

NOTICE

JOINT SELECT BOARD MEETING *Monday, January 11, 2016* **7:00 PM – Town Office Conference Room**

AGENDA

1. Call to Order
2. Approve Minutes of Previous Meeting: October 14, 2015
3. Old Business
 - A. Other Business
4. New Business
 - A. Consideration of Mowing Bids
 - B. Annual Report Dedication and In Memory Of
 - C. 2016 Budget Review
 - i. Introduction
 - ii. Budget Review
 - iii. Salary Committee Recommendations / Policy Review
 - iv. Interlocal Formula
 - v. Capital Improvement Plan Projects
 - D. Other Business
5. Manager's Report
 - A. Other Business
6. Set Next Meeting Date: Monday, February 8, 2016 at 7:00 pm
7. Adjourn

MINUTES
JOINT SELECT BOARD MEETING
Town Office Conference Room
January 11, 2016

PRESENT: Mapleton –Dave Dunlavey, Grant Clark, Barry Buck, Scott Smith. Castle Hill – Herman Condon, Gerald McGlinn, Rowell McHatten, Maylen Kenney, Robert Vigue. Chapman – Chair Patricia Sutherland, Isaac Braley, Milford Maynard, Chuck Beaulieu.

ABSENT: Mapleton - Shawn Doyen

STAFF PRESENT: Town Manager Jon Frederick, Treasurer Theresa Denbow

PUBLIC PRESENT: Brian Carpenter MSAD#1 Superintendent, Clint Deschene, Terry Sandusky

CALL TO ORDER: 6:58 PM by Chair Sutherland

MINUTES OF PREVIOUS MEETING: *Motion by Dunlavey to accept the minutes of October 14, 2015. Second by Kenney. Motion passed 13-0.*

OLD BUSINESS:

A. Other Business: None.

NEW BUSINESS:

- A. Consideration of Mowing Bids:** Frederick presented the board with the 2015 Mowing Bid Tabulations. Two bids were received, Hills Lawn and Landscaping at \$4,484 per year for 3 years and Intown Property Maintenance at \$5,500 per year for 3 years, showing a difference of \$1,016 per year. Discussion followed. *Motion by Kenney to accept the bid of \$4,484, per year for the next 3 years, from Hills Lawn and Landscaping. Second by Buck. Motion passed 13-0.*
- B. Annual Report Dedication:** Sutherland presented the board with the 2015 annual town report dedication and in memory of recommendations made at the individual board meetings. Discussion ensued whereas Sutherland spoke on dedicating the report to the Mapleton Lions Club because of how much they've done for all three towns over the years and making the report in memory of past Chapman Select board member Timothy Scott. *Motion by Kenney to dedicate the 2015 annual town report to the Mapleton Lions Club and in the memory of Timothy Scott. Second by Smith. Motion passed 13-0.*

C. 2016 Budget Review:

- i. Introduction - Frederick gave an introduction to the 2016 budget review stating that Chapman had made the only change of adding \$10,000 to surplus use. Mapleton and Castle Hill remain the same.
- ii. Budget Review – Frederick went through the various line items with all board members following along explaining any increases/decreases along the way. Frederick also informed the board members that MSAD 1 Superintendent was in attendance to answer any questions that they may have on the school portions. Discussion followed.
- iii. Salary Committee Recommendations/Policy Review – Frederick handed out the 2016 Salary Committee Recommendation memo to all board members and read the memo with the board following along. Frederick asked for the board’s acceptance of the additions to the Finance Policy and changes to the Personnel Policy. *Motion by Dunlavey to accept the additions to the Finance Policy and changes to the Personnel Policy. Second by Smith. Motion passed 13-0.*
Frederick then asked for the board’s acceptance of the salary recommendations. *Motion by Vigue to accept the Salary Committee’s salary recommendations. Second by McHatten. Motion passed 13-0.*
- iv. Interlocal Formula – Frederick handed out the 2016 Interlocal formula and cost sharing memo to the board members and explained the differences being .2 miles decreased in Castle Hill and .3 miles decreased in Mapleton. The 2016 General Government cost share for each town are Mapleton @ 68.9%, Castle Hill @ 14.6% and Chapman @ 16.5%. The 2016 Highway Department cost sharing for each town are, Mapleton @ 51.8%, Castle Hill @ 23.0%, and Chapman @ 25.2%. Frederick asked for the board’s acceptance of the 2016 Interlocal Formula and Cost Sharing Calculations. *Motion by Smith to accept the 2016 Interlocal Formula and Cost Sharing Calculations. Second by Dunlavey. Motion passed 13-0.*
- v. Capital Improvement Plan Projects. Frederick proposed the following Capital projects for 2016 to be funded by reserves: painting the town office building, estimated cost of \$15,000; replace 5 windows in the municipal building, estimated cost of \$2,500; update the town tax maps, estimated cost of \$6,000.

Frederick inquired if the Board was satisfied with the Joint budget or if they would prefer to meet in February to approve the budget. *Motion by Kenney to approve the Joint portion of the 2016 budget. Second by Clark. Motion passed 13-0.*

D. *Other Business.* –MSAD #1 Superintendent Brian Carpenter presented the board members with handouts of the previous year’s school budget as well as information for the upcoming budget. Carpenter went on to explain that the 2016 budget would be available for review on the web when it was completed. Carpenter also went on to speak of courses required to graduate, increases in special education which require new teachers and ed techs and many other topics such as capital plans, the size of the current Presque Isle High School building and dual enrollment, which would afford a high school junior and senior to take college courses as well as high school courses, earning them the pleasure of receiving an associate’s degree as well as their high school diploma when they walk down the aisle at their high school graduation. Discussion with the Board followed.

MANAGER’S REPORT:

A. *Other Business – None*

SET NEXT MEETING DATE: TBD

ADJOURN: Meeting adjourned at 8:00 pm by Chair Sutherland.

Respectfully Submitted,



Theresa Denbow, Treasurer

Approved 5.9.2016