Department. On a motion made Mr. Brackett and seconded by Mr. Andrews to table this item until a later date. Motion passed 5-0.

11. *New Business*

- a. Consideration and discussion on accepting Dana Chandler's resignation from the Rec Committee. On a motion made by Mr. Summers and seconded by Mr. Brackett to accept the resignation and to send a letter to Mr. Chandler. Motion passed 5-0.
- b. Consideration and discussion of signing the Treasurer's Disbursement Policy. On a motion made by Mr. Summers and seconded by Mr. Vaughn to approve the Treasurer's Disbursement Policy. Motion passed 5-0
- c. Consideration and discussion on the yearly appointments. On a motion made by Mr. Summers and seconded by Mr. Vaughn to approve the appointments for the FY 17-18. Motion passed 5-0.
- d. Consideration and discussion on awarding the Road Construction bids. On a motion made by Mr. Summers and seconded by Mr. Brackett on awarding the bid to All States Asphalt in the amount of \$417,448.00. Motion passed 5-0.
- e. Consideration and discussion of changing the Select Board meeting times. On a motion made by Mr. Summers and seconded by Mr. Andrews to set the new starting time of the Select Board meeting to 6:30pm. Motion passed 5-0. On a motion made by Mr. Brackett and seconded by Mr. Andrews to have "Executive Session" as a standing agenda item. Motion passed 5-0.
- f. Consideration and discussion on an update from the Economic Development Committee. On a motion made by Mr. Andrews and seconded by Mr. Summers to approve the updates as presented. Motion passed 5-0.
- g. Consideration and discussion on awarding the Plow Truck bid. On a motion made by Mr. Summers and seconded by Mr. Andrews to award the plow truck with all the amenities in the amount of \$149,563.00 to Freightliner.
- h. Consideration and discussion on awarding the Police Cruiser bid. On a motion made by Mr. Summers and seconded by Mr. Andrews to award the bid to Ripley & Fletcher for the Cruiser bid in the amount of \$30,279.82. Motion passed 5-0.
- i. Nomination for Chair of the Select Board. On a motion made by Mr. Vaughn and seconded by Mr. Andrews to nominate Mr. Buffington as the Chair of the Select Board. Motion passed 5-0. There was discussion that the Chair would rotate about every three months.
- j. Nomination for Vice Chair of the Select Board. On a motion made by Mr. Buffington and seconded by Mr. Vaughn to nominate Mr. Summers as the Vice Chair of the Select Board. Motion passed 5-0.

ADJOURNMENT –

On a motion made by Mr. Summers and seconded by Mr. Brackett the meeting was adjourned at 8:45pm. Everyone was in favor!

Elizabeth Knox, Town Clerk/Secretary

Approval; Board of Selectpersons, Town of Paris, this 10th day of July, 2017

Name	Signature
C. Scott Buffington	
Christopher Summers	
Russell Brackett	
John Andrews	
Gary Vaughn Sr	

Warrant Recap

Warrant 110

Vendor-----	Amount	Account-----
01267 ALAN CARR	50.12	GEN'L GOV / FUND BALANCE
01289 AMY BERNARD	526.55	GEN'L GOV / FUND BALANCE
01317 CHRISTINE CUSHMAN	157.49	GEN'L GOV / FUND BALANCE
01649 DANIEL NOWELL	264.11	GEN'L GOV / FUND BALANCE
01290 ELIZABETH KNOX	149.79	GEN'L GOV / FUND BALANCE
01069 GUY JR., WILLIAM	57.61	GEN'L GOV / FUND BALANCE
01365 Jeffrey Lange	99.89	GEN'L GOV / FUND BALANCE
01650 KEVIN SCRIBNER	51.37	GEN'L GOV / FUND BALANCE
01598 LEO AUGER	50.84	GEN'L GOV / FUND BALANCE
01261 MICHAEL DAILEY	135.86	GEN'L GOV / FUND BALANCE
00034 MOWATT, HARTLEY H. JR	184.34	GEN'L GOV / FUND BALANCE
01298 PAULA LOCKE	74.66	GEN'L GOV / FUND BALANCE
01266 RAYMOND PAAR	720.29	GEN'L GOV / FUND BALANCE
00737 RISICA, MARJORIE	91.85	GEN'L GOV / FUND BALANCE
01648 ROGER FOGG	54.38	GEN'L GOV / FUND BALANCE
01070 ROWELL, JESSE	173.09	GEN'L GOV / FUND BALANCE
01647 SHEILA COLE	100.33	GEN'L GOV / FUND BALANCE
00306 Tim Libby	158.86	GEN'L GOV / FUND BALANCE

Prepaid Total--	0.00
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Current Total--	3,101.43
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Warrant Total--	3,101.43
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Warrant 111

Vendor-----	Amount	Account-----
00949 ADMIRAL FIRE & SAFETY, INC	59.95	POLICE DEPT / POLICE DEPT. - OPERATING / UNIFORMS
00871 ADVANCE AUTO PARTS	3.49	FIRE DEPT. / FIRE STATION - REPAIR/MAINT / VEHICLE
00871 ADVANCE AUTO PARTS	34.99	POLICE DEPT / 2015 FORD EX - REPAIR/MAINT / VEHICLE
00871 ADVANCE AUTO PARTS	13.98	HWY SUMMER / HIGHWAY DEPT - OPERATING / PARTS & SUPP
01646 ALLIED EQUIPMENT, LLC	705.00	HWY SUMMER / HIGHWAY DEPT - OPERATING / PARTS & SUPP
00029 BIG RIG SHOP	443.80	HWY SUMMER / HIGHWAY DEPT - OPERATING / PARTS & SUPP
01486 BLUETARP CREDIT SERVICES	80.71	FIRE DEPT. / FIRE DEPT - OPERATING / FIRE EQUIP.
01486 BLUETARP CREDIT SERVICES	11.05	FIRE DEPT. / FIRE STATION - REPAIR/MAINT / BLDG
01486 BLUETARP CREDIT SERVICES	10.15	ADMIN. / GEN. ADMIN - REPAIR/MAINT / BLDG
00035 CENTRAL MAINE POWER	15.83	UNCLASSIFIED / UTILITIES - UTILITIES / PARIS HILL
00035 CENTRAL MAINE POWER	27.49	PARKS & REC / MOORE PARK - UTILITIES / ELECTRICITY
01154 COMMUNICATION CONSULTING	112.49	HWY SUMMER / HIGHWAY DEPT - COMMUN. / RADIOS
00809 ECI MATERIALS	243.20	CAPITAL FUND / ROAD RECON. - UNCLASSIFIED / ROAD CONSTR
00809 ECI MATERIALS	621.15	CAPITAL FUND / ROAD RECON. - UNCLASSIFIED / ROAD CONSTR
01331 G3 FIREARMS	480.00	SPEC REV / PD Bryne JAG
00328 GEE & BEE SPORTING GOODS, INC.	69.99	PARKS & REC / SOFTBALL - PROGRAMS / BALL EQUIP
01472 GREAT AMERICA FINANCIAL SVCS.	84.70	ADMIN. / GEN. ADMIN - OPERATING / PARTS & SUPP
01629 HANNAFORD CHARGE SALES	40.35	GEN. ASSIST. / SERVICES - OPERATING / WELLNESS
01139 HERITAGE-CRYSTAL CLEAN, LLC	306.24	HWY SUMMER / HIGHWAY DEPT - OPERATING / PARTS & SUPP
01645 JASON CROCKER	25.00	GEN'L GOV / PARKS & REC
01473 JASON TARDY	90.00	PARKS & REC / MOORE PARK - REPAIR/MAINT / CONCERTS
00067 JCW DISTRIBUTORS INC	7.68	HWY SUMMER / HIGHWAY DEPT - OPERATING / PARTS & SUPP
00067 JCW DISTRIBUTORS INC	12.78	HWY SUMMER / HIGHWAY DEPT - OPERATING / PARTS & SUPP
00067 JCW DISTRIBUTORS INC	-20.46	GEN'L GOV / AP CR MEMOS
00223 MAINE MUNICIPAL ASSOCIATION	75.00	ADMIN. / GEN. ADMIN - TRAIN/TRAVEL / TRAINING
00530 MODEM WAVS. INC	62.00	POLICE DEPT / POLICE DEPT. - PROFESSIONAL / SERVICE CONT
01559 NORMAN NG	560.00	PARKS & REC / MOORE PARK - REPAIR/MAINT / CONCERTS
00068 OXFORD LAUNDRY SERVICES	50.75	HWY SUMMER / HIGHWAY DEPT - OPERATING / UNIFORMS
00068 OXFORD LAUNDRY SERVICES	50.75	HWY SUMMER / HIGHWAY DEPT - OPERATING / UNIFORMS
00068 OXFORD LAUNDRY SERVICES	50.75	HWY SUMMER / HIGHWAY DEPT - OPERATING / UNIFORMS
00068 OXFORD LAUNDRY SERVICES	50.75	HWY SUMMER / HIGHWAY DEPT - OPERATING / UNIFORMS
00069 PARIS FARMERS UNION	7.50	FIRE DEPT. / FIRE STATION - REPAIR/MAINT / VEHICLE
00069 PARIS FARMERS UNION	7.02	FIRE DEPT. / FIRE STATION - REPAIR/MAINT / BLDG
00069 PARIS FARMERS UNION	596.18	CAPITAL FUND / ROAD RECON. - UNCLASSIFIED / ROAD CONSTR
00069 PARIS FARMERS UNION	1.16	ADMIN. / GEN. ADMIN - GEN SUPPLIES / OFFICE
00792 PETTY CASH	37.00	UNCLASSIFIED / GENRL GOV'T - UNCLASSIFIED / OSD
00687 PINE TREE ENGINEERING, INC	2,244.33	CAPITAL FUND / ROAD RECON. - UNCLASSIFIED / ROAD CONSTR
00208 STAPLES CREDIT PLAN	8.99	ADMIN. / GEN. ADMIN - TRAIN/TRAVEL / MANAGER EXP
00208 STAPLES CREDIT PLAN	159.99	ADMIN. / GEN. ADMIN - TRAIN/TRAVEL / MANAGER EXP
00025 STATE OF MAINE, BMV	3,889.25	GEN'L GOV / B.M.V. FEES
00025 STATE OF MAINE, BMV	396.00	GEN'L GOV / TITLE FEES
00025 STATE OF MAINE, BMV	859.38	GEN'L GOV / MV SALES TAX
01308 THE DELTA KNIGHTS BAND	500.00	PARKS & REC / MOORE PARK - REPAIR/MAINT / PARK CONCERT
01347 VIKING-CIVES OF MAINE	1,560.00	HWY SUMMER / HIGHWAY DEPT - OPERATING / PARTS & SUPP

Warrant Recap

Warrant 111

Vendor-----

Amount Account-----

Prepaid Total--	0.00
Current Total--	14,646.36
Warrant Total--	14,646.36

Warrant Recap

Warrant 114

Vendor-----	Amount	Account-----
00871 ADVANCE AUTO PARTS	33.08	FIRE DEPT. / FIRE DEPT - OPERATING / FIRE EQUIP.
01451 BERGERON PROTECTIVE CLOTHING LLC	120.00	FIRE DEPT. / FIRE DEPT - OPERATING / FIRE EQUIP.
00350 BLOW BROS.	82.00	PARKS & REC / BALLFIELD - UTILITIES / WATER
00350 BLOW BROS.	114.00	PARKS & REC / BALLFIELD - UTILITIES / WATER
00350 BLOW BROS.	82.00	PARKS & REC / BALLFIELD - UTILITIES / WATER
01486 BLUETARP CREDIT SERVICES	11.05	FIRE DEPT. / FIRE STATION - REPAIR/MAINT / BLDG
00005 C.N. BROWN	1,201.91	HWY SUMMER / HIGHWAY DEPT - OPERATING / DIESEL
00035 CENTRAL MAINE POWER	867.92	FIRE DEPT. / FIRE STATION - UTILITIES / ELECTRICITY
00035 CENTRAL MAINE POWER	190.30	POLICE DEPT / PD STATION - UTILITIES / ELECTRICITY
00035 CENTRAL MAINE POWER	208.82	ADMIN. / GEN. ADMIN - UTILITIES / ELECTRICITY
00035 CENTRAL MAINE POWER	17.02	HWY SUMMER / TOWN GARAGE - UTILITIES / ELECTRICITY
00035 CENTRAL MAINE POWER	163.08	HWY SUMMER / TOWN GARAGE - UTILITIES / ELECTRICITY
01154 COMMUNICATION CONSULTING	191.25	FIRE DEPT. / FIRE TRUCKS - REPAIR/MAINT / EQUIPMENT
00972 ELECTION SYSTEMS & SOFTWARE, INC	30.00	ADMIN. / GEN. ADMIN - GEN SUPPLIES / ELECTIONS
00121 HANNAFORD BROS.	15.76	GEN. ASSIST. / SERVICES - OPERATING / WELLNESS
00036 INLAND FISHERIES & WILDLIFE	1,739.00	GEN'L GOV / BOAT REG.
00036 INLAND FISHERIES & WILDLIFE	1,617.00	GEN'L GOV / ATV REG.
00036 INLAND FISHERIES & WILDLIFE	1,751.75	GEN'L GOV / RV SALES TAX
00036 INLAND FISHERIES & WILDLIFE	597.00	GEN'L GOV / IFW FEES
01613 KINGSTON BROWN	80.52	ADMIN. / GEN. ADMIN - TRAIN/TRAVEL / CEO/ASSESSOR
00223 MAINE MUNICIPAL ASSOCIATION	135.00	BOARDS/COMM. / PLANNING BD. - UNCLASSIFIED / BOARD EXPS
00741 MAXFIELD, VERN	100.00	ADMIN. / GEN. ADMIN - GEN SUPPLIES / ELECTIONS
00530 MODEM WAVS. INC	599.99	ADMIN. / GEN. ADMIN - REPAIR/MAINT / CONTRACTS
00033 OXFORD COUNTY EAST	109.00	UNCLASSIFIED / GENRL GOV'T - GEN SUPPLIES / LIEN FILINGS
01298 PAULA LOCKE	22.47	ADMIN. / GEN. ADMIN - TRAIN/TRAVEL / TRAVEL
00792 PETTY CASH	150.00	SPEC REV / WELLNESS GRA
00025 STATE OF MAINE, BMV	5,936.00	GEN'L GOV / B.M.V. FEES
00025 STATE OF MAINE, BMV	396.00	GEN'L GOV / TITLE FEES
00025 STATE OF MAINE, BMV	2,254.89	GEN'L GOV / MV SALES TAX
01115 TREASURER, STATE OF MAINE	10.40	GEN'L GOV / BIRTH CERTIF
01115 TREASURER, STATE OF MAINE	20.80	GEN'L GOV / DEATH CERTIF
01115 TREASURER, STATE OF MAINE	4.40	GEN'L GOV / MARRIAGE CER
01115 TREASURER, STATE OF MAINE	12.00	GEN'L GOV / MARRIAGE LIC
00037 TREASURER, STATE OF MAINE-A/W	12.00	GEN'L GOV / DOG LICENSE
00086 TREASURER, STATE OF MAINE-PLUM	85.00	GEN'L GOV / PLUMB. FEES
01587 VICTOR HODGKINS	38.52	ADMIN. / GEN. ADMIN - TRAIN/TRAVEL / TRAVEL
01450 WEX BANK	137.40	FIRE DEPT. / FIRE DEPT - OPERATING / VEHICLE GAS
01450 WEX BANK	107.13	FIRE DEPT. / FIRE DEPT - OPERATING / DIESEL
01450 WEX BANK	524.15	HWY SUMMER / HIGHWAY DEPT - OPERATING / VEHICLE GAS
01450 WEX BANK	796.04	POLICE DEPT / POLICE DEPT. - OPERATING / VEHICLE GAS

Prepaid Total-- 0.00

Current Total-- 20,564.65

Warrant Recap

Warrant 2

Vendor-----	Amount	Account-----
01313 DANIEL M GRADY PRODUCTIONS	475.00	PARKS & REC / MOORE PARK - REPAIR/MAINT / CONCERTS
00223 MAINE MUNICIPAL ASSOCIATION	767.63	UNCLASSIFIED / UNEMPLOYMENT - INSURANCES / UNEMPLOYMENT
00223 MAINE MUNICIPAL ASSOCIATION	19,319.25	UNCLASSIFIED / WORKERS COMP - INSURANCES / WORKERS COMP
01230 MERRILL ROLLINS	650.00	PARKS & REC / MOORE PARK - REPAIR/MAINT / CONCERTS
00189 RESPONSIBLE PET CARE	2,591.50	UNCLASSIFIED / A/C SERVICES - UNCLASSIFIED / A/C SHELTER
01013 RICHARD CHARETTE	1,600.00	PARKS & REC / MOORE PARK - REPAIR/MAINT / CONCERTS
01643 RICHARD F FAHEY JR	3,500.00	PARKS & REC / B. FIELD MNT - REPAIR/MAINT / BALLFIELD
01236 RICOH USA, INC	91.25	POLICE DEPT / POLICE DEPT. - REPAIR/MAINT / EQUIPMENT
00044 TEAMSTERS UNION LOCAL 340	387.00	GEN'L GOV / UNION DUES
01402 TERRY J SWETT	450.00	PARKS & REC / MOORE PARK - REPAIR/MAINT / PARK CONCERT
Prepaid Total--	0.00	
Current Total--	29,831.63	
Warrant Total--	29,831.63	