



Town of South Thomaston, Maine
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Selectboard:
Jan Gaudio
Walter Reitz
Cheryl Waterman

SELECTBOARD MINUTES

Date: April 11, 2019 Time: 6:00 PM Place: Municipal Building Rev.0

Present: Selectboard Members: Jan Gaudio, Walter Reitz and Cheryl Waterman
Others: Town Administrator Owen Casas, Fire Chief Bryan Calderwood and Deputy Fire Chief David Elwell, Ambulance Director Drinkwater and new Ambulance hires Becca Barstow, Meredith Day and Kevin LeCaptain, MCEDD Director Bill Najpauer, EMA Director Betty Thomas and Sandy Retzlaff.

Note: A listing as present does not denote attendance for the entire meeting.

I. Call to Order

Reitz called the meeting to order at 6 pm.

II. Adjustments to the Agenda

- Chair Reitz proposed adding website update under "other business". There were no objections.

III. Public Comment for Items Not on the Agenda

No public comment was offered

IV. New Business

A. Select Board organizational function, election of Chair

Waterman moved and Gaudio seconded a motion to elect Walter Reitz as Select Board Chair.

Motion passed 2-0-1 (Chair Reitz abstained)

B. Select Board appointments for 2019-20

- Ambulance Director- Amy Drinkwater. Term 4/2019- 4/2020
 - Not needed as Director Drinkwater is hired, not appointed
- Road Commissioner- Gerald Grierson. Term 4/2019- 4/2020
 - Waterman moved, Gaudio seconded to approve. Passed 3-0
- Plumbing Inspector- Terry Bracket. Term 4/2019- 4/2020
 - Waterman moved, Gaudio seconded to approve. Passed 3-0
- Alternate Plumbing Inspector- William Butler. Term 4/2019- 4/2020

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- Waterman moved, Gaudio seconded to approve. Passed 3-0
 - Code Enforcement Officer- William Butler. Term 4/2019- 4/2020
 - Brief discussion was had on some of the logistics around William Butler's employment/ appointment. It was determined that he should be appointed as proposed and as his employment in Rockland changed, a new appointment reflecting the changes could be done.
 - Waterman moved, Gaudio seconded to approve. Passed 3-0
 - Alternate Code Enforcement Officer- Terry Bracket. Term 4/2019- 4/2020
 - Waterman moved, Gaudio seconded to approve. Passed 3-0
 - Animal Control Officer- William Demmons. Term 4/2019- 4/2020
 - Waterman moved, Gaudio seconded to approve. Passed 3-0
 - Emergency Management Agency Director- Betty Thomas. Term 4/2019- 4/2020
 - Waterman moved, Gaudio seconded to approve. Passed 3-0
 - E-911 Coordinator- Arthur Grierson. Term 4/2019- 4/2020
 - Waterman moved, Gaudio seconded to approve. Passed 3-0
 - Library Director, Alternate Georges River Shellfish Board, Cemetery Overseer- Penelope Alley. Term, 4/2019- 4/2020
 - Waterman moved, Gaudio seconded to approve. Passed 3-0
 - Demo Debris Facility Operator- Gerald Grierson. Term 4/2019- 4/2020
 - Gaudio moved, Waterman seconded to approve. Passed 3-0
 - Planning Board of Appeals- Richard Rackliff. Term 4/2019- 4/2022
 - Gaudio moved, Waterman seconded to approve. Passed 3-0
 - Georges River Shellfish Board Member- Cheryl Waterman. Term 4/2019- 4/2020
 - Gaudio moved, Waterman seconded to approve. Passed 3-0
 - Planning Board of Appeals- Rolf Winters. Term 4/2019- 4/2022
 - Gaudio moved, Waterman seconded to approve. Passed 3-0
 - Owls Head, Thomaston, South Thomaston Solid Waste Board Member- Walter Reitz. Term 4/2019- 4/2022
 - Gaudio moved, Waterman seconded to approve. Passed 2-0-1 (Reitz abstain)

C. Approve new hires for Ambulance

Paramedic staff Meredith Day, Becca Barstow and Kevin LeCaptain introduced themselves to the Board and explained their individual experience. Ambulance Director Drinkwater also gave a report out to the Board about the Mutual Aid Agreement between South Thomaston and Vinalhaven Ambulance services, which appears under item V, Review Correspondence.

Waterman moved and Gaudio seconded a motion to approve new hires Day, Barstow and LeCaptain.

Motion passed 3-0

D. Update and discussion on Fire Department gear post fire at Dragon Cement

Fire Chief Calderwood and Deputy Chief Elwell explained what gear was damaged during their response to the fire at Dragon cement. They discussed why gear needed to be replaced and the possibilities of having Dragon reimburse the Town for the expense. They further requested to expend \$19,650 so that new gear could be purchased while working out reimbursement with Dragon.

Waterman moved and Gaudio seconded a motion to approve \$19,650 expenditure for gear replacement (to come out of equipment budget line). Motion passed 3-0

E. Discussion on joining MidCoast Economic Development District (MCEDD)

The Board discussed with Bill Najpauer, Director of MCEDD, what his organization does, what paying dues of \$1,941 gets the Town for services and how those services will benefit the Town.

Gaudio moved and Waterman seconded a motion, contingent on Board Chair Reitz's talking with provided references, to approve \$1,941 expenditure for dues to MCEDD.

Motion passed 3-0

F. Review Randall R. Hopkins Will information

The Board reviewed and discussed the Randall R. Hopkins Will. Many of the Articles within the Will required a 10 year wait period before the Trustees, being the Select Board members of South Thomaston, can approve expenditures of the principal funds held in Trust (note, not all articles have the 10 year wait period). The articles related to scholarship funds have already been reviewed and a process for spending down principal (awarding scholarships) developed. The articles related to library and historic society funds had not yet had processes developed to request funds drawing down principal. The Board directed the Administrator to work up a form for requesting monies held in trust. They further directed the Administrator to contact library and historic society representatives informing them of the Select Board discussion.

No official action taken.

G. Discussion and direction on crosswalk striping at Town Landing

The Board discussed the history of the crosswalk painting by the Town Landing and directed the Administrator to inquire about MDOT's ability to repaint the crosswalk, considering the paint held up for less than one year.

No official action taken.

H. Discussion on condition and plan for tennis and basketball courts and skate park

The Board discussed the history of the tennis and basketball courts, including some quotes for improvements acquired by previous Town Administrators. It is assumed that the quotes from many years prior will be outdated but locating them would help figure out who might do the work. Other options for improving the playing surfaces were discussed as well as potential signage to raise visibility of the courts.

No official action taken.

I. Review purchasing policy

The current and prior purchasing policies were reviewed and discussed. The Board directed the Administrator to work with Board member Gaudio to draft a new and revised purchasing policy for future review.

No official action taken.

J. **Other Business-** There was no other business

- The Administrator gave an update about website development. Progress has been slow but there has been progress. The Board discussed that when the website is finished, it might be useful to have someone appointed at “webmaster” for the site. It was suggested that Molly Hooper, South Thomaston resident with professional experience in web design, be contacted inquiring about the possibility.
- Sandy Retzlaff, South Thomaston resident and Gilford Butler Futures Committee member, asked the Board how they felt about her starting a “South Thomaston Message Board” on Facebook. After some discussion about how the Facebook message boards functioned, the Board related that they had no concerns with Sandy setting it up. Sandy also related that she had been thinking about setting up a “Friends of South Thomaston” group that would work on area beautification, fundraising and other items. The Board encouraged Sandy to continue exploring this idea.

K. **Old Business-** There was no old business

V. **Review Correspondence**

A. **2018 audit communications, final**

The Board reviewed communication from our Auditor finalizing our audit
No action was taken.

B. **Mutual Aid Agreement with South Thomaston Ambulance and Vinalhaven Ambulance**

The Board had already discussed this item with Director Drinkwater
No action was taken.

C. **The Board received communication from South Thomaston resident Richard Norman regarding roadside debris, recreation court maintenance and sidewalk cleaning.**

The Board reviewed reviewed communication and took it under advisement.
No action was taken.

VI. **Reports and Administration**

A. **Ambulance – March Report**

The Board reviewed Ambulance

B. **Assessor’s Agent – March Report**

There was no Assessor's report.

C. Code Enforcement Officer – March Report

The Board reviewed the CEO's report.

D. EMA- March Report

The Board reviewed the EMA Report.

E. Fire Department – March Report

The Board reviewed the Fire Department report.

F. Licensed Plumbing Inspector – March Report

The Board reviewed the LPI report.

G. Treasurer – March Report

The Board reviewed the Treasurer's report... which left much to be desired but Administrator committed to doing better next month.

H. Town Administrator's March Report

There was no Town Administrators Report... but the Administrator committed to doing better next month.

I. Authorize Treasurer's Warrants

The Board Authorized the Treasurer's Warrants.

J. Review Check Reconciliations for March 2018

The Board reviewed the March Check Reconciliations.

K. Approve Minutes of March 12, 2019 and Town Meeting Minutes of March 26, 2019

An amendment to the Town Meeting minutes, adding the adjournment time of meeting, was offered and approved. Gaudio Moved and Waterman seconded a motion to approve the minutes, as amended, of March 12 and March 26.

Motion passed 3-0.

L. Schedule Future Meeting(s)

The Board set their next regularly scheduled meeting for May 16 and June 11.

Adjournment

Gaudio moved and Waterman seconded a motion to adjourn at 9:17pm.

Motion passed 3-0.