

Town of Greenville

MINUTES of Board of Selectmen's Meeting

Wednesday, April 16, 2013 6:30 PM in Town Hall Meeting Room

Board members/Staff Present at meeting:

X Selectman Bruce Wyman X Selectman Bonnie DuBien X Town Manager John Simko
X Selectman Craig Watt X Selectman Richard Peat
 Town Clerk Roxanne Lizotte X Selectman Bruce Hanson

Others: Liana Kingsbury of the Maine Community Foundation; Jonathan Pratt of Moosehead Matters; Leslie Bilodeau, Greenville School Committee member; Janet Chasse of Greenville; Eugene F. Murray, Sr., of Greenville; Beth Lorigan, Superintendent of Schools; Parker Madden, Auditor for RKO Certified Public Accountants.

Chair Bonnie DuBien opened the meeting at 18:35.

1. Minutes of April 2, 2014 Meeting:

Motion made by Craig Watt, seconded by Richard Peat, to accepted the minutes from the April 2, 2014 meeting as presented. The motion passed by a vote of 5-0.

2. Additions or Deletions to the Agenda:

Motion made by Craig Watt, seconded by Richard Peat, to add two items to the meeting agenda: (1) Foreclosed Properties, and (2) Special Meeting of the Board of Selectmen. The motion passed by a vote of 5-0.

3. Public Comment Period: None.

4. Presentation by Maine Community Foundation: The Maine Community Foundation manages a variety of funds for public purposes, including two education funds for the Town of Greenville. At the Town Manager's request, the MCF prepared a proposal for management of the Town's Crafts-Sheridan Education Fund. Liana Kingsbury, Senior Foundation Officer for MCF, will be present to review their proposal and answer questions. Town Manager John Simko recommends the Board authorize the Treasurer to transfer these funds to the MCF to seek a higher return on investment.

Motion made by Bruce Hanson, seconded by Richard Peat, to add an article to the annual Town Meeting warrant to seek permission to transfer the Crafts-Sheridan Education Fund to the Maine Community Foundation, and to recommend passage of the article. The motion passed by a vote of 5-0.

5. Audit Presentation and Review: Auditor Greg Chabot from RKO of South Portland will be present to review the Town's audit with Town and School officials and to answer any questions. This is the audit for the financial year which ended June 30, 2013.

Auditor Parker Madden of RKO CPAs attended the meeting in Greg Chabot's place. Parker presented a summary of the audit and answered questions of the Town Manager, Board of Selectmen, School Superintendent and School Committee members present. There was much discussion, including how to best have the audit completed sooner next year. No action was taken, but the Selectmen agreed that the presentation was useful and the discussion beneficial.

6. Liquor License Renewal – Trailside Restaurant: The Police Chief, Town Manager and Code Enforcement Officer each recommend approval.

Motion made by Craig Watt, seconded by Richard Peat to approve the liquor license renewal request for Trailside Restaurant. The motion passed by a vote of 5-0.

7. Appointments: There is an application for appointment to the Appeals Board by Steve Mason, and there is a request from the Moosehead Sanitary District to appoint Steve Mason to fill the open position vacated by Tracy Lord until the June 2014 Municipal Elections.

Motion made by Richard Peat, seconded by Bruce Hanson, to appoint Steve Mason of Greenville to two positions: (1) to fill an open seat on the Appeals Board, and (2) to fill an open seat on the Moosehead Sanitary District Board of Trustees until the June 2014 municipal election at which time a permanent replacement will be voted in. The motion passed by a vote of 5-0.

8. Master Lease for Greenville Business Incubator: As per direction from the Board of Selectmen at their March 19, 2014 meeting, Town Manager John Simko has worked with Steve Levesque from the Moosehead Lake Region Economic Development Corporation (MLREDC) to devise a master lease based on earlier lease documents used for tenants in the Greenville Business Incubator (GBI), and the term sheet approved by the Board of Selectmen and the MLREDC. If the Board of Selectmen is agreeable to the terms in the document, the Board may want to authorize the Town Manager to execute this document with the MLREDC, pending their approval of the same document.

Town Manager John Simko circulated a draft of this lease agreement which he drafted and is now under review by the Town Attorney. The Town Manager and Board of Selectmen reviewed the provisions of the agreement and some suggestions were made for minor amendments. The Board of Selectmen agreed by consensus to allow the Town Manager to work with the Town Attorney on the draft, and also to present it for consideration by the Moosehead Lake Region Economic Development Corporation, and to bring a completed draft to the Board of Selectmen at a special meeting 6:00 PM Wednesday, April 30, 2014 for action.

9. Lily Bay Road: At the request of the Board of Selectmen, Town Manager John Simko has inquired about the current plans for improvements to the Lily Bay Road, as well as long term plans to improve this singular road connecting Greenville with Kokadjo and points further north. Mark Hume, Region #3 Engineer for the MDOT, has provided details and has offered to meet with the Board and Manager to discuss this further. Town Manager John Simko recommends the Board meet with Mark Hume and others from the MDOT to stress the importance of fixing up this road in the future beyond Light Capital Paving.

The Board of Selectmen agreed by consensus to have the Town Manager schedule a meeting with MDOT Region #3 Engineer Mark Hume for the Board of Selectmen to discuss with him their concerns regarding the Lily Bay Road, and to learn what the MDOT may have planned for future improvements.

9A. Foreclosed Properties: Town Manager John Simko explained that after the Board agreed to go out to bid for sale of three tax-acquired properties, one of the foreclosed owners – Thomas Harville of Skowhegan, Maine – contacted the Town Manager and asked to pay all taxes and fees and interest owed on his property in exchange for a quit-claim deed. The Town Manager asked Mr. Harville to put his request in writing so he could bring it to the Board of Selectmen.

Motion made by Bruce Hanson and seconded by Richard Peat to decline Mr. Harville’s request and to encourage him to place a bid on this property if he has interest in it still, and if he does so, his bid will be considered along with all others received. Motion passed by a vote of 5-0.

9B. Special Meeting of the Board of Selectmen:

Motion made by Craig Watt and seconded by Richard Peat to set a special meeting of the Board of Selectmen for 6:00 PM Wednesday, April 30, 2014 for the purpose of reviewing and taking action on the FY14-15 municipal budget, and to review and take action on the final draft of the Master Lease for the Business Incubator. Motion passed by a vote of 5-0.

10. Open Position in Public Works: Town Manager John Simko recently received a letter of resignation from Public Works Foreman Jim Abele. Jim wants to step down as Foreman, but would like to remain as a per diem Operator / Laborer. Jim has worked hard this winter and oversaw a significant overhaul in how we maintain our winter roads, with favorable results. Jim has agreed to stay on-board until a replacement is hired. The PW Foreman position will be posted next week: the Town Manager would like to have a member of the Board of Selectmen serve on the hiring committee for the next Foreman.

The Board agreed by consensus to have Richard Peat and Town Manager John Simko conduct the hiring process to fill this open position, and to keep the Board of Selectmen informed of progress.

11. Town Manager’s Report: Written report was circulated and briefly highlights were given. No action was taken.

12. What’s On Your Mind? - Opportunity for Selectmen to share questions, concerns, ideas or suggestions – informational only.

Craig Watt inquired if the selected solid waste hauler for the coming fiscal year (Sean Bolen) was agreeable to the terms set by the Selectmen when the selection was made. Town Manager John Simko said Sean is agreeable and has taken order of the containers he will need to meet the Town’s specifications on July 1.

13. Adjourn: 20:52.

Respectfully Submitted;

John Simko
Town Manager
April 16, 2014 – 22:59.