

BOARD of SELECTMEN  
**MINUTES**  
Town of Chesterville

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May 11, 2017

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The following members present: Tyler Jenness, Tiffany Estabrook, Matthew Welch, Edward Hastings and Clair Ross. Town Clerk Pam Griswold, Treasurer Erin Norton, Road Foreman Mike Cote, along with members of the public were present.

**Chairman Tyler Jenness moved to open the meeting at 6:00pm; Ed Hastings seconded.**

**AFFIRMATIVE 5                      OPPOSED 0                      MOTION CARRIED**

ITEM 1:            TO HIRE A DEPUTY CLERK

**Chairman Tyler Jenness moved to go into Executive Session at 6:05pm pursuant to 1 M.R.S. § 405.6.A to discuss personnel matters; Matt Welch seconded.**

**AFFIRMATIVE 5                      OPPOSED 0                      MOTION CARRIED**

The Board came out of Executive Session at 6:07pm.

Tyler Jenness moved to hire Rachel Heseltine for the Deputy Clerk position starting at \$17/hr with a 6 month probation period; Ed Hastings seconded.

**AFFIRMATIVE 5                      OPPOSED 0                      MOTION CARRIED**

Tyler Jenness moved to hire Rachel Heseltine for the Deputy Tax Collector position starting at \$17/hr with a 6 month probation period; Ed Hastings seconded.

**AFFIRMATIVE 5                      OPPOSED 0                      MOTION CARRIED**

ITEM 2:            DEPARTMENT REPORTS

Road Foreman Mike Cote – no issues. Started sweeping. Road postings will be pulled tomorrow morning unless something happens. Ed Hastings reminded Mike Cote to get inspection stickers up to date on all town equipment.

CEO Brenda Medcoff is on bereavement  
Fire Chief John Archer is on vacation

ITEM 3:            TO HIRE A CLEANING PERSON FOR THE TOWN OFFICE

**Tyler Jenness moved to hire Sabrina Bost at \$12/hour to clean the town office; Ed Hastings seconded**

Discussion: hours are once a week; approx. 3 hours a week

**AFFIRMATIVE 5                      OPPOSED 0                      MOTION CARRIED**

ITEM 4:            TO HIRE A FULL-TIME ROAD CREW PERSON

**Tyler Jenness moved to hire Michael Williams as a full-time road crew member at \$17/hour with a 6 month probation period; Ed Hastings seconded**

Discussion on pay. He was hired at \$17 not \$16 per hour.

**AFFIRMATIVE 5                      OPPOSED 0                      MOTION CARRIED**

ITEM 5: HELP FOR CHESTERVILLE FUN DAY COMMITTEE

Kim Lessard and Glenda Barker discussed the Chesterville Fun Day; they need more people to be involved. They meet Wed nights at 6pm t the town office. Special Town meeting needs to be held to move the \$\$ allotted for the event.

ITEM 6: EQUIPMENT PURCHASE FOR HIGHWAY DEPARTMENT

Discussion on municipal lease/loan for the road equipment purchase. Special Town meeting should be combined with the above issue. \$657.57 financing charge would need to be included in the amount that we spend on the equipment.

Mike Cote has no further information will leave it in the Board Members hands. Public comments concerning excavator vs backhoe; \$6000 paid last year in rental of excavator. Tiffany discussed speaking to other departments about equipment and the consensus is that an excavator is easier and faster. Ed stated backhoe is a good year-round piece of equipment and it would not keep us from renting an excavator. Tiffany stated that there is a lot of ditching to do. Mike would prefer an excavator. Mike thinks he can get backhoe and a trailer for under \$40,000. Mike needs an excavator because there is a lot more work he needs to get done to prep for paving. There is miles of ditching. We have hired a Class 1 driver and Mike will get his.

Paving will be on Agenda for next week.

Ross discussed renting vs purchase; used equipment has no guarantee. We are borderline on maintaining what we have. Concerned about the investment, the operator and the usage. We need to look at the big picture.

Scott Gray stated that we need to do some investigation and get the specs on the machine that has everything we need. The one that Mike is looking at has a thumb and a straight bucket and a wrist And he has the specs on it. There is no warranty on it. It has 6,000 hours on it.

Will need to get a trailer at the State auction.

Tyler asked Mike to get a heavy compactor (3 to 6 inches). Discussion about if it should come out of tools or equipment funds; discussion about lump sum vs itemized line amounts.

**Matt Welch moved to let Mike Cote buy an excavator; Second by Tiffany Estabrook Amend by Tyler Jenness to say: to allow Mike to spend up to \$50,000 to purchase equipment for the public works dept.; Seconded by Matt Welch.**

Discussion: Ross is concerned about record keeping/update on the equipment so that the people know what has been going on with the equipment. Bus garage documented everything and that's what Mike does now. And also included miles of ditching, etc. Ed advised that he will be voting no because Mike isn't even a tax payer of this town.

**AFFIRMATIVE 1 OPPOSED 4 MOTION FAILED**  
**(Tyler Jenness)**

State auction discussed; municipalities have the ability to preview and buy on Thursday before the Saturday auction.

**Tyler Jenness - Amend Motion to let Mike buy an excavator, a trailer and a compactor; Matt Welch seconded.**

Discussion: Tyler will find out about what the State paid and see if we are eligible for their pricing All in favor of the amendment.

**Tyler Jenness moved to let Mike buy an excavator, a trailer and a compactor; Matt Welch seconded.**

**AFFIRMATIVE 5                      OPPOSED 0                      MOTION CARRIED**

ITEM 7:            NOTICE: DOT hearing for Dutch Gap Road bridge June 21 at 6pm

ITEM 8:            LETTER TO APPLICANTS

Tiffany has written a letter to send to the applicants for the Town Clerks position; she read it

**Ed moved to send it to applicants who did not get the town clerk position; Tyler seconded**

Tyler withdrew

**Ed amended to send to applicants for all positions, not just town clerk; Tyler seconded**

No discussion

**AFFIRMATIVE 5                      OPPOSED 0                      MOTION CARRIED**

All the selectmen signed the letter.

ITEM 9:            VACANT SEAT ON PLANNING BOARD

There is a vacant seat on the planning board (remainder of Terry Belanger's term), Al Mackey signed list to be considered

**Ed moved motion to appoint Al Mackey to be on planning board; Matt seconded**

Discussion: mention of another person interested it but no one knows who it is and no one else signed up.

**AFFIRMATIVE 5                      OPPOSED 0                      MOTION CARRIED**

ITEM: 10            TOWN CLERK REPORT

Town Clerk Pam Griswold

- has appointment papers that need to be signed by the Selectmen.
- Adams Rd and Gordon's Hill Rd need to sign paperwork concerning dedication – should it be sent certified mail with a return receipt.

ITEM 11:            TREASURER REPORT

Treasurer Erin Norton

- Internet issue (we have been paying for 4); she has submitted a formal request to fix it.
- Seacoast security will give us a quote for camera.
- Loan/lease proposal from Androscoggin Bank
- Server quotes – API and Expenet; question about how much did we budget for the server/computer update. Tyler asked to have Expenet come in to discuss options and needs. Erin will contact Expenet with our NEEDS and come back with an amount.
- Erin has had an issue with TRIO and has not been able to actually print the checks. She gets an error code. She would like to come in tomorrow morning and deal with TRIO.
- Tyler asked what can we do about the \$1500 we appropriated to the North Chesterville Homemaker's Extension; Erin suggested a special town meeting to vote to re-appropriate \$500 to the North Chesterville Homemaker's Extension and \$1000 to Recreation budget under Community Event. Clerk needs to be present for special town meeting and Erin may have some other things to add.

ADDITIONAL ITEMS

Anne Lambert brought up the Recall ordinance wording; does it need to be changed (Article 50)

- "To vote to see if the Town will vote vs actually enacting the ordinance"

Tyler moved to have Matt contact Attorney Underkuffler concerning the wording of Article 50;  
Tiffany seconded  
No discussion

**AFFIRMATIVE 4                      OPPOSED      0                      MOTION CARRIED**  
**(Matt did not vote)**

Tyler moved to accept payroll as printed; Matt seconded

**AFFIRMATIVE 5                      OPPOSED      0                      MOTION CARRIED**

Discussion of general fund (\$100,000) vs undesignated fund (\$742,236 surplus)  
Erin compared New Sharon and Starks to Chesterville in terms of financial soundness.  
They both have more in reserves and dedicated.

**Next Week's agenda Special Town Meeting**

Article concerning loan for equipment  
Recall Ordinance  
More \$ for IT account

**Tyler moved that we hold a special town meeting to include:**

**To vote on the recall ordinance**

**To move \$100 from North Chesterville Homemaker's Extension to Recreational Find for Community Events**

**To see what action the town would like to take on a loan for equipment**

**To see if more money will be raised for various items**

**Matt second**

**AFFIRMATIVE 5                      OPPOSED      0                      MOTION CARRIED**

Tiffany will work with Town Clerk to get this ready.

Tiffany spoke to Randy Keach Auto about building for transfer station. They do not insulate floor at factory; however, they would lift it so we could insulate it.

10x10 \$2475.00 plus \$595 for windows

\$3130 – not insulated

Tyler to call a guy in Livermore Falls that Ed drove by.

Discussed safety issues at the transfer station

Ed brought up personnel policy – he has modified Canaan's and passed out a copy for everyone. Take a look at it and come back with suggestions/comments.

Corrective action section needs to be addressed.

There being no further business to come before the Board, **Tyler Jenness moved to adjourn at 8:43pm; Matt Welch seconded.**

**AFFIRMATIVE 5                      OPPOSED      0                      MOTION CARRIED**