**SELECTBOARD MEETING MINUTES**

**Date: February 18, 2020 Time: 6:00 PM Place: Municipal Building Rev.0**

Select Board Members Present: Jan Gaudio, Cheryl Waterman and Walter Reitz

Others: Town Administrator Casas, Library Director Pennie Alley, Sandy Retzlaff, Cliff Retzlaff, Beverly St. Clair, Andrew Stanicoff, Jeff Northgraves

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

1. **Call to Order**

Reitz called the meeting to order at 6:00 pm.

1. **Adjustments to the Agenda-** Under item E, add Beverly St. Clair for consideration of appointment to Budget Committee.

1. **Public Comment for Items Not on the Agenda**

Public comment is as follows:

* Pennie Alley asked the meeting minutes be published in a more timely manner.

1. **Meeting Topics.**
2. **People Score Card**-
3. New Hires- TJ O’Hare and Jessica Ward introduced themselves for consideration to be hired onto South Thomaston Ambulance Service.

* *Waterman moved and Gaudio seconded a motion to approve the hiring of TJ O’Hare and Jessica Ward to the ST Ambulance Service*. **Motion passed 3-0**.

1. Recruitment in process- None
2. Service Anniversaries-
3. Awards and Recognition- None
4. **Financial Review.**
5. Revenue vs forecast/ budget
6. Spending vs forecast/ budget
7. Significant planned expenditures
8. Significant unplanned expenditures
9. Outlook- Review of Financials

* Financials were reviewed and discussed

1. **South Thomaston Citizens requests and presentations**-
2. **Nonresident requests and presentations- none**
3. **Department Head- none**
4. **New Business-**
5. **Discussion and review of Georges River Regional Shellfish Management Ordinance proposed language amendments–**

* Member Waterman discussed the proposed Ordinance amendment.
* *Gaudio moved and Waterman seconded a motion to put the GRRSM ordinance amendment on the 2020 Town Meeting warrant*. **Motion passed 3-0**

1. **Review and potential approval of Environmental Committee policy -**

* The Board and others in attendance discussed an Environmental Committee for South Thomaston. There was discussion about the differences between a Environmenatl Committee and Conservation Commission.
* *Gaudio moved and Waterman seconded a motion to establish a South Thomaston Conservation Commission as defined under Title 30-A §3261.* **Motion passed 3-0**

1. **Review and potential approval of proposed Permit Fee Schedule**

* CEO permit fee schedule changes were discussed.
* *Waterman moved and Gaudio seconded a motion to approve the Permit Fee Schedule changes as presented*. **Motion passed 3-0.**

1. **Consideration of changes to Personnel Policy**

* Changes to the Town Personnel Policy were discussed.
* *Waterman moved and Gaudio seconded a motion to approve the Personnel Policy changes as presented*. **Motion passed 3-0**

1. **Appointment of Town Officials**

* *Waterman moved and Gaudio seconded a motion to appoint Beverly St. Clair to the Budget Committee.* **Motion passed 3-0**
* *Waterman moved and Gaudio seconded a motion to appoint Chelsea Summers as Town Clerk and Tax Collector.* **Motion passed 3-0**
* *Waterman moved and Gaudio seconded a motion to appoint Moniqua Dube as the Town Code Enforcement Officer.* **Motion passed 3-0**
* *Waterman moved and Reitz seconded a motion to appoint Jan Gaudio to the Airport Public Advisory Committee, contingent on Mr.* *Florance confirming he no longer wants to be on the Committee*. **Motion passed 2-0 (Gaudio abstained)**

1. **Selecting of Engineering firm for Island Road project.**

* There was discussion and review of the responses from firms on the Island Rd. project. The Board wanted more time to review and make a decision and will meet again to finalize on Feb 21st at 9am to finalize.

1. **Review and potential approval of Realterm streetlight project contract**

* The Board reviewed the RealTerm service agreement.
* *Gaudio moved and Waterman seconded a motion to have Chair Reitz sign the service agreement after review of the Town Attorney*. **Motion passed 3-0**

1. **Review and potential approval of some 2020 Town Meeting Warrant Article Language**

* Putrescible Solid Waste ordinance language reviewed and set on the warrant. *Waterman moved and Gaudio seconded a motion to set the Putrescible Solid Waste Ordinance on the 2020 Town Warrant.* **Motion passed 3-0.**
* *Waterman moved and Gaudio seconded a motion to set the creation of a OHSTT reserve on the 2020 Town Warrant.* **Motion passed 3-0.**
* *Waterman moved and Gaudio seconded a motion to set the question of creating a Gilford Butler Facility Committee on the 2020 Town Warrant. Language was amended to add an (s) to Future, making it “Futures”.* **Motion passed 3-0.**
* There was discussion on the language of the proposed article about Gilford Butler School demolition. *Gaudio moved and Waterman seconded a motion to set the question of Gilford Butler School Building demolition on the 2020 Town Warrant.* **Motion passed 3-0.**
* *Waterman moved and Gaudio seconded a motion to set the Ordinance entitled “March 2020 Amendments to the Town of South Thomaston Land Use Ordinance”on the 2020 Town Warrant.* **Motion passed 3-0.**

1. **Schedule Public Hearings and Information Sessions**

* **Public Hearings on Land Use and Junky Yard ordinances as well as an information session for the Island Rd. project were set for March 19th starting at 6:00 pm at the Town Office.**

1. There was discussion on a warrant article about temporary occupancy of GBS by the Town Library and funding to do so. Language was discussed. Proposed language read: Will the Town approve the temporary movement of the Library into Gilford Butler School Building for a period not to exceed five years and what sum of money will be appropriated to accomplish this move. *Gaudio moved and Waterman seconded a motion to place the above language on the 2020 Town Meeting Warrant*. **Motion passed 2-1 (Reitz opposed)**
2. **Old Business- none**
3. **Review Correspondence**
4. Thank you note and Certificate of Appreciation- Owls Head- *reviewed*
5. Ambulance Service Employee Evaluation Form- *reviewed*
6. Machias Savings bank streetlight loan information- *reviewed*
7. CMP streetlight buy back information- *reviewed*
8. **Reports and Administration**
9. **Ambulance – January Report**

The Board reviewed Ambulance

1. **Assessor’s Agent – January Report**

There was no Assessor’s report.

1. **Code Enforcement Officer – January Report**

The Board reviewed the CEO’s report.

1. **EMA- January Report**

The Board reviewed the EMA Report.

1. **Fire Department – January Report**

The Board reviewed the Fire Department report.

1. **Licensed Plumbing Inspector – January Report**

The Board reviewed the LPI report.

1. **Treasurer – January Report**

The Board reviewed the Treasurer’s report.

1. **Town Administrator’s January Report**

The Board reviewed the Town Administrators Report.

1. **Authorize Treasurer’s Warrants**

The Board Authorized the Treasurer’s Warrants.

1. **Review Check Reconciliations for January 2020**

The Board reviewed the DecemberCheck Reconciliations.

1. **Approve Minutes of December 17th, 2019**

* *Waterman moved and Gaudio seconded a motion to approve the meeting minutes of December* *17th and January 14th****. Motion passed 3-0.***

1. **Schedule Future Meeting(s)**

The Board set their next regularly scheduled meeting for March 10th and March 4th for warrant setting.

**Adjournment**

*Waterman moved and Gaudio seconded a motion to adjourn at 9:45 pm.*

***Motion passed 3-0.***