

**TOWN OF PARIS
BOARD OF SELECTMEN**

**Monday, July 22, 2019
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 Board of Selectmen.**
- 3. Chairman’s correspondence**
- 4. Consideration of the minutes: July 8, 2019**
- 5. Consideration of the following warrants:**
 - Accounts Payable Warrants: 4 (\$13,070.65) and 7 (\$344,583.02)
 - Payroll Warrants: 3 (\$24,378.40), 5 (\$25,624.80) and 6 (\$48.31)
- 6. Licenses:**
 - NONE**
- 8. Town Manager Update**
 - a. Solar Farm
 - b. FY 18-19 liens
 - c. New Patrol Officer hire
 - d. Highway wages
- 9. Citizen’s Comments**
- 10. Select Board Comments**
- 11. Unfinished Business:**
 - a. Consideration and discussion concerning the \$200,000.00 increase to the Capital line from town meeting.
 - b. Consideration and discussion concerning the street light project.
- 12. New Business:**
 - a. Consideration and discussion concerning signing the special election warrant.
 - b. Consideration and discussion concerning approving an amended job description for the Police Department.
- 13. Executive Session**

Adjournment

Additional Information –

Up and coming dates to mark on your calendars –

- **Reminder: Town Office closing early on August 1st closed on August 2nd and late opening on August 5th.**
- **Selectmen Meeting – August 12, 2019 – 6:30pm at the Town Office**
- **Election – August 22, 2019 – 2pm to 7pm at the Town Office**
- **Selectmen Meeting – August 26, 2019 – 6:30pm at the Town Office**
- **Town Office Closed – September 2, 2019**

Pending items:

Current vacancies on Boards/Committees:

- Appeals Board – 2 full members, 2 alternate members
- Planning Board – 2 alternates

**Town of Paris
33 Market Square
South Paris, Maine 04281**

Selectmen's Meeting Minutes

Date and Time: Monday, July 8, 2019

Location: Paris Town Office

1. The Selectmen's meeting was called to order at 6:30pm by the Chair, Mr. Brackett. Board members who were present: Mr. Summers and Mr. Kilgore.
2. Pledge of Allegiance led by the Board
3. Chairman's correspondence - none
4. Consideration of the minutes from June 24, 2019. On a motion made by Mr. Summers and seconded by Mr. Kilgore to approve the minutes from June 24, 2019. Motion passed 3-0.
5. Consideration of the following warrants:

Accounts Payable Warrants: 119 (\$80,707.67) and 2 (\$92,713.45)

Payroll Warrants: 118 (\$42,873.70) and 1 (\$27,647.81)

On a motion made by Mr. Kilgore and seconded by Mr. Summers to approve **Accounts Payable Warrants: 119 (\$80,707.67) and 2 (\$92,713.45)** and **Payroll Warrants: 118 (\$42,873.70) and 1 (\$27,647.81)** as presented. Motion passed 3-0.

6. **Licenses:**

- a. NONE

8. **Interim Town Manager Update:**

- a. **HVAC:** The new HVAC was installed on June 11, 2019
- b. **Budget Update:** Live update – cash flow sheets
- c. **Alpine Street:** The work should be done by July 22, 2019
- d. **Road Projects:** Town Manager signed off on the summer road projects and will keep the Board informed of when they will be taking place.

Interim Town Manager informed/updated the Board and residents.

Listen to the tape for full dialogue

9. **Citizen's Comments:**

Listen to the tape for full dialogue

10. **Select Board Comments**

- Mr. Summers – How do they have quality control on the road projects?
- Mr. Kilgore – Veteran Monument – where is the money?
- Mr. Brackett – Nothing

Listen to the tape for full dialogue

11. **Unfinished Business**

- a. Consideration and discussion concerning the Riverside Cemetery conditions. No action taken, discussion only.
- b. Consideration and discussion concerning the Mount Mica Road. No action taken, discussion only.
- c. Consideration and discussion concerning the \$200,000.00 increase to the Capital line from town meeting. On a motion made by Mr. Summers and seconded by Mr. Kilgore to explore with the company that we have already got a contract with to see what the cost would be to have them repair the road. Motion passed 3-0.
- d. Consideration and discussion concerning the franchise fee on the Spectrum bill. No action taken, discussion only.

12. New Business

- a. Consideration and discussion concerning an appointment to NPSW. On a motion made by Mr. Summers and seconded by Mr. Kilgore to appoint Paula Andrews as a full member and Bruce Hanson as an alternate member. Motion passed 3-0.
- b. Consideration and discussion concerning holding a shorten election. On a motion made by Mr. Summers and seconded by Mr. Kilgore to hold a shorten election. Motion passed 3-0.
- c. Consideration and discussion concerning selling a piece of town owned property. On a motion made by Mr. Summers and seconded by Mr. Kilgore to approve selling the property on the corner of Walcott and Charles Street. Motion passed 3-0.
- d. Consideration and discussion concerning a new membership application. On a motion made by Mr. Summers and seconded by Mr. Brackett to approve the new membership application with an amendment to it "Have you ever served on the committee your applying for?". Motion passed 3-0.

13. Executive Session

ADJOURNMENT –

On a motion made by Mr. Summers and seconded by Mr. Kilgore to adjourn the meeting at 7:20pm. Everyone was in favor, motion passed 3-0!

Elizabeth Knox, Town Clerk/Secretary

Approval; Board of Selectpersons, Town of Paris, this 22nd day of July, 2019

Name	Signature
Russell Brackett	
Selectmen	
Selectmen	
Peter Kilgore	
Christopher Summers	

Warrant Recap

Warrant 4

Vendor-----	Amount	Account-----
01858 A. Rifkin Co.	409.91	ADMIN. / GEN. ADMIN - GEN SUPPLIES / ELECTIONS
00231 ABC RUBBISH, INC.	53.00	PARKS & REC / PARKS - REPAIR/MAINT / RUBB.REMOVAL
00231 ABC RUBBISH, INC.	63.00	HWY SEASONAL / TOWN GARAGE - REPAIR/MAINT / RUBB.REMOVAL
00871 ADVANCE AUTO PARTS	13.10	HWY SEASONAL / HIGHWAY DEPT - OPERATING / PARTS & SUPP
00871 ADVANCE AUTO PARTS	14.12	HWY SEASONAL / HIGHWAY DEPT - OPERATING / PARTS & SUPP
00871 ADVANCE AUTO PARTS	26.63	HWY SEASONAL / HIGHWAY DEPT - OPERATING / PARTS & SUPP
00376 AFLAC	105.43	GEN'L GOV / AFLAC CANCER
00376 AFLAC	179.10	GEN'L GOV / AFLAC-ACCIDE
00376 AFLAC	38.87	GEN'L GOV / AFLAC HOSP
00376 AFLAC	71.11	GEN'L GOV / AFLAC-DISABI
00376 AFLAC	48.23	GEN'L GOV / AFLAC SPECIF
00376 AFLAC	92.09	GEN'L GOV / AFLAC-LIFE
01084 BUDGET DOCUMENT TECHNOLOGY	494.53	ADMIN. / GEN. ADMIN - OPERATING / PARTS & SUPP
00678 Central Maine Power Company	11.51	GEN. ASSIST. / SERVICES - UTILITIES / UTILITIES
01857 Creative Digital Imaging	1,277.10	UNCLASSIFIED / GENRL GOV'T - COMMUN. / PRINTING
00809 ECI MATERIALS	371.00	HWY SEASONAL / HIGHWAY DEPT - OPERATING / GRAVEL
01735 GERRY BOSSE	200.00	PARKS & REC / PARKS - REPAIR/MAINT / CONCERTS
01821 GWI	242.16	FIRE DEPT. / FIRE DEPT - COMMUN. / TELEPHONE
00086 MAINE DHHS/CDC	713.75	GEN'L GOV / PLUMB. FEES
00086 MAINE DHHS/CDC	75.00	GEN'L GOV / PLUMB. FEES
01762 NAPA AUTO PARTS	29.36	HWY SEASONAL / HIGHWAY DEPT - OPERATING / PARTS & SUPP
00033 OXFORD COUNTY EAST	95.00	UNCLASSIFIED / GENRL GOV'T - GEN SUPPLIES / LIEN FILINGS
00069 PARIS FARMERS UNION	37.55	HWY SEASONAL / HIGHWAY DEPT - OPERATING / PARTS & SUPP
00069 PARIS FARMERS UNION	37.25	HWY SEASONAL / HIGHWAY DEPT - OPERATING / PARTS & SUPP
01859 PCA Inc	1,232.29	ADMIN. - EXCISE TAX
00025 STATE OF MAINE, BMV	3,887.00	GEN'L GOV / B.M.V. FEES
00025 STATE OF MAINE, BMV	165.00	GEN'L GOV / TITLE FEES
00025 STATE OF MAINE, BMV	143.00	GEN'L GOV / MV SALES TAX
00218 TOWN OF NORWAY	1,209.51	UNCLASSIFIED / STREET LIGHT - PUB. SAFETY / ST/TRAF.LITE
01038 TRACTOR SUPPLY CREDIT PLAN	229.99	HWY SEASONAL / HIGHWAY DEPT - OPERATING / PARTS & SUPP
01450 WEX BANK	111.84	FIRE DEPT. / FIRE DEPT - OPERATING / VEHICLE GAS
01450 WEX BANK	653.87	HWY SEASONAL / HIGHWAY DEPT - OPERATING / VEHICLE GAS
01450 WEX BANK	739.35	POLICE DEPT / POLICE DEPT. - OPERATING / VEHICLE GAS

Prepaid Total-- 0.00

Current Total-- 13,070.65

Warrant Total-- 13,070.65

Warrant 7

Vendor-----	Amount	Account-----
00231 ABC RUBBISH, INC.	31.50	POLICE DEPT / POLICE DEPT. - REPAIR/MAINT / RUBB.REMOVAL
00231 ABC RUBBISH, INC.	31.50	ADMIN. / GEN. ADMIN - REPAIR/MAINT / RUBB.REMOVAL
00949 ADMIRAL FIRE & SAFETY, INC	145.80	POLICE DEPT / POLICE DEPT. - OPERATING / UNIFORMS
00949 ADMIRAL FIRE & SAFETY, INC	87.56	POLICE DEPT / POLICE DEPT. - OPERATING / UNIFORMS
00871 ADVANCE AUTO PARTS	8.26	POLICE DEPT / 2013 FORD TA - REPAIR/MAINT / VEHICLE
00376 AFLAC	105.43	GEN'L GOV / AFLAC CANCER
00376 AFLAC	179.10	GEN'L GOV / AFLAC-ACCIDE
00376 AFLAC	38.87	GEN'L GOV / AFLAC HOSP
00376 AFLAC	71.11	GEN'L GOV / AFLAC-DISABI
00376 AFLAC	48.23	GEN'L GOV / AFLAC SPECIF
00376 AFLAC	92.09	GEN'L GOV / AFLAC-LIFE
01561 ALERE ESCREEN	64.00	HWY SEASONAL / HIGHWAY DEPT - OPERATING / CONT/DRUG
00437 ANDY VALLEY CAL RIPKEN LEAGUE	500.00	SPEC REV / Ballfield
00439 BERNSTEIN SHUR	665.00	UNCLASSIFIED / GENRL GOV'T - PROFESSIONAL / ATTORNEY FEE
00439 BERNSTEIN SHUR	1,050.00	UNCLASSIFIED / GENRL GOV'T - PROFESSIONAL / ATTORNEY FEE
01486 BLUETARP CREDIT SERVICES	10.49	CAPITAL FUND / FIRE DEPT - CAPITAL FUND / FIRE EQUIP R
01486 BLUETARP CREDIT SERVICES	2.00	CAPITAL FUND / BLD. IMPROV. - REPAIR/MAINT / FD BLDG R/M
00005 C.N. BROWN	571.88	HWY SEASONAL / HIGHWAY DEPT - OPERATING / DIESEL
00005 C.N. BROWN	692.31	HWY SEASONAL / HIGHWAY DEPT - OPERATING / DIESEL
00005 C.N. BROWN	534.91	HWY SEASONAL / HIGHWAY DEPT - OPERATING / DIESEL
00035 CENTRAL MAINE POWER	31.19	UNCLASSIFIED / STREET LIGHT - PUB. SAFETY / ST/TRAF.LITE
00035 CENTRAL MAINE POWER	20.62	PARKS & REC / PARKS - UTILITIES / ELECTRICITY
00035 CENTRAL MAINE POWER	16.47	PARKS & REC / PARKS - UTILITIES / ELECTRICITY
01742 CHEWONKI FOUNDATION INC	268.50	PARKS & REC / PARKS - REPAIR/MAINT / PARK CONCERT
00809 ECI MATERIALS	550.00	HWY SEASONAL / HIGHWAY DEPT - OPERATING / GRAVEL
00809 ECI MATERIALS	2,530.00	HWY SEASONAL / HIGHWAY DEPT - OPERATING / GRAVEL
00008 FIRE TECH & SAFETY OF N.E.,INC	3,325.00	GEN'L GOV / FD EQUIPMENT
00008 FIRE TECH & SAFETY OF N.E.,INC	365.00	FIRE DEPT. / FIRE DEPT - OPERATING / FIRE EQUIP.
01062 FULLY INVOLVED, LLC	1,110.00	HWY SEASONAL / HIGHWAY DEPT - OPERATING / COM SOFTWARE
01062 FULLY INVOLVED, LLC	1,290.00	FIRE DEPT. / FIRE DEPT - REPAIR/MAINT / CONTRACTS
00494 GRAINGER	26.90	CAPITAL FUND / FIRE DEPT - OPERATING / FIRE EQUIP.
01484 HOME DEPOT CREDIT SERVICES	118.94	FIRE DEPT. / FIRE DEPT - OPERATING / FIRE EQUIP.
00007 HOWARD P. FAIRFIELD, INC.	260.00	HWY SEASONAL / HIGHWAY DEPT - OPERATING / SPEC TOOLS
00007 HOWARD P. FAIRFIELD, INC.	260.00	HWY SEASONAL / HIGHWAY DEPT - OPERATING / PARTS & SUPP
00110 HYGRADE BUSINESS GROUP	914.00	UNCLASSIFIED / GENRL GOV'T - COMMUN. / PRINTING
00219 JOHN E. O'DONNELL & ASSOC.,INC	1,700.00	ADMIN. / GEN. ADMIN - PROFESSIONAL / ASSESSORS
00970 JOLLYMORE, LORNA D.	400.00	PARKS & REC / PARKS - REPAIR/MAINT / CONCERTS
01654 JPMA STAFF DEVELOPMENT SOLUTIONS LL	550.00	POLICE DEPT / POLICE DEPT. - TRAIN/TRAVEL / TRAINING
00061 M.M.E.H.T.	7,140.42	ADMIN. / GEN. ADMIN - BENEFITS / HEALTH INS
00061 M.M.E.H.T.	10,841.48	POLICE DEPT / WAGES/BENS - BENEFITS / HEALTH INS
00061 M.M.E.H.T.	5,927.36	HWY SEASONAL / HIGHWAY DEPT - BENEFITS / HEALTH INS
00061 M.M.E.H.T.	2,339.22	GEN'L GOV / HEALTH/DENT.
00061 M.M.E.H.T.	260.16	ADMIN. / GEN. ADMIN - BENEFITS / DENTAL INS

Warrant 7

Vendor-----	Amount	Account-----
00061 M.M.E.H.T.	303.52	POLICE DEPT / WAGES/BENS - BENEFITS / DENTAL INS
00061 M.M.E.H.T.	173.44	HWY SEASONAL / HIGHWAY DEPT - BENEFITS / DENTAL INS
00061 M.M.E.H.T.	424.46	GEN'L GOV / HEALTH/DENT.
00061 M.M.E.H.T.	395.82	GEN'L GOV / I.P.P.
00061 M.M.E.H.T.	23.70	UNCLASSIFIED / INSURANCE - INSURANCES / LIFE INSURAN
00061 M.M.E.H.T.	105.90	GEN'L GOV / HEALTH/DENT.
00041 M.S.A.D. #17	277,599.64	INTER-GOV'T / MSAD #17 - FEES / MSAD #17
00530 MODEM WAVS. INC	629.99	ADMIN. / GEN. ADMIN - REPAIR/MAINT / CONTRACTS
01304 MODERN PEST SERVICES	65.00	POLICE DEPT / POLICE DEPT. - REPAIR/MAINT / BLDG
01272 NASRO	40.00	POLICE DEPT / POLICE DEPT. - TRAIN/TRAVEL / DUES/SUBSCR.
00785 NEW ENGLAND STATE POLICE INFO NETW	100.00	POLICE DEPT / POLICE DEPT. - TRAIN/TRAVEL / DUES/SUBSCR.
01725 NORMAN PELLETIER	250.00	PARKS & REC / PARKS - REPAIR/MAINT / CONCERTS
00810 NORTHEAST EMERGENCY APPARATUS, LLC	50.00	CAPITAL FUND / FIRE DEPT - OPERATING / FIRE EQUIP.
00033 OXFORD COUNTY EAST	127.00	UNCLASSIFIED / GENRL GOV'T - GEN SUPPLIES / LIEN FILINGS
00033 OXFORD COUNTY EAST	3,420.00	UNCLASSIFIED / GENRL GOV'T - GEN SUPPLIES / LIEN FILINGS
00069 PARIS FARMERS UNION	4.98	HWY SEASONAL / HIGHWAY DEPT - OPERATING / PARTS & SUPP
00070 PARIS UTILITY DISTRICT	140.22	FIRE DEPT. / FIRE STATION - UTILITIES / SEWER
00070 PARIS UTILITY DISTRICT	55.64	POLICE DEPT / PD STATION - UTILITIES / WATER
00070 PARIS UTILITY DISTRICT	140.22	POLICE DEPT / PD STATION - UTILITIES / SEWER
01714 PATRY'S OUTDOOR POWER	41.99	HWY SEASONAL / HIGHWAY DEPT - OPERATING / PARTS & SUPP
00017 PIKE INDUSTRIES, INC.	1,110.21	HWY SEASONAL / HIGHWAY DEPT - OPERATING / COLD PATCH
01792 REALTERM ENERGY	4,192.20	UNCLASSIFIED / GENRL GOV'T - GEN SUPPLIES / CONTINGENCY
01236 RICOH USA, INC	91.25	POLICE DEPT / POLICE DEPT. - REPAIR/MAINT / EQUIPMENT
01236 RICOH USA, INC	12.91	POLICE DEPT / POLICE DEPT. - REPAIR/MAINT / EQUIPMENT
01236 RICOH USA, INC	91.25	POLICE DEPT / POLICE DEPT. - REPAIR/MAINT / EQUIPMENT
00025 STATE OF MAINE, BMV	5,039.75	GEN'L GOV / B.M.V. FEES
00025 STATE OF MAINE, BMV	396.00	GEN'L GOV / TITLE FEES
00025 STATE OF MAINE, BMV	3,039.80	GEN'L GOV / MV SALES TAX
01699 SUN JOURNAL	53.70	UNCLASSIFIED / GENRL GOV'T - UNCLASSIFIED / ADVERTISING
01116 T & T CLEANING AND MAINTENANCE	300.00	ADMIN. / GEN. ADMIN - REPAIR/MAINT / CLEANING CON
01116 T & T CLEANING AND MAINTENANCE	80.00	POLICE DEPT / POLICE DEPT. - REPAIR/MAINT / CLEANING CON
01860 Treasurer, State of Maine	80.00	CAPITAL FUND / PARKS & REC. - PARKS & REC / CAP IMPRVMT
01761 UNIFIRST CORPORATION	32.78	HWY SEASONAL / HIGHWAY DEPT - OPERATING / UNIFORMS
01761 UNIFIRST CORPORATION	32.78	HWY SEASONAL / HIGHWAY DEPT - OPERATING / UNIFORMS
01861 University of New Hampshire	500.00	PARKS & REC / PARKS - REPAIR/MAINT / PARK CONCERT
00054 VERIZON WIRELESS SERVICES LLC	69.57	POLICE DEPT / POLICE DEPT. - COMMUN. / CELL SERVICE
00054 VERIZON WIRELESS SERVICES LLC	10.02	HWY SEASONAL / TOWN GARAGE - COMMUN. / CELL SERVICE
00054 VERIZON WIRELESS SERVICES LLC	10.39	FIRE DEPT. / FIRE DEPT - COMMUN. / TELEPHONE
01767 W.B. MASON	9.20	ADMIN. / GEN. ADMIN - OPERATING / CLEANING SUP
01767 W.B. MASON	26.88	ADMIN. / GEN. ADMIN - GEN SUPPLIES / OFFICE
01767 W.B. MASON	45.75	ADMIN. / GEN. ADMIN - GEN SUPPLIES / OFFICE
00359 WAL-MART COMMUNITY	37.82	ADMIN. / GEN. ADMIN - GEN SUPPLIES / ELECTIONS

Warrant Recap

Warrant 7

Vendor-----	Amount	Account-----
00359 WAL-MART COMMUNITY	50.06	HWY SEASONAL / TOWN GARAGE - REPAIR/MAINT / CLEANING CON
00359 WAL-MART COMMUNITY	3.88	POLICE DEPT / POLICE DEPT. - GEN SUPPLIES / OFFICE

Prepaid Total-- 0.00

Current Total-- 344,583.02

Warrant Total-- 344,583.02