

Selectmen present: Kelly Couture, Tim Russell, Peter Schutte, John Whitcomb, Laura Parker (arrived 6:30 pm)

John Whitcomb motioned to open at 6:09 pm; Tim Russell seconded the motion, 4 for/1absent (LP)

**Old Business:****Appointments –****1) Budget Meeting Preparation**

- Selectmen reviewed budget and voted on “Lines” for the Budget Meeting.

**2) Dan Courtemanch, Rescue Chief & Chris Giroux, Rescue Captain 7:00 PM**

- Discussed Rescue Dept budget. Selectmen added an additional \$2,000.00 to truck maintenance expense.
- Discussed Fire Rescue Administrative Assistant stipend position.
  - \* Selectmen will remove set hours from job description.
  - \* Selectmen will add requirements for a monthly time card and a bi-weekly status update report to the job description.

**New Business:****Item of Discussion:****Resolution:**

John Whitcomb motioned to accept the Warrant as presented and authorize the Treasurer to transfer the amount of money necessary to cover the warrant. Kelly Couture seconded the motion. Unanimous.

- 1) John Whitcomb motioned to accept the Selectmen Meeting Minutes of January 25, 2016. Tim Russell seconded the motion. 4 for/1 absent (LP)
- 2) Review and approve purchase order requisitions: NONE
- 3) Reviewed Road Crew Planner.
- 4) Reviewed Clerk’s interoffice envelope:
  - a) Reviewed and signed A/P Warrant for 01/25/16
  - b) Reviewed and signed Payroll Warrant for 01/25/16
  - c) Reviewed journal entries.
- 5) Reviewed and signed the 2015-16 Selectmen Report to be published in the Annual Town Report.
- 6) Reviewed and signed journal entry requests for fiscal year end processes.
- 7) Reviewed Garage furnace repairs.
  - West unit will need a new heat exchanger by next season. Our heating service technician will contact the manufacturer to see if he can purchase a new heat exchanger. If not, we may need to replace the furnace or find a company who can fabricate the unit. This furnace is 20+ years old. If we can replace the heat exchanger, it should last another 15+ years.
  - East unit required a new blower motor, fan control, and service switch.
  - Heating service technician reinstated heat to the restroom and break room. Apparently the east unit was not working properly.
  - *Duly noted by the Board. Board will repair or replace furnace(s) depending on the expense. Office will request an estimate for furnace replacements.*

**NOTICES:**

RSU#18 Governance Meeting, Thurs Feb 4, 2016, 5:30 PM – 7:30 PM, Messalonskee Middle School.  
(Kelly Couture, Laura Parker, Tim Russell, and John Whitcomb are planning to attend)

Annual Budget Committee Meeting is scheduled for Sat Feb 6, 2016, 9:00 AM, in the Sidney Town Office Planning Board Room.

John Whitcomb motioned to adjourn at 8:45 pm. Tim Russell seconded the motion. Unanimous.

Selectmen present: Laura Parker, Tim Russell, Peter Schutte, John Whitcomb

Selectmen absent: Kelly Couture

John Whitcomb motioned to open at 6:19 pm; Peter Schutte seconded the motion, 4 for/1 absent (KC)

**Old Business:****Appointments –****1) Sidney Historical Society****6:30 pm****Jeff Frost**

- Discussed addition plans to the Veteran Memorial.

Construction will take place within one to two days this Spring/Summer. The contractor will provide a Certificate of Insurance naming the Town Additionally Insured.

Thirty bricks will be added to the monument. The bricks will be installed closer to the middle driveway (where the current monument is), 16 inches to the West.

Two monuments will be added to the East of the monument. The monuments will be 36 inches apart, 48 inches long, 41 inches tall and four inches thick in size.

Engraving will be completed before set-up. Two or three granite steps will be added to the flag pole area to make the area safe to access the monuments.

**2) Review and discuss Budget Committee Meeting documents**

- Complete budget process and annual report for printing. Selectmen agreed to reduce Summer Highway raised amount on 2016-17 budget if the Surplus number is greater than the preliminary \$1,000,000.00 amount.

**New Business:*****Item of Discussion:******Resolution:***

John Whitcomb motioned to accept the warrant as presented and authorize the Treasurer to transfer the amount of money necessary to cover the warrant. Peter Schutte seconded the motion. 4 for/1 absent (KC)

1) John Whitcomb motioned to accept the Selectmen Meeting Minutes of February 1, 2016. Tim Russell seconded the motion. 4 for/1 absent (KC)

2) Review and approve purchase order requisitions: NONE

3) Reviewed Road Crew Planner.

4) Reviewed Clerk's interoffice envelope:

- a) Reviewed and signed A/P Warrant for 02/01/16
- b) Reviewed and signed Payroll Warrant for 02/01/16
- c) Reviewed journal entries.

5) Reviewed Maine DOT notice re: Interstate Resurfacing project on I-95 north bound in the City of Augusta to Waterville. The construction is scheduled to begin approximately in June 2016 and be completed by the end of October 2016.

6) Reviewed Kennebec County Sheriff's Office notice re: speed enforcement grant. The Sheriff's Office has received a grant and they are looking for municipalities to send information on specific locations where the agency can concentrate on getting motorists to slow down. *Selectmen will suggest having additional speed enforcement in front of the JH Bean School.*

7) Reviewed General Assistance review for Sidney. The Town of Sidney's program is in compliance with the General Assistance statutes and the Department of Health and Human Services' General Assistance policy.

8) Reviewed status of Rescue 5 electrical/lighting issue –

- \* Found loose connection at battery charger. This fixed the truck's lighting issue.
- \* Replaced valve stem extension on passenger side rear tire.

- 9) Reviewed and completed Sidney Land and Water Conservation Fund grant signage guidance and Self-Assessment Form re: 1984 Kennebec River Boat Access. Required signage will be installed in the Spring.
- 10) Reviewed Time Warner Cable notice, Feb 3, 2016.
- 11) Discussed outcome of RSU 18 Governance meeting held on Thursday, Feb 4, 2016.
- 12) Reviewed and signed appreciation letter to Dale Tilton who has recently retired from the Fire and Rescue Departments. Selectmen send along their appreciation for Dale's service to the Town. He will be greatly missed.
- 13) Reviewed summary of discussion held on Jan 25, 2016 from Marcus Ballou (MMA) re: Memorial Day Parade insurance coverage.
- 14) Reviewed notice SHS Annual Meeting postponed from Feb 9 to Feb 16 at 2pm.
- 15) Reviewed Fire Dept monthly update for Jan 2016.
- 16) Reviewed and signed Application for a Catering Permit for Silver Street Spirits for a wedding scheduled for Feb 27, 2016, 2pm-11pm at the Snow Pond Center for the Arts.
- 17) Discussed meeting scheduled with the Town's hired Assessor, Parker Appraisal Co. and the 2015 Farmland value assessments. The meeting is scheduled for Tuesday, Feb 16, 2016 at 6:30 pm.

**NOTICES:**

RSU 18 Facility Meeting schedule:

Thurs, Feb 11, 2016, 5:30 pm, Atwood School

Thurs, Mar 3, 2016, 5:30 pm, Williams Elementary

The Sidney Town Office will be CLOSED on Monday, February 15, 2016 in observance of Presidents Day. The Board of Selectmen will meet on Tuesday, February 16, 2016 at 6:30 pm. The Code Enforcement Officer will be in his office on Tuesday, February 16, 2016, 6:00 pm – 9:00 pm.

John Whitcomb motioned to adjourn at 7:47 pm. Tim Russell seconded the motion.  
4 for/1 absent (KC)

Selectmen present: Kelly Couture (arrived 6:35 pm, left at 8:16 pm), Laura Parker, Tim Russell, John Whitcomb  
Selectmen absent: Peter Schutte

John Whitcomb motioned to open at 6:19 pm; Laura Parker seconded the motion, 3 for/2 absent (KC,PS)

**Old Business:****Appointments –****3) Parker Appraisal Co.****6:30 pm****Bob Gingras, Assessor****Dale Cole, Jennie Philbrick, Bob Campbell, Angie Philbrick, Nathan Philbrick, Blake Philbrick, Lydia Thompson, Jeff Bragg – Sidney Residents, Farmland property program participants.**

- Discussed Farmland property values that were increased from \$250 per acre to \$500 per acre in 2015. Bob Gingras explained that several Farmland property accounts were not updated during the 2005 revaluation. To fix this error, the accounts were corrected and updated to reflect the correct \$500 per acre value as assigned in 2005.
- Selectmen will contact Maine Revenue Services for information regarding Sidney's Farmland values and address the Farmland property program participants' concerns.

**New Business:****Item of Discussion:****Resolution:**

John Whitcomb motioned to accept the warrant as presented and authorize the Treasurer to transfer the amount of money necessary to cover the warrant. Tim Russell seconded the motion. 3 for/2 absent (KC,PS)

- 1) John Whitcomb motioned to accept the Selectmen Meeting Minutes of February 8, 2016. Laura Parker seconded the motion. 3 for/2 absent (KC,PS)
- 2) Review and approve purchase order requisitions: NONE
- 3) Review Road Crew Planner. – *No planner this week due to the storm.*
- 4) Reviewed Clerk's interoffice envelope:
  - a) Reviewed and signed A/P Warrant for 02/08/16
  - b) Reviewed and signed Payroll Warrant for 02/08/16
  - c) Reviewed journal entries.
- 5) Reviewed draft bid for 1984 GMC fire truck. *Selectmen will advertise the bid this summer.*
- 6) Reviewed Kennebec County Budget Committee District One Caucus notice, District One Caucus, Thurs Feb 18, 2016, Windsor Town Office, 523 Ridge Road, 5:30 PM.
- 7) Reviewed notice of meeting for Blue Ridge Road, Sunset Ridge, and Field Road residents re: Pike Industries asphalt plant.
- 8) Reviewed letter from Gravestone Preservation Projects for 2016 and a referral for Grave Stone Matters, a grave stone restoration company.
- 9) Board signed Attested Copy for Annual Report.
- 10) Reviewed and approved quotation for repairs to the Lake Shore Fire Station sprinkler system pump, \$4,200.00.
- 11) Reviewed notice from United States Department of Commerce re: 2016 Government Units Survey information requests that will be arriving in the next few months.
- 12) Reviewed Budget Meeting Minutes from Saturday, February 6, 2015.

13) Reviewed and approved vacation requests for Mary Blaschke:  
March 28-April 1, 2016  
May 23-May 27, 2016  
July 18-July 22, 2016

14) Reviewed and approved vacation request for Sheila Thorne:  
Feb 19, 2016

15) Reviewed Maine DOT Light Capital Paving Operations for 2016 : Sidney section of West River Road, Route 104.

16) Board conducted two Executive Sessions:

*John Whitcomb motioned to go into Executive Session at 8:06 pm pursuant to 1 M.R.S.A. § 405(6)(A) to discuss personnel matters. Tim Russell seconded the motion. 4 for/1 absent (PS)*

*Sheila Thorne present during this session.*

*John Whitcomb motioned to come out of Executive Session at 8:15 pm. Laura Parker seconded the motion. 4 for/1 absent (PS)*

*John Whitcomb motioned to go into Executive Session at 8:15 pm pursuant to 1 M.R.S.A. § 405(6)(F) to discuss confidential records. Laura Parker seconded the motion.*

*Sheila Thorne present during this session.*

*John Whitcomb motioned to come out of Executive Session at 8:41 pm. Laura Parker seconded the motion. 3 for/2 absent (KC,PS)*

17) Reviewed and signed appreciation letter to Clyde Warman who has resigned as Fire Department Lieutenant.

18) Selectboard discussed adding a Personal and Business (PB) time clause to the Personnel Policy. This new section of the policy would allow employees to accrue eight hours every three months, capping a four day PB allowance to be used throughout the year for personal and business matters. The PB allowance will not be carried forward from year to year and is still required to be reported to the employee's supervisor to allow proper office coverage. Sick time will be accrued as eight hours per 30 day period (as currently specified in the Personnel Policy). A 50 day sick time accrual cap (400 hours) will replace the current 60 day sick time accrual cap of accrual time (480 hours). Board will continue to discuss this proposal.

**NOTICES:**

RSU 18 Facility Meeting schedule:

Thurs, Mar 3, 2016, 5:30 pm, Williams Elementary

John Whitcomb motioned to adjourn at 9:29 pm. Laura Parker seconded the motion.  
3 for/2 absent (KC,PS)

Selectmen present: Kelly Couture, Laura Parker, Tim Russell, Peter Schutte, John Whitcomb

Laura Parker motioned to open at 6:00 pm; Kelly Couture seconded the motion, Unanimous.

**Old Business:****Appointments –****1) Stephanie Gilbert, Dept of Agriculture****6:30 PM**

**Bob Campbell, Jennie Philbrick, Angie Philbrick, Nathan Philbrick, Brady Philbrick, Blake Philbrick, Lydia Thompson, Alan Tibbetts, Jeff Bragg, Wayne Bragg -- Sidney Residents; Peter McGuire – Central Maine Newspaper**

- Discussed Farmland property values.
- Selectboard and attendees will create a committee to analyze Farmland property values for Sidney.

Selectboard recommend at least a five member committee that would include two Selectmen and three participants with an interest/experience in this matter. The three participants shall be determined by the Farmland property owners in attendance at this meeting.

**2) Bob & Pamela Willette, Sidney Residents, 824 Pond Road****7:30 PM**

- Discussed Pond Road winter maintenance in front of their house. The current plow truck driver seems to plow too much onto the shoulder.
- Discussed a confrontation at the local store between a Public Works employee and Bob Willette.
- Selectmen will meet with Leon Burgess, Road Foreman, to discuss the plowing issue.

**New Business:****Item of Discussion:****Resolution:**

John Whitcomb motioned to accept the warrant as presented and authorize the Treasurer to transfer the amount of money necessary to cover the warrant. Laura Parker seconded the motion. Unanimous.

- 1) John Whitcomb motioned to Selectmen Meeting Minutes of February 22, 2016. Tim Russell seconded the motion. 4 for/1 absent (KC)
- 2) Reviewed and approved purchase order requisitions: One/Town Office (planters for Office grounds)
- 3) Reviewed Road Crew Planner.
- 4) Reviewed Clerk's interoffice envelope:
  - a) Reviewed and signed A/P Warrant for 02/22/16
  - b) Reviewed and signed Payroll Warrant for 02/22/16
  - c) Reviewed journal entries.
- 5) Reviewed information request regarding status of discontinued portion of Eight Rod Road. *Office will provide records of road status.*
- 6) Reviewed Community Concepts, Inc. request for letter from Selectboard re: Grant for SHOP Self-Help Opportunities Program for residents in Kennebec County. – HOLD, *Kelly Couture will research further.*
- 7) Reviewed Sidney Community Food Pantry management transition update. The Food Pantry phone is 207-805-6362 and the email is [sidneycommunityfoodpantry@gmail.com](mailto:sidneycommunityfoodpantry@gmail.com).
- 8) Reviewed Notes from the Grange, Feb 2016, Volume 1 Issue 2.
- 9) Discussed Transfer Station temporary septage storage tank. *Selectmen will continue to research the tank and if it is a requirement.*
- 10) Discussed SAA field area playground equipment additions and liability. *Selectmen will ask the SAA's interest in donating the new equipment to the Town for insurance coverage.*

**NOTICES:**

RSU 18 Facility Meeting schedule:

Thurs, Mar 3, 2016, 5:30 pm, Williams Elementary

John Whitcomb motioned to adjourn at 8:57 pm. Peter Schutte seconded the motion. Unanimous.

Selectmen present: Kelly Couture, Laura Parker, Tim Russell, Peter Schutte, John Whitcomb

John Whitcomb motioned to open at 6:00 pm; Laura Parker seconded the motion, Unanimous.

**Old Business:****Appointments –****1) Leon Burgess, Road Foreman****6:00 PM**

- Discussed Pond Road winter maintenance concern from resident.

*John Whitcomb motioned to go into Executive Session at 6:04 pm pursuant to 1 MRSA § 405(6)(A) to discuss personnel matters. Tim Russell seconded the motion. Unanimous.*

Selectboard, Leon Burgess, Sheila Thorne present during this session.

*John Whitcomb motioned to come out of Executive Session at 6:30 pm. Laura Parker seconded the motion. Unanimous.*

**New Business:****Item of Discussion:****Resolution:**

John Whitcomb motioned to accept the warrant as presented and authorize the Treasurer to transfer the amount of money necessary to cover the warrant. Laura Parker seconded the motion. Unanimous.

- 1) John Whitcomb motioned to accept the Selectmen Meeting Minutes of February 29, 2016. Laura Parker seconded the motion. Unanimous.
- 2) Review and approve purchase order requisitions: NONE
- 3) Reviewed Road Crew Planner.
- 4) Reviewed Clerk's interoffice envelope:
  - a) Reviewed and signed A/P Warrant for 02/29/16
  - b) Reviewed and signed Payroll Warrant for 02/29/16
  - c) Reviewed journal entries.
- 5) Reviewed Maine DEP reimbursement of landfill remediation costs. The Town should receive a check for \$5,000 and is due \$8,592.38 for remediation costs at the Old Landfill.
- 6) Held from 02/29/16: Review Community Concepts, Inc. request for letter from Selectboard re: Grant for SHOP Self-Help Opportunities Program for residents in Kennebec County. – *TABLE*.
- 7) Reviewed First Park/KRDA Sidney representative information from Brad Jackson. The Selectboard would designate a representative that would have all the rights and privileges of a General Assembly member. The representative is not required to be a Selectman.
- 8) Reviewed correspondence from Sidney Athletic Association:
  - a) JD lawn mower insurance coverage information as requested by Selectmen.
  - b) SAA is seeking permission to rent a portable toilet to place at Pit 3 this summer.
  - c) Discussed Selectboard accepting playground equipment at ballfields as a donation from SAA.

*John Whitcomb motioned to accept the playground equipment located at the Sidney West River Road/Recreation Drive ballfield area in accordance to the U.S. Consumer Product Safety Commission guidelines pertaining to Public Playground Safety. Laura Parker seconded the motion. Unanimous.*

The Selectmen authorize the placement of the portable toilet as long as the SAA Officers notify the vendor that the toilet will be unattended and could possibly be vandalized. The vendor should also be aware of the location of the toilet so that it does not disturb any natural resources.

- 9) Reviewed MMA Road Treatment Optional Enhancement insurance coverage option. This option provides coverage for road salt contamination to private water supplies resulting from plowing/sanding operations. The cost is \$13.50 per miles of roads plowed (effective 7/1/16). *Selectboard reject this insurance coverage offer for this year.*

- 10) Reviewed Maine DOT Public Notice : Notice of Intent to File for a Natural Resources Protection Act permit application for a new interchange at the following location – I-95/Trafton Road, Waterville, ME.
- 11) Reviewed Time Warner Cable local franchising notice for March 2, 2016.
- 12) Discussed Town Meeting table request from Snow Pond Arts Academy. Selectmen approve of this request.
- 13) Reviewed Fire Department monthly report submitted by Chief Richard Jandreau. Selectmen appreciate the report. The Selectmen will obtain a list of the Officer core resulting from the nominations that currently took place for appointment certificates.
- 14) Discussed office procedures and training when staff is on vacation or out sick.
- 15) Discussed Caucus and the Registrar's pay. Board authorized the pay for the hours the Registrar worked at the Caucuses and will make sure that the Registrar is compensated for her time.

Laura Parker motioned to adjourn at 7:48 pm. Tim Russell seconded the motion. Unanimous.



Selectmen present: Kelly Couture, Laura Parker, Tim Russell (arrived at 7:30 pm), Peter Schutte, John Whitcomb  
Selectmen absent:

John Whitcomb motioned to open at 6:23 pm; Peter Schutte seconded the motion, 4 for/1 absent (TR)

**Old Business:**

Held from 02/29/16: Review Community Concepts, Inc. request for letter from Selectboard re: Grant for SHOP Self-Help Opportunities Program for residents in Kennebec County.

**Appointments – NONE****New Business:****Item of Discussion:****Resolution:**

John Whitcomb motioned to accept the warrant as presented and authorize the Treasurer to transfer the amount of money necessary to cover the warrant. Tim Russell seconded the motion. Unanimous.

1) John Whitcomb motioned to accept the Selectmen Meeting Minutes of March 7, 2016. Laura Parker seconded the motion. 4 for/1 absent (TR)

2) Review and approve purchase order requisitions: NONE

3) Reviewed Road Crew Planner.

4) Reviewed Clerk's interoffice envelope:

- a) Reviewed and signed A/P Warrant for 03/07/16
- b) Reviewed and signed Payroll Warrant for 03/07/16
- c) Reviewed journal entries.

5) Reviewed First Park/KRDA Annual Budget Meeting Notice. The meeting will be held in the Board Room of the T-Mobile facility located at 133 First Park Drive in FirstPark, Oakland Maine on Thursday, March 24, 2016 at 5:00 pm.

Also attached:

- Proposed budget for the fiscal year 2016-2017
- Annual Report for the period ending June 30, 2015

6) Discussed Quaker Road tower lease expiration. WABI will be disassembling the tower and all equipment at the tower site on the Quaker Road this summer. Sidney has several options:

- Ask landowner for lease on property for the site with WABI's equipment
- Ask WCSH for lease on their tower next to WABI's site

*Board will review options. Office will contact Hussey Communications for information on elevation studies and a possible estimate for removing and setting up the tower from its current location to a new location.*

7) Discussed procedure for ensuring Selectmen are notified of assessment changes on property cards.

8) Discussed attending Farmland Class at the Winslow Town Office on Monday, March 28, 2016 at 6:00 pm. Office will contact the program coordinators for more information on what the meeting will consist of.

9) Review and sign Appointment Certificates for the following Officers, effective April 1, 2016-April 1, 2019:

- Fire Chief Richard Jandreau
- Fire Captain Kevin Bacon
- Fire Captain Benjamin Jandreau

*In recognition of the unanimous vote by the current members of the Fire Department, Kelly Couture motioned to appoint Richard Jandreau as Fire Chief of the Sidney Fire Department, effective April 1, 2016 through April 1, 2019. John Whitcomb seconded the motion. 4 for/1 oppose (LP)*

*John Whitcomb motioned to appoint Benjamin Jandreau as Fire Captain of the Sidney Fire Department. Kelly Couture seconded the motion. Unanimous.*

*John Whitcomb motioned to appoint Kevin Bacon as Fire Captain of the Sidney Fire Department. Kelly Couture seconded the motion. Unanimous.*

- 10) Reviewed Central Maine Association of Assessing Officers 2016 Spring Seminar program : Season's Restaurant, 427 Main Street, Bangor, Friday, April 15, 2016, 9AM – 4PM.
- 11) Reviewed Vaccination Policy clause draft for Personnel Policy. Office will revise draft Policy and submit to MMA for an opinion.
- 12) Reviewed Central Maine Power Notification for Utility Location Permit submitted by MDOT (Pond Road and Cameron Drive intersection).
- 13) Reviewed Maine Department of Environmental Protection remediation documents for a property on the Shepherd Road.
- 14) Discussed Town Meeting Warrant Articles
- 15) Discussed honoring Don Farnham as a former Fire Chief.
- 16) Discussed process of applying for a liquor license for events held at the Snow Pond Center for the Arts. The Center will be required to contact the Maine State Bureau of Alcohol for information on the petition process.
- 17) Discussed developing a schedule for employee training with the Clerk's Office. Office should develop a schedule for training to make sure all Office employees can conduct basic front office business.
- 18) Discussed Fire & Rescue Departments call pay increase. The Fire Department would like to request an increase in pay per call from \$13.00 to \$15.00. Selectmen will discuss further for 2017 budget.
- 19) Discussed the RSU#18 Budget Meeting Tim Russell attended tonight.

*John Whitcomb motioned to go into Executive Session at 7:59 pm pursuant to 1 MRSA § 405(6)(A) to discuss personnel matters. Laura Parker seconded the motion. Unanimous.*

Selectboard and Sheila Thorne present during this session.

*John Whitcomb motioned to come out of Executive Session at 8:17 pm. Laura Parker seconded the motion. Unanimous.*

Selectboard wished Peter Schutte the best of luck and expressed appreciation for Peter's service to the Board of Selectboard.

John Whitcomb motioned to adjourn at 8:53 pm. Kelly Couture seconded the motion. Unanimous.

Selectmen present: Kelly Couture, Laura Parker, Tim Russell, Sandra Tibbetts, John Whitcomb

John Whitcomb motioned to open at 6:20 pm; Laura Parker seconded the motion, Unanimous.

**Old Business:****Appointments –**

- 1) Clarence White, resident/landowner of Quaker Hill tower site 6:30 PM**
- Discussed land lease at WABI tower for Sidney Fire & Rescue Departments' radio communications. Lease expires April 2016. Mr. White's lease charge to WABI is \$5,600 per year. He would ask the same rate for the Town of Sidney. Selectmen will explore other options before committing.

- 2) Tammy Holt, Deputy Clerk/Treasurer/Tax Collector 7:00 PM**

- Conducted 120 day job performance evaluation.

*John Whitcomb motioned to go into Executive Session pursuant to 1 MRSA § 405(6)(A) to discuss personnel matters at 7:00 pm. Laura Parker seconded the motion. Unanimous.*

Selectboard and Tammy Holt present.

*John Whitcomb motioned to come out of Executive Session at 7:07 pm. Laura Parker seconded the motion. Unanimous.*

- 3) Town Meeting Outcome Discussion 7:30 PM**

- Selectboard welcomed newly elected Selectmen. Sandra Tibbetts has been elected for a two year term. Kelly Couture has been re-elected for a three year term.
- Selectboard to nominated and voted for Chairman of the Board.

*Kelly Couture motioned to elect John Whitcomb as Chairman of the Board through to the 2017 Town Meeting. Tim Russell seconded the motion. Unanimous.*

- Discussed outcome of Annual Town Meeting held on March 19, 2016 (Budgets, Policies, Ordinances, etc.).
  - Town employee raises were not agreed upon at this time.
  - Selectboard will prepare and send RFPs for the Town Office Server and new plow truck.

*In recognition of the near unanimous straw poll from the voters at our town meeting on Saturday, March 19, 2016, Kelly Couture motioned that the call pay for the Fire and Rescue be increased from \$13.00 to \$15.00 and that all officer stipends be increased by \$250 per year, noting that the bottom line of the budget will not change. Sandra Tibbetts seconded the motion. 3 for/2 oppose (LP,TR)*

**New Business:****Item of Discussion:****Resolution:**

John Whitcomb motioned to accept the warrant as presented and authorize the Treasurer to transfer the amount of money necessary to cover the warrant. Laura Parker seconded the motion. Unanimous.

- 1) John Whitcomb motioned to accept the Selectmen Meeting Minutes of March 14, 2016. Tim Russell seconded the motion. 4 for/1 abstain (ST)

- 2) Reviewed and approved purchase order requisitions: One/Office (AED cabinet, accessories)  
One/Office (First Aid Cabinet refill)

- 3) Reviewed Road Crew Planner.

- 4) Reviewed Clerk's interoffice envelope:
- a) Reviewed and signed A/P Warrant for 03/14/16
  - b) Reviewed and signed Payroll Warrant for 03/14/16
  - c) Reviewed journal entries.

- 5) RE-Discussed attending Farmland Class at the Winslow Town Office on Monday, March 28, 2016 at 6:00 pm.  
- Review survey conducted by Town of Winslow for the Agricultural Commission

*Selectboard may potentially move meeting to Tuesday or cancel the meeting for the week if the Agenda is light.*

- 6) Reviewed correspondence with Peter Hussey (Hussey Communications) regarding WABI tower options.  
- Review pictures of Channel 2 tower and WABI tower on Quaker Hill

*Selectboard will heavily contact WCSH to discuss a possible lease on their Quaker Hill tower.*

- 7) Discussed Vaccination Policy clause draft for Personnel Policy. MMA Legal indicated that the policy is good. They have suggested that the Town checks with our insurance carrier. Office sent policy and inquiry to Marcus Ballou from MMA. Waiting for reply. – *HOLD for MMA reply.*

- 8) Reviewed Delta Ambulance Service Report for Sidney 2015.  
- In 2015, Delta responded to 341 911-calls.  
- 25 of the calls were for assistance from patients who did not require hospital care.  
- Average response time between the receipt of the call and arrival was 10.8 minutes for emergencies.

- 9) Reviewed MMA information request for LD 1637, *An Act To Assist Maine Citizens Residing along Public Easements.* John Whitcomb completed the survey.

- 10) Reviewed Maine Power Options Fuel news.

- 11) Reviewed Time Warner Cable notice of developments.

- 12) Reviewed KVCOG *The Dispatch*, March 2016.

- 13) Discussed temporary septic storage tank at Transfer Station. State of Maine departments (DEP, DHHS) have indicated that the tank is not a requirement. Office has called surrounding municipalities and they do not have a temporary septic storage tank at their Transfer Station.  
- Discussed plans for removing tank and repairing land underneath the tank.

*Selectboard will contact MMA, Dube and/or Pat Jackson for direction.*

- 14) Reviewed *Notes From the Grange*, March 2016. Volume 1 Issue 3.

- 15) Discussed old fire truck apparatus stored at the Town Garage. The truck will be placed out to bid sometime in May.

- 16) Discussed the process to begin researching a sand salt building replacement (type of buildings, costs, etc.).

John Whitcomb motioned to adjourn at 8:35 pm. Tim Russell seconded the motion. Unanimous.

**NOTICES:**

Municipal VOTING: Friday, March 18, 2016, 12:30pm-8:00pm, Sidney Town Office (2 Selectmen)

Annual Town Meeting: Saturday, March 19, 2016, Breakfast 8:00am; Meeting begins at 9:00am, JH Bean School

RSU#18 Budget Meeting: Wednesday, March 23, 2016, 7:00pm, Central Office, Regular Board Meeting – Budget Discussion

Assessing Deadline: All assessing changes due by April 1, 2016 for the 2016 Tax Commitment

Sidney Scholarship Deadline: Town of Sidney Scholarships due April 1, 2016.

Selectmen present: Laura Parker, Tim Russell, Sandra Tibbetts

Selectmen absent: Kelly Couture, John Whitcomb

Laura Parker motioned to open at 5:30 pm; Tim Russell seconded the motion, 3 for/2 absent (KC,JW)

**Appointments –**

**1) Winslow Town Office**

**6:00 PM**

This week's Selectmen Meeting was held at the Winslow Town Office. The Selectmen attended a meeting regarding Farmland property programs.

The Winslow Agriculture Commission presented the Voluntary Municipal Farm Support Program (VMFSP) to the Winslow Town Council. In realizing that the preservation of soils is important to food and fiber production, the Commission is presenting a tax program to reduce the tax burden on farms in Winslow. The Commission designed this program to benefit Winslow farmers, citizens, and the surrounding area to:

- Protect and preserve local agricultural soils.
- Provide for long term management of local farm and forest lands.
- Support trade with local businesses and community services.
- Provide employment opportunities in the local community.
- Provide property tax relief for local qualifying farms.

The VMFSP process is as follows:

- Landowner submits prescribed application, supporting documents and a \$200 non-refundable administrative fee to the Winslow Assessor on or before October 1.
- Assessor reviews application and notifies applicant of any incomplete information and allows resubmission.
- Assessor notifies Winslow Agricultural Commission of completed application.
- The Assessor and a Commission member will schedule a date to review and inspect the applicant's farm.
- The Assessor prepares a summary describing the on-site visit of the applicant's farm.
- The Assessor submits application, summary of on-site visit, and supporting documents for the Commission to review.
- The Commission will submit a written recommendation to the Winslow Council for an acceptance, denial, or amendment of the application on or before December 31.
- After Town Council accepts the applicant's application, the landowner is eligible for a Farm Support Arrangement with the Town of Winslow.
- After the landowner enters the Farm Support Arrangement with the Town of Winslow, the landowner will grant an Agricultural Conservation Easement to the Town of Winslow.
- Under the Farm Support Arrangement the landowner is agreeing to:
  - A 20-year easement stipulating the qualifying farm assets will be in agricultural use.
  - In return to this 20-year easement, the Town of Winslow agrees to provide property tax reimbursement to the landowner of the qualifying farm assets.
  - The Agricultural Conservation Easement must be recorded at the Registry of Deeds.

***Item of Discussion:***

***Resolution:***

Laura Parker motioned to make motion to accept the warrant as presented and authorize the Treasurer to transfer the amount of money necessary to cover the warrant. Tim Russell seconded the motion. 3 for/2 absent (KC,JW)

Laura Parker motioned to adjourn at 8:22 pm. Tim Russell seconded the motion. 3 for/2 absent (KC,JW)

Selectmen present: Kelly Couture, Laura Parker, Tim Russell, Sandra Tibbetts, John Whitcomb  
Public present: Sherry Gilbert, Town of Oakland resident

Laura Parker motioned to open at 6:15 pm; John Whitcomb seconded the motion, Unanimous.

**Old Business:****Appointments –****1) Richard Jandreau, Fire Chief; Dan Courtemanch, Rescue Chief 7:00 pm**

- a) Discussed options for Quaker Hill Fire/Rescue/Highway radio repeater once WABI discontinues its land lease with Clarence White this summer. Selectmen will invite Peter Hussey to discuss the tower.
- b) Discussed status of station restrooms after they were professionally cleaned last winter. The bathrooms are continually cleaned by the members of the Fire Department.

**New Business:****Item of Discussion:****Resolution:**

John Whitcomb motioned to accept the warrant as presented and authorize the Treasurer to transfer the amount of money necessary to cover the warrant. Tim Russell seconded the motion. 4 for/1 abstain (KC)

1) John Whitcomb motioned to accept the Selectmen Meeting Minutes of March 21, 2016. Sandra Tibbetts seconded the motion. Unanimous.

John Whitcomb motioned to accept the Selectmen Meeting Minutes of March 28, 2016. Laura Parker seconded the motion. 3 for/2 abstain (KC,JW)

2) Review and approve purchase order requisitions: NONE

3) Reviewed Road Crew Planners for the week of March 27, 2016 and April 3, 2016.

4) Review Clerk's interoffice envelope:

- a) Reviewed and signed A/P Warrant for 03/21/16 & 03/28/16
- b) Reviewed and signed Payroll Warrant for 03/21/16 & 03/28/16
- c) Reviewed journal entries.

5) Discussed information presented at the Winslow Town Office on Monday, March 28, 2016 regarding Farmland property tax programs.

6) Discussed at 7:00 PM: Options for Quaker Hill Fire/Rescue/Highway radio repeater once WABI discontinues its land lease with Clarence White this summer. (See appointments)

7) Discussed Vaccination Policy clause draft for Personnel Policy. The Town has received clearance from MMA Legal and MMA Insurance to provide the policy for Town employees and volunteers.

*John Whitcomb motioned to institute a Vaccination Policy that at this time includes a Tetanus Shot option. Kelly Couture seconded the motion. Unanimous.*

8) Reviewed and signed letter to Greater Augusta Utility District. Selectmen are inquiring on the status of an agreement with the District from 1993.

9) Reviewed and signed congratulatory letter for Eagle Scout Devon Handley. He has recently received his Eagle Scout Award. Devon fabricated and arranged the installation of storage cabinets for the music department at Messalonskee High School.

10) Reviewed TRIO update on motor vehicle printer pilot. The pilot program has revealed that a printer with a face up paper tray is preferred due to the pre-numbered forms.

- 11) Reviewed 2015 COLA rates for 2015. The 2016 rates will be determined in September.
- State/Teacher, Legislative and Judicial Plan Recipients received the following COLAs:
    - 2014, 2.1% paid on the first \$20,000; max \$420/yr.
    - 2015, 2.55% paid on the first \$20,420

*John Whitcomb motioned to give a merit raise based on 2015 employee evaluations, 1.06% for the top half of employees on the scale and .53% bottom half of employees on the scale. Sandra Tibbetts seconded the motion. Kelly Couture motioned to offer a friendly amendment to John Whitcomb's motion allowing the raises to be retroactive to February 1, 2016. 3 for/2 oppose (LP,TR)*

These amounts were contrived by taking the average of the 2.55% (2015 State COLA) and the 1.7% (2015 Federal COLA), dividing by two (1.06%) for the top evaluation scores and dividing that by two (.53%) for the remaining evaluation scores.

- 12) Reviewed and sign Certificates of Appointment for Christopher Giroux for the positions of Fire and Rescue Administrative Assistant and Local Health Officer, effective April 4, 2016 through April 1, 2017. These appointments are on a trial basis and will be revisited for the 2017 budget year. Christopher has been nominated by Richard Jandreau, Fire Chief and Dan Courtemanch, Rescue Chief.

*John Whitcomb motioned to appoint Chris Giroux for the positions of Fire and Rescue Administrative Assistant and Local Health Officer, effective April 4, 2006 through April 1, 2017. Laura Parker seconded the motion. Unanimous.*

- 13) Reviewed and signed completed Abatement Certification Letters addressing the Safety and Health Survey conducted by SafetyWorks! on August 6, 2015.

- 14) Reviewed and signed Journal Entry Request : Transfer Station Annual Reporting Fees to DEP were posted on the Plumbing Permit expense account in error.

- 15) Reviewed metal revenue from March 23, 2016 : 4.39 Ton, \$122.55.

- 16) Discussed outcome from MMA EBulletin re: Significant Road Maintenance Mandate on House Calendar, March 28, 2016 asking legislators to oppose LD 1637, *"If a municipality holds a public easement over which there is a mail route, it is the responsibility of that municipality to keep the mail route to the standard required by United States Postal Service regulations."* The outcome of this bill is dead.

- 17) Reviewed MMA notice : Election Process Begins for MMA Executive Committee and Vice President.
- List of MMA Nominating Committee
  - Notice & Timetable Seeking Nominations
  - Statement of Interest for Service on Executive Committee; and
  - Responsibilities of MMA Executive Committee

*Tim Russell motioned to nominate John Whitcomb as MMA Vice President. Laura Parker seconded the motion. Unanimous.*

John Whitcomb will complete the Statement of Interest Form, Service on the MMA Executive Committee. The deadline for receipt is 12:00 pm on Wednesday, May 4, 2016.

- 18) Reviewed *MaineDOT Delivers*, 2015 Year-End Report.

- 19) Per Kelly Couture : Discussed abandoned property on Drummond Road. Bank of America owns this property. Selectmen will discuss the property with the Local Health Officer to investigate health issues the neighborhood has with trash and debris.

- 20) Discussed interview process for Deputy Clerk, Treasurer, Tax Collector position.

- 21) Discussed RSU#18 budget status. The School Board will vote to adopt the 2016-17 budget at Messalonskee Middle School on Wednesday, April 6, 2016.

- 22) Discussed RFP for Server. Selectmen will obtain estimates for the Server that was approved for purchase at Town Meeting before purchasing.

23) Discussed notice from Maine State Archives regarding Town of Sidney records that were sent for mold remediation. Unfortunately, the Archivist's refrigeration unit is no longer working and a new unit will not be purchased. Archives is asking if the Town would like to send a representative to go through the records to ascertain the records that can be destroyed and those that must be retained.

Laura Parker motioned to adjourn at 8:45 pm. Tim Russell seconded the motion. Unanimous.

**NOTICES:**

SHS Presentation on Sidney Paupers:        Tues, April 12, 2016, 2pm, Grange Hall.



Selectmen present: Kelly Couture, Laura Parker, Tim Russell, Sandra Tibbetts, John Whitcomb  
Public present: Sherry Gilbert, Town of Oakland resident

Laura Parker motioned to open at 6:15 pm; John Whitcomb seconded the motion, Unanimous.

**Old Business:****Appointments –****2) Richard Jandreau, Fire Chief; Dan Courtemanch, Rescue Chief 7:00 pm**

- c) Discussed options for Quaker Hill Fire/Rescue/Highway radio repeater once WABI discontinues its land lease with Clarence White this summer. Selectmen will invite Peter Hussey to discuss the tower.
- d) Discussed status of station restrooms after they were professionally cleaned last winter. The bathrooms are continually cleaned by the members of the Fire Department.

**New Business:****Item of Discussion:****Resolution:**

John Whitcomb motioned to accept the warrant as presented and authorize the Treasurer to transfer the amount of money necessary to cover the warrant. Tim Russell seconded the motion. 4 for/1 abstain (KC)

1) John Whitcomb motioned to accept the Selectmen Meeting Minutes of March 21, 2016. Sandra Tibbetts seconded the motion. Unanimous.

John Whitcomb motioned to accept the Selectmen Meeting Minutes of March 28, 2016. Laura Parker seconded the motion. 3 for/2 abstain (KC,JW)

2) Review and approve purchase order requisitions: NONE

3) Reviewed Road Crew Planners for the week of March 27, 2016 and April 3, 2016.

4) Review Clerk's interoffice envelope:

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6) Discussed at 7:00 PM: Options for Quaker Hill Fire/Rescue/Highway radio repeater once WABI discontinues its land lease with Clarence White this summer. (See appointments)

7) Discussed Vaccination Policy clause draft for Personnel Policy. The Town has received clearance from MMA Legal and MMA Insurance to provide the policy for Town employees and volunteers.

*John Whitcomb motioned to institute a Vaccination Policy that at this time includes a Tetanus Shot option. Kelly Couture seconded the motion. Unanimous.*

8) Reviewed and signed letter to Greater Augusta Utility District. Selectmen are inquiring on the status of an agreement with the District from 1993.

9) Reviewed and signed congratulatory letter for Eagle Scout Devon Handley. He has recently received his Eagle Scout Award. Devon fabricated and arranged the installation of storage cabinets for the music department at Messalonskee High School.

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These amounts were contrived by taking the average of the 2.55% (2015 State COLA) and the 1.7% (2015 Federal COLA), dividing by two (1.06%) for the top evaluation scores and dividing that by two (.53%) for the remaining evaluation scores.

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*John Whitcomb motioned to appoint Chris Giroux for the positions of Fire and Rescue Administrative Assistant and Local Health Officer, effective April 4, 2006 through April 1, 2017. Laura Parker seconded the motion. Unanimous.*

- 13) Reviewed and signed completed Abatement Certification Letters addressing the Safety and Health Survey conducted by SafetyWorks! on August 6, 2015.

- 14) Reviewed and signed Journal Entry Request : Transfer Station Annual Reporting Fees to DEP were posted on the Plumbing Permit expense account in error.

- 15) Reviewed metal revenue from March 23, 2016 : 4.39 Ton, \$122.55.

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- 17) Reviewed MMA notice : Election Process Begins for MMA Executive Committee and Vice President.

- List of MMA Nominating Committee
- Notice & Timetable Seeking Nominations
- Statement of Interest for Service on Executive Committee; and
- Responsibilities of MMA Executive Committee

*Tim Russell motioned to nominate John Whitcomb as MMA Vice President. Laura Parker seconded the motion. Unanimous.*

John Whitcomb will complete the Statement of Interest Form, Service on the MMA Executive Committee. The deadline for receipt is 12:00 pm on Wednesday, May 4, 2016.

- 18) Reviewed *MaineDOT Delivers*, 2015 Year-End Report.

- 19) Per Kelly Couture : Discussed abandoned property on Drummond Road. Bank of America owns this property. Selectmen will discuss the property with the Local Health Officer to investigate health issues the neighborhood has with trash and debris.

- 20) Discussed interview process for Deputy Clerk, Treasurer, Tax Collector position.

- 21) Discussed RSU#18 budget status. The School Board will vote to adopt the 2016-17 budget at Messalonskee Middle School on Wednesday, April 6, 2016.

- 22) Discussed RFP for Server. Selectmen will obtain estimates for the Server that was approved for purchase at Town Meeting before purchasing.

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Laura Parker motioned to adjourn at 8:45 pm. Tim Russell seconded the motion. Unanimous.

**NOTICES:**

SHS Presentation on Sidney Paupers:        Tues, April 12, 2016, 2pm, Grange Hall.

Selectmen present: Kelly Couture, Laura Parker, Tim Russell, Sandra Tibbetts, John Whitcomb

Public present: Dan Courtemanch, Sidney Rescue Chief and Chris Giroux, Sidney Rescue Captain

John Whitcomb motioned to open at 6:18 pm; Tim Russell seconded the motion, Unanimous.

**Old Business:**

From 04/04/2016 : John Whitcomb's nomination to the MMA Vice President position requires 12 consecutive months of service to the MMA Executive Committee during the past five years. *John will not pursue the nomination at this time.*

**Appointments –****3) Peter Hussey****6:30 pm**

- e) Discussed options for Quaker Hill Fire/Rescue/Highway radio repeater once WABI discontinues its land lease with Clarence White this summer. Peter will contact WABI to see if they are positively pulling out of the site this summer.
- f) Peter suggested the Selectboard test the Route 27 tower site for coverage.
- g) Peter estimated an expense of \$4,000 to move our repeater and to upgrade and purchase a new antennae and cable.

**New Business:****Item of Discussion:****Resolution:**

John Whitcomb motioned to accept the warrant as presented and authorize the Treasurer to transfer the amount of money necessary to cover the warrant. Laura Parker seconded the motion. Unanimous.

1) John Whitcomb motioned to accept the Selectmen Meeting Minutes of April 4, 2016. Kelly Couture seconded the motion. Unanimous.

2) Review and approve purchase order requisitions: NONE

3) Reviewed Road Crew Planner.

- a) Selectmen agreed to obtain estimates on the wash-outs at the SAA ballfields.
- b) Selectmen agree to have Brian Quirion retrieve the trash around the perimeter of the Transfer Station.

4) Reviewed Clerk's interoffice envelope:

- a) Reviewed and signed A/P Warrant for 04/04/16.
- b) Reviewed and signed Payroll Warrant for 04/04/16.
- c) Reviewed journal entries.

5) Reviewed and signed Maine Department of Transportation Agreement for a construction over limit permit to be issued to the Contractor for the upcoming paving project allowing the Contractor to use overweight equipment and loads on municipal ways.

6) Reviewed and signed Somerset County Communication Center 2016-2018 PSAP contract.

07/01/16 – 06/30/17, \$2.10/capita = \$8,836.80

07/01/17-06/30/18, \$2.20/capita = \$9,257.60

(2015 contract \$8,836.80)

7) Reviewed RSU#18 notice regarding the RSU 18 referendum. There will be two separate warrants, one for the Revolving Renovation Fund bonding and second for the budget validation referendum. The referendum vote will be held Tuesday, May 24, 2016.

Selectboard reviewed and signed RSU 18 Referendum Warrants.

8) Reviewed and signed Certificates of Appointment for Peter Schutte as a KRDA General Assembly Member and Douglas Eugley as a KRDA General Assembly Alternate Member, both terms effective 04/11/2016-04/01/2019.

*John Whitcomb motioned to Peter Schutte as a KRDA General Assembly Member and Douglas Eugley as a KRDA General Assembly Alternate Member, both terms effective 04/11/16-04/01/19. Laura Parker seconded the motion. Unanimous.*

9) Reviewed and signed Certificates of Appointment for the Sidney Agricultural Committee, terms effective 04/11/2016-04/01/2019. Nominations for appointment are: Tyler McQuillan, Glenn Nickerson, John Philbrick, Dale Cole, Nathan Philbrick, Jeff Bragg, Bob Campbell, Alan Tibbetts, and two Selectmen.

*John Whitcomb motioned to appoint Tyler McQuillan, Glenn Nickerson, John Philbrick, Dale Cole, Nathan Philbrick, Jeff Bragg, Bob Campbell, Alan Tibbetts, Laura Parker, and Tim Russell to the Sidney Agricultural Committee, terms effective 04/11/2016-04/01/2019. Sandra Tibbetts seconded the motion. Unanimous.*

10) Discussed: Boy Scout Aaron Young is asking the town for a donated demolition permit to remove and dispose the back stop from the Bean School ball field (\$45). This is his project to earn his Eagle Scout Award.

*Sandra Tibbetts motioned to provide a demolition permit to dispose of the back stop at the JH Bean School ball field upon the approval from the Principal, Nancy Reynolds. John Whitcomb seconded the motion. Unanimous.*

11) Reviewed applications and resumes received so far for the Deputy Clerk, Treasurer, Tax Collector position.

12) Reviewed *KVCAP Connector*, Spring 2016.

13) Reviewed *In Touch* monthly newsletter, April 2016.

14) Reviewed notice from SHS re: Sidney Pauper presentation scheduled for Tuesday, April 12, 2016 at 2pm.

15) Reviewed RSU 18 Tax Assessments reflecting the 2016-2017 budget proposal and percentage shifting to each town should Belgrade and/or Rome withdraw from the RSU.

16) Reviewed Fire Department report for March 2016.

17) Reviewed request from Fire Chief Jandreau to provide gravel to the City of Waterville as they build a new water hydrant on the West River Road. The City of Waterville will allow the Town of Sidney to use the hydrant in exchange for two loads of gravel to the new hydrant location. The gravel will be used for a dirt pad parking area as the trucks fill with water. The hydrant will be maintained by the City of Waterville and no cost to Sidney. The Chief Jandreau feels that this hydrant will be a great asset to Sidney especially during winter months should a structure fire occur.

Selectboard approved the purchase and delivery of two loads of gravel to the Waterville hydrant location.

18) Reviewed and initialed changes to real estate property cards upon approval of the Selectboard.

19) *John Whitcomb motioned to appoint Andy McMullen as Alternate Animal Control Officer at \$12.00 per hour, \$50.00 for the training course, and the tools/equipment needed for the job. Kelly Couture seconded the motion. Unanimous.*

*John Whitcomb motioned to go into Executive Session pursuant to 1 M.R.S.A. § 405(6)(A) at 8:04 pm to discuss personnel issues. Laura Parker seconded the motion. Unanimous.*

Selectboard present during this session.

*John Whitcomb motioned to come out of Executive Session at 8:35 pm. Laura Parker seconded the motion. Unanimous.*

John Whitcomb motioned to adjourn at 8:45 pm. Laura Parker seconded the motion. Unanimous.

**NOTICES:** SHS Presentation on Sidney Paupers, Tues, April 12, 2016, 2pm, Grange Hall.

**The Board of Selectmen did not hold a  
meeting on  
Tuesday, April 19, 2016**

**NO MINUTES**

Selectmen present: Kelly Couture, Laura Parker, Tim Russell, Sandra Tibbetts, John Whitcomb

Laura Parker motioned to open at 6:07 pm; John Whitcomb seconded the motion, Unanimous.

**Old Business:**

- a) Septic holding tank at Transfer Station. The Greater Augusta Utility District no longer receives trucked-in septage. The City of Waterville allows trucked-in septage from haulers with a license. The Town would hire a hauler if necessary. The holding tank at the Transfer Station will be removed as it is in poor condition and not currently licensed by the State.

**Appointments –****4) Matt Tarasavich, Bernstein Shur****6:30 pm**

- h) Reviewed draft Rules of Order and Procedure for Municipal Officers.

*John Whitcomb motioned to go into Executive Session pursuant to 1 M.R.S.A. § 405 (6)(E) to consult with legal counsel. Laura Parker seconded the motion. Unanimous.*

*Matt Tarasavich and Sheila Thorne present during this session.*

*John Whitcomb motioned to come out of Executive Session at 7:33 pm. Tim Russell seconded the motion. Unanimous.*

**5) Winnie Robbins and Shawna Foye****8:00 pm**

- a) Discussed Deputy and Assistant Clerk, Treasurer, Tax Collector positions.
- Selectboard offered full time Deputy Clerk job position to Winnie Robbins. (Terms of employment: start date June 30, 2015, full time employee benefits effective immediately, three weeks paid vacation as a carry forward from previous employment with the Town, starting pay will be \$13.75 per hour with potential for a \$.25 raise after a 90-day evaluation). Winnie accepted the position under the current terms.
  - Selectboard offered part time Assistant Clerk job position to Charlene Houle. (Terms of employment: permanent part – time with 24 hours per week, full-time coverage for vacation and sick time, benefits to begin after passing a 90-day probationary period evaluation, starting pay will be \$12.00 per hour with a potential for a \$.25 raise after a 90-day evaluation. Office will call Charlene to offer the position on Tuesday, April 26, 2016.

**New Business:****Item of Discussion:****Resolution:**

John Whitcomb motioned to accept the warrant and make motion to accept the warrant as amended and authorize the Treasurer to transfer the amount of money necessary to cover the warrant. Tim Russell seconded the motion. Unanimous.

- 1) John Whitcomb motioned to accept the Selectmen Meeting Minutes of April 11, 2016. Laura Parker seconded the motion. Unanimous.
- 2) Reviewed and approved purchase order requisitions: 1/Mulch for Office; 1/Carpet cleaning
- 3) Reviewed Road Crew Planner.
  - Selectboard approved the purchase of a new equipment trailer for the Sexton (Tractor Supply, \$999).
  - Selectboard would like to inspect the ballfield wash out before repairs are arranged.
- 4) Reviewed Clerk's interoffice envelope:
  - a) Reviewed and signed A/P Warrant for 04/11/16 & 04/19/16.
  - b) Reviewed and signed Payroll Warrant for 04/11/16 & 04/19/16.
  - c) Reviewed journal entries.
- 5) Reviewed and signed Certificates of Appointment for Laura Parker and Tim Russell to the Sidney Agricultural Committee, terms 04/11/16 – 04/01/19. Laura and Tim were nominated on 04/11/16.
- 6) Reviewed and initialed changes to real estate property cards upon approval of the Selectboard.

- 7) Reviewed and discussed Server replacement estimates. – *Tabled for further research.*
- 8) Reviewed and signed Maine Revenue Services Ratio Declaration & Reimbursement Application.
- 9) Reviewed Veteran Memorial Committee correspondences:
- a) DIG SAFE authorization for the new memorial placement.
  - b) Veteran Memorial stone design.
- 10) Discussed Alternate ACO position. *John Whitcomb will call Andrew McMullen on Tuesday, April 26, 2016 to discuss and clarify details of the position.*
- 11) The Board has received very sad news regarding Eunice Spooner, RSU#18 School Board Director. She passed on Sunday, April 17, 2016. The Selectboard, Town employees/volunteers, and community send our deepest condolences to the Spooner family.
- The Board of Selectmen will advertise the RSU#18 School Board Director vacancy and ask interested candidates to submit Letters of Intent and Resumes to the Selectboard until 4:30 pm on Friday, May 6, 2016. The Board will review submittals on Monday, May 9, 2016 during its regular meeting. Kelly Couture will be absent during this evening and has asked the Board to postpone a decision until she is able to review the candidates and vote with the Board. The advertisement will be listed on the Town of Sidney's website: [www.sidneymaine.org](http://www.sidneymaine.org).*
- 12) Reviewed Pond Road Fire Station semi-annual sprinkler report of inspection. The pump has been replaced and the sprinkler is in working order.
- 13) Reviewed Maine Municipal Association loss control visit from March 23, 2016. The Town Office received an Action Plan to replace the small step at the South exit door of the Town Office (in the Selectman meeting room). The step has been built and replaced (based on the Action Plan recommendation) on April 19, 2016.
- 14) Reviewed and approved vacation request for Winnie Robbins, May 30 – June 3, 2016. The Selectboard approved this as a paid vacation.
- 15) Discussed Quaker Hill tower potential arrangement with Hussey Communications.
- Hussey will lease the land from Mr. White
  - Mr. White is requesting \$250 per month rent from the Town (\$3,000 per year)
  - Hussey will eliminate the Town's electrical requirement and hook up a generator for back-up power
- The Selectmen will entertain Hussey's proposal and will ask for a fee review should Hussey obtain additional leases on the tower.*

RSU#18 Budget presentation to the Town of Sidney will be held on Tuesday, April 26, 2016 at the JH Bean, 6:00 pm.

John Whitcomb motioned to adjourn 8:45 pm . Kelly Couture seconded the motion. Unanimous.



Selectmen present: Kelly Couture, Laura Parker (left at 7:26 pm), Tim Russell, Sandra Tibbetts, John Whitcomb (arrived 6:34 pm)

Kelly Couture motioned to open at 6:30 pm; Tim Russell seconded the motion, 4 for/1 absent (JW)

**Old Business:****Appointments –****1) Chad Haskell, Sidney Athletic Association President 6:30 pm**

Discussed proposal to lease the snack shack at the ballfield to a person or a company for the summer. This person or company would run the snack shack for Sidney games and tournaments held at the ballfield. Selectboard agreed that this may be a possibility with the understanding that the person/company would be required to hold a Certificate of Insurance naming the Town of Sidney “additionally insured”. The person/company would also need to comply with State of Maine health certificate requirements.

**2) Open Road Grading Bids 7:00 pm**

*John Whitcomb motioned to open road grading bids at 7:00 pm. Kelly Couture seconded the motion. Unanimous.*

Selectboard received one bid from Manter Construction of Maine, Inc. at \$95 per hour with the all-wheel drive John Deere 672A Grader.

*John Whitcomb motioned to award the road grading bid to Manter Construction of Maine, Inc. at \$95 per mile contingent on a discussion with Leon Burgess’, Road Foreman, to discuss the Blake and Philbrick Roads (place crushed stone) and Junction Road (Interstate interchange will be built this summer). Tim Russell seconded the motion. Unanimous.*

**New Business:****Item of Discussion:****Resolution:**

John Whitcomb motioned to accept the warrant as presented and authorize the Treasurer to transfer the amount of money necessary to cover the warrant. Tim Russell seconded the motion. 4 for/1 absent (LP).

- 1) John Whitcomb motioned to accept the Selectmen Meeting Minutes of April 25, 2016. Laura Parker seconded the motion. Unanimous.
- 2) Reviewed and approved purchase order requisitions: 1/Replace Clerk’s Office carpet; 1/Sibley Cemetery tree removal
- 3) Reviewed Road Crew Planner.
- 4) Reviewed Clerk’s interoffice envelope:
  - a) Reviewed and signed A/P Warrant for 04/25/16.
  - b) Reviewed and signed Payroll Warrant for 04/25/16.
  - c) Reviewed journal entries.
- 5) Reviewed Maine Power Options fuel update. MPO is anticipating securing heating fuel and propane contracts for 2017 prior to June 30, 2016.
- 6) Reviewed and initialed changes to real estate property cards upon approval of the Selectboard : Farmland and Tree Growth Accounts. Selectboard may want to determine if they would like to send a notice to those in Tree Growth and Farmland (with Tree Growth acreage). This notice would alert the property owners of the \$113 per acre increase to mixed wood values for this upcoming tax season.

7) Discussed and approved a revision to the *Transfer/Recycling Facility Ordinance*:

- Page 79, C. “The dumping of Unauthorized Refuse at the Transfer/Recycling Facility, ~~except for the temporary storage of septage within the Septage Storage Tank~~, shall be subject to a fine of between \$300.00 and \$2,000.00 for the first offense, and by a fine between \$750.00 and \$5,000.00 for the second offense.”

The temporary septage storage tank has been removed. Arrangements for septage storage will be made accordingly. Office will forward the Ordinance revision to the Planning Board.

8) Reviewed and signed journal entry request (heating fuel at Town Office charged to incorrect account).

9) Reviewed Maine Dept of Agriculture, Conservation & Forestry, Bureau of Parks & Lands. The Department is asking the Town to complete a short questionnaire on interest for a competitive grant program to support public access improvements on Great Ponds. The program would provide up to \$15,000 per municipality and would require a 25 percent local match. – *Not applicable to the Town.*

10) Discussed Alternate ACO pay rate. John Whitcomb will call Andy McMullen and offer \$13.00 per hour.

11) Discussed interim RSU#18 School Board Director position. Letters of Intent and Resumes due by 4:30 pm on Friday, May 6, 2016. The Selectboard will review on Monday, May 9, 2016 during the regularly scheduled meeting.

12) Reviewed complaint from West River Road property owner regarding the temporary bee storage area on the Town property beside the Clark-Goff Cemetery. Office will contact the bee owners and request the bees to be removed from the site as soon as they are delivered.

13) Reviewed and approved Sidney Highway request to attend Maine Chapter – APWA Twenty-Fifth Annual Highway Congress on Thursday, June 2, 2016, 7:00 am – 3:00 pm, Skowhegan Fairgrounds.

14) Reviewed Spirit of America Update:

- The Spirit of America Foundation Tribute notification expires on June 30, 2016. The municipality’s recipient(s) must be entered on the website by that date.

15) Reviewed Safety Works request for review this fall for the Fire Dept, Public Works, and Transfer Station.

16) Discussed fire at 20 Philbrick Road that occurred this weekend. Neighbors have been complaining that the property owner has been burning trash for years. The Code Enforcement Officer, Local Health Officer, and Fire Chief will investigate and send the necessary notifications.

17) Reviewed CMP pole permit placement notification on the Pond Road.

18) Discussed RSU#18 2017 budget. Budget, as present at Sidney Public Hearing on April 26, 2016, will increase 0.65% FY 16-17.

John Whitcomb motioned to adjourn at 8:12 pm. Tim Russell seconded the motion. 4 for/1 absent (LP)

Selectmen present: Kelly Couture, Laura Parker (left at 7:26 pm), Tim Russell, Sandra Tibbetts, John Whitcomb (arrived 6:34 pm)

Kelly Couture motioned to open at 6:30 pm; Tim Russell seconded the motion, 4 for/1 absent (JW)

**Old Business:****Appointments –****1) Chad Haskell, Sidney Athletic Association President 6:30 pm**

Discussed proposal to lease the snack shack at the ballfield to a person or a company for the summer. This person or company would run the snack shack for Sidney games and tournaments held at the ballfield. Selectboard agreed that this may be a possibility with the understanding that the person/company would be required to hold a Certificate of Insurance naming the Town of Sidney “additionally insured”. The person/company would also need to comply with State of Maine health certificate requirements.

**2) Open Road Grading Bids 7:00 pm**

*John Whitcomb motioned to open road grading bids at 7:00 pm. Kelly Couture seconded the motion. Unanimous.*

Selectboard received one bid from Manter Construction of Maine, Inc. at \$95 per hour with the all-wheel drive John Deere 672A Grader.

*John Whitcomb motioned to award the road grading bid to Manter Construction of Maine, Inc. at \$95 per mile contingent on a discussion with Leon Burgess’, Road Foreman, to discuss the Blake and Philbrick Roads (place crushed stone) and Junction Road (Interstate interchange will be built this summer). Tim Russell seconded the motion. Unanimous.*

**New Business:****Item of Discussion:****Resolution:**

John Whitcomb motioned to accept the warrant as presented and authorize the Treasurer to transfer the amount of money necessary to cover the warrant. Tim Russell seconded the motion. 4 for/1 absent (LP).

- 1) John Whitcomb motioned to accept the Selectmen Meeting Minutes of April 25, 2016. Laura Parker seconded the motion. Unanimous.
- 2) Reviewed and approved purchase order requisitions: 1/Replace Clerk’s Office carpet; 1/Sibley Cemetery tree removal
- 3) Reviewed Road Crew Planner.
- 4) Reviewed Clerk’s interoffice envelope:
  - a) Reviewed and signed A/P Warrant for 04/25/16.
  - b) Reviewed and signed Payroll Warrant for 04/25/16.
  - c) Reviewed journal entries.
- 5) Reviewed Maine Power Options fuel update. MPO is anticipating securing heating fuel and propane contracts for 2017 prior to June 30, 2016.
- 6) Reviewed and initialed changes to real estate property cards upon approval of the Selectboard : Farmland and Tree Growth Accounts. Selectboard may want to determine if they would like to send a notice to those in Tree Growth and Farmland (with Tree Growth acreage). This notice would alert the property owners of the \$113 per acre increase to mixed wood values for this upcoming tax season.

7) Discussed and approved a revision to the *Transfer/Recycling Facility Ordinance*:

- Page 79, C. “The dumping of Unauthorized Refuse at the Transfer/Recycling Facility, ~~except for the temporary storage of septage within the Septage Storage Tank~~, shall be subject to a fine of between \$300.00 and \$2,000.00 for the first offense, and by a fine between \$750.00 and \$5,000.00 for the second offense.”

The temporary septage storage tank has been removed. Arrangements for septage storage will be made accordingly. Office will forward the Ordinance revision to the Planning Board.

8) Reviewed and signed journal entry request (heating fuel at Town Office charged to incorrect account).

9) Reviewed Maine Dept of Agriculture, Conservation & Forestry, Bureau of Parks & Lands. The Department is asking the Town to complete a short questionnaire on interest for a competitive grant program to support public access improvements on Great Ponds. The program would provide up to \$15,000 per municipality and would require a 25 percent local match. – *Not applicable to the Town.*

10) Discussed Alternate ACO pay rate. John Whitcomb will call Andy McMullen and offer \$13.00 per hour.

11) Discussed interim RSU#18 School Board Director position. Letters of Intent and Resumes due by 4:30 pm on Friday, May 6, 2016. The Selectboard will review on Monday, May 9, 2016 during the regularly scheduled meeting.

12) Reviewed complaint from West River Road property owner regarding the temporary bee storage area on the Town property beside the Clark-Goff Cemetery. Office will contact the bee owners and request the bees to be removed from the site as soon as they are delivered.

13) Reviewed and approved Sidney Highway request to attend Maine Chapter – APWA Twenty-Fifth Annual Highway Congress on Thursday, June 2, 2016, 7:00 am – 3:00 pm, Skowhegan Fairgrounds.

14) Reviewed Spirit of America Update:

- The Spirit of America Foundation Tribute notification expires on June 30, 2016. The municipality’s recipient(s) must be entered on the website by that date.

15) Reviewed Safety Works request for review this fall for the Fire Dept, Public Works, and Transfer Station.

16) Discussed fire at 20 Philbrick Road that occurred this weekend. Neighbors have been complaining that the property owner has been burning trash for years. The Code Enforcement Officer, Local Health Officer, and Fire Chief will investigate and send the necessary notifications.

17) Reviewed CMP pole permit placement notification on the Pond Road.

18) Discussed RSU#18 2017 budget. Budget, as present at Sidney Public Hearing on April 26, 2016, will increase 0.65% FY 16-17.

John Whitcomb motioned to adjourn at 8:12 pm. Tim Russell seconded the motion. 4 for/1 absent (LP)

Selectmen present: Laura Parker, Tim Russell, John Whitcomb

Selectmen absent: Kelly Couture, Sandra Tibbetts

Public present: Becky Philbrick, Rachel Pushard – observed meeting for Civic Class

Laura Parker motioned to open at 6:47 pm; Tim Russell seconded the motion, 3 for/2 absent (KC,ST)

**Old Business:**

- A. Update : Discussed complaint from West River Road property owner regarding the temporary bee hive transfer area on the Town property beside the Clark-Goff Cemetery. The beekeeper will not be using the former sand/salt storage property to transfer his bee hives due to the complaints he has received from a neighboring property owner.
- B. Reviewed NOTICE sent to Tree Growth and Farmland Program property owners indicating the 2016 valuation schedule.

**Appointments – NONE****New Business:****Item of Discussion:****Resolution:**

John Whitcomb motioned to accept the warrant as presented and authorize the Treasurer to transfer the amount of money necessary to cover the warrant. Laura Parker seconded the motion. 3 for/2 absent (KC,ST)

- 1) Reviewed Selectmen Meeting Minutes of May 2, 2016. – *Hold for adequate voting quorum.*
- 2) Review and approve purchase order requisitions: NONE
- 3) Reviewed Road Crew Planner.  
- Will install screen door for Transfer Station.
- 4) Reviewed Clerk's interoffice envelope:
  - a) Reviewed and signed A/P Warrant for 04/25/16 & 05/02/16.
  - b) Reviewed and signed Payroll Warrant for 04/25/16 & 05/02/16.
  - c) Reviewed journal entries.
- 5) Reviewed Letters of Intent and Resumes submitted for the interim RSU#18 School Board Director position. – *Hold for absent Board members to review. Selectboard will invite candidates to the next Board meeting on Monday, May 16, 2016 for introductions. This is not a requirement of the nomination process.*  
The candidates are: John DeWitt and Karen Hatch Gagne
- 6) Reviewed and initialed changes to real estate property cards upon approval of the Selectboard.
- 7) Review and discuss revisions to the DRAFT *Rules of Order and Procedure for Sidney Board of Municipal Officers.* – *Hold for full Board to review and revise.*
- 8) Reviewed and approved vacation requests for Shawna Foye; July 11-July 15, 2016 and August 22-August 26, 2016.
- 9) Reviewed and signed *Warrant and Notice of Election Calling Regional School Unit No. 18 Budget Validation Referendum* (Referendum Voting Tuesday, May 24, 2016). *Office will ask Kelly Couture and Sandra Tibbetts to sign the Warrants.*
- 10) Reviewed and approved new server quote (Dell Poweredge R330 server, et al \$4,665.00).
- 11) Reviewed Maine Municipal Association memo : Nominations to MMA's Legislative Policy Committee. – *Hold for absent Board members to review.*
- 12) Reviewed State of Maine DEP, Solid Waste Facility Site Assessment checklist conducted on May 6, 2016. *Office will call DEP representative for clarification on report.*

13) Reviewed Kennebec County Commissioners Office FY 2017 Proposed County Budget and public hearing notice.

FY16: \$359,496.67; FY17: \$369,227.46

Public Hearing: 05/18/16, WTVL City Hall, 6:30 pm                      05/25/16, Hill House Conference Room – Augusta, 5:00pm

14) Reviewed Maine Center for Disease Control and Prevention survey information regarding tobacco-related municipal policies and ordinances, municipal policies and environments that increase opportunities for healthy living, and municipalities as worksites. *Office participated in the phone survey on Thursday, May 5, 2016.*

15) Reviewed ICMA VantageTrust 2015 Annual Report (employee retirement program).

16) Discussed recent wash-out at ballfield. Board will discuss repair options with Leon Burgess, Road Foreman.

17) Reviewed Mid-Maine Chamber of Commerce *In Touch* monthly newsletter, May 2016.

**NOTICES:** Sidney Historical Society Quarterly Business Meeting, Tues May 10, 2016, 2pm, Grange

John Whitcomb motioned to adjourn at 7:38 pm. Laura Parker seconded the motion.

3 for/2 absent (KC,ST)

Selectmen present: Kelly Couture, Laura Parker, Tim Russell, Sandra Tibbetts, John Whitcomb

Public present: Caitlyn Andrews, observing for a MHS Civic Class project

John Whitcomb motioned to open at 6:35 pm; Tim Russell seconded the motion, Unanimous.

**Old Business:**

- C. Discussed revisions to the DRAFT *Rules of Order and Procedure for Sidney Board of Municipal Officers*. Board will continue to review the DRAFT and will follow the outline of the Policy until adopted.

**Appointments –****1) Meet and Greet w/ Interim RSU#18 School Board Director Candidates 7:00 PM**

John DeWitt

Karen Hatch Gagne

*Tim Russell motioned to appoint Karen Hatch Gagne as Sidney's RSU#18 School Board Director, term through 2017 Town Meeting Election. John Whitcomb seconded the motion. Unanimous.*

**2) Dave Holinger, Snow Pond Arts Academy 7:30 PM**

Updated Selectmen on events at the new Snow Pond Arts Academy Charter School.

- The Charter School is accepting applications for Freshman & Sophomore students.
- The Charter School will host an Open House on May 18, 2016, 10am - 6pm.

**New Business:****Item of Discussion:****Resolution:**

John Whitcomb motioned to accept the warrant as presented and authorize the Treasurer to transfer the amount of money necessary to cover the warrant. Tim Russell seconded the motion. Unanimous.

1) John Whitcomb motioned to accept the Selectmen Meeting Minutes of May 2, 2016. Sandra Tibbetts seconded the motion. 4 for/1 abstain (LP)

John Whitcomb motioned to accept the Selectmen Meeting Minutes of May 9, 2016. Laura Parker seconded the motion. 3 for/2 abstain (KC,ST)

2) Reviewed and approved purchase order requisitions: 1/Cemetery (Cable 2 cedar trees: Reynolds Hill Rd & Pond Rd)

3) Reviewed Road Crew Planner.

4) Reviewed Clerk's interoffice envelope:

- a) Reviewed and signed A/P Warrant for 05/09/16.
- b) Reviewed and signed Payroll Warrant for 05/09/16.
- c) Reviewed journal entries.

5) Reviewed and initialed changes to real estate property cards upon approval of the Selectboard.

6) Discussed RSU#18 District Budget Meeting held on Thurs, May 12, 2016.

- Review Maine Department of Education Datawarehouse information.
- Sidney will see a 3.9% increase.

7) Reviewed Maine Municipal Association memo : Nominations to MMA's Legislative Policy Committee. – *No action.*

8) Discussed request from Mike Lewis, Custodian at the JH Bean School, for the Highway Department to deliver two loads of ballfield dust from Pike to the school. The school was donated the dust but require delivery of the material. *The Selectboard approved the Sidney Highway Department to deliver the material from Pike Industries to the JH Bean School.*

9) Reviewed and approved Vacation Requests for Brian Quirion: June 12 & June 19, 2016.

10) Reviewed proposed slate for MMA Vice President and Executive Committee Members.

11) Discussed Trafton Road interchange and information provided by John Melrose regarding status. The Town should grade the Junction Road as usual. John Melrose and Maine DOT will discuss the impact of the heavy traffic on the Junction Road that may occur during the Trafton Road interchange construction this summer. The Board will schedule John Melrose for a meeting in the near future.

12) Discussed and agreed to add Rabies Vaccination to the Town's Vaccination Policy (Personnel Policy page 21) for employee's with jobs that put them at risk of exposure, example: Animal Control Officer.

**NOTICES:**

RSU#18 Budget Referendum Vote for Sidney residents will be held at the Sidney Town Office from 8:00 am – 8:00 pm on Tuesday, May 24, 2016.

The Sidney Town Office will be CLOSED on Monday, May 30, 2016 in observance of Memorial Day. The Selectboard will meet on Tuesday, May 31, 2016 at 6:30 pm to the end of business. The Code Enforcement Officer will be in his office on Tuesday, May 31, 2016 from 6:00 pm to 9:00 pm.

John Whitcomb motioned to go into Executive Session pursuant to 1 M.R.S.A. § 405(6)(E) for consultations with legal counsel at 8:33 pm. Tim Russell seconded the motion. Unanimous.

Selectboard and Sheila Thorne present.

John Whitcomb motioned to come out of Executive Session at 8:44 pm. Laura Parker seconded the motion. Unanimous.

John Whitcomb motioned to adjourn at 8:46 pm. Laura Parker seconded the motion. Unanimous.



Selectmen present: Laura Parker (arrived at 6:38 pm), Tim Russell, Sandra Tibbetts, John Whitcomb

Selectmen absent: Kelly Couture

John Whitcomb motioned to open at 6:30 pm; Sandra Tibbetts seconded the motion, 3 for/2 absent (KC,LP)

**Old Business:**

- D. Discussed revisions to the DRAFT *Rules of Order and Procedure for Sidney Board of Municipal Officers*.
- E. Reviewed State of Maine DEP Solid Waste Facility Site Assessment Checklist. Office spoke with inspector. Inspector checked of YES on "Substantive Compliance Issues that Require a Full Inspection". He mistakenly checked off YES, the answer should have been NO.

**Appointments –****1) Open Truck Bids****7:00 pm**

*Public present during bid opening:* Jason Curtis, HP Fairfield; Mike Cloutier, Morrison & Sylvester; Dave Kingsbury, Viking Cives of Maine; Skip Skehan, Freightliner & Western Star of Maine

*John Whitcomb motioned to open the truck bids at 7:00 pm. Laura Parker seconded the motion. 4 for/1 absent (KC)*

A total of four vendors submitted truck with plow accessory bids. The vendors were as follows: Daigle & Houghton, Freightliner & Western Star of Maine, Inc., Morrison & Sylvester, Inc., and O'Connor Motor Co.

A total of two plow accessory bids were received by the following vendors: HP Fairfield and Viking Cives (USA).

\* Please see attachment for a summary of the bids submitted.

*John Whitcomb motioned to close the truck bids at 7:23 pm. Laura Parker seconded the motion. 4 for/1 absent (KC)*

Selectboard and Leon Burgess, Road Foreman, will thoroughly review the bids submitted. A bid was not awarded during this meeting.

**New Business:****Item of Discussion:****Resolution:**

John Whitcomb motioned to accept the warrant as presented and authorize the Treasurer to transfer the amount of money necessary to cover the warrant. Laura Parker seconded the motion. 4 for/1 absent (KC)

- 1) John Whitcomb motioned to accept the Selectmen Meeting Minutes of May 16, 2016. Tim Russell seconded the motion. 3 for/2 absent (KC,LP)
- 2) Review and approve purchase order requisitions: NONE
- 3) Review Road Crew Planner. - NONE
- 4) Reviewed Clerk's interoffice envelope:
  - a) Reviewed and signed A/P Warrant for 05/16/16.
  - b) Reviewed and signed Payroll Warrant for 05/16/16.
  - c) Reviewed journal entries.
- 5) Reviewed and initialed changes to real estate property cards upon approval of the Selectboard.
- 6) Discussed road grading for summer 2016. Highway Department will contact grade bid winner, Manter Construction of Maine, LLC to begin road grading on the Town's gravel roads except for Junction Road. The City of Waterville recently graded the Junction Road from Waterville through Sidney.
- 7) Reviewed response from John Melrose regarding Trafton Road interchange project. John suggests for the Town to proceed with their regular road grading maintenance on the Junction Road. The interchange construction is estimated to begin in July of this year with final paving and opening in spring of 2017.

8) Discussed tax acquired property bids for 2016.

*Laura Parker motioned to advertise tax acquired properties on Map 27 Lot 12 (Bartlett Road); Map 60 Lot 10 (326 Pond Road); Map 66 Lot 8 (No Road Frontage, Abuts I-95) to be posted on three consecutive weeks (July 30, August 4 & 7), to be due by 4:30 pm on August 22, 2016 and opened at 7:00 pm that same evening during the Selectboard Meeting, minimums consisting of accrued taxes will be set, courtesy notices will be sent to abutters of the properties, and bid RFPs will be drafted according to the Town's Policy for Tax Acquired Property. Tim Russell seconded the motion. 4 for/1 absent (KC)*

9) Reviewed Maine Center for Disease Control and Prevention Public Health Advisories.

- Viral Hepatitis Awareness Month : Information for Clinicians
- 2016 Lyme and Other Tick borne Disease Information
- Maine ZIKA Report, May 13, 2016
- Maine Influenza Surveillance Report, May 10, 2016

10) Reviewed 2016 Spirit of America Foundation Award candidate nomination submitted by Roberta Drummond.

*John Whitcomb motioned to accept Roberta Drummond's candidate nomination for the 2016 Spirit of America Foundation Tribute Award. The Award candidate will be announced at the Memorial Day Parade and Celebration on Monday, May 30, 2016. Laura Parker seconded the motion. 4 for/1 absent (KC)*

11) Reviewed Fire Department monthly report for April 2016.

12) Reviewed Vacation Request for Victor Grivois, June 4 & 5, 2016. Victor did not provide his coverage plans on the vacation request form. The Selectmen will approve once the coverage information is provided.

13) Selectboard discussed and agreed to reorganize the property tax category and structure on the tax bills to properly reflect the percentage of allocation to each category.

14) Discussed: John Whitcomb questioned the candidate signs along the Transfer Station road (Public Works Center). It has been past practice to not allow candidates to post the signs up and down the Town's private road. The candidate signs will be relocated to the entrance of the roadway in the State's right of way with the other signs.

**NOTICES:**

RSU#18 Budget Referendum Vote for Sidney residents will be held at the Sidney Town Office from 8:00 am – 8:00 pm on Tuesday, May 24, 2016.

The Memorial Day Parade and Dedication will be held on May 30, 2016 at the Sidney Town Office beginning at 10:00 am.

The Sidney Town Office will be CLOSED on Monday, May 30, 2016 in observance of Memorial Day. The Selectboard will meet on Tuesday, May 31, 2016 at 6:30 pm to the end of business. The Code Enforcement Officer will be in his office on Tuesday, May 31, 2016 from 6:00 pm to 9:00 pm.

Boy Scout Troop #401 will hold a Flag Retirement Ceremony on Tuesday, June 14, 2016 at the Town Office beginning at 6:00 pm.

John Whitcomb motioned to adjourn at 7:41 pm. Laura Parker seconded the motion.  
4 for/1 absent (KC)

**The Board of Selectmen did not hold a  
meeting on  
Tuesday, May 31, 2016**

**NO MINUTES**

Selectmen present: Kelly Couture, Laura Parker (arrived 6:35 pm ), Tim Russell, Sandra Tibbetts, John Whitcomb  
Public present: Dan Matchett and Jason Curtis from HP Fairfield; Skip Skehan from Freightliner of Maine

John Whitcomb motioned to open at 6:25 pm; Tim Russell seconded the motion, 4 for/1 absent (LP)

**Old Business:**

F. Discussed revisions to the DRAFT *Rules of Order and Procedure for Sidney Board of Municipal Officers*.

**Appointments –**

- 1) Leon Burgess, Sidney Road Foreman 6:30 PM**
- a. Discussed 2016 road paving plans. Sidney will bid out the following paving projects:
    - Tiffany Road (portion of)
    - Rolling Acres
    - Philbrick Road (by and including the first and second entrances of Howard Circle)
    - In front of the sand shed
  - b. Discussed plow truck bid options and purchase.
    - Leon would like more time to see the trucks and equipment in person. Freightliner will be delivering a fully equipped truck for the Highway Department to inspect. Leon hopes to have a decision by Monday, June 13, 2016.
  - c. Discussed speed limit request for Farm Brook Road. Submitted by Peter Beckerman. Sidney roads that are on subdivisions the speed limit is set at 25 mph. Selectmen will post the road at 25 mph.
  - d. Discussed road striping for 2016. The roads that will be striped this year are Drummond Road, Goodhue Road, Shepherd Road, Summerhaven Road, and the Town Office parking lot. Selectmen approve of the estimates from Lucas Striping LLC and will go ahead with the planned striping.
  - e. Discussed posting the Shepherd and Quaker Roads for heavy limits. The Selectboard agrees to post these roads for heavy load limits.

**New Business:****Item of Discussion:****Resolution:**

John Whitcomb motioned to accept the warrant as presented and authorize the Treasurer to transfer the amount of money necessary to cover the warrant. Tim Russell seconded the motion. Unanimous.

- 1) John Whitcomb motioned to accept the Selectmen Meeting Minutes of May 23, 2016. Sandra Tibbetts seconded the motion. 4 for/1 abstain (KC)
  - Selectboard did not meet on Tuesday, May 31, 2016 – no Minutes.
- 2) Review and approve purchase order requisitions: NONE
- 3) Reviewed Road Crew Planner.
  - Most recent ball field wash out was repaired on May 23, 2016.
  - Recycling bin was moved next to the MSW bin for traffic safety on June 1, 2016.
- 4) Reviewed Clerk's interoffice envelope:
  - a) Reviewed and signed A/P Warrant for 05/23/16 and 5/30/16.
  - b) Reviewed and signed Payroll Warrant for 05/23/16 and 5/30/16.
  - c) Reviewed journal entries.
- 5) Reviewed letter of appreciation from Dr. Nancy Reynolds, JH Bean School Principal, for allowing the Sidney Highway Department to deliver crushed stone from Pike Industries to the school grounds.
- 6) Re-reviewed Vacation Request for Victor Grivois, June 4 & 5, 2016. (Selectmen verifying coverage). – *Completed*.

- 7) Reviewed Natural Resources Protection, Freshwater Wetland Alteration, Stream Alteration, Water Quality Certification Findings of Fact and Order from Maine Department of Environmental Protection in the Matter of Maine Department of Transportation : Trafton Road Interchange.
- 8) Reviewed notice from Charter Communications. Charter Communications has completed a merger transaction with Time Warner Cable. The company will now be called Spectrum and will provide state-of-the-art digital network.
- 9) Reviewed Town of Sidney's audited financial statements for the year ended January 31, 2016, provided by RHR Smith & Company, Certified Public Accountants.
- 10) Reviewed Maine Revenue Services Preliminary 2017 State Valuation.
- 2015 \$366,300,000
  - 2016 \$370,950,000
  - 2017 \$378,250,000
- 11) Reviewed *Notes from the Grange*, May 2016 Volume 1 Issue 5.
- 12) Reviewed Fire and Rescue Administrative Assistant & Local Health Officer Duty Log for April & May 2016. Submitted by Rescue Captain Christopher Giroux.
- 13) Reviewed and signed letter of appreciation to Dale Tilton. He provided traffic control again this year during the Memorial Day Parade on Monday, May 30, 2016.
- 14) Reviewed an invitation from Sustain Mid Maine Coalition's Energy Team to a discussion regarding solar power. *The Future of Solar in Maine: A Conversation with Maine Leaders about Solar Policy and the State of Solar Energy*, Thursday, June 23, 2016, 6:30 pm – 8:00 pm at the Ostrove Auditorium of the Diamond Building, Colby College.
- 15) Reviewed the following notices from RSU 18:
- a) RSU 18 Reorganization Plan requires each member municipality to be represented at the cost sharing formula meeting(s). Two representatives are to be chosen at large by its municipal officers and one member of the regional school unit board representing each member community. – *Kelly Couture is interested in serving on this committee. Selectboard will ask John DeWitt if he may be interested on being a Sidney representative on this committee.*
  - b) Reviewed list of available RSU 18 surplus property. – *No Action.*
- 16) Reviewed *Maine Policy Review*, Winter/Spring 2016.
- 17) Reviewed Mid-Maine Chamber of Commerce *In Touch* monthly newsletter, June 2016.
- 18) Reviewed and completed MMA Tax Increment Financing Survey request.
- 19) Reviewed notice from Fire Chief Richard Jandreau regarding the 1990 Squad Truck. It will not receive a sticker due to rust. – *Hold for further discussion.*
- 20) Discussed process for nominating and awarding the Spirit of America Foundation Tribute awards. Office will contact the Foundation for criteria information.

**NOTICES:**

State Primary Vote for Sidney residents will be held at the Sidney Town Office from 8:00 am – 8:00 pm on Tuesday, June 14, 2016.

Kelly Couture and Laura Parker will be absent from the Selectboard Meeting scheduled June 13, 2016.

John Whitcomb motioned to adjourn at 8:35 pm. Kelly Couture seconded the motion.  
Unanimous.

Selectmen present: Tim Russell, Sandra Tibbetts, John Whitcomb

Selectmen absent: Kelly Couture, Laura Parker

Public present: David Kingsbury from Viking-Cives; Jason Curtis from HP Fairfield

John Whitcomb motioned to open at 6:27 pm; Tim Russell seconded the motion, 3 for/2 absent (KC,LP)

**Old Business:**

- A. Discussed revisions to the DRAFT *Rules of Order and Procedure for Sidney Board of Municipal Officers*.
- B. Discussed and reviewed plow truck and equipment bid research results from Leon Burgess, Road Foreman. See Bond info #15.  
*John Whitcomb motioned to accept the offer from Freightliner and Western Star of Maine for a 2017 Freightliner 114SD plow truck and plow equipment from Viking-Cives at approximately \$163,045 (price to be finalized with Salesman). Tim Russell seconded the motion. 3 for/2 absent (KC,LP)*

**Appointments – NONE****New Business:****Item of Discussion:****Resolution:**

John Whitcomb motioned to accept the warrant as presented and authorize the Treasurer to transfer the amount of money necessary to cover the warrant. Tim Russell seconded the motion. 3 for/2 absent (KC,LP)

- 1) John Whitcomb motioned to accept the Selectmen Meeting Minutes of June 6, 2016. Sandra Tibbetts seconded the motion. 3 for/2 absent (KC,LP)
- 2) Review and approve purchase order requisitions: NONE
- 3) Review Road Crew Planner. -- NONE
- 4) Reviewed Clerk's interoffice envelope:
  - a) Reviewed and signed A/P Warrant for 06/13/16.
  - b) Reviewed and signed Payroll Warrant for 06/13/16.
  - c) Reviewed journal entries.
- 5) Discussed notice from Fire Chief Richard Jandreau regarding the 1990 Squad Truck. It will not receive a sticker due to rust. Without this truck, the Fire and Rescue Departments do not have the ability to haul the Gator, boat, and gear.
  - a. Selectboard authorize Fire and Rescue to bring the truck to the Highway Department to see if there is something the garage can do to get the truck inspected for this year.
  - b. Selectboard authorize Fire and Rescue to use Highway Department's pick-up truck to haul the Gator and the rubber boat during emergencies.
- 6) Reviewed nominations reminder for MMA's Legislative Policy Committee. Nominations are due by June 23, 2016.
- 7) Reviewed *Business Insider* news magazine, June 2016.
- 8) Reviewed and initialed property cards with updated assessments.
- 9) HOLD for full Board: Discuss adding a third attendant to the Transfer Station for Saturdays and Sundays. Requested by Dale Mullen, Public Works Safety Officer.
- 10) Reviewed and signed letter to Maine Department of Transportation requesting a speed zone review for Farm Brook Road. Requested by Peter Beckerman, property owner (105 Farm Brook Road, Sidney, ME).
- 11) Discussed Fire Chief Richard Jandreau's concern with WardensReport (free online fire permitting system for residents). Chief Jandreau has asked the company to provide a process to block individuals who cannot obtain a burning permit due to a violation. Chief Jandreau is asking the Board to review the process and status before budgeting for next year. The State's online portal allows the blockage, so we may need to look into using that service when preparing the budget for 2017.
- 12) Reviewed *Housing for All on common ground*, Summer 2016, brochure.

13) Reviewed and approved Journal Entry Request (Fire Dept cell phone posted to heat expense in error).

14) Reviewed notice from University of Maine at Augusta looking to reach out to surrounding communities for input from groups in Sidney that could benefit from a Senior College program. This program is designed assist seniors who desire to further their education and expand their social world.

15) Selectboard reviewed and voted on truck and plow equipment bond as follows and provided by Bond Counsel, Bernstein Shur:

*John Whitcomb motioned the following vote of the Select Board for the Town of Sidney, Maine as follows:*

- VOTED:
- (1) That under and pursuant to Title 30-A, Section 5772 of the Maine Revised Statutes, as amended and supplemented, there be and hereby is authorized the issuance of a General Obligation Bond of the Town to finance the purchase of a highway truck, plow, headgear and associated equipment, as approved by Town Meeting vote on March 18, 2016.
  - (2) That said Bond is hereby sold and awarded to Bangor Savings Bank at an interest rate of 1.51%.
  - (3) That the Treasurer and Chair of the Select Board are hereby authorized to issue the aforementioned General Obligation Bond in an aggregate principal amount not to exceed Two Hundred Thousand Dollars (\$200,000).
  - (4) That said Bond shall be dated June 17, 2016, shall be payable in three equal installments of principal and interest payable on June 17 of each of the next three years, and shall be signed by the Treasurer and countersigned by the Chair of the Select Board and otherwise be in such form and bear such details as the signers may determine.
  - (5) That the economic life of the Project is hereby determined to be in excess of 3 years, thereby meeting the IRS requirement which states that the term of the Bond may not exceed 120% of the economic life of the acquisition.
  - (6) That said Bond is hereby designated qualified tax-exempt obligation of the Town for the 2016 calendar year pursuant to the Internal Revenue Code of 1986.
  - (7) That all things heretofore done and all action heretofore taken by the Town, its municipal officers and agents in the authorization of said Bond are hereby ratified, approved and confirmed, and the Treasurer and Chair are each hereby authorized to take any and all action necessary or convenient to carry out the provisions of this voting, including delivering said Bond against payment therefor.

*Tim Russell seconded the motion. 3 for/2 absent (KC,LP)*

**NOTICES:**

**State Primary Vote** for Sidney residents will be held at the Sidney Town Office from 8:00 am – 8:00 pm on Tuesday, June 14, 2016.

The Boys Scouts will hold a **Flag Retirement Ceremony** (burning old flags) at the Town Office at 6:00 pm.

The Sidney Historical Society's monthly meeting will be held on June 14, 2016 at 7:00 pm at the Grange Hall. The program will be **Researching Old Houses** in Sidney featuring Richard Bridges.

*John Whitcomb motioned to go into Executive Session at 7:06 pm pursuant 1 MRSA § 405(6)(A) to discuss personnel matters. Tim Russell seconded the motion. 3 for/2 absent (KC,LP)*

Selectboard and Sheila Thorne present during this session.

*John Whitcomb motioned to come out of Executive Session at 7:15 pm. Tim Russell seconded the motion. 3 for/2 absent (KC,LP)*

Tim Russell motioned to adjourn at 7:27 pm. John Whitcomb seconded the motion.  
3 for/2 absent (KC,LP)

Selectmen present: Kelly Couture, Laura Parker, Tim Russell, Sandra Tibbetts, John Whitcomb (arrived 6:32 pm)

Laura Parker motioned to open at 6:25 pm; Tim Russell seconded the motion, 4 for/1 absent (JW)

**Old Business:**

- G. *Hold* - Discuss revisions to the DRAFT *Rules of Order and Procedure for Sidney Board of Municipal Officers*.
- H. Discussed Fire Department Squad truck replacement. Squad 1 was brought to Hardings Garage in Fairfield. It needs u-bolts, license plate light bulb, repair to a leaking valve cover, and new tires for a sticker. A purchase order was issued for \$1,500. The truck is expected to be back in service by Friday, June 24, 2015.
- I. *Hold* - Transfer Station - three attendants for Saturdays and Sundays.

**Appointments –****1) Doug Eugley,**

**Sidney's FirstPark/KRDA General Assembly Representative 6:45 pm**

- a) Reviewed and discussed General Assembly Meeting Materials
  - General Assembly Agenda, June 23, 2016
  - General Assembly Minutes, March 24, 2016
  - Resolution Alford Foundation
  - 2015-2016 Cash Flow, May 2016
  - Real Estate Tax Reimbursement 2016
- b) Reviewed and discussed KRDA's application to the Alford Foundation proposal for \$4.5 million grant to establish a deal closing fund that would be applied to the NYS Battery Company's project. This will be discussed at the General Assembly meeting scheduled for Thursday, June 23, 2016 at 5pm at the T-Mobile facility.

*John Whitcomb motioned to appoint Doug Eugley as a regular member to the General Assembly of FirstPark/KRDA for a three year term (term expires April 1, 2019). Kelly Couture seconded the motion. Unanimous.*

*Kelly Couture motioned to appoint John Whitcomb as an alternate member to the General Assembly of FirstPark/KRDA for a three year term (term expires April 1, 2019). Laura Parker seconded the motion. 4 for/1 abstain (JW)*

**New Business:****Item of Discussion:****Resolution:**

John Whitcomb motioned to accept the warrant as presented and authorize the Treasurer to transfer the amount of money necessary to cover the warrant. Laura Parker seconded the motion. Unanimous.

- 1) John Whitcomb motioned to accept the Selectmen Meeting Minutes of June 13, 2016. Sandra Tibbetts seconded the motion. 3 for/2 abstain (KC,LP)
- 2) Review and approve purchase order requisitions: NONE
- 3) Review Road Crew Planner. – NONE
- 4) Reviewed Clerk's interoffice envelope:
  - a) Reviewed and signed A/P Warrant for 06/13/16.
  - b) Reviewed and signed Payroll Warrant for 06/13/16.
  - c) Reviewed journal entries.
- 5) Reviewed RSU18 School Appropriations for fiscal year 2016-2017.
  - 2015 Commitment: \$3,593,345.41
  - 2016 Commitment: \$3,763,094.42
- 6) Reviewed 2016 Commitment worksheets for setting the mil rate.

*John Whitcomb motioned to set the 2016 mil rate at \$11.60 per thousand. Tim Russell seconded the motion. Unanimous.*



- 7) Reviewed Public Hearing notice from Maine Department of Transportation : A preliminary Public Meeting to discuss the proposed replacement of the Mill Pond Bridge (carries Middle Road over Fields Brook, located 0.49 miles north of Lyons Road) will be held on Wednesday, June 29, 2016 at 6:00 pm, at the Sidney Town Office.
- 8) Reviewed and signed Maine Department of Transportation Local Road Assistance Program (LRAP) Certification 2016-2017 (FY17). Upon the completion and certification of this form, Sidney is estimated to receive one LRAP payment of \$42,644 by December 1, 2016.
- 9) Reviewed Maine Department of Environmental Protection notice : Sidney should soon receive a check for \$8,592.38 as reimbursement of landfill remediation costs.
- 10) Reviewed and signed CMP property card assessment update.
- 11) Reviewed MPO Annual Fuel Bid notice. Bids will be presented on Thursday, June 23, 2016. Fixed price bids received on June 23<sup>rd</sup> will need to be acted on by no later than 3:30 PM.
- 12) Reviewed notice from Sidney Historical Society : Old Fort Western 2016 Summer Youth Programs. Registration forms can be obtained on line at [www.oldfortwestern.org](http://www.oldfortwestern.org) or at the Old Fort Western Administrative Office in the Augusta City Center. Space is limited. FMI call Old Fort Western at 626-2385.
- 13) Reviewed Sidney's FirstPark/KRDA disbursement for 2016 : \$13,941.16.
- 14) Reviewed and approved Road Crew vacation request (Leon Burgess, Dale Mullen, and Mike Gilley), July 1-8, 2016.

**NOTICES:**

The Sidney Town Office will be CLOSED on Monday, July 4, 2016 in observance of Independence Day. The Selectboard will meet on Tuesday, July 5, 2016 at 6:30 pm to the end of business. The Code Enforcement Officer will be in his office on Tuesday, July 5, 2016, 6:00 pm to 9:00 pm.

Kelly Couture announced her resignation from the RSU 18 Cost Sharing Committee.

John Whitcomb indicated that since the Board has not heard from John DeWitt, he may not be interested in serving; therefore, John Whitcomb motioned to appoint Doug Eugley to the RSU 18 Cost Sharing Committee (in place of John DeWitt). Kelly Couture seconded the motion. Unanimous.

*John Whitcomb motioned to appoint Tim Russell, Selectman, to the RSU 18 Cost Sharing Committee. Laura Parker seconded the motion. 4 for/1 abstain (TR)*

John Whitcomb motioned to adjourn at 7:52 pm. Laura Parker seconded the motion. Unanimous.

Selectmen present: Kelly Couture, Laura Parker, Tim Russell, Sandra Tibbetts, John Whitcomb (arrived 6:21 pm)

Public present: Mike Perkins, Cindy Thomas

Laura Parker motioned to open at 6:17 pm; Tim Russell seconded the motion, 3 for/1 oppose (KC)/1 absent (JW)

**Old Business:**

A. Discussed revisions to the DRAFT *Rules of Order and Procedure for Sidney Board of Municipal Officers*. John Whitcomb motioned to implement the new Rules of Order and Procedure for Sidney Board of Municipal Officers effective Wednesday, June 29, 2016. Sandra Tibbetts seconded the motion. Unanimous.

**Appointments – NONE****New Business:****Item of Discussion:****Resolution:**

John Whitcomb motioned to accept the warrant as presented and authorize the Treasurer to transfer the amount of money necessary to cover the warrant. Laura Parker seconded the motion. Unanimous.

1) John Whitcomb motioned to accept the Selectmen Meeting Minutes of June 20, 2016. Tim Russell seconded the motion. Unanimous.

2) Review and approve purchase order requisitions: NONE

3) Reviewed Road Crew Planner.

- Discussed Transfer Station and the public abuse of the services provided.
- Weight and size limits on trash bags.
- Traffic and gate access after closing time.
- Items being thrown in the bins without proper permits or in the incorrect bins.
- Under staffing and the inability to supervise patrons.

4) Review Clerk's interoffice envelope: NONE

5) Reviewed Maine Power Options (MPO) Annual Fuel Bid. On June 23, 2016, the Town secured #2 fuel oil for all town buildings, July 1, 2016 - June 30, 2017, with CN Brown at \$1.8445 fixed price per gallon. Since the Town didn't use the estimated amount of diesel and gasoline, MPO will work with the vendor for a blended price to avoid paying a penalty.

6) Reviewed and signed First Park/KRDA General Assembly appointments:

- a) Peter Schutte, Regular Member effective through April 1, 2019

John Whitcomb motioned to appoint Peter Schutte to the KRDA/First Park General Assembly effective through April 1, 2019. Kelly Couture seconded the motion. Unanimous.

- b) Doug Eugley, Regular Member effective through April 1, 2019  
c) John Whitcomb, Alternate Member effective through April 1, 2019

7) Reviewed resignation notice from Brian Quirion as Transfer Station attendant. His last day of work will be July 10, 2016. Selectboard accepted Brian's resignation with regrets. The Town will keep Brian on the call-in list to be a substitute if he is available.

Board will advertise a permanent part-time position at 24 hours per week to work Friday, Saturday, and Sunday as a replacement Transfer Station Attendant.

8) Reviewed and approved vacation request from Jonethen Mullen, Transfer Station Attendant, Friday, July 1 and Saturday, July 2, 2016.

9) Reviewed First Park/KRDA Meeting recap submitted by Doug Eugley.

10) Reviewed *Notes from the Grange*, June 2016 Volume 1 Issue 6. (Researching Old House in Sidney Project).

11) Reviewed Old Fort Western living museum Independence Day Celebration program for Monday, July 4, 2016.

12) Reviewed and signed five 2016 Tax Bill Supplements.

- 13) Reviewed and signed five 2016 Tax Bill Abatements.
- 14) Discussed the possibility of replacing the fuel tanks and computer system within the next few years. The Office will work with the Highway Department on obtaining estimates for replacement.
- 15) Discussed Maine DOT public hearing discussion scheduled on Wednesday, June 29, 2016 regarding the Mills Pond replacement and the questions that Tim Russell will ask during the hearing.
- Why is the bridge slated for replacement?
  - When is the anticipated completion date?

**NOTICES:**

The Sidney Town Office will be CLOSED on Monday, July 4, 2016 in observance of **Independence Day**. The Selectboard will meet on Tuesday, July 5, 2016 at 6:30 pm to the end of business. The Code Enforcement Officer will be in his office on Tuesday, July 5, 2016, 6:00 pm to 9:00 pm.

## RSU 18 Facilities Meeting schedule:

Thursday	July 21, 2016	5:30 pm	Central Office
Thursday	August 11, 2016	5:30 pm	Central Office
Thursday	September 8, 2016	5:30 pm	Central Office

*John Whitcomb motioned to go into Executive Session pursuant to 1 MRSA 405(6)(A) at 7:38 pm to discuss personnel matters. Laura Parker seconded the motion. Unanimous.*

Selectboard and Sheila Thorne present during this session.

*John Whitcomb motioned to come out of Executive Session at 7:44 pm. Laura Parker seconded the motion. Unanimous.*

John Whitcomb adjourned at 8:05 pm. Laura Parker seconded the motion. Unanimous.

Selectmen present: Kelly Couture (arrived 6:33 pm), Laura Parker, Tim Russell, Sandra Tibbetts, John Whitcomb  
Public present: Carl Gartley from RSU 18

John Whitcomb motioned to open at 6:31 pm; Laura Parker seconded the motion, Unanimous.

**Old Business:****Appointments – NONE****New Business:****Item of Discussion:****Resolution:**

John Whitcomb motioned to accept the warrant as presented and authorize the Treasurer to transfer the amount of money necessary to cover the warrant. Kelly Couture seconded the motion. Unanimous.

- 1) John Whitcomb motioned to accept the Selectmen Meeting Minutes of June 27, 2016. Laura Parker seconded the motion. Unanimous.
- 2) Review and approve purchase order requisitions: NONE
- 3) Review Road Crew Planner. – NONE (vacation)
- 4) Reviewed Clerk's interoffice envelope:
  - a) Reviewed and signed A/P Warrant for 06/27/16.
  - b) Reviewed and signed Payroll Warrant for 06/27/16.
  - c) Reviewed journal entries.
- 5) Reviewed Fire & Rescue Administrative Assistant's Duty Log for June 2016.
  - Discussed the status of the Squad truck. This truck is used to navigate camp roads and tow the Gator and boats. The truck was unable to receive an inspection sticker, but is now back in service after repairs. The Fire Department will be discussing a replacement.
  - Discussed the Hallee Lynn Cummings Memorial Barrel Race event held at Silver Spur Friday, July 1, 2016 through Sunday, July 3, 2016. Chris Giroux and other members of the Rescue and Fire Department were stationed at this event. It was a very successful event with very few injuries.
- 6) Reviewed Maine Municipal Association's Ballots for Election to MMA's Legislative Policy Committee. Nominations have been made, Selectmen have been given an election ballot, ballots are due by 5:00 pm on August 5, 2016.

*John Whitcomb motioned to nominate Kelly Couture as write-in candidate to the MMA's Legislative Policy Committee. Sandra Tibbetts seconded the motion. Unanimous.*
- 7) Discussed Maine Department of Transportation's Public Hearing held on Wednesday, June 29, 2016 regarding the Mill Pond Bridge replacement on the Middle Road.
  - Reviewed and completed correspondence card for any concerns the Selectboard may have pertaining to the bridge replacement. Cards were distributed to the Fire and Rescue Departments as well as the RSU 18 Transportation Department (for bussing).
  - This project is anticipated to begin in August of 2017. There are concerns with bussing and a seven mile detour.
  - Leon Burgess, the Road Foreman, Sidney Selectboard, and Bob Campbell a local farmer are proposing the width to be widened by five feet (2 ½ feet per side) for snowplowing and transiting wide farm machinery to clear center line and guard rail.
  - This was a preliminary public hearing. Another public hearing will be scheduled in the June of 2017.
- 8) Reviewed and signed documents for the Town's General Obligation Bond of \$163,045.00 to purchase a 2017 Freightliner plow truck and plow gear.
- 9) Reviewed and discussed Transfer Station employee scheduling and operations.
  - Laura Parker, Tim Russell, and John Whitcomb worked shifts at the Transfer Station to cover for an absent employee and to observe the operations. The Selectmen will be paid the lowest Transfer Station Attendant rate of \$9.80 per hour.

- Discussed the requirement of steel toed shoes when working at the Transfer Station.
- Discussed the need for larger and better placement of signs (Demo, Recyclables, Trash, etc.).
- Discussed striping the Transfer Station entrance to proper identify the stopping and through lanes.
- Discussed striping and posting 5 MPH speed limits. There is currently a 5 MPH road sign, but the size and placement may be inadequate as patrons do not adhere to the posted speed limit.
- Discussed making sure that all vehicles accessing the Transfer Station have the proper Town of Sidney decal affixed before accessing the Transfer Station.
- Discussed the Transfer Station building damage from the placement of the MSW containers. Each time the containers are put back into place, the container hits the building. The siding and the building is damaged and needs to be repaired to prevent further damage and the potential for water damage. John Whitcomb will contact the representative for Waste Management to discuss the repairs. The Selectboard discussed placing a bumper before the building to prevent the containers from slamming up against the building during each container exchange.
- Selectboard will schedule a meeting with Transfer Station Attendants to discuss operations.
- Transfer Station Attendants have suggested adding a table to dump recyclables on for proper sorting and picking before the materials are thrown into the container. Selectboard will discuss further.
- Selectboard suggested adding a metal roof awning in front of the Transfer Station building to add shade and to limit snow and rain exposure for employees.
- Selectboard will hire Terminix to spray the Transfer Station lawn area with tick spray. The ticks are heavy in this area.
- Discussed adding a fan and/or venting to the Universal Waste building.
- Discussed a complaint received from a resident regarding an incident at the Transfer Station where the Attendants did not remove the trash bag from the resident's vehicle. The Selectboard have asked John Whitcomb, Chairman, to contact the resident to explain the Sidney Transfer Station Patron Policy. See Policy attached to these Minutes.
- The Selectboard would like to go on record to say how much of an asset Brian Quirion is to the Town of Sidney as a Transfer Station Attendant. He is very knowledgeable of his job and courteous to the public. Brian will be greatly missed. Even though Brian has given his notice of resignation, the Board has agreed to have Brian work when he is available and train the incoming employee.

10) Reviewed Supplement for a personal property account that did not receive a tax bill.

11) Reviewed and sign 2016 BETR Form 801A for Timepayment Corp.

12) Reviewed and signed letter to Brian Quirion, thanking him for his service to the Town of Sidney as a Transfer Station Attendant.

13) Discussed discontinued Eight Rod Road hearing held on Thursday, June 30, 2016. The Town was called to provide information on Town records regarding the Eight Road Road discontinuance and status.

**NOTICES:**

RSU 18 Facilities Meeting schedule:

Thursday	July 21, 2016	5:30 pm	Central Office
Thursday	August 11, 2016	5:30 pm	Central Office
Thursday	September 8, 2016	5:30 pm	Central Office

*John Whitcomb motioned to adjourn at 8:31 pm. Laura Parker seconded the motion. Unanimous.*

## Sidney Transfer Station Patron Policy

Adopted by Selectboard on July 5, 2016

- Absolutely **NO** dumpster diving.
- Residents will self-sticker trash bags prior to arrival – **Not the Attendants.**
- Residents will dispose of their own trash bags with assistance when necessary and based on availability.
- Residents will sort recyclables prior to arrival and place in the respective bin.
- Due to capacity requirements and weight fees the **maximum size limit** per stickered household trash bag is **30 Gallons.**
- Residents are **NOT** allowed in the Universal Waste Building. Station attendants will take care of Universal Waste items.

Selectmen present: Kelly Couture, Sandra Tibbetts, John Whitcomb

Selectmen absent: Laura Parker, Tim Russell

Public present: Jeff McFadden, John Newton – Philbrick Road residents

John Whitcomb motioned to open at 6:30 pm; Sandra Tibbetts seconded the motion, 3for/2 absent (LP,TR)

**Old Business:****Appointments – NONE****New Business:****Item of Discussion:****Resolution:**

John Whitcomb motioned to accept the warrant as presented and authorize the Treasurer to transfer the amount of money necessary to cover the warrant. Sandra Tibbetts seconded the motion. 3 for/2 absent (LP,TR)

- 1) John Whitcomb motioned to accept the Selectmen Meeting Minutes of July11, 2016. Kelly Couture seconded the motion. 3 for/2 absent (LP,TR)
- 2) Reviewed and approved purchase order requisitions: 2/Rescue Supplies
- 3) Reviewed Road Crew Planner.
  - Road grading will begin this week.
  - Roadside mowing will begin next week (7/18/16).
- 4) Reviewed Clerk's interoffice envelope:
  - a) Reviewed and signed A/P Warrant for 07/05/16.
  - b) Reviewed and signed Payroll Warrant for 07/05/16.
  - c) Reviewed journal entries.
- 5) Reviewed Transfer Station Attendant job applications submitted. Office will turn applications over to Road Foreman.
- 6) Reviewed Waste Management MSW and DEMO rate for transportation and disposal increase (.5% increase based on Consumer Price Index for Urban Wage Earners and Clerical Workers CPI-W).
 

MSW	2016 haul \$145.73	2015 haul \$145.00
	2016 ton \$60.30	2015 ton \$60.00
DEMO	2016 haul \$145.73	2015 haul \$145.00
	2016 ton \$60.30	2015 ton \$60.00
- 7) Reviewed and approved Journal Entry Request for incorrect expense posting.
- 8) Reviewed Sidney Historical Society notices:
  - a) Annie Goodhue's Diary (a docu-drama depicting life in Sidney in late 1890 with music, costumes, and readings), Tuesday, July 12<sup>th</sup>, 7pm, Sidney Grange Hall.
  - b) Belgrade Historical Society presents *The Lakes of Belgrade as a Tourist Destination*, Thursday, July 21<sup>st</sup> at the Maine Lakes Resource Center, 7:30 pm.
- 9) Reviewed MMA's Risk Management Services Loss Control Department insurance coverage updates on several municipal buildings.
- 10) Discussed ongoing trash issue at 20 Philbrick Road. Neighbors discussed issues with Selectboard. Selectboard referred residents to Maine Department of Environmental Protection.
- 11) Reviewed and completed 2016 *Issues Survey* for Maine Municipal Association.

**NOTICES:**

RSU 18 Facilities Meeting schedule:

Thursdays July 21, 2016; August 11, 2016; September 8, 2016 5:30 pm

Central Office

*John Whitcomb motioned to adjourn at 7:45 pm. Sandra Tibbetts seconded the motion. 3 for/2 absent (LP,TR)*

Selectmen present: Kelly Couture, Sandra Tibbetts, John Whitcomb

Selectmen absent: Laura Parker, Tim Russell

Public present: Alan Richard, Wayne Renfroe, Eric Kramer

John Whitcomb motioned to open at 6:30 pm; Kelly Couture seconded the motion, 3 for/2 absent (LP,TR)

**Old Business:****Appointments –****1) Larry Tibbetts, Cemetery Committee****6:30 PM**

- Discussed contract and work needed for repairs in Field Cemetery.

**2) Alan Richard (23 Gentlevue Drive) & Wayne Renfroe (40 Gentlevue Drive) 7:15 PM**

- Discussed entrance to Gentlevue Drive from Shepherd Road. The entrance is continually washed out from the run off that comes down the Shepherd Road. The residents of Gentlevue Drive and Larry Drive are hiring a contractor to repair their road. The residents are looking for the Town to place a culvert or fix the run off issue before they repair the road. At this time, there is ledge or rocks preventing a culvert to be lowered enough to alleviate the run off issue.

- Selectmen explained that the Shepherd Road is scheduled for reconstruction within the next few years.

John Whitcomb, Chairman, will contact Leon Burgess, Road Foreman, to discuss a solution.

**New Business:****Item of Discussion:****Resolution:**

John Whitcomb motioned to accept the warrant as presented and authorize the Treasurer to transfer the amount of money necessary to cover the warrant. Sandra Tibbetts seconded the motion. 3 for/2 absent (LP,TR)

1) John Whitcomb motioned to accept the Selectmen Meeting Minutes of July 11, 2016. Sandra Tibbetts seconded the motion.

3 for/2 absent (LP,TR)

2) Reviewed and approved purchase order requisitions: 1/Cemetery (Field Cemetery stone repairs); 1/Fire (tshirts)

3) Reviewed Road Crew Planner.

4) Reviewed Clerk's interoffice envelope:

- Reviewed and signed A/P Warrant for 07/11/16.
- Reviewed and signed Payroll Warrant for 07/11/16.
- Reviewed journal entries.

5) Reviewed notice of loan paid in full by Bangor Savings Bank (2009 Rescue truck & 2014 International plow truck).

6) Reviewed 2016 General Obligation Bond notice (\$163,045 to purchase 2017 Freightliner plow truck and accessories).

7) Reviewed metal recycling revenue received (5,540 pounds/2.77 Ton @ \$100.00/NT = \$277.00).

8) Reviewed Transco's suggested printer for motor vehicle registrations (Xerox Phaser 3610 Printer, \$595.00, optional managed print program \$20.00/month). This printer will replace the dot matrix printer currently used. – **TABLE** for budget work this fall.

9) Reviewed Kennebec Valley Council of Governments (KVCOG) *The Dispatch*, July 2016.

10) Reviewed NOTICE: Mandatory Safety OSHA/BLS training for all employees and volunteers:

- Training Session, 10/04/16, 6:30pm, Sidney Town Office
- Fit Tests & Medical Clearances, 10/04/16, 7:00pm, Sidney Town Office
- SafetyWorks! review, 11/08/16, Public Works & Fire Dept

11) Reviewed MMA Accident Insurance for Volunteers program (\$2.25 per volunteer annually). – **TABLE** for more information.

12) Reviewed copy of a letter sent regarding future replacement of the Mill Stream Bridge on the Middle Road from Lennie Goff, RSU 18 Transportation Director to Maine DOT.



- 13) Reviewed and approved vacation request for Dale Mullen, Aug 11 & Aug 12, 2016.
- 14) Reviewed notice from Kennebec County EMA re: Flood Maps and 2016 Emergency Response Guides – Mitigation Draft Plan Meeting, Wednesday, Aug 10, 2016, 5:30 pm, Hill House 125 State Street.
- 15) Reviewed Kennebec Council of Governments (KVCOG) membership offer (07/01/16-06/30/2017), \$6,504. – No action at this time.
- 16) Eric Kramer attended the Selectboard meeting to receive an easement from the Town of Sidney to place an anchor on the property on the upper portion of Recreation Drive.  
*John Whitcomb motioned to approve the easement request for a guide wire for Eric Kramer on the Town's property by Recreation Drive. Sandra Tibbetts seconded the motion. 3 for/2 absent (LP,TR)*
- 17) Reviewed Mid-Maine Chamber July 20, 2016. Kelly Couture will attend this meeting.
- 18) Discussed Transfer Station operations. Signage and procedures have been discussed at previous meetings. Leon Burgess, Road Foreman, will work with Office to order the proper signs. Kelly Couture will meet with Leon Burgess to plan the location of the signs.

**NOTICES:**

RSU 18 Facilities Meeting schedule:

Thursday	July 21, 2016	5:30 pm	Central Office
Thursday	August 11, 2016	5:30 pm	Central Office
Thursday	September 8, 2016	5:30 pm	Central Office

*John Whitcomb motioned to adjourn at 8:06 pm. Sandra Tibbetts seconded the motion. 3 for/2 absent (LP,TR)*

Selectmen present: Tim Russell, John Whitcomb, Sandra Tibbetts, Laura Parker

Selectmen absent: Kelly Couture

Public Present: Richard Bacon, Dennis Monroe, Linwood and Linda Pelotte, Peter Bucknam, Tammy and Ken Bolduc, Lawrence Willette

John Whitcomb motioned to open at 6:30 pm; Laura Parker seconded the motion. 4 for/1 absent (KC)

**Old Business:**

- A. Discuss MMA Accident Insurance for Volunteers program (\$2.25 per volunteer annually). – TABLED from July 18, 2016. Marcus Ballou, from Maine Municipal Association, will attend the Selectboard Meeting on Monday, August 8, 2016 at 6:30 pm.

**Appointments –**

- 1) Winnie Robbins - Deputy Tax Collector, Treasurer, Tax Collector 6:30 PM**  
- Conducted 90-day Review for new position as Deputy.

*John Whitcomb motioned to go into Executive Session pursuant to 1 MRSA 405(6)(A) at 6:34pm to discuss personnel matters. Tim Russell seconded the motion. 4 for/1 absent (KC)*

Selectboard and Winnie Robbins present during this session.

*John Whitcomb motioned to come out of Executive Session at 6:44pm. Tim Russell seconded the motion.*

*4 for/1 absent (KC)*

- 2) Charlene Houle – Part time Office Clerk/Floater 6:45 PM**  
- Conducted 90-day Job Review.

*John Whitcomb motioned to go into Executive Session pursuant to 1 MRSA 405(6)(A) at 6:51pm to discuss personnel matters. Tim Russell seconded the motion. 4 for/1 absent (KC)*

Selectboard and Charlene Houle present during this session.

*John Whitcomb motioned to come out of Executive Session at 7:01pm. Laura Parker seconded the motion.*

*4 for/1 absent (KC)*

- 3) OPENED Hot Top Bids 7:00 PM**

John Whitcomb motioned to open Hot Top Bids at 7:00pm, Sandra Tibbetts seconded the motion. 4 for/1 absent (KC)

**Bids read as follows:**

Lane Construction	Total \$190,973.75
Pike Industries	Total \$166,590.00
All States Paving Inc	Total \$156,632.28
B & B Paving	Total \$158,569.00
Wellman Paving Inc.	Total \$165,020.00

John Whitcomb motioned to delay decision on Hot Top Bid selection until Road Foreman Leon Burgess was able to review them. Tim Russell seconded the motion. 4 for 1 absent (KC)

- 4) Wayne Bragg, Sidney resident CANCELLED 7:15 PM**  
- Discuss status and repairs for 1988 GMC Fire Truck that is out to bid. Bid opening for truck will be Monday, August 1, 2016.

**5) Linwood Pelotte and Junction Road residents****7:30 PM**

- Discuss dust control on the Junction Road (dirt road).

Town Residents Linwood and Linda Pelotte, Lawrence Willette, Peter Bucknam and Tammy and Ken Bolduc outline the following concerns regarding the Junction Road

- mud in the springtime
- dust in the summer
- unhappy with grading-they feel there is not enough gravel
- lack of speed limit signs-road is automatically posted at 45 MPH and they feel people travel too fast for the road
- would like road paved

John Whitcomb will speak with Road Foreman Leon Burgess regarding this issue and will advise the board of their communication at a future meeting.

**New Business:***Item of Discussion:**Resolution:*

John Whitcomb motioned to accept the warrant as amended and authorize the Treasurer to transfer the amount of money necessary to cover the warrant. Tim Russell seconded the motion. 4 for/1 absent (KC)

- 1) Reviewed Selectmen Meeting Minutes of July18, 2016. Acceptance held until appropriate quorum reached.
- 2) Reviewed and approved purchase order requisitions: 1/Cemetery (Bean Cemetery tree cutting/trimming)
- 3) Reviewed Road Crew Planner.
- 4) Review Clerk's interoffice envelope: NONE
- 5) Reviewed tax payer inquiry on new tax distribution percentage formula listed on the 2016 tax bill. TABLED
- 6) Reviewed *Notes From the Grange*, July 2016 Volume 1 Issue 7.
- 7) Reviewed 2016 Competitive Tax-Exempt Financing Program for the creation of new senior housing notice, submitted by Spectrum Generations.
- 8) Discussed RSU Facilities Meeting held on July 21, 2016. Discussions at the meeting included the possibility of school buildings offered to towns if a centralized school was built. Submitted by Doug Eugley.
- 9) Reviewed notice from Kennebec Veterinary Services Incorporated updating the Town's Animal Control Officer emergency call/care information. The Selectboard declined to enter into a contract for emergency veterinary care at this time.
- 10) Philbrick Road – Discussed John Whitcomb's communications this past weekend with residents of the Philbrick Road and their dissatisfaction with the way that the alleged burying of trash by another Philbrick Road resident is being handled by the Town. John spoke with the DEP and the residence issues in question are being addressed by that State Department.
- 11) Sidney Boat Landing at Hosta Lane Mooring Issues: Residents Richard Bacon and Dennis Monroe requested that the Selectboard look into the proper procedure for the mooring of boats at the south side of the Sidney Boat landing. They are concerned that boats have been moored there since late Spring and do not have adequate safety features and are uncertain that they should be stored there, and does the Town of Sidney have a Harbor Master that would address these concerns. These residents will provide the Board with a letter outlining the specifics of their concerns as well as photographs, if possible. This matter will be re-addressed when all information is provided.

12) Suggestion for Subdivision Ordinances: Should subdivisions over a certain size be required by ordinance to have a dry hydrant. Will bring to the attention of the Planning Board for their perusal.

John Whitcomb adjourned at 8:46 pm. Sandra Tibbetts seconded the motion. 4 for/1 absent (KC)

**NOTICES:**

1988 GMC Fire Truck Bid Opening: 08/01/2016, 7:00 pm

Sand/Salt Bid Opening: 08/08/2016, 7:00 pm (Salt); 7:15 pm (Sand)

Sandra Tibbetts & Kelly Couture Elected Officials Workshop: 08/15/16, 4pm-8:30pm, MMA- Augusta

**RSU 18 Facilities Meeting schedule:**

Thursday	August 11, 2016	5:30 pm	Central Office
Thursday	September 8, 2016	5:30 pm	Central Office

Selectmen present: Laura Parker, Tim Russell, Sandra Tibbetts, John Whitcomb

Public present: Wayne Bragg, Donna Farnham

John Whitcomb motioned to open at 6:34 pm; Tim Russell seconded the motion, Unanimous.

**Old Business:**

- B. Discuss MMA Accident Insurance for Volunteers program (\$2.25 per volunteer annually). – TABLED from July 18, 2016. Marcus Ballou, from Maine Municipal Association, will attend the Selectboard Meeting on Monday, August 8, 2016 at 6:30 pm.

**Appointments –**

**1) Andy McMullen, Animal Control Officer**

**6:30 PM - Cancelled**

- 90 Day Review

(Will reschedule)

**1) Sean Grimshaw, Resident of 398 Pond Road**

**6:45 PM**

- Discussed boat mooring complaint from residents on Monday, July 25, 2016. (See Item 7 below).
- Sean’s boat is 156 feet from corner of the point at the Hosta Lane boat landing. The Water Safety Zone according to Rule 1 of the Department of Agriculture, Conservation and Forestry, Boating Facilities, is within 200 feet of shore. Boat mooring is properly labeled and follows the Rule 2 of the Department of Agriculture, Conservation and Forestry, Boating Facilities requirements.
- Selectboard will research the mooring issue with the State and review local Ordinances for guidance.

**3) Open Fire Truck Bids**

**7:00 PM**

- Sidney placed the 1988 GMC Fire Truck for sale through the bid process.

*John Whitcomb motioned to open the 1988 GMC Fire Truck sale bids at 7:00 pm. Laura Parker seconded the motion. Unanimous.*

Bids were open as follows:

Robert Dickinson (Madison, ME)	\$4,100.00	
Danny Pottle (Winthrop, ME)	\$2,600.00	
Dennis Bruen (Readfield, ME)	\$1,560.00	
Stanley (Red) Cummings (Sidney, ME)	\$1,250.60	
Wilson Sanborn (Sidney, ME)	\$1,010.00	
Brian Whiting (Skowhegan, ME)	\$1,000.00	- disqualified (no cashier’s deposit check)
Tim Williams (Sidney, ME)	\$ 300.00	

*John Whitcomb motioned to close the 1988 GMC Fire Truck sale bids. Laura Parker seconded the motion. Unanimous.*

Selectboard and Wayne Bragg (West River Road, Sidney resident) discussed selling the truck as opposed to repairing the truck to use as a tanker.

*Kelly Couture motioned to award the 1988 GMC Fire Truck to the highest bidder, Robert Dickinson, for \$4,100.00 and accept the deposit of \$410.00. Mr. Robert Dickinson will have 10 days to complete the transaction. Relocation of the truck is the responsibility of Mr. Dickinson. John Whitcomb seconded the motion. Unanimous.*

**New Business:**

**Item of Discussion:**

**Resolution:**

John Whitcomb motioned to accept the warrant as presented and authorize the Treasurer to transfer the amount of money necessary to cover the warrant. Laura Parker seconded the motion. Unanimous.

- 1) John Whitcomb motioned to approve the Selectmen Meeting Minutes of July 18, 2016. Sandra Tibbetts seconded the motion. 3 for/2 abstain (LP,TR)

John Whitcomb motioned to approve the Selectmen Meeting Minutes of July 25, 2016. Sandra Tibbetts seconded the motion. 4 for/1 abstain (KC)

- 2) Reviewed and approved purchase order requisitions: 1/Fire Dept (door wedges)
- 3) Reviewed Road Crew Planner.
- 4) Reviewed Clerk's interoffice envelope:
  - a) Reviewed and signed A/P Warrant for 07/25/16.
  - b) Reviewed and signed Payroll Warrant for 07/25/16.
  - c) Reviewed journal entries.
- 5) Reviewed and signed response to tax payer inquiry on new tax distribution percentage formula listed on the 2016 tax bill.
- 6) Discussed road paving bids received and award bid to contractor based on Road Foreman and Selectboard's recommendation.

*John Whitcomb motioned to award B&B Paving the Town's 2016 paving projects for \$158,569.00. Laura Parker seconded the motion. Unanimous.*

7) TABLED from 07/25/16 - Sidney Boat Landing at Hosta Lane Mooring Issues: Residents Richard Bacon and Dennis Monroe requested that the Selectboard look into the proper procedure for the mooring of boats at the south side of the Sidney Boat landing. They are concerned that boats have been moored there since late Spring and do not have adequate safety features and are uncertain that they should be stored there, and does the Town of Sidney have a Harbor Master that would address these concerns. These residents will provide the Board with a letter outlining the specifics of their concerns as well as photographs, if possible. This matter will be re-addressed when all information is provided.

-- Two sail boat owners (Sean Grimshaw and Jim Shipski) have been mooring their boats off the Public Boat Landing area. These individuals have contacted the State of Maine Department of Parks & Recreation for permission. Sidney does not have an Ordinance in place that regulates boat moorings and the State of Maine authorizes the mooring of sail boats unless the Town has rules/regulations/ordinances in place.

The Selectboard research Mooring Ordinances to determine if Sidney requires one.

- 8) Reviewed State of Maine Department of Environmental Protection site closure notice for 132 Dinsmore Road petroleum discharge remediation.
- 9) Reviewed State of Maine Department of Health and Human Services General Assistance audit results from July 25, 2016. The review indicates that Sidney's General Assistance program is in compliance.
- 10) Reviewed Maine Municipal Association results of shoreland zoning/nonconforming lot survey. MMA received 17 responses; 5 respondents voted to support the proposed change; 5 respondents voted to oppose the proposed change; 6 respondents voted to take no position; 1 respondent voted "neither for nor against".
- 11) Reviewed Fire & Rescue Administrative Assistant & LHO Report for July 2016, submitted by Chris Giroux.

Topics of discussion include:

  - LHO/DEP trash issues
  - New Rescue SOP to address PPE issue
  - Extrication gear (proper PPE) for new Rescue members
  - Ballistic vest grant search

Selectboard extends its appreciation to Chris Giroux for cleaning the external portions of the stations and the restrooms.

12) Reviewed and signed Quaker Hill Tower lease agreement with Hussey Communications. The current owner, WABI, will be turning the tower over to Hussey Communications and the Town will enter into a lease agreement with the new owner, Hussey Communications.

New lease terms include:

- Three year lease (WABI, three year lease)
- \$250 per month lease fee payable annually, in advance (WABI, \$200 per month lease fee; payable monthly)

13) Reviewed Trafton Road I-95 interchange project and improvement plans for Sidney’s end of the Junction Road. The Town’s contact, John Melrose, would like to meet with the Selectboard to discuss improvements.

14) Discussed: Rescue Chief, Dan Courtemanch, would like to ask the Board’s permission to donate an IV warmer to the Town of Lisbon. The Town of Sidney cannot administer IVs and does not plan to in the near future. The value and condition of the unit is unknown. The Rescue Department would feel comfortable donating the unit without any expressed or implied warranties and/or promises.

*John Whitcomb motioned to donate the IV warmer to the Town of Lisbon. Kelly Couture seconded the motion. Unanimous.*

15) Discussed Transfer Station set-up and attendant responsibilities with helping patrons. Selectboard will discuss the necessary training for the attendants. The Selectboard will meet with the attendants once the signs are in place.

16) Reviewed Sidney Fire Chief, Richard Jandreau’s July 2016 Fire Report.

Reponses in July:

- Three structure fires in July (Oakland, Rome, Sidney)
- Three rollover accidents on I95
- Five downed trees on Thursday, July 28, 2016

The Department is working on specs for a new truck.

**NOTICES:**

Sand/Salt Bid Opening: 08/08/2016, 7:00 pm (Salt); 7:15 pm (Sand)

Sandra Tibbetts & Kelly Couture Elected Officials Workshop: 08/15/16, 4pm-8:30pm, MMA- Augusta

RSU 18 Facilities Meeting schedule:

Thursday	August 11, 2016	5:30 pm	Central Office
Thursday	September 8, 2016	5:30 pm	Central Office

Board will inquire on the expense of striping the Quaker Road.

*John Whitcomb motioned to adjourn at 8:27 pm. Tim Russell seconded the motion. Unanimous.*

Selectmen present: Kelly Couture, Tim Russell, Sandra Tibbetts, John Whitcomb (arrived 6:37 pm)

Selectmen absent: Laura Parker

Kelly Couture motioned to open at 6:30 pm; Sandra Tibbetts seconded the motion, 3 for/2 absent (LP,JW)

Kelly Couture motioned to appoint Sandra Tibbetts as the Acting Chair until John Whitcomb's arrival. Tim Russell seconded the motion. 3 for/2 absent (LP, JW)

**Old Business:**

- C. Discussed MMA Accident Insurance for Volunteers program (\$2.25 per volunteer annually). – TABLED from July 18, 2016. Marcus Ballou, from Maine Municipal Association, attended the Selectboard Meeting on Monday, August 8, 2016 at 6:30 pm.
- D. Discussed Sidney Boat Landing at Hosta Lane Mooring Issues: Residents Richard Bacon and Dennis Monroe requested that the Selectboard look into the proper procedure for the mooring of boats at the south side of the Sidney Boat landing. They are concerned that boats have been moored there since late Spring and do not have adequate safety features and are uncertain that they should be stored there, and does the Town of Sidney have a Harbor Master that would address these concerns. These residents will provide the Board with a letter outlining the specifics of their concerns as well as photographs, if possible. This matter will be re-addressed when all information is provided.

**Appointments –**

**2) Marcus Ballou, Maine Municipal Association 6:30 PM**

- Discussed volunteer insurance plans. Fire fighters and emergency technicians are covered under Town insurance and worker's compensation if they are attending authorized training, emergency response, and/or maintenance to necessary equipment for emergency response. Activities during fundraisers/social charitable/educational generally are not covered under worker's compensation but depending on the sponsorship may be covered under liability. The current expense per fire fighter/EMT is \$34.00 per person. For general volunteers (volunteers who are not fire fighters and emergency technicians), the coverage provided to them falls under general liability insurance. The Town would have to purchase volunteer insurance. The current expense per volunteer is \$2.25 per person per year. Selectmen will discuss volunteer insurance further.

**3) Open Sand/Salt Bids**

***Salt Bids* 7:00 PM**

*John Whitcomb motioned to open the salt bids at 7:00 pm. Sandra Tibbetts seconded the motion. 4 for/1 absent (LP)*

Cargill Inc	Regrets for not being able to bid
Morton Salt	\$63.32/ton
New England Salt Co LLC	\$57.05/ton
Harcross Chemicals Inc	\$59.94/ton

*John Whitcomb motioned to award the salt bid to New England Salt Co LLC at \$57.05 per ton. Kelly Couture seconded the motion. 4 for/1 absent (LP)*

***Sand Bids* 7:15 PM**

*John Whitcomb motioned to open the sand bids at 7:15 pm. Tim Russell seconded the motion. 4 for/1 absent (LP)*

McGee Construction, LLC	\$8.75/ton
Pike Industries, Inc.	\$7.75/ton ~ \$10.46 cubic yard

*John Whitcomb motioned to award the sand bid to Pike Industries, Inc. at \$7.75 per ton/\$10.46 per cubic yard. Kelly Couture seconded the motion. 4 for/1 absent (LP)*

*John Whitcomb motioned to close the bids. Kelly Couture seconded the motion. 4 for/1 absent (LP)*



**New Business:**Item of Discussion:Resolution:

John Whitcomb motioned to accept the warrant as presented and authorize the Treasurer to transfer the amount of money necessary to cover the warrant. Tim Russell seconded the motion. 4 for/1 absent (LP)

- 1) John Whitcomb motioned to accept the Selectmen Meeting Minutes of August 1, 2016. Kelly Couture seconded the motion. 4 for/1 absent (LP)
- 2) Review and approve purchase order requisitions: NONE
- 3) Reviewed Road Crew Planner.
  - The 2001 Volvo plow truck requires repairs at \$30,000 and will not receive a sticker this year unless the repairs are done. Selectboard will meet with Leon Burgess, Road Foreman, on Monday, August 15, 2016 at the Town Garage, 5:30 PM.
- 4) Reviewed Clerk's interoffice envelope:
  - a) Reviewed and signed A/P Warrant for 08/01/16.
  - b) Reviewed and signed Payroll Warrant for 08/01/16.
  - c) Reviewed journal entries.
- 5) Reviewed and signed Line of Credit Advance Authorization for 2017 Plow Truck & Accessory loan.
- 6) Reviewed estimate to stripe the Quaker Road (\$1,311.48 for 4" Double Yellow Lines and \$75 for one Stop Ahead). *Board will review expenses for Summer Highway to determine if there is money in the budget to have the road striped this year.*
- 7) Reviewed response request for information regarding third fire engine purchase, submitted by Fire Chief Richard Jandreau and Captain Chris Giroux (also Admin Asst for Fire Rescue).
- 8) Reviewed Pike Industries, Inc. asphalt plant complaint from Blue Ridge Drive East resident. The Planning Board has tentatively scheduled a meeting with Pike Industries on Monday, August 29, 2016 at 7pm, Sidney Planning Board Room.
- 9) Reviewed Information Request Regarding Abandoned and Discontinued Roads from MMA. – *TABLED.*
- 10) Reviewed Request for Municipal Representative on Review Committee for the Maine Natural Resources Conservation Program. – *No action.*
- 11) Reviewed CMP state pole permit application notice for West River Road area (northeasterly of Recreation Drive).
- 12) Reviewed and completed the University of Maine Policy Review questionnaire.
- 13) Reviewed Sevee & Maher Engineers, Inc. invitation to the Selectboard for the 14<sup>th</sup> annual Bob Arsenault Golf Tournament on Friday, September 2, 2016 at the Spring Meadows Golf Club located in Gray. – *Office will RSVP, Board is unable to attend.*
- 14) Reviewed and approved abatement #6 : Second Baptist Church in the amount of \$589.28. This account is tax exempt; however, we had a TRIO glitch that sent a tax bill. Office will contact TRIO to fix the glitch.
- 15) Reviewed Norman Road status.
  - Discussed width being 4 rods and not 3 rods based on survey.
- 16) Reviewed Sidney Historical Society program reminder: Tuesday, Aug 9 at 7pm, Joe Ferrannini from Gravestone Matters will discuss his experiences as a cemetery conservator.
- 17) Reviewed and approved journal entry request (revenue posting, sale of 1988 GMC Fire Truck, \$4,100).
- 18) Kelly Couture asked for updates on ballistic vest grant status, tax acquired property bid status, and a new EXIT sign in the Planning Board Room.

**NOTICES:**

RSU 18 Facilities Meeting schedule:

Thursday	August 11, 2016	5:30 pm	Central Office
Thursday	September 8, 2016	5:30 pm	Central Office

Tax Acquired Bid Opening: Monday 08/22/16, 7:00 pm.

Tentative\* Pike Industries, Inc. Asphalt Plant Meeting: 08/29/16, 7pm, Planning Board Room.

Richard Bacon and Dennis Monroe presented boat mooring information to the Selectboard. Mr. Bacon and Mr. Monroe have asked the Board to place a moratorium on boat mooring on Messalonskee until the Board can place an Ordinance to regulate boat mooring. The Board will continue to research the mooring issue and will consider asking the towns people to accept an Ordinance at the 2017 Town Meeting. The Board will not pursue a moratorium at this time.

Also discussed Select Board meeting with Transfer Station personnel and will pursue date and time with them.

*Kelly Couture motioned to adjourn at 8:50 pm. Sandra Tibbetts seconded the motion. 4 for/1 absent (LP)*



- 11) Reviewed invitation to Sidney Historical Society from Lexington/Highland Historical Society for the official opening and dedication of the Lexington/Highland History House at 3 Back Road in Lexington, Saturday, August 20, 2016 at 11:00 am.
- 12) The Selectboard approved the purchase of a new Air Conditioner for the Transfer Station.
- 13) Reviewed the status of the Rescue Boat Mooring. Office to contact MMA/Department of IFW regarding potential dock placement at the Sidney Boat Landing on Messalonskee Lake and any increase in insurance requirements should the boat be docked there.

**NOTICES:**

RSU 18 Facilities Meeting schedule:

Thursday            September 8, 2016            5:30 pm            Central Office

Tax Acquired Bid Opening: Monday, 08/22/16, 7:00 pm.

Pike Industries, Inc. Asphalt Plant Meeting: 08/29/16, 7pm, Planning Board Room.

John Whitcomb motioned to adjourn at 7:40 pm. Sandra Tibbetts seconded the motion. Unanimous.

Selectmen present: Kelly Couture, Laura Parker, Tim Russell, Sandra Tibbetts, John Whitcomb

Public present: Karen Ross, John & Rhonda Ainslie, Elizabeth Bean, Henry Poussard

John Whitcomb motioned to open at 6:30 pm; Tim Russell seconded the motion, Unanimous.

**Old Business:**

A. Discussed plow truck options for upcoming plowing season (replace/repair 2001 Volvo).

- Rental options
- Repair options

**Appointments –**

**5) Andy McMullen, ACO**

- Conducted 90-Day Review

*John Whitcomb motioned to go into Executive Session at 6:39 pm to discuss personnel issues pursuant to 1 M.R.S.A. § 605(A). Tim Russell seconded the motion. Unanimous.*

Board and Andy McMullen present during this session.

*John Whitcomb motioned to come out of Executive Session at 6:49 pm. Kelly Couture seconded the motion. Unanimous.*

**6) Tax Acquired Bid Opening**

**7:00 PM**

*John Whitcomb motioned to open the bids at 7:00 pm. Laura Parker seconded the motion. 4 for/1 absent (KC) (Kelly re-joined the meeting at 7:01 pm)*

Map 66 Lot 8, no bids

Map 60 Lot 10, 326 Pond Road

- |  |             |
|--|-------------|
| 1) Karen Ross                          | \$5,275.00  |
| 2) John & Rhonda Ainslie               | \$35,000.00 |
| 3) Pine Tree Real Estate/Shane Johnson | \$10,010.00 |
| 4) Roland Bean                         | \$17,700.00 |
| 5) Elizabeth Bean                      | \$7,500.00  |
| 6) Christian Whitney                   | \$17,100.00 |

*John Whitcomb motioned to award Map 60 Lot 10, 326 Pond Road, to John and Rhonda Ainslie for \$35,000.00. Laura Parker seconded the motion. Unanimous.*

Map27 Lot 12, Bartlett Road

- |                   |            |
|-------------------|------------|
| 1) Travis Pickell | \$4,100.00 |
| 2) Henry Poussard | \$3,200.00 |

*Laura Parker motioned to award Map 27 Lot 12, Bartlett Road, to Travis Pickell for \$4,100.00. Tim Russell Seconded the motion. Unanimous.*

*John Whitcomb motioned to close the bid opening at 7:20 pm. Tim Russell seconded the motion. Unanimous.*

**7) PUBLIC HEARING**

**7:30 PM**

*John Whitcomb motioned to open Public Hearing to review the MMA Model Ordinance General Assistance Appendices A-D for the period of October 1, 2016-September 30, 2017. Laura Parker seconded the motion. Unanimous.*

- Allowed all interested members of the public an opportunity to comment on the proposed ordinance;
- Ended public discussion, closed the hearing; and

*John Whitcomb motioned to adopt the MMA Model Ordinance General Assistance Appendices A-D for the period of October 1, 2016-September 30, 2017 as presented. Sandra Tibbetts seconded the motion. Unanimous.*

**New Business:**

**Item of Discussion:**

**Resolution:**

John Whitcomb motioned to accept the warrant as presented and authorize the Treasurer to transfer the amount of money necessary to cover the warrant. Sandra Tibbetts seconded the motion. Unanimous.

- 1) John Whitcomb motioned to accept the Selectmen Meeting Minutes of August 15, 2016. Sandra Tibbetts seconded the motion. 4 for/1 abstain (TR)
- 2) Review and approve purchase order requisitions: NONE
- 3) Reviewed Road Crew Planner.
- 4) Review Clerk's interoffice envelope: NONE
- 5) Reviewed and signed Journal Entry Request for road striping expense posting.
- 6) Reviewed 2016 MMA Election Results to the MMA Executive Committee.
- 7) Reviewed and signed sand bid correction notices to McGee Construction and Pike Industries, Inc. Due to a misunderstanding on the bid sheets received, the Board will withdraw the bid awarded to Pike Industries, Inc. and awarded McGee Construction the 2016 sand bid.
- 8) Discussed and set 2017 Town Meeting date to Saturday, March 18, 2017.
- 9) Reviewed insurance liability information for a fire/rescue boat dock on Hosta Lane. Office will contact the State of Maine Department of Conservation to inquire on placing a boat dock at the public boat area.
- 10) Reviewed **Notes From the Grange**, August 2016, Volume 1 Issue 8.
- 11) Discussed the equipment blocking the Norman Road. Mr. Gould asked to meet with the Selectboard after receiving his letter to remove the items. The Board will continue this discussion at a future meeting.
- 12) Discussed purchasing a plasma cutter that the Road Crew has mentioned to the Board. The Board would like estimates on purchasing a cutter. Road Crew will need to take into consideration the phase of power that the garage has when inquiring on a cutter.

**NOTICES:**

Pike Industries, Inc. Asphalt Plant Meeting: Monday, Aug 29, 2016, 7:00 pm, Sidney Planning Board Room.

RSU 18 Facilities Meeting: Thursday, September 8, 2016, 5:30 pm, Central Office.

Transfer Station Training Session: Saturday, Sept 10, 2016, 5:00 pm at the Transfer Station.

RSU 18 Cost Sharing Committee Meetings, Thurs 09/18/16; Thurs 10/06/16; Thurs 11/03/16

*John Whitcomb motioned to adjourn at 7:52 pm. Sandra Tibbetts seconded the motion. Unanimous.*

Selectmen present: Kelly Couture, Laura Parker, Tim Russell, Sandra Tibbetts, John Whitcomb

John Whitcomb motioned to open at 6:30 pm; Tim Russell seconded the motion, Unanimous.

**Old Business:**

- B. Plow truck options for upcoming plowing season (replace/repair 2001 Volvo).
- The truck was brought to O'Connor for repairs and it received a sticker for this year.

**Appointments –****8) PUBLIC MEETING (Sidney Planning Board Room)****7:00 PM**

- Sidney Planning Board and residents met with Pike Industries, Inc. regarding the asphalt plant status on the Lyons Road. Pike Industries, Inc. listened to concerns from residents near the asphalt plant and will take all necessary steps to remediate the concerns.
  - o Slamming noises from dump truck tail gates
  - o Super bright lights used during night time work
  - o Excess gravel and tack residue on the road ways
  - o New entrance/exit location for dump trucks is in a blind spot for motorists
- The Sidney Planning Board will hold a follow-up meeting with Pike Industries, Inc. on Monday, October 17, 2016 at 7:00 pm in the Sidney Town Office Planning Board room.

**New Business:*****Item of Discussion:******Resolution:***

John Whitcomb motioned to accept the warrant as presented and authorize the Treasurer to transfer the amount of money necessary to cover the warrant. Kelly Couture seconded the motion. Unanimous.

- 1) John Whitcomb motioned to accept the Selectmen Meeting Minutes of August 22, 2016. Sandra Tibbetts seconded the motion. Unanimous.
- 2) Review and approve purchase order requisitions: NONE
- 3) Reviewed Road Crew Planner.
- 4) Reviewed Clerk's interoffice envelope:
  - a) Reviewed and signed A/P Warrant for 08/15/16 & 8/22/16.
  - b) Reviewed and signed Payroll Warrant for 08/15/16 & 8/22/16.
  - c) Reviewed journal entries.
- 5) Reviewed and signed Supplemental Tax Certificate and Warrant for Dale & Nancy Cole to remove 115 acres from the Farm Land Program (Tax Map 58 Lot 24, \$2,036.49).
- 6) Reviewed MMA Tax Increment Financing Survey Results.
- 7) Discussed Norman Road obstruction. Board will send a penalty letter pursuant to the Town of Sidney's Parking Ordinance (Section VII Penalties and Section VIII Enforcement) to the property owner obstructing the Norman Road with equipment. Kelly Couture did not sign the penalty letter.

**NOTICES:**

RSU 18 Facilities Meeting: Thursday, September 8, 2016, 5:30 pm, Central Office.

Transfer Station Training Session: Saturday, Sept 10, 2016, 5:00 pm at the Transfer Station.

RSU 18 Cost Sharing Committee Meetings, Thurs 09/18/16; Thurs 10/06/16; Thurs 11/03/16

John Whitcomb motioned to adjourn at 8:03 pm. Sandra Tibbetts seconded the motion.  
4 for/1 absent (KC)

Selectmen present: Kelly Couture, Laura Parker, Tim Russell, Sandra Tibbetts, John Whitcomb

John Whitcomb motioned to open at 6:30 pm; Tim Russell seconded the motion, Unanimous.

**Old Business:****Appointments –****9) Dave Shaw, resident of 283 Lyons Rd, Sidney****7:00 PM**

- Discussed lowering the 45 MPH speed limit on the Lyons Road. Selectboard suggests for Mr. Shaw to develop a petition for residents on the Lyons Road to sign. This will allow the Selectboard to know approximately how many people residing on or along the Lyons Road are interested in having the Selectboard submit an official letter to Maine DOT for an engineering study of the speed limit. Mr. Shaw explained that the Lyons Road has received increased traffic from the subdivisions (Sunset Ridge, Field Road, Blue Ridge East and West).
- Discussed the brush that is overgrown on the west corner of Sunset Ridge and the Lyons Road. Office will contact Road Crew to see if they are able to cut and remove the brush.

**New Business:****Item of Discussion:****Resolution:**

John Whitcomb motioned to accept the warrant as amended and authorize the Treasurer to transfer the amount of money necessary to cover the warrant. Laura Parker seconded the motion. Unanimous.

- 1) John Whitcomb motioned to accept the Selectmen Meeting Minutes of August 29, 2016. Sandra Tibbetts seconded the motion. Unanimous.
- 2) Review and approve purchase order requisitions: 1/Rescue (light replacement on Rescue truck)
- 3) Reviewed Road Crew Planner.
  - Reviewed estimate for plasma metal cutter sold at Maine Oxy. (Hypertherm Powermax 45 for \$1,870) Selectboard approve of the purchase. Summer and Winter Highways will share the expense.
- 4) Reviewed Clerk's interoffice envelope:
  - a) Reviewed and signed A/P Warrant for 08/29/16.
  - b) Reviewed and signed Payroll Warrant for 08/29/16.
  - c) Reviewed journal entries.
- 5) Reviewed and signed Quit Claim Deeds for tax acquired property sale held on 08/22/16:
  - a) Ainslie, 326 Pond Road, Map 60 Lot 10
  - b) Pickell, Bartlett Road, Map 27 Lot 12
- 6) Reviewed and signed Maine Revenue Services Real Estate Transfer Tax Declaration for tax acquired property sale held on 08/22/16:
  - a) Ainslie, 326 Pond Road, Map 60 Lot 10
  - b) Pickell, Bartlett Road, Map 27 Lot 12
- 7) Reviewed and approved Maine Municipal Association Risk Management Services Safety Enhancement Grant Application, submitted by Chris Giroux, Captain of Sidney Rescue. (Purchase 8 helmets with built in eye protection for use during auto extrication and other rescue functions, \$2,468.72).
- 8) Reviewed Fire & Rescue Administrative Assistant's Report for August 2016. Submitted by Chris Giroux, August 31, 2016.
- 9) Reviewed dividend payment from Maine Municipal Association Compensation Fund and the Property & Casualty Pool.
  - Property & Casualty Pool: \$1,419.00
  - Workers Comp: \$1,268.00



10) Reviewed Dept of Transportation resident Town letter regarding the new interchange construction and bridge rehabilitation. The construction contract was awarded to Sargent Corporation, 378 Bennoch Road, Stillwater, ME 04489. The Resident representing the State of Maine, DOT, is Matthew Swindells (contact cell 207-592-1910 or email [matthew.swindells@maine.gov](mailto:matthew.swindells@maine.gov)). Construction activity inquiries can be directed to Swindells.

11) Reviewed and sign Certificates of Appointment for members of the Planning Board of Appeals:

*John Whitcomb motioned to appoint Robert Lorenz and Floyd Luce as alternate members on the Planning Board of Appeals, terms to expire April 1, 2017. Sandra Tibbetts seconded the motion. Unanimous.*

*John Whitcomb motioned to appoint Doug Eugley, James Tracy, Daniel Courtemanch, and Sean Grimshaw as members on the Planning Board of Appeals, staggered term expirations. Sandra Tibbetts seconded the motion. Unanimous.*

- a) Robert Lorenz, Alternate – appointment effective through April 1, 2017
- b) Floyd Luce, Alternate – appointment effective through April 1, 2017
- c) Doug Eugley, Member – appointment effective through April 1, 2018
- d) James Tracy, Member – appointment effective through April 1, 2018
- e) Daniel Courtemanch, Member – appointment effective through April 1, 2019
- f) Sean Grimshaw, Member – appointment effective through April 1, 2019

12) Reviewed correspondence from the Fire and Rescue Departments regarding the Norman Road equipment obstruction and the difficult access for emergency vehicles and personnel.

- a) Concern submitted by Assistant Rescue Chief, Rachel Williams
- b) Response submitted by Fire Chief, Richard Jandreau

Office to contact Maine Municipal Association's Legal Department for information on volunteer personnel responding/non-responding to calls at certain properties. Selectboard would like to know how this process works, the legality, and how many residences are flagged as potential hazards. Fire and Rescue will be contacted to explain this process to the Selectboard.

13) Reviewed Kennebec Valley Council of Governments (KVCOG) 49<sup>th</sup> Annual Meeting invitation. (Tuesday, Sept 20, 2016, 9:30 am – 11:30 am, Pittsfield Elks Lodge, RSVP by Sept 9).

14) Discussed: The Selectboard and Planning Board will schedule a meeting with John Melrose regarding the Trafton Road I-95 Interchange project on Monday, Sept 19, 2016 at 7:00 pm.

15) Discussed: Maid 4 U cleaners would like permission to access Town Office after business hours for weekly cleaning. Selectboard agreed to allow the cleaners to access the building except for the Clerk's Office, which is locked separately.

16) Reviewed Planning Board Meeting Minutes of August 1, 2016 – requested for review by Selectboard.

17) Discussed Agenda for Transfer Station training session scheduled for Saturday, Sept 10, 2016. Board will develop an Agenda and will have refreshments delivered to the Transfer Station during the training session.

18) Discussed Hazardous Waste Collection scheduled for Saturday, October 15, 2016. The drop-off will be held at Winslow Public Works on 135 Halifax Street in Winslow, 8:30 am – 12:30 pm. The Selectboard has limited the total spending of the event (including both set-up and disposal costs) to \$750.00.

19) Reviewed and completed the MMA Voting Delegate application. Kelly Couture was assigned as Delegate and Laura Parker was assigned as the Alternate Delegate for the MMA Annual Business Meeting scheduled for Wed, Oct 5, 2016, 1:30 pm at the Cross Insurance Center in Bangor, Maine.

#### **NOTICES:**

RSU 18 Facilities Meeting: Thursday, September 8, 2016, 5:30 pm, Central Office.

Transfer Station Training Session: Saturday, Sept 10, 2016, 5:00 pm at the Transfer Station.

RSU 18 Cost Sharing Committee Meetings, Thurs 09/15/16; Thurs 10/06/16; Thurs 11/03/16

Planning Board Meeting with Pike Industries, Inc. (follow-up from 08/29/16 meeting: Mon 10/17/16, 7:00 pm Town Office

John Whitcomb motioned to adjourn at 7:30 pm. Sandra Tibbetts seconded the motion. Unanimous.

Selectmen present: Sandra Tibbetts, John Whitcomb, Tim Russell, Laura Parker

Selectmen absent: Kelly Couture

Employees present:

Leon Burgess, Road Foreman; Mike Gilley, Dale Mullen – Road Crew

Victor Grivois, Transfer Station Supervisor; Jonethen Mullen, Daniel Phillips – Transfer Station Attendants

John Whitcomb motioned to open at 5:00 pm; Sandra Tibbetts seconded the motion, 4 for/ 1 absent (KC)

**Training Topics:***Item of Discussion:**Resolution:*

- 1) Discussed Attendant responsibilities to patrons visiting Transfer Station:
  - a) Assisting with MSW and stickers
  - b) Assisting with recycling materials
  - c) Assisting with demo, bulky items, universal waste items
  - d) Assigning stations to oversee
- 2) Lunches/Breaks:
  - a) Lunch and break schedules and locations for breaks
  - b) Tobacco use on Town property
- 3) Other Transfer Station duties (not related to assisting patrons)
- 4) Reviewed Safety procedures and policies
- 5) Discussed concerns with Transfer Station set-up, needs, and requirements
  - Evaluate roof of Oil Storage Shed
  - Consider adding interior/exterior lighting and/or outlets in the Hazardous Waste building
  - Ramps for demolition bins
  - Railings and chains around demolition and waste bins need to be repaired or replaced
  - Cordless phone
  - Awning
  - Pitchfork
  - Evaluate if Transfer Station employees can issue demolition permits on Saturdays when the Town Office is closed
  - Evaluate current and future use of former glass recycling shed
- 6) Discussed budgeting process for purchasing and/or repairs
- 7) Discussed assigning an Attendant to attend the Household Hazardous Drop Off event:
  - a) Assigned an Attendant to attend the Planning Meeting on Tuesday, September 13, 2016 at the KVCOG Offices (17 Main St, Fairfield, ME) at 9:30 am.
  - b) Assigned an Attendant to attend the Household Hazardous Waste Drop Off Day on Saturday, October 15, 2016 at Winslow Public Works (135 Halifax St, Winslow, ME), 8:00 am – 1:00 pm. Jonethen Mullen will attend both the Planning meeting and Drop off day. Will confirm date for Planning Meeting and notify Jonethen.

8) Discussed MSW dumpster pick-up and drop-off schedule. Set the MSW schedule for automatic pick-up. Dale Mullen has arranged for a weekly automatic pick up which will take place when the Transfer Station is not open.

John Whitcomb motioned to adjourn at 6:16 pm. Sandra Tibbetts seconded the motion.  
4 for/ 1 absent (KC)

Selectmen present: Kelly Couture, Laura Parker, Tim Russell, Sandra Tibbetts, John Whitcomb

John Whitcomb motioned to open at 6:30 pm; Tim Russell seconded the motion, Unanimous.

**Old Business:****Appointments –****1) Lee Bragg, Bernstein Shur - Legal Counsel****6:30 pm**

- Teleconference to discuss 326 Pond Road, tax acquired bid acceptance and 50'X250' strip of land that was not included on original deed from the tax acquired parcel.

**2) John & Rhonda Ainslie, Tax Acquired Bid Winners of 326 Pond Rd 7:15 pm**

- Discussed 326 Pond Road tax acquired bid and 50'X250' strip of land not transferred on deed.

*John Whitcomb motioned to withdraw the acceptance of John and Rhonda Ainslie's bid of \$35,000 for the tax acquired property at 326 Pond Road. Town to refund John and Rhonda Ainslie \$35,000. Laura Parker seconded the motion. 4 for/1 oppose (TR)*

Board discussed future plans for 326 Pond Road:

- The tax map will be corrected to show the property split from 1983.
- Board would like to see the property placed out to bid before fiscal year end.

**New Business:****Item of Discussion:****Resolution:**

John Whitcomb motioned to accept the warrant as presented and authorize the Treasurer to transfer the amount of money necessary to cover the warrant. Sandra Tibbetts seconded the motion. Unanimous.

1) John Whitcomb motioned to accept the Selectmen Meeting Minutes of September 6, 2016. Tim Russell seconded the motion. Unanimous.

John Whitcomb motioned to accept the Selectmen Meeting Minutes of September 10, 2016. Laura Parker seconded the motion. 4 for/1 abstain (KC)

2) Review and approve purchase order requisitions: NONE

3) Reviewed Road Crew Planner.

4) Review Clerk's interoffice envelope: NONE

5) Reviewed survey proposal estimate for Norman Road and Ferry Road. TABLED: waiting for additional estimates.

6) Reviewed copy of Maine DEP Bureau of Air Quality – Notice of Relocation of Mineral Processing Equipment from Pike Industries, Inc. Pike Industries is moving a portable crusher to its Sidney location to process recycled asphalt pavement (RAP).

7) Discussed Transfer Station training session held on Saturday, Sept 10, 2016. See minutes from meeting regarding topic items and "to do" list.

8) Reviewed Mid-Maine Chamber of Commerce *In Touch* monthly newsletter, September 2016.

9) Discussed upcoming Animal Control Officer training for Andy McMullen. The training is Oct 24-Oct 28, 2016 beginning at 8:00am-5:00pm in Orono. Andy McMullen, ACO, must attend this course within six months of his appointment. The Board agrees to the following regarding Town's pay and reimbursement for the course:

a) \$14.00 per hour including traveling time (which will be an extra 2 hours per day). Therefore, this will include approximately 10 hours of overtime (\$21.00 per hour OT).

b) \$.44 per mile

10) Discussed promoting Andy McMullen to Animal Control Officer from Alternate Animal Control Officer. Board will contact Chris Martinez, ACO, to discuss this possibility.

- 11) Reviewed notice for Sidney Historical Society quarterly business meeting scheduled for Tuesday, Sept 13, 2pm at the Grange Hall.  
- The Belgrade Historical Society September Program, French Canadian Immigrants, Thursday, Sept 15, 2016 at 7:30 pm at the Maine Lakes Resource Center in Belgrade.
- 12) Reviewed material estimate for Transfer Station waste oil shed roof repairs, \$339.06. Board approved this project and expense.

**NOTICES:**

RSU 18 Cost Sharing Committee Meetings, Thurs 09/15/16; Thurs 10/06/16; Thurs 11/03/16

Trafton Road I-95 Interchange Meeting with John Melrose and Harry Kojoian: Mon 09/19/16, 7:00 pm, Sidney Town Office.

Annual Safety Training for Town of Sidney Employees & Volunteers: Tues Oct 4, 2016, 6:30 pm, Sidney Town Office.

Planning Board Meeting with Pike Industries, Inc. (follow-up from 08/29/16 meeting: Mon 10/17/16, 7:00 pm Town Office

John Whitcomb motioned to adjourn at 8:01 pm. Tim Russell seconded the motion. Unanimous.

Selectmen present: Kelly Couture, Laura Parker, Tim Russell, Sandra Tibbetts, John Whitcomb

Public present: Roland Bean, Jennifer Croft, Tieran Croft, Jeremy Croft

John Whitcomb motioned to open at 6:30 pm; Sandra Tibbetts seconded the motion, Unanimous.

**Old Business:****Appointments –****3) Leon Burgess, Road Foreman****6:30 pm**

- Discussed equipment and miscellaneous items obstructing passage of the Norman Road and the plan for removal.
- Selectboard approved the removal of the equipment and miscellaneous items within the Town's roadway and right-of-way.

**4) Larry Tibbetts, Cemetery Committee Member****6:45 pm**

- Discussed and viewed pictures of the headstone repairs in Field Cemetery.
- The Cemetery Committee and Selectboard have approved the payment of \$8,200 to Grave Stone Matters, Joe Ferrannini.
- Discussed 2017-2018 repairs (Sibley and Lincoln Cemetery).

**5) John Melrose, Eaton Peabody****Harry Kojoian, Trafton Properties****7:00 pm**

**Sidney Planning Board** (Mary Blaschke, Sec; Bob Philbrick, Chair; David Bernier, Tom Vigue, Shannon Stoddard)

**Bob Willette, Trafton Road Interchange Project Planning Committee Member**

- Discussed upcoming construction scheduled for the Trafton Road I-95 interchange project. Construction will begin late this fall. The interchange is anticipated to open early next year.
- Trafton Properties seek commercial businesses relating to light manufacturing, distribution, and warehousing within the industrial park located off the Trafton Road I-95 Interchange.
- Utility installation such as water and sewer have the potential to be installed into Sidney's side of the industrial park.

**New Business:****Item of Discussion:****Resolution:**

John Whitcomb motioned to accept the warrant as presented and authorize the Treasurer to transfer the amount of money necessary to cover the warrant. Sandra Tibbetts seconded the motion. Unanimous.

- 1) John Whitcomb motioned to accept the Selectmen Meeting Minutes of September 12, 2016. Tim Russell seconded the motion. Unanimous.
- 2) Reviewed and approved purchase order requisitions: One/Fire Dept (purchase new cut-off saw)
- 3) Review Road Crew Planner. - NONE
- 4) Reviewed Clerk's interoffice envelope:
  - a) Reviewed and signed A/P Warrant for 09/06/16 & 09/12/16
  - b) Reviewed and signed Payroll Warrant for 09/06/16 & 09/12/16
  - c) Reviewed journal entries.
- 5) Reviewed Maine DOT meeting notice: Preconstruction Meeting for Trafton Road I-95 Project, 09/20/16, 10:00 am, Maine DOT Headquarters on 24 Child Street, Conference Room 216.
- 6) Reviewed and signed refund confirmation letter to John and Rhonda Ainslie for the nullified tax acquired bid sale pertaining to 326 Pond Road, Tax Map 60 Lot 10. (Refund \$35,000.00 on Warrant).

7) Reviewed corrected Map 60 showing lot split of Lot 10 (326 Pond Road). Split should have occurred in 1983, the deed transferring the 50 foot strip was not submitted to the mapper properly 33 years ago. Discussed Town's plan for property.

Roland Bean asked the Selectboard if they would consider awarding the property bid to him as the second highest bidder in the amount of \$17,700.00.

*Tim Russell motioned to award 326 Pond Road, Tax Map 60 Lot 10, to Roland Bean in the amount of \$17,700.00 as the second highest bidder with the acknowledgment that the 50'x250' strip of land assumed in the previous bid information is not included with this lot. Kelly Couture seconded the motion. 3 for/2 opposed (JW,LP)*

Selectboard authorized Sheila Thorne, Administrative Assistant to the Board, to complete the Deed and Maine Revenue Services Tax Declaration documents as necessary for Roland Bean to file at the Kennebec Registry of Deeds.

12) Reviewed and approved Budget Meeting schedule notices:

- a) Department Head Memo
- b) Budget Committee Member Memo
- c) Town Committee Memo

13) Reviewed notice from Sidney Board Appeals pursuant to Section V., Subsection A., Item 4. Required notification that Sidney Board of Appeals received an appeal submitted by Mr. and Mrs. Winkley on Sept 14, 2016.

14) Reviewed and discussed Maine Rural AED Grant Evaluation process. Board authorized Laura Parker to complete the evaluation online on behalf of the Town.

15) Reviewed MMA confirmation of receipt for Safety Enhancement Grant Program Application – October 2016 submitted by Rescue Captain Christopher Giroux (eight Rescue helmets).

16) Reviewed *Maine Local Roads News* from the Maine local Roads Center, Summer 2016.

Selectboard recommend researching the RSMS 16 software for Sidney. The software allows the Town to illustrate town road conditions (manage maintenance history and future repairs needed) and maintain town wide sign inventory and condition information. The software is \$195 to new Maine municipality users and includes the software user guide and distress field manual, and free technical assistance.

17) Reviewed recycling revenue from tin/light iron, August 30, 2016: \$287.00, 3.62 Ton.

18) Reviewed and approved Dale Mullen's vacation request, Oct 9-Oct 16, 2016.

19) Reviewed notice from Mike Edgecomb (formally of Time Warner Cable) now serving as the Business Development Manager at James W. Sewall in Old Town Maine. Mr. Edgecomb is now in charge of cable TV franchising and broadband planning for communities.

20) Reviewed response to Selectboard inquiry regarding Sidney Rescue Department's protocol for attending emergency calls at residences requiring extra caution and/or instructions. Submitted by Dan Courtemanch, Rescue Chief.

21) Reviewed Planning Board Meeting Minutes of August 15, 2016 and Planning Board Public Meeting Minutes of August 29, 2016 (meeting with Pike Industries, Inc.).

22) Selectboard will move forward with researching and potentially adopting a Boat Mooring Ordinance and will ask the Planning Board to begin the process.

23) Discussed: Tim Russell and Laura Parker will be absent from the Selectboard Meeting scheduled for Monday, October 17, 2016. The Selectboard will determine if they will hold a meeting on Monday, October 31, 2016.

John Whitcomb motioned to adjourn at 8:26 pm. Sandra Tibbetts seconded the motion. Unanimous.

Selectmen present: Kelly Couture, Laura Parker, Tim Russell, Sandra Tibbetts, John Whitcomb

John Whitcomb motioned to open at 6:30 pm; Sandra Tibbetts seconded the motion, Unanimous.

**Old Business:****Appointments –****1) Sean Grimshaw, Resident****6:30 pm**

- Discussed Boat Mooring Ordinance proposal. Board made a few revisions. Proposed Ordinance will be turned over to the Planning Board for review.

**2) Ross Nason, KVCOG****6:45 pm CANCELLED**

- Discuss resources available to municipalities.

**3) Richard Jandreau, Sidney Fire Chief****7:00 pm CANCELLED**

- Discuss training blocks for Fire Fighters.

**New Business:****Item of Discussion:****Resolution:**

Review the warrant and make motion to accept the warrant as presented or amended and authorize the Treasurer to transfer the amount of money necessary to cover the warrant.

1) John Whitcomb motioned to accept the Selectmen Meeting Minutes of September 19, 2016. Tim Russell seconded the motion. Unanimous.

2) Reviewed and approved purchase order requisitions: One/Selectman (overnight accommodations during MMA Convention for Kelly Couture)

*John Whitcomb motioned to pay for a hotel room for Kelly Couture to stay during the convention, mileage for two trips, and time. Sandra Tibbetts seconded the motion. 3 for/2 opposed (KC,TR)*

3) Reviewed Road Crew Planner.

4) Review Clerk's interoffice envelope: NONE

5) Reviewed and discussed revision of Town of Sidney Parking Ordinance, Section IV. Obstruction of Free Passage: No person shall stop, stand, park or leave a motor vehicle, trailer or any other equipment or object on any public way in such a manner or under such condition so as to obstruct the free passage of pedestrians or other motor vehicles in either direction, or so as to leave available less than fifteen feet of the width of the traveled way for free movement of vehicular and pedestrian traffic. – *No action.*

6) Reviewed Maine Municipal Employees Health Trust Important Notice re: Health Trust Plan Benefit Changes Effective January 1, 2017.

- Emergency Room Copays: from \$150 per visit to \$200 per visit
- Mail order 90-day supply at two 30-day copay rate
- 15-day supply of specialty medicines for the first two months (specialty medicines = cancer, multiple sclerosis, iron, toxicity, neurological disorders, and blood cell deficiency).
- MMA Retiree Workshop schedule
- 2016 Health Trust Annual Meeting schedule

7) Reviewed Sidney Historical Society's *Notes From the Grange*, September 2016, Volume 1 Issue 9.

- Polly Furber was presented with the Boston Post Cane during the quarterly business meeting in September.
- SHS found a cache of old ledgers, tax records, and pauper books in the Grange Hall attic. They will be copying and cataloging them.

8) Reviewed inquiry for a student looking for a Boy Scout Eagle Project. Selectboard suggested an interchangeable sign for the Town Office.

9) Reviewed Charter Communications (aka Time Warner Cable) notice for Sept 21, 2016.



- 10) Reviewed Maine Resource Recovery Association newsletter solicitation. – *No action.*
- 11) Reviewed Family Violence Project *FVP Voice*, Fall 2016 newsletter.
- 12) Reviewed and approved vacation request for Mike Gilley, Oct 30 – Nov 12, 2016.
- 13) Discussed MMA’s Legislative Policy Committee voting procedures. Kelly Couture will reply via telephone as opposed emails.
- 14) Reviewed Maine DOT notice re: Trafton Road Girder Replacement project. Trafton Road and I-95 Southbound will be closed to traffic for two nights, probably consecutive, approx. four weeks from now between 10PM and 5AM. Trafton Road traffic will be routed around the project using Webb, Town Farm, Middle and West River Roads and I-95 traffic will be routed around the project using KMD, West River, and Lyons Roads. Detour maps were provided with this notice.  
  
Starting on or about Oct 10, 2016, the Trafton Road will be restricted to one lane alternating traffic with traffic signals. This will restrict Trafton Road to twelve feet wide for approx. 500 feet in length. This restriction will be in effect until approx. the end of November.
- 15) Discussed: Sidney Athletic Association is asking the Board if the Road Crew can move the infield soil from the parking lot to the infields. The company that they order the soil from will not drive the dump trucks onto the infields. Selectboard approved having the SAA and Road Crew coordinate moving the infield soil from the parking lot to the infields.
- 16) Discussed RSU#18 Cost Sharing Committee Meeting that was held on Thursday, Sept. 15, 2016. Another meeting is scheduled for Thursday, Oct. 6, 2016.

**NOTICES:**

Annual Safety Training for Town of Sidney Employees & Volunteers: Tues Oct 4, 2016, 6:30 pm, Sidney Town Office.

RSU 18 Cost Sharing Committee Meetings, Thurs 10/06/16; Thurs 11/03/16

Planning Board Meeting with Pike Industries, Inc. (follow-up from 08/29/16 meeting): Mon 10/17/16, 7:00 pm, Town Office Planning Board Room

John Whitcomb motioned to adjourn at 7:48 pm. Laura Parker seconded the motion. Unanimous.

Selectmen present: Kelly Couture, Laura Parker, Tim Russell, Sandra Tibbetts, John Whitcomb

John Whitcomb motioned to open at 6:30 pm; Sandra Tibbetts seconded the motion, Unanimous.

**Old Business:****Appointments –****4) Sean Grimshaw, Resident****6:30 pm**

- Discussed Boat Mooring Ordinance proposal. Board made a few revisions. Proposed Ordinance will be turned over to the Planning Board for review.

**5) Ross Nason, KVCOG****6:45 pm CANCELLED**

- Discuss resources available to municipalities.

**6) Richard Jandreau, Sidney Fire Chief****7:00 pm CANCELLED**

- Discuss training blocks for Fire Fighters.

**New Business:****Item of Discussion:****Resolution:**

John Whitcomb motioned to accept the warrant as presented and authorize the Treasurer to transfer the amount of money necessary to cover the warrant. Sandra Tibbetts seconded the motion. Unanimous.

1) John Whitcomb motioned to accept the Selectmen Meeting Minutes of September 19, 2016. Tim Russell seconded the motion. Unanimous.

2) Reviewed and approved purchase order requisitions: One/Selectman (overnight accommodations during MMA Convention for Kelly Couture)

*John Whitcomb motioned to pay for a hotel room for Kelly Couture to stay during the convention, mileage for two trips, and time. Sandra Tibbetts seconded the motion. 3 for/2 opposed (KC,TR)*

3) Reviewed Road Crew Planner.

4) Review Clerk's interoffice envelope: NONE

5) Reviewed and discussed revision of Town of Sidney Parking Ordinance, Section IV. Obstruction of Free Passage: No person shall stop, stand, park or leave a motor vehicle, trailer or any other equipment or object on any public way in such a manner or under such condition so as to obstruct the free passage of pedestrians or other motor vehicles in either direction, or so as to leave available less than fifteen feet of the width of the traveled way for free movement of vehicular and pedestrian traffic. – *No action.*

6) Reviewed Maine Municipal Employees Health Trust Important Notice re: Health Trust Plan Benefit Changes Effective January 1, 2017.

- Emergency Room Copays: from \$150 per visit to \$200 per visit
- Mail order 90-day supply at two 30-day copay rate
- 15-day supply of specialty medicines for the first two months (specialty medicines = cancer, multiple sclerosis, iron, toxicity, neurological disorders, and blood cell deficiency).
- MMA Retiree Workshop schedule
- 2016 Health Trust Annual Meeting schedule

7) Reviewed Sidney Historical Society's *Notes From the Grange*, September 2016, Volume 1 Issue 9.

- Polly Furber was presented with the Boston Post Cane during the quarterly business meeting in September.
- SHS found a cache of old ledgers, tax records, and pauper books in the Grange Hall attic. They will be copying and cataloging them.

8) Reviewed inquiry for a student looking for a Boy Scout Eagle Project. Selectboard suggested an interchangeable sign for the Town Office similar to the Town of Wiscassett's Town Office sign.

- 9) Reviewed Charter Communications (aka Time Warner Cable) notice for Sept 21, 2016.
- 10) Reviewed Maine Resource Recovery Association newsletter solicitation. – *No action.*
- 11) Reviewed Family Violence Project *FVP Voice*, Fall 2016 newsletter.
- 12) Reviewed and approved vacation request for Mike Gilley, Oct 30 – Nov 12, 2016.
- 13) Discussed MMA’s Legislative Policy Committee voting procedures. Kelly Couture will reply via telephone as opposed emails.
- 14) Reviewed Maine DOT notice re: Trafton Road Girder Replacement project. Trafton Road and I-95 Southbound will be closed to traffic for two nights, probably consecutive, approx. four weeks from now between 10PM and 5AM. Trafton Road traffic will be routed around the project using Webb, Town Farm, Middle and West River Roads and I-95 traffic will be routed around the project using KMD, West River, and Lyons Roads. Detour maps were provided with this notice.  
  
Starting on or about Oct 10, 2016, the Trafton Road will be restricted to one lane alternating traffic with traffic signals. This will restrict Trafton Road to twelve feet wide for approx. 500 feet in length. This restriction will be in effect until approx. the end of November.
- 15) Discussed: Sidney Athletic Association is asking the Board if the Road Crew can move the infield soil from the parking lot to the infields. The company that they order the soil from will not drive the dump trucks onto the infields. Selectboard approved having the SAA and Road Crew coordinate moving the infield soil from the parking lot to the infields.
- 16) Discussed RSU#18 Cost Sharing Committee Meeting that was held on Thursday, Sept. 15, 2016. Another meeting is scheduled for Thursday, Oct. 6, 2016.

**NOTICES:**

Annual Safety Training for Town of Sidney Employees & Volunteers: Tues Oct 4, 2016, 6:30 pm, Sidney Town Office.

RSU 18 Cost Sharing Committee Meetings, Thurs 10/06/16; Thurs 11/03/16

Planning Board Meeting with Pike Industries, Inc. (follow-up from 08/29/16 meeting): Mon 10/17/16, 7:00 pm, Town Office Planning Board Room

Discussed 2017 Annual Town Report dedication. This year, the dedication will be to Don Farnham. Office will ask family members for information to write the dedication.

John Whitcomb motioned to adjourn at 7:48 pm. Laura Parker seconded the motion. Unanimous.

Selectmen present: Laura Parker, Tim Russell, Sandra Tibbetts, John Whitcomb

Selectmen absent: Kelly Couture

Public present: Mike Savage, Budget Committee Member

John Whitcomb motioned to open at 6:00 pm; Tim Russell seconded the motion, 4 for/1 absent (KC)

**Old Business:****Appointments –****7) Leon Burgess, Road Foreman****6:00 pm**

- Budget Workshop for Summer & Winter Highways and Transfer Station
  - o Proposing to purchase a replacement plow truck this coming year. The 2001 Volvo will need to be replaced due to body deterioration.
  - o Anticipating major culvert replacement on the Town Farm Road is needed. Leon will get an estimate.
  - o Will obtain estimates for adding electricity to the Hazardous Waste Building at the Transfer Station and a fuel company for a replacement fuel pumping system.

**New Business:****Item of Discussion:****Resolution:**

John Whitcomb motioned to accept the warrant as presented and authorize the Treasurer to transfer the amount of money necessary to cover the warrant. Laura Parker seconded the motion. 4 for/1 absent (KC)

- 1) John Whitcomb motioned to accept the Selectmen Meeting Minutes of September 26, 2016. Laura Parker seconded the motion. 4 for/1 absent (KC)
- 2) Review and approve purchase order requisitions: NONE
- 3) Reviewed Road Crew Planner.
- 4) Review Clerk's interoffice envelope: NONE
- 5) Reviewed Fire and Rescue Administrative Assistant's Report for September 2016, submitted by Chris Giroux.
- 6) Reviewed and signed request congratulatory letter for Owen Corrigan, who is being awarded the Rank of Eagle Scout with Troop 401 in Sidney Maine. For his project, he coordinated the construction and installation of several park benches for the James H. Bean grammar school grounds and playground in the Town of Sidney. - *Will hold for Kelly to sign.*
- 7) Reviewed Kennebec County Emergency Management Agency Adoption of the 2016 Kennebec County Hazard Mitigation Plan.

**NOTICES:**

Annual Safety Training for Town of Sidney Employees & Volunteers: Tues Oct 4, 2016, 6:30 pm, Sidney Town Office.

RSU 18 Cost Sharing Committee Meetings, Thurs 10/06/16; Thurs 11/03/16

The Sidney Town Office will be CLOSED on Monday, October 10, 2016 in observance of Columbus Day. The Board of Selectmen will hold their Board Meeting on Tuesday, October 11, 2016, 6:30 pm – the end of business. The Code Enforcement Officer will be in his office on Tuesday, October 11, 2016, 6:00 pm – 9:00 pm.

Planning Board Meeting with Pike Industries, Inc. (follow-up from 08/29/16 meeting): Mon 10/17/16, 7:00 pm, Town Office Planning Board Room

John Whitcomb motioned to adjourn at 7:33 pm. Sandra Tibbetts seconded the motion. 4 for/1 absent (KC)

Selectmen present: Laura Parker, Tim Russell, Sandra Tibbetts, John Whitcomb

Selectmen absent: Kelly Couture

John Whitcomb motioned to open at 6:30 pm; Tim Russell seconded the motion, 4 for/1 absent (KC)

**Old Business:**

**Appointments – NONE**

**New Business:**

**Item of Discussion:**

**Resolution:**

John Whitcomb motioned to accept the warrant as presented and authorize the Treasurer to transfer the amount of money necessary to cover the warrant. Tim Russell seconded the motion. 4 for/1 absent (KC)

- 1) John Whitcomb motioned to accept the Selectmen Meeting Minutes of October 3, 2016. Laura Parker seconded the motion. 4 for/1 absent (KC)
- 2) Review and approve purchase order requisitions: NONE
- 3) Reviewed Road Crew Planner.
- 4) Reviewed Clerk's interoffice envelope:
  - a) Reviewed and signed A/P Warrant for 09/19/16 & 09/26/16 & 10/03/16
  - b) Reviewed and signed Payroll Warrant for 09/19/16 & 09/26/16 & 10/03/16
  - c) Reviewed journal entries.
- 5) Reviewed State of Maine, Maine Revenue Services, Property Tax Division proposed 2017 State Valuation, \$378,250,000. Selectboard will send a letter inquiring on the "proposed" and "actual" valuation amount disparities.
- 6) HOLD - Reviewed request congratulatory letter for Owen Corrigan, who is being awarded the Rank of Eagle Scout with Troop 401 in Sidney Maine. For his project, he coordinated the construction and installation of several park benches for the James H. Bean grammar school grounds and playground in the Town of Sidney. \*\*\*SAVED for Kelly to sign.
- 7) Reviewed and signed Kennebec County Emergency Management Agency Adoption of the 2016 Kennebec County Hazard Mitigation Plan. \*\*\*RESUBMITTED for new signatures, corrections to form from MEMA.
- 8) Reviewed notice: A weekly construction meeting for the I-95 project was held on 977 West River Road at 10:00 am, at the warehouse at the corner of Trafton Road. This meeting was held to discuss the upcoming I-95 southbound closure that is scheduled for Oct 18 and Oct 19 from 10pm-5am each night.
- 9) Reviewed update on Sidney Community Food Pantry submitted by Linda Bragg. The Pantry is running well with opening just once a month and serving those with conflicting schedules at their convenience when needed. The Pantry was served between 15-20 families in one day. They have four to five volunteers each month.  
  
\*\*A Harvest Italian Dinner and Live Auction will be held October 14, 2016 at the Calumet Club in Augusta. This event is sponsored by the Maine State Credit Union for the benefit of hunger organizations in the Kennebec and Somerset counties.  
  
Linda Bragg will have the Treasurer submit a 2016 financial summary. The Selectboard requires this information to determine funding for the 2017-2018 budget season.
- 10) Reviewed Kennebec Valley Chamber of Commerce's *Business Insider* newsletter for October 2016.
- 11) Reviewed and signed fourth notice to property owner on Norman Road regarding road obstructions and penalties assessed.

12) Discussed Office Holiday hours: The Board will not hold a meeting on Monday, October 31, 2016. On the Wednesday before Thanksgiving, the Office will be open 9:00 am – 4:30 pm; Friday Dec 23 and Friday Dec 30, 2016 will be open regular hours (Monday, Dec 26, 2016 and Monday, Jan 2, 2016 will be closed for the holiday.

13) Reviewed notice from Sidney Planning Board of Appeals re: Undue Hardship Application on 71 Teaberry Lane, Map 60 Lot 21, site visit scheduled for Sunday, Oct 23, 2016, hearing is scheduled for Monday, Nov 14, 2016.

14) Reviewed Sidney Historical Society Meeting Minutes for September 13, 2016.

15) Discussed garage permit for Bean Glen property. The garage appears to be right on the side of the road. The minimum set back according to the Town's current Ordinance is 55 feet from the center of the traveled way. The Code Enforcement Officer will visit the property on Wednesday, October 12, 2016.

16) Discussed Boat Mooring Ordinance and the Planning Board's review. The Planning Board has several concerns with the Ordinance. The Selectboard will ask to be on the Planning Board Agenda for November 14, 2016.

17) Tim Russell updated Selectboard on the RSU#18 Cost Sharing Committee Meeting held last week. The next meeting is scheduled for November 3, 2016, 6:00 pm at Central Office in Oakland.

**NOTICES:**

Planning Board Meeting with Pike Industries, Inc. (follow-up from 08/29/16 meeting): Mon 10/17/16, 7:00 pm, Town Office Planning Board Room.

John Whitcomb motioned to adjourn at 7:44 pm. Sandra Tibbetts seconded the motion.  
4 for/1 absent (KC)

Selectmen present: Kelly Couture (arrived 7:20 pm), Laura Parker (arrived 6:56 pm), Tim Russell (arrived 6:51 pm), Sandra Tibbetts, John Whitcomb

John Whitcomb motioned to open at 6:51 pm; Tim Russell seconded the motion, 3 for/2 absent (KC,LP)

**Old Business:**

**Appointments –**

**1) Pike Industries, Inc. Public Meeting**

**7:00 PM**

- Follow-up meeting with property owners in the vicinity of the Lyons Road asphalt plant. Noise, material in the road way, the small truck entrance (where the trucks have to make a wide swing), and other issues discussed at the August 26, 2016 meeting have been addressed and seem to satisfactory to residents.

Two residents attending tonight’s meeting discussed issues with a smell that appears to come from the plant. Pike will look into the issue and they may extend the stacks and/or put in a fugitive fan.

**New Business:**

**Item of Discussion:**

**Resolution:**

John Whitcomb motioned to accept the warrant as presented and authorize the Treasurer to transfer the amount of money necessary to cover the warrant. Laura Parker seconded the motion. Unanimous.

- 1) John Whitcomb motioned to accept the Selectmen Meeting Minutes of October 11, 2016. Sandra Tibbetts seconded the motion. 4 for/1 abstain (KC)
- 2) Review and approve purchase order requisitions: NONE
- 3) Reviewed Road Crew Planner. - NONE
- 4) Review Clerk’s interoffice envelope: NONE
- 5) Reviewed Sidney Fire Department safety meeting summary.
- 6) Reviewed Sidney Rescue Department safety meeting summary.
- 7) Reviewed *Notes from the Grange*, October 2016 – Volume 1 Issue 10.
- 8) Re-discussed Office Holiday hours: Friday Dec 23 and Friday Dec 30. (In 2011, the two Fridays before the holiday weekend were half days). The Board will continue with the decision from last week’s meeting and have the Office open on Dec 23 and Dec 30 unless the State closes.
- 9) Reviewed and approved vacation request for Winnie Robbins: Nov 21, 22, & 23, 2016.
- 10) Reviewed and signed Selectboard inquiry letter to Maine Revenue Services regarding disparity between proposed and actual State Valuations for Sidney.
- 11) Reviewed Mid-Maine Chamber of Commerce *In Touch* monthly newsletter, October 2016.

- 12) Discussed and approved retro differential pay of \$1.00 per hour for Deputy Clerk during Clerk's absence.
- 13) Reviewed MaineDOT notice re: Trafton Road Girder Replacement. Trafton Road and Interstate 95 Southbound will be closed to traffic for two nights, Oct 24 & Oct 25 from 10:00 pm to 5:00 am. Trafton Road traffic will be routed around the project using Webb, Town Farm, Middle and West River Roads and I-95 Southbound traffic will be routed around the project using Kennedy Memorial Drive, West River, and Lyons Roads.
- 14) Discussed set-back requirements on Bean Glen. Selectboard and Gary Fuller, Code Enforcement Officer, have determined that a proposed building will not be in compliant with the set-back requirements. The property owner was notified on Wednesday, October 12, 2016. Gary Fuller will notify property owner a second time of the set-back requirements.
- 15) Reviewed State of Maine, Maine Emergency Management Agency (MEMA) notice re: private well owners with dry wells and farm operators, small businesses, and small non-profit organizations affected by drought. Office will post on community bulletin board.
- 16) Reviewed electrical wiring estimate for Transfer Station Universal Waste building (\$2,221.54). Board approved of this work as it is a safety issue and will have the work coordinated with the Highway Department.

**NOTICES:**

Planning Board Meeting with Pike Industries, Inc. (follow-up from 08/29/16 meeting): Mon 10/17/16, 7:00 pm, Town Office Planning Board Room.

The Board of Selectmen will not hold a meeting on Monday, October 31, 2016.

The next RSU#18 Cost Sharing Committee Meeting is scheduled for Thursday, November 3, 2016 at 6:00pm at the Central Office.

The Code Enforcement Officer will be on vacation from Sunday, October 30 – Sunday, November 6, 2016. He will be back in his office on Monday, November 7, 2016, 6pm-9pm.

John Whitcomb motioned to adjourn at 8:05 pm. Kelly Couture seconded the motion. Unanimous.



Selectmen present: Kelly Couture, Laura Parker, Tim Russell, Sandra Tibbetts, John Whitcomb

Public present: Mike Savage, Budget Committee Member

John Whitcomb motioned to open at 6:30 pm; Sandra Tibbetts seconded the motion, Unanimous.

**Old Business:****Appointments –****1) Daniel Phillips, Transfer Station Attendant 6:30 pm**

- Performed 90-day job performance review

*John Whitcomb motioned to go into Executive Session at 6:30 pm pursuant to 1 M.R.S.A. § 405(6)(A) to discuss personnel matters. Tim Russell seconded the motion. Unanimous.*

*Selectboard and Daniel present.*

*John Whitcomb motioned to come out of Executive Session at 6:38 pm. Kelly Couture seconded the motion. Unanimous.*

*John Whitcomb motioned to give Daniel Phillips a \$.25/hr raise. Kelly Couture seconded the motion. Unanimous.*

**2) Mike Roger, Maine Revenue Services Rescheduled for Nov. 14, 2016**

- Discuss Preliminary vs. Actual State Valuation amounts for Sidney

**3) Administration Budget Workshop 7:00 pm**

- Reviewed and discussed of Administration budget needs for 2017-2018.
- Reviewed Sidney Athletic Association 2017 Town Meeting Warrant Articles.

**New Business:****Item of Discussion:****Resolution:**

John Whitcomb motioned to accept the warrant as presented and authorize the Treasurer to transfer the amount of money necessary to cover the warrant. Tim Russell seconded the motion. Unanimous.

1) John Whitcomb motioned to accept the Selectmen Meeting Minutes of October 17, 2016. Laura Parker seconded the motion. Unanimous.

2) Review and approve purchase order requisitions: NONE

3) Reviewed Road Crew Planners for October 17, 2016 and October 24, 2016.

4) Reviewed Clerk's interoffice envelope:

- Reviewed and signed A/P Warrant for 10/11/16 & 10/17/16
- Reviewed and signed Payroll Warrant for 10/11/16 & 10/17/16
- Reviewed journal entries.

5) Reviewed and discussed Transfer Station holiday hours for the upcoming season.

Friday, Nov 11, Veterans Day - CLOSED

Friday, Nov 25, Thanksgiving Friday - CLOSED

Saturday, Dec 24, Christmas Eve - Close at Noon

Sunday, Dec 25, Christmas Day - CLOSED

Saturday, Dec 31, New Year's Eve - Close at Noon

Sunday, Jan 1, New Year's Day - CLOSED

6) Reviewed and discussed Letter of Intention and Certificate of Appointment for Frederick Gay, Jr. to serve on the Sidney Planning Board as an Alternate, effective October 24, 2016 to April 1, 2018.

*John Whitcomb motioned to appoint Frederick Gay, Jr. to serve on the Sidney Planning Board as an Alternate, effective October 24, 2016 to April 1, 2018. Tim Russell seconded the motion. Unanimous.*

- 7) Reviewed the following documents re: FirstPark / KRDA:
- a) The General Assembly will have a quarterly meeting on Thursday, Oct 27, 2016 at 5:00 pm at Thomas College, Ayotte Building, Rooms AU-103 and AU-104.
  - b) General Assembly meeting Agenda for Thursday, Oct 27.
  - c) 2016-2017 Cash Flow 2016-09.
  - d) Proposed Amendment to Fiscal Year 2016-17 Budget, Oct 2016.
  - e) After Action Response from Participating Site Location Consultants.
  - f) KRDA DRAFT Minutes for the General Assembly Meeting of June 23, 2016.
  - g) Location Guild Matrix for General Assembly.
  - h) NOT Printed: *KRDA Independent Auditor's Report & Financial Statements, June 30, 2016*. Available as a PDF upon request.

8) Reviewed Charter Communications (FKA Time Warner Cable) notice for Oct 19, 2016.

9) Discussed Charlene Houle's (Office Clerk) 6 month probationary job performance review.

*John Whitcomb motioned to go into Executive Session at 8:04 pm 1 M.R.S.A. § 405(6)(A) to discuss personnel issues. Laura Parker seconded the motion. Unanimous.*

*Selectboard and Sheila Thorne present.*

*John Whitcomb motioned to come out of Executive Session at 8:10 pm. Tim Russell seconded the motion. Unanimous.*

*John Whitcomb motioned to give Charlene Houle a \$.50/hr raise. Kelly Couture seconded the motion. Unanimous.*

10) Reviewed ME DEP Department Order re: Variance Findings of Fact and Order for Pike Industries, Inc., Performance Standards for Quarries.

11) Reviewed RSU#18 Governance Supper Meeting invitation scheduled for Thursday, Nov 17, 2016, 6:30 pm at the Williams Elementary School cafeteria.

- Establish Date for 2017 School Budget Validation Referendum Voting
- Update regarding District Facilities Committee
- Update regarding District Cost Sharing Committee
- Preliminary 2017-18 Budget Discussion

**RSVP** : Tim Russell

- A second Governance Meeting is scheduled for February 9, 2017

12) Reviewed reminder of I-95/Trafton Road closure – Oct 24 and Oct 25 : southbound I-95 ramp will be closed if necessary between 10pm and 6am. Traffic will be re-routed through the West River Road to Sidney exit. The Trafton Road will be closed as well and access/detour signs will be setup to use the Town Farm Road and Webb Road to access both ends of the Trafton Road.

**NOTICES:**

\*The Board of Selectmen will **not** hold a meeting on Monday, October 31, 2016.

\*The next RSU#18 Cost Sharing Committee Meeting is scheduled for Thursday, November 3, 2016 at 6:00pm at the Central Office.

\*The Code Enforcement Officer will be on vacation from Sunday, October 30 – Sunday, November 6, 2016. He will be back in his office on Monday, November 7, 2016, 6pm-9pm.

Discussed Universal Waste building and the step/lip between the building and the hot top. This creates a trip hazard. Office will ask Highway Department to fill the space in with material to make it easier to access the building.

Tim Russell motioned to adjourn at 8:17 pm. John Whitcomb seconded the motion. Unanimous.

**NO Meeting held this week.**

Selectmen present: Kelly Couture, Laura Parker, Tim Russell, Sandra Tibbetts, John Whitcomb

John Whitcomb motioned to open at 6:30 pm; Sandra Tibbetts seconded the motion, Unanimous.

**Old Business:**

**Appointments –**

**1) Jacob Sanborn, Boy Scout 6:30 pm CANCELLED**  
- Seeking permission for Eagle Scout Project. *Will reschedule*

**2) Andy McMullen, Animal Control Officer 6:45 pm TENTATIVE**  
- Discussed updates from ACO program.

According to 7 M.R.S.A. § 3941-3950A, the Town is required to provide emergency medical attention to domesticated animals. The Selectboard will inquire with Hometown Veterinary Care in Fairfield for contract information and Kennebec Veterinary Service for secondary contract information.

Andy discussed late licensing fees and the Town’s use of the revenue.

**3) Richard Jandreau, Fire Chief 7:00 pm**  
- Fire Department budget workshop.

The Fire Department is looking to budget the following items:

- Purchase Class A Tanker for the south side of Town (Engine 3, Shepherd Road Station).
- Replace the brush/utility/squad truck.
- Replace combination door locks at each station so the Department can change the combinations when necessary and avoid hiring a lock smith to do so.
- Purchase a computer/laptop.
- Purchase and program six to eight radios for broadband use.
- Purchase three sets of turnout gear.

**4) Dan Courtemanch, Rescue Chief 7:15 pm**  
- Rescue Department budget workshop.

The Rescue Department is looking to budget the following items:

- Pickup for errands and light duty (Fire & Rescue Admin Asst).
- Replace AED in Rescue 5.
- Increase electricity, medical supplies, and diesel based on past expense records.
- Continue Fire & Rescue Admin Asst position. Possibly add a second work day per week.

**New Business:**

**Item of Discussion:**

**Resolution:**

John Whitcomb motioned to accept the warrant as presented and authorize the Treasurer to transfer the amount of money necessary to cover the warrant. Sandra Tibbetts seconded the motion. Unanimous.

1) John Whitcomb motioned to accept the Selectmen Meeting Minutes of October 24, 2016. Laura Parker seconded the motion. Unanimous.

2) Review and approve purchase order requisitions: NONE

- 3) Reviewed Road Crew Planner.
  - Installing chain link fencing in front of the open top containers at the Transfer Station.
- 4) Reviewed Clerk's interoffice envelope:
  - a) Reviewed and signed A/P Warrant for 10/24/16
  - b) Reviewed and signed Payroll Warrant for 10/24/16 & 10/31/16
  - c) Reviewed journal entries.
- 5) Reviewed and discussed Sidney Public Works Department and Transfer Station safety/OSHA/BLS updates.
  - The Dept of Labor SAFETYWORKS! will be conducting a courtesy inspection for Public Works, Transfer Station, Fire Department, and Rescue Department on Tuesday, November 8, 2016.
- 6) Reviewed Maine Municipal Association notice of Safety Enhancement Grant Application approval for the Rescue Department to purchase eight Rescue helmets. The grant is intended to cover two-thirds of the cost up to, but not exceeding \$1,695.19.
- 7) Reviewed Fire Rescue Administrative Assistant log for October 2016. Submitted by Chris Giroux, 10/25/16.
- 8) Reviewed Drought Task Force Meeting Agenda for meeting held on Thursday, Nov 3, 2016.
- 9) Reviewed and signed Final Notice to property owner, Mark Gould, on Norman Road for items in Town's right-of-way.
- 10) Reviewed Mid-Maine Chamber of Commerce, *In Touch* monthly newsletter for November 2016.
- 11) Reviewed letter and petition signed by residents on Lyons Road to initiate a site survey by Maine DOT to reduce the speed limit along part or all of the Lyons Road. *Selectboard will send a site survey request to Maine DOT to address the Lyons Road speed limit.*
- 12) Reviewed letter from Roland Bean, Sidney resident, regarding the Town's Ordinance set-back requirement on Bean Glen and a garage slab that is currently in non-compliance.
  - Reviewed and signed Selectboard response.
- 13) Reviewed estimate for land surveys from Carey Land Surveys: Norman Road, \$1,600; Ferry Road, \$2,900.
- 14) Reviewed Time Warner/Charter Communication notice re: Incorrect Tax Code/Customer Credit(s). Some customers were incorrectly billed for fees that did not apply to their bills. A Franchise Fee or Public Access Fee (or both) were applied incorrectly and will be credited on bills that ran from Sept 14 through Oct 16, 2016. The incorrect fees range from \$0.08 to \$0.16.
  - a) Reviewed upcoming changes with packages and pricing of service fees, effective Dec 20, 2016.
- 15) Reviewed pre-consult safety (BLS/OSHA) review results for Fire and Rescue Departments/Stations.
- 16) Reviewed Sidney Historical reminder notice:
  - SHS will be selling 2017 Sidney Historical calendars on Election Day (Nov 8) 8am-8pm.
  - SHS Veterans Committee will be holding a Veterans Day celebration on Friday, Nov 11, 2016, at the Veteran Memorial (Town Office and Grange Hall grounds) at 11:00 am. Col. Donald Lagace will be master of ceremonies. Sidney Boy Scouts and Girl Scouts will take part in the program. There will be a laying of a commemorative wreath, followed by taps. Refreshments will be served.
  - Old Fort Western in Augusta will be holding a Veterans Day Commemoration, "Armistice Day" on Friday, Nov 11 from 10am-4pm, free and open to the public.

- 17) Reviewed and signed approval for General Assistance Portal Access Activation for Sidney's General Assistance Administrators. The portal will allow GA Administrators to view GA client information to make a determination on eligible benefits (offered by State of Maine, DHHS, Office for Family Independence). The Town's current GA Administrators are Sheila Thorne and Mary Blaschke.
- 18) Reviewed Maine DOT invitation to a Region 4 Transit Workshop regarding public transit services including Kennebec Valley Community Action Program (KVCAP). The workshop will be held on Thursday, Nov 17, 2016 from 1:30 pm to 3:30 pm at KVCAP, 97 Water St in Waterville.
- 19) Reviewed MEMA notice re: State Drought Task Force says rain helpful, but drought continues.
- 20) Reviewed and approved training request for Sheila Thorne, *GA-Winter Issues*, through MMA on Friday, Dec 9, 2016 in Augusta.
- 21) Reviewed Planning Board Meeting Minutes from Oct 3, 2016 (re: Boat Mooring Ordinance, swimming at public boat landing agreement with State).
- 22) Discussed RSU#18 Cost Sharing Committee Meeting scheduled for Thursday, Dec 1, 6:00 pm.
- 23) Discussed Pike Industries, Inc. open house. Tim Russell and Sandra Tibbetts attended. The tour was great and the grounds were impressive.

**NOTICES:**

The Sidney Town Office and Transfer Station will be **CLOSED** on Friday, November 11, 2016 in observance of Veterans Day.

The Sidney Historical Society Veterans Committee will be holding a **Veterans Day Celebration** on Friday, November 11, 2016 beginning at 11:00 am at the Sidney Town Grange/Town Office grounds and Veteran Memorial.

Board discussed John Whitcomb's proposal of borrowing up to two million dollars for the following items:

- \$200,000 plow truck purchase
- \$200,000 remove and replace sand/salt shed
- \$320,000 pay-off current debt (Goodhue Road, CAT loader/backhoe, 2017 Freightliner plow truck)
- \$600,000 rebuild Shepherd Road
- \$300,000 purchase Class A tanker engine for Engine 3 Station (Shepherd Road)
- \$100,000 replace squad/brush/utility truck – Fire Dept (hauls boat, gator, tools and accesses camp roads)
- \$200,000 replace Town Farm Road culvert
- \$40,000 purchase Rescue pick up

The Board has asked Bangor Savings Bank for rates and amortization tables.

The Maine Municipal Bond Bank has a 5 year loan at 1.5% and a 10 year loan at 2%.

The Board will discuss this option further.

John Whitcomb motioned to adjourn at 8:32 pm. Sandra Tibbetts seconded the motion. Unanimous.

Selectmen present: Kelly Couture, Laura Parker, Tim Russell, Sandra Tibbetts, John Whitcomb

John Whitcomb motioned to open at 6:30 pm; Tim Russell seconded the motion, Unanimous.

**Old Business:****Appointments** –**1) Mike Rogers, Maine Revenue Services 6:30 pm CANCELLED**

- Discuss Preliminary vs. Actual State Valuations.

**2) Doug Eugley 6:45 pm**

- RSU #18 Cost Sharing Committee and Facilities Group updates.

The Facilities Committee has discussed eleven building consolidation and renovation scenarios and has narrowed the options to four. The scenarios will be presented at the RSU#18 Governance Meeting scheduled for Thursday, Nov 17.

Pursuant to Maine State law, the Cost Sharing Committee has been tasked to develop Additional Local Funds Cost Sharing formulas and show the affect to each municipality within the RSU based on a percentage of valuation and student cost shares. The Committee has developed five scenarios and will continue to discuss the options at future meetings.

**New Business:****Item of Discussion:****Resolution:**

John Whitcomb motioned to accept the warrant as presented and authorize the Treasurer to transfer the amount of money necessary to cover the warrant. Tim Russell seconded the motion. Unanimous.

1) John Whitcomb motioned to accept the Selectmen Meeting Minutes of November 7, 2016. Sandra Tibbetts seconded the motion. Unanimous.

2) Reviewed and approved purchase order requisitions: 1/ACO

3) Reviewed Road Crew Planner.

4) Reviewed Clerk's interoffice envelope: NONE

5) Reviewed SafetyWorks! inspection results from Nov 8, 2016 (Hwy, Transfer Station, Fire, & Rescue Departments).

6) Reviewed Maine Municipal Employees Health Trust 2017 Health Trust Rate Announcement.

- Health Plans: PPO 2500 Plan will increase by 11.25% (from \$622.75 to \$692.81 per employee per month).

7) Reviewed notices from DECD – Office of Community Development re: Final Public Hearing for Town of Sidney – Snow Pond grant. A sample Final Public Hearing Notice was provided. Office has left a message with John Wiggin to coordinate the Final Public Hearing.

a) Job Creation goals have been met. (The goal was 6 full-time equivalent jobs with at least 51% being taken by low-to-moderate-income individuals. The review indicates 7 full-time equivalent jobs have been given, 5 of which have been taken by low-to-moderate-income individuals).

b) Financial & Programmatic Monitoring results indicated compliance in all areas. The last remaining condition of closeout on this grant is submission of documentation of the final public hearing.

Selectboard will coordinate the Public Hearing schedule with John Wiggin.

8) Discussed website updates/options/ideas.

*Kelly Couture motioned to try a social page on FaceBook to advertise and link the Sidney's website. Sandra Tibbetts seconded the motion. Unanimous.*

- 9) Discussed election results and necessary changes/updates required by the municipality.
- a) Minimum wage increasing from \$7.50 per hour to \$9.00 per hour, effective January 1, 2017. Job positions requiring the minimum wage increase include: Ballot Clerks, Fire & Rescue Training.
  - b) Discussed inquiring with MMA re: moratorium for social clubs/facilities/growing houses/retail sales pertaining to marijuana and the passage of Question 1. The Selectboard will also inquire on the municipality's jurisdiction on rules and/or laws.
- 10) Reviewed Kennebec Valley Chamber of Commerce, *Business Insider* newsletter, November 2016.
- 11) Reviewed invitation from Vassalboro Historical Society, *My Brother's Voice*, Thursday, Nov 17, 7pm at the Schoolhouse Museum on Route 32 in East Vassalboro.
- 12) Discussed long-term planning for Town Office - training opportunities, staffing, and budgeting requirements.

**NOTICES:****RSU18 Facilities Committee Meeting****Wed, Nov 16, 2016, 7:00 pm, Central Office****RSU18 Board of Directors Meeting: Governance Meeting Thurs, Nov 17, 2016, 6:30 pm, WES**

Laura Parker motioned to adjourn at 8:20 pm. Kelly Couture seconded the motion. Unanimous.



Selectmen present: Kelly Couture, Laura Parker, Tim Russell, Sandra Tibbetts, John Whitcomb

John Whitcomb motioned to open at 6:30 pm; Sandra Tibbetts seconded the motion, Unanimous.

**Old Business:**

**Appointments –**

**1) Planning Board Meeting**

**7:00 pm - POSTPONED due to illness**

- Discuss Boat Mooring Ordinance

**New Business:**

**Item of Discussion:**

**Resolution:**

John Whitcomb motioned to accept the warrant as presented and authorize the Treasurer to transfer the amount of money necessary to cover the warrant. Tim Russell seconded the motion. Unanimous.

1) John Whitcomb motioned to accept the Selectmen Meeting Minutes of November 14, 2016. Laura Parker seconded the motion. Unanimous.

2) Review and approve purchase order requisitions: NONE

3) Reviewed Road Crew Planner.

- Successfully unplugged a beaver dam from a culvert on the Dinsmore Road.

4) Reviewed Clerk's interoffice envelope:

- a) Reviewed and signed A/P Warrant for 11/07/16 & 11/14/16
- b) Reviewed and signed Payroll Warrant for 11/07/16 & 11/14/16
- c) Reviewed journal entries.

5) Discussed outcome from RSU#18 Facilities Committee, Share Cost Committee, and Governance Meetings recently held.

6) Reviewed Memorial Day Parade Committee document submittals:

a) 2017 Town Meeting Article request from the Memorial Day Parade Committee. The Committee is requesting \$550 in funding from the Town for the Memorial Day Parade.

*John Whitcomb motioned to include a Memorial Day Parade funding Article in the amount of \$550 on the 2017 Town Meeting Warrant. Kelly Couture seconded the motion. Unanimous.*

- b) Report of 2016 expenses.

7) Reviewed Cemetery Committee 2017 Town Meeting Article request. The Committee is requesting the same amount of funding as 2016.

8) Reviewed Notes From the Grange, November 2016, Volume 1 Issue 11.

- The 2017 Sidney Historical Society calendars are now available for sale.
- SHS December meeting is scheduled for Tuesday, Dec 13, 2pm, Grange Hall.
- Memorial bricks are available for purchase.

9) Reviewed summary of dry well/drought calls made to MEMA in Nov 2016.

10) Reviewed and initialed assessing changes to property cards.

11) Discussed Moratorium and Ordinance options pertaining to Marijuana businesses in Sidney. *Selectboard will inquire with MMA for the timeline and availability of a sample moratorium as well as Ordinances.*

12) Reviewed loan options for 2017 budget season. *Selectboard will contact the Municipal Bond Bank for terms and rates.*

13) Reviewed MMA Executive Committee Vacancies information and Statements of Interest for Service on MMA Executive Committee forms.

14) Reviewed State of Maine, Department of Economic and Community Development Final Certificate of Completion. All activities undertaken by the Town of Sidney's 2015 Business Assistance Grant program with funds provided with the State of Maine, have, to the best of the Department of Economic & Community Development's knowledge, been carried out in accordance with the grant agreement and modifications or resolutions.

15) Reviewed list of lien foreclosure notices that will be mailed on Tuesday, Nov 22, 2016. There are 42 properties.

16) Reviewed Fire and Rescue Administrative Assistant stipend proposal from \$5,200 per year to \$7,800, which would allow for 1.5 days per week of work. Selectboard approved this increase for the 2017 Town Warrant. Board will discuss Admin's duties.

**NOTICES:****Town Office and Transfer Station Hours for Thanksgiving Week:**

Monday, Nov 21	Office open 9:00 am – 4:30 pm
Tuesday, Nov 22	Office open 9:00 am – 4:30 pm
Wednesday, Nov 23	Office open 9:00 am – 4:30 pm
Thursday, Nov 24	Office CLOSED
Friday, Nov 25	Office & Transfer Station CLOSED

John Whitcomb motioned to adjourn at 8:39 pm. Kelly Couture seconded the motion. Unanimous.

Selectmen present: Kelly Couture, Laura Parker, Tim Russell, Sandra Tibbetts, John Whitcomb

John Whitcomb motioned to open at 6:30 pm; Sandra Tibbetts seconded the motion, Unanimous.

**Old Business:**

**Appointments –**

**1) Planning Board Meeting**

**7:00 pm - POSTPONED due to illness**

- Discuss Boat Mooring Ordinance

**New Business:**

**Item of Discussion:**

**Resolution:**

John Whitcomb motioned to accept the warrant as presented and authorize the Treasurer to transfer the amount of money necessary to cover the warrant. Tim Russell seconded the motion. Unanimous.

- 1) John Whitcomb motioned to accept the Selectmen Meeting Minutes of November 14, 2016. Laura Parker seconded the motion. Unanimous.
- 2) Review and approve purchase order requisitions: NONE
- 3) Reviewed Road Crew Planner.
  - Successfully unplugged a beaver dam from a culvert on the Dinsmore Road.
- 4) Reviewed Clerk's interoffice envelope:
  - a) Reviewed and signed A/P Warrant for 11/07/16 & 11/14/16
  - b) Reviewed and signed Payroll Warrant for 11/07/16 & 11/14/16
  - c) Reviewed journal entries.
- 5) Discussed outcome from RSU#18 Facilities Committee, Share Cost Committee, and Governance Meetings recently held.
- 6) Reviewed Memorial Day Parade Committee document submittals:
  - a) 2017 Town Meeting Article request from the Memorial Day Parade Committee. The Committee is requesting \$550 in funding from the Town for the Memorial Day Parade.  
*John Whitcomb motioned to include a Memorial Day Parade funding Article in the amount of \$550 on the 2017 Town Meeting Warrant. Kelly Couture seconded the motion. Unanimous.*
  - b) Report of 2016 expenses.
- 7) Reviewed Cemetery Committee 2017 Town Meeting Article request. The Committee is requesting the same amount of funding as 2016.
- 8) Reviewed Notes From the Grange, November 2016, Volume 1 Issue 11.
  - The 2017 Sidney Historical Society calendars are now available for sale.
  - SHS December meeting is scheduled for Tuesday, Dec 13, 2pm, Grange Hall.
  - Memorial bricks are available for purchase.
- 9) Reviewed summary of dry well/drought calls made to MEMA in Nov 2016.
- 10) Reviewed and initialed assessing changes to property cards.
- 11) Discussed Moratorium and Ordinance options pertaining to Marijuana businesses in Sidney. *Selectboard will inquire with MMA for the timeline and availability of a sample moratorium as well as Ordinances.*
- 12) Reviewed loan options for 2017 budget season. *Selectboard will contact the Municipal Bond Bank for terms and rates.*
- 13) Reviewed MMA Executive Committee Vacancies information and Statements of Interest for Service on MMA Executive Committee forms.

14) Reviewed State of Maine, Department of Economic and Community Development Final Certificate of Completion. All activities undertaken by the Town of Sidney's 2015 Business Assistance Grant program with funds provided with the State of Maine, have, to the best of the Department of Economic & Community Development's knowledge, been carried out in accordance with the grant agreement and modifications or resolutions.

15) Reviewed list of lien foreclosure notices that will be mailed on Tuesday, Nov 22, 2016. There are 42 properties.

16) Reviewed Fire and Rescue Administrative Assistant stipend proposal from \$5,200 per year to \$7,800, which would allow for 1.5 days per week of work. Selectboard approved this increase for the 2017 Town Warrant. Board will discuss Admin's duties.

**NOTICES:****Town Office and Transfer Station Hours for Thanksgiving Week:**

Monday, Nov 21	Office open 9:00 am – 4:30 pm
Tuesday, Nov 22	Office open 9:00 am – 4:30 pm
Wednesday, Nov 23	Office open 9:00 am – 4:30 pm
Thursday, Nov 24	Office CLOSED
Friday, Nov 25	Office & Transfer Station CLOSED

John Whitcomb motioned to adjourn at 8:39 pm. Kelly Couture seconded the motion. Unanimous.

Selectmen present: Sandra Tibbetts, Kelly Couture, Tim Russell, John Whitcomb, Laura Parker

Selectmen absent: none

John Whitcomb motioned to open at 6:30 pm; Kelly Couture seconded the motion, unanimous

**Old Business:****New Business:****Item of Discussion:****Resolution:**

Reviewed the warrant and John Whitcomb made a motion to accept the warrant as presented and authorize the Treasurer to transfer the amount of money necessary to cover the warrant. Tim Russell seconded. Unanimous.

- 1) Reviewed Selectmen Meeting Minutes of November 21, 2016. John Whitcomb motioned to accept the minutes as presented. Sandra Tibbetts seconded the motion. Unanimous
- 2) Review and approve purchase order requisitions: NONE
- 3) Reviewed Road Crew Planner. Board would like to discuss with Road Foreman Leon Burgess what portion, specifically, of the Shepherd Road he would like to be repaired.
- 4) Review Clerk's interoffice envelope: NONE
- 5) Discussed RSU#18 Share Cost Committee options presented for each municipality within the district.
- 6) Reviewed and initialed assessing changes to property cards.
- 7) Reviewed list of reconstruction proposals for cemetery repairs slated for 2017. (About half of the work the Cemetery Committee hoped to accomplish, due to time and cost restrictions, will be completed upon voter approval the Cemetery Committee budget proposal at 2017 Town Meeting. The rest will be slated for 2018).
- 8) Reviewed MMA's 2017-2018 Legislative Agenda.  
Topics include:
  - Revenue Sharing
  - Homestead Property Tax Exemption
  - Tax Exempt Property
  - Education
  - County Jail Management & Funding
  - Economic Development: Broadband Access
  - Marijuana Facilities & Local Land Use Regulation
- 9) Discussed Municipal Bond Options
  - How much does bond council cost?
  - Are there early pay off penalties?
  - Article would need to be worded in a manner that allocates any funds that remain unused after funding outlined projects/purchases.
- 10) Discussed the Fire Department's request to purchase an E-3, Board requests more detailed information from Chief Jandreau re: exact needs of truck and its equipment.
- 11) Discussed recent passage of Question 1 as it relates to municipalities and their employees. Sidney currently has a No Drug Use policy. Will check with MMA to see if our policies need adjusting to reflect safe operating procedures.

**NOTICES:****Upcoming Selectboard Meetings/Hearings**

Public Hearing to close out the CDBG award to New England Music Camp/Snow Pond Center for the Arts  
Monday, Dec 19, 2016, 7:00 pm, Sidney Selectboard Room

Laura Parker motioned to adjourn at 7:40pm, Kelly Couture seconded. Unanimous.

Selectmen present: Laura Parker, Tim Russell, Sandra Tibbetts, John Whitcomb

Selectmen absent: Kelly Couture

John Whitcomb motioned to open at 6:30 pm; Sandra Tibbetts seconded the motion, 4 for/1 absent (KC)

**Old Business:****Appointments –****1) Planning Board Meeting****7:45 pm**

- Discussed Boat Mooring Ordinance and the possibility of adding an Ordinance on this year's Town Meeting Warrant. Bob Philbrick, Chairman of the Planning Board, also voiced his concern on the State of Maine's agreement to not regulate swimming at the Sidney Boat Landing on Hosta Lane. The Planning Board and Selectboard will schedule a meeting with the Bureau of Parks and Lands to discuss swimming at the boat landing and also discuss allowing Sidney to place a guidewire from the Fire/Rescue boat to the dock area.

- Discussed Marijuana Moratorium/Ordinance. The Selectboard will continue research and discuss the implementation of a Moratorium/Ordinance with MMA and Legal Counsel.

**New Business:****Item of Discussion:****Resolution:**

John Whitcomb motioned to accept the warrant as presented and authorize the Treasurer to transfer the amount of money necessary to cover the warrant. Laura Parker seconded the motion. 4 for/1 absent (KC)

1) John Whitcomb motioned to accept the Selectmen Meeting Minutes of November 28, 2016. Sandra Tibbetts seconded the motion. 4 for/1 absent (KC)

2) Review and approve purchase order requisitions: NONE

3) Reviewed Road Crew Planner.

4) Review Clerk's interoffice envelope: NONE

5) Discussed RSU#18 Share Cost Committee options presented for each municipality within the district. Tim Russell shared the following information with the Selectboard:

- The Cost Sharing Committee voted on the Additional Local Funds formula on Thursday, Dec. 1, 2016. It was voted to leave it as is: 75% Valuation; 25% Student Count.

- It was also voted to leave the formula the same for any Additional Local Debt the RSU may incur: 75% Valuation; 25% Student Count.

- The votes will not go to referendum vote, since the formula stayed the same. Vote was 8 Yes; 5 No.

6) Reviewed reimbursement check in the amount of \$1,695.19 re: October 2016 Safety Grant (Rescue helmets).

7) Reviewed bond information and estimates from Maine Municipal Bond Bank. Selectboard has additional questions regarding the bonding process. John Whitcomb will contact the Bond Bank to ask several questions.

8) Reviewed SafetyWorks! Initial Safety visit results, held Nov 8, 2016 (Transfer Station, Rescue, Public Works, Fire). All targeted items have been completed.

9) Reviewed Kennebec Valley Council of Government's (KVCOG) new Code Enforcement Officer Service opportunity information.

10) Reviewed MaineDOT Dynamic Speed Feedback sign opportunity information. The Selectboard will not purchase the speed feedback sign at this time.

11) Reviewed Kennebec Valley Chamber of Commerce *Business Insider*, December 2016, newsletter.

**NOTICES:**

Public Hearing to close out the CDBG award to New England Music Camp/Snow Pond Center for the Arts  
Monday, Dec 19, 2016, 7:00 pm, Sidney Selectboard Room.

John Whitcomb motioned to adjourn at 8:30 pm. Tim Russell seconded the motion.  
4 for/1 absent (KC)

Selectmen present: Kelly Couture, Laura Parker, Tim Russell, Sandra Tibbetts, John Whitcomb

John Whitcomb motioned to open at 6:30 pm; Sandra Tibbetts seconded the motion, Unanimous.

**Old Business:****Appointments –****1) Jackie Laporte, 61 Howard Circle****6:30 pm****\*CANCELLED\***

- Questions on snow plowing

**2) Ron Masure, Sidney Resident****6:45 pm**

- Discussed changes/revisions to an existing subdivision plan and the potential of a land swap arrangement with neighbor.

**New Business:****Item of Discussion:****Resolution:**

John Whitcomb motioned to accept the warrant as presented and authorize the Treasurer to transfer the amount of money necessary to cover the warrant. Sandra Tibbetts seconded the motion. Unanimous.

- 1) John Whitcomb motioned to accept the Selectmen Meeting Minutes of November 28, 2016. Tim Russell seconded the motion. 4 for/1 abstain (KC)
- 2) Reviewed and approved purchase order requisitions: 2/Town Office Security Module Replacement & Security Features
- 3) Reviewed Road Crew Planner.
- 4) Reviewed Clerk's interoffice envelope:
  - a) Reviewed and signed A/P Warrant for 11/28/16 & 12/05/16
  - b) Reviewed and signed Payroll Warrant for 11/28/16 & 12/05/16
  - c) Reviewed journal entries.
- 5) Discussed Boat Mooring Ordinance and Marijuana Moratorium/Ordinance and the 2017 Town Meeting Warrant. The Marijuana Moratorium will be forth coming. The Boat Mooring Ordinance will be included on the 2017 Town Meeting Warrant.
- 6) Discussed 2017 budget and will review expenses to date at a future meeting.
- 7) Discussed \$2 million bond proposal for the 2017 Town Meeting Warrant. John will contact the Bond Bank for more information.
- 8) Reviewed employee evaluations. Department heads have been provided the employee evaluation forms and will have until December 19, 2016 to submit the completed employee evaluations to the Selectboard for review. Selectboard will schedule time on December 19's Agenda for completing the Department Head evaluations.
- 9) Reviewed Charter Communications (Time Warner) programing developments for January 2017.
- 10) Discussed Planning Board Meeting held on Monday, Dec 5, 2016. Reviewed the Hosta Lane Public Boat Landing No Swimming Sign rules governed by Maine Department of Agriculture Conservation & Forestry – Division of Parks & Public Lands and the Minutes from the Planning Board pertaining to swimming.
- 11) Discussed email from MaineDOT regarding the Dynamic Speed Feedback Signs (Agenda item from Monday, Dec 5, 2016): the signs are free of charge from the State. The Town can use the sign to obtain speed information to help combat speeding issues with law enforcement. The sign would be moved around the Town every couple of weeks. The Town will be responsible for maintenance, damage, theft, etc. *The Selectboard will kindly decline the speed feedback sign at this time.*
- 12) Reviewed Maine Emergency Management Training Announcement re: Basic Public Information Officer Course, March 7 & 8, 2017, Jeff's Catering, 15 Littlefield Way in Brewer, 8:15 am – 4:30 pm.
- 13) Reviewed Mid-Maine Chamber of Commerce, *In Touch*, monthly newsletter, November 2016.

- 14) Reviewed E-Alert re: Municipal Liability for Slippery Roads and Sidewalks.
- 15) Reviewed Spirit of America Update. Candidates for the award should be submitted to Maine Spirit of America by Feb 28, 2017. Selectboard has a few individuals in mind for nominations and will discuss further.
- 16) Reviewed RSU#18 Board of Directors revised 2016-17 Calendar of Business.
- 17) Review National School Choice Week Proclamation Request Memorandum re: Town of Sidney School Choice Week (Jan. 22 – 28). The National School Choice Week has respectfully requested for the Sidney Selectboard to issue an official proclamation commemorating Jan 22-28, 2017 as Town of Sidney School Choice Week. As per John Whitcomb, Chair, - no action.
- 18) Discussed Town of Sidney's current Drug and Drug Testing Policy. Board will have legal counsel review the current Policy to ensure inclusion of Marijuana.

**NOTICES:****Upcoming Selectboard Meetings/Hearings:**

Public Hearing to close out the CDBG award to New England Music Camp/Snow Pond Center for the Arts  
Monday, Dec 19, 2016, 7:00 pm, Sidney Selectboard Room.

John Whitcomb motioned to adjourn at 8:25 pm. Tim Russell seconded the motion. Unanimous.



Selectmen present: Kelly Couture, Laura Parker, Tim Russell, Sandra Tibbetts, John Whitcomb

Public present: Selectboard and Sheila Thorne, Admin Asst

John Whitcomb motioned to open at 6:30 pm; Tim Russell seconded the motion, Unanimous.

**Appointments –****1)****7:00 pm**

*John Whitcomb motioned to open the **PUBLIC HEARING at 7:00 pm to complete the financial and programmatic monitoring** pertaining to: the CDBG Economic Development Program Grant that assisted the New England Music Camp dba Snow Pond Center for the Arts. The project included \$200,000 in support of infrastructure development at the Snow Pond Center for the Arts to allow a full-time academic program and job creation. *Kelly Couture seconded the motion. Unanimous.**

The Selectboard reviewed State of Maine Department of Economic and Community Development's job creation goal results. The Town of Sidney's job creation goals for the 2015 CDBG Economic Development Program grant project, on behalf of New England Music Camp dba Snow Pond Center for the Arts, have been met. The review of surveys and income verification provided to the Department indicated the business has created 7 full-time equivalent jobs, 5 of which have been taken by low-to-moderate income individuals. The Office of Community Development has signed off on the job creation requirement of the project.

The Selectboard reviewed State of Maine Department of Economic and Community Development's Financial and Programmatic Monitoring results. The results indicated that the Town of Sidney adhered to an established procedure and provided an excellent system of checks and balances.

*John Whitcomb motioned to close the public hearing at 7:10 pm. Tim Russell seconded the motion. Unanimous.*

**New Business:****Item of Discussion:****Resolution:**

John Whitcomb motioned to accept the warrant as presented and authorize the Treasurer to transfer the amount of money necessary to cover the warrant. Sandra Tibbetts seconded the motion. Unanimous.

- 1) John Whitcomb motioned to accept the Selectmen Meeting Minutes of December 12, 2016. Sandra Tibbetts seconded the motion. Unanimous.
- 2) Review and approve purchase order requisitions: NONE
- 3) Reviewed Road Crew Planner.
  - Require firm estimates on Sand/Salt Shed and Shepherd Road/Goddard Hill reconstruction and paving.
- 4) Review Clerk's interoffice envelope: NONE
- 5) Discussed Boat Mooring Ordinance and Marijuana Moratorium/Ordinance and the 2017 Town Meeting Warrant. These two Ordinances will be submitted on the 2017 Town Meeting Warrant.
- 6) Discussed 2017 budget and the Bond Bank procurement procedures for large purchases.
  - a) Reviewed Fire Dept truck budgets.
- 7) Conducted Employee Evaluations.

*John Whitcomb motioned to go into Executive Session at 7:54 pm pursuant to 1 M.R.S.A. § 405(6)(A) to discuss personnel matters. Sandra Tibbetts seconded the motion. Unanimous.*

*Selectboard present during session.*

*Laura Parker motioned to come out of Executive Session at 8:58 pm. John Whitcomb seconded the motion. Unanimous.*
- 8) Discussed Spirit of America nomination ideas.
- 9) Review *Notes From the Grange*, December 2016, Volume 1 Issue 12.
  - The Sidney Historical Society will be holding a Birthday Party for the Town of Sidney. The Town will be 225 years old in January 2017. The SHS will hold a pot luck supper and a reenactment of the Town Meetings which led to the separation from Vassalborough. The Party will be held on Saturday, January 14, 2017, at the Grange Hall, at 6:00 pm.

10) Reviewed Notice of Decision re: Zoning Board of Appeals Variance request for 71 Teaberry Lane, Winkley. Reviewed Winkley response to decision. – No action.

11) Reviewed updates recommended by the Town’s Legal Counsel re: *Municipal Employees Personnel Policy, Alcohol & Drug Use and Abuse Policy.*

*Tim Russell motioned to adopt the Town’s Legal Counsel’s revision of the Municipal Employees Personnel Policy, Alcohol & Drug Use and Abuse Policy. Sandra Tibbetts seconded the motion. Unanimous.*

12) Reviewed November 8, 2016 Referendum Election Municipal Tabulation re: Citizen Initiatives.

13) Discussed plow turn-around on Ferry Road. Property owner (Decker) will no longer allow the Town to turn-around in his driveway. Selectboard will ask Leon Burgess, Road Foreman, to approach resident living beyond the Town’s plowing responsibility to turn around in his driveway. If approved, this will be a temporary turn around arrangement for the safety of the plow truck drivers and the general public. An agreement will be drafted if the resident approves the temporary turn around arrangement. A permanent turn around arrangement will be determined after this plowing season.

14) Reviewed and signed journal entry request.

**NOTICES:**

**The Transfer Station hours for Christmas are:**

Saturday, Dec 24	Christmas Eve	Open 8:30 am – Noon
Sunday, Dec 25	Christmas Day	CLOSED

**The Town Office hours for Christmas are:**

Monday, Dec 26	Christmas Day Observed	All Town Departments CLOSED
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Selectmen will NOT hold a Board Meeting this week.  
The Code Enforcement Officer will be absent this week.

Laura Parker motioned to adjourn at 9:03 pm. John Whitcomb seconded the motion. Unanimous.

**NO SELECTBOARD MEETING HELD THIS WEEK**

Selectmen present: Laura Parker, Tim Russell, Sandra Tibbetts, John Whitcomb

Selectmen absent: Kelly Couture

John Whitcomb motioned to open at 6:30 pm; Tim Russell seconded the motion, 4 for/1 absent (KC)

**Old Business:****Appointments – NONE****New Business:****Item of Discussion:****Resolution:**

John Whitcomb motioned to accept the warrant as presented and authorize the Treasurer to transfer the amount of money necessary to cover the warrant. Tim Russell seconded the motion. 4 for/1 absent (KC)

1) John Whitcomb motioned to accept the Selectmen Meeting Minutes of December 19, 2016. Sandra Tibbetts seconded the motion. 4 for/1 absent (KC)  
- No Meeting Minutes for December 27, 2016 (no meeting held).

2) Review and approve purchase order requisitions: NONE

3) Review Road Crew Planner. - NONE

4) Reviewed Clerk's interoffice envelope:

- a) Reviewed and signed A/P Warrant for 12/12/16, 12/19/16, & 12/27/16
- b) Reviewed and signed Payroll Warrant for 12/12/16, 12/19/16, & 12/27/16
- c) Reviewed journal entries.

5) Discussed Marijuana Ordinance and the 2017 Town Meeting Warrant.

- a) Moratorium vs. Ordinance
- b) Legal Counsel's Brief Summary of the "Marijuana Legalization Act" and proper response to the public when asking for permit information.

Selectboard has developed a DRAFT Ordinance and will submit it to Legal Counsel for review.

6) Discussed 2017 budget.

- a) Discussed Cemetery Warrant Article and accounts.
- b) Discussed Tim's research re: sand/salt shed replacement.
- c) Reviewed Sidney Fire/Rescue Call Pay/Station Truck Checks/Stipend Policy.
- d) Discussed Fire Department lap top donation/purchase.

7) Discussed employee Evaluations. Selectboard will begin scheduling meetings for employee reviews.

8) Discussed Spirit of America nomination ideas.

- a) Reviewed process to notify recipient(s) and award ceremony.

9) Reviewed and signed *Engagement letters* for the annual audit, conducted by RHR Smith & Company Certified Public Accountants.

10) Reviewed Maine PowerOptions – Holiday Newsletter 2016. The newsletter addresses electricity issues.

11) Reviewed and signed Humane Society Waterville Area Animal Housing Contract Jan 1, 2017-Dec 31, 2017, \$6,143.68. The 2016 Contract was \$6,154.62.

12) Reviewed State of Maine, Department of Transportation Scoping Meeting notice re: New North Augusta Trust (the project is proposing to access Gabriel Drive to Civic Center Drive). The meeting will be held at the Mid Coast Region Office for 2:00 pm on Thursday, December 29, 2016.

13) Reviewed Fire and Rescue Administrative Assistant December 2016 Activity Log.

14) Discussed Fire and Rescue calls on private roads (where the road conditions may not be safe to pass).

- 15) Reviewed and signed letter to James Pepin re: Joseph Drive 2017 Warrant Article for road acceptance. Board requires documentation from Department of Environmental Protection indicating all violations have been addressed and approved by DEP.
- 16) Reviewed DRAFT 2017 Town Report Dedication.
- 17) Reviewed and signed congratulatory letter to Eagle Scout Matthew A. Cote for fabricating a handicap ramp and adding landscaping at the St. Augustine Catholic Church in Augusta. Requested by Ryan Poulin, Boy Scouts of America Troop 401.
- 18) Discussed Animal Control Officer emergency service contract. Selectboard will contract for \$125.00 per incident; \$600 budget for year. Will work on a contract.
- 19) Reviewed Sidney Historical Society reminders.

**NOTICES:****The Transfer Station hours for New Year's are:**

Saturday, Dec 31      New Year's Eve    Open 8:30 am – Noon  
Sunday, Jan 1        New Year's Day    CLOSED

**The Town Office hours for New Year's are:**

Monday, Jan 2        New Year's Day Observed - All Town Departments CLOSED  
Selectmen will hold a Board Meeting on Tuesday, Jan 3, 6:30 pm – end of business  
The Code Enforcement Officer will be available Tuesday, Jan 3, 6pm-9pm

Laura Parker motioned to adjourn at 8:45 pm. Sandra Tibbetts seconded the motion.  
4 for/1 absent (KC)

Selectmen present: Sandra Tibbetts, Kelly Couture, Tim Russell, John Whitcomb, Laura Parker

John Whitcomb motioned to open at **5:35 pm**; Tim Russell seconded the motion, Unanimous.

**Old Business:****Appointments –****1) Leon Burgess - Road Foreman****5:30 pm**

- Performed annual Job Performance review.

*John Whitcomb motioned to go into Executive Session at 6:09 pm pursuant to 1 M.R.S.A. § 405(6)(A) to discuss personnel matters. Sandra Tibbetts seconded the motion. Unanimous.*

Selectboard and Leon Burgess present.

*John Whitcomb motioned to come out of Executive Session at 6:29 pm pursuant to 1 M.R.S.A. § 405(6)(A) to discuss personnel matters. Laura Parker seconded the motion. Unanimous.*

- Discussed 2017-2018 Highway Budget
  - Shepherd Road Repairs: Full renovation vs: ditching/overlay/culvert upgrades only. Board to consider the expense of material removal and the depth of ledge. Leon would prefer surface repairing and ditching/culvert replacement as needed as opposed to a complete road reconstruction.
  - Dump body on Mack truck will need to be replaced this year or next year.
  - Garage door tracks need to be replaced.
- Discussed snow removal at Town Office/Grange Hall and the public sand/salt shed usage.

**2) Shawna Foye - Town Clerk, Tax Collector, & Treasurer****7:00 pm**

- Performed annual Job Performance review.

*John Whitcomb motioned to go into Executive Session at 6:51 pm pursuant to 1 M.R.S.A. § 405(6)(A) to discuss personnel matters. Tim Russell seconded the motion. Unanimous.*

Selectboard and Shawna Foye present.

*Laura Parker motioned to come out of Executive Session at 7:15 pm pursuant to 1 M.R.S.A. § 405(6)(A) to discuss personnel matters. John Whitcomb seconded the motion. Unanimous.*

**3) Dan Courtemanch, Rescue Chief****7:45 pm RESCHEDULED****New Business:****Item of Discussion:****Resolution:**

John Whitcomb motioned to accept the warrant as presented and authorize the Treasurer to transfer the amount of money necessary to cover the warrant. Sandra Tibbetts seconded the motion. Unanimous.

1) John Whitcomb motioned to approve the Selectmen Meeting Minutes of January 3, 2017. Tim Russell seconded the motion. 4 for/1 abstain (KC)

2) Review and approve purchase order requisitions: NONE

- 3) Review Road Crew Planner- NONE
- 4) Reviewed and signed Clerk's interoffice envelope:
  - a) Reviewed and signed A/P Warrant for 01/03/2017
  - b) Review and sign Payroll Warrant for - NONE
  - c) Reviewed journal entries.
- 5) Discussed Marijuana Ordinance and the 2017 Town Meeting Warrant.
  - a) Legal Counsel is asking if the Board would like the Town of Sidney's Zoning Ordinances reviewed to make sure the proposed Ordinance Prohibiting Retail Marijuana Establishments and Retail Marijuana Social Clubs in the Town of Sidney, Maine do not conflict. The Board would like to proceed with the review as outlined.
- 6) Discussed 2017 budget.
  - a) Discussed Tim's research re: sand/salt shed replacement, Leon Burgess present for discussion.
  - b) Discussed rescheduling the Annual Budget Meeting from Saturday, Feb 4 to Saturday, Feb 11. The board is agreeable to this change of date.
- 7) Discussed the proposed Town of Sidney Mooring Regulations Ordinance Warrant Article and if the Board would consider allowing mooring owners to keep a "winter stick" installed during the winter months. The board will not allow for a "winter stick" provision in the Mooring Ordinance.
- 8) Reviewed and signed two tax abatements for Map 61 Lot 4-ON (Years 2015 and 2016). The mobile home on this property has been torn down and removed; forwarding information for the owner is unavailable.
- 9) Reviewed Clerk's notification of tax acquired properties through 2014 tax foreclosures.
- 10) Reviewed Charter Communications (fka Time Warner) upcoming changes announcement.
- 11) Reviewed and approved vacation request for Sheila Thorne, July 24-28, 2017.
- 12) Reviewed MMA notice re: Overview of Governor's Proposed Biennial Budget.
- 13) Reviewed the Kennebec Valley Chamber *Insider Newsletter*, January 2017.
- 14) Discussed recent complaint from a Middle Road resident regarding a neighbor's dog that continues to stray onto her property. Andy McMullen, ACO, called and he will look into matter and proceed accordingly.

**NOTICES:**

The Town Office will be **CLOSED** on Monday, January 16, 2017 in observance of Martin Luther King, Jr. Day.

The Selectmen will meet on Tuesday, January 17, 2017, 6:30 pm to the end of business.

The Code Enforcement Officer will be in his office on Tuesday, January 17, 2017, 6:00 pm – 9:00 pm.

The Town Office will be **CLOSED** for business on Tuesday, January 31, 2017 for the fiscal year end process.

John Whitcomb motioned to adjourn at 8:35 pm. Sandra Tibbetts seconded the motion. Unanimous.

Selectmen present: Kelly Couture, Laura Parker, Tim Russell, Tim Russell, John Whitcomb

John Whitcomb motioned to open at 6:30 pm; Tim Russell seconded the motion, Unanimous.

**Old Business:****Appointments –****1) Lynn Martin, Fire Service Compliancy Association****6:30 pm****\*RESCHEDULED**

- Discuss Town status on OSHA/BLS compliancy and 2017 Budget forecast.

**2) Christopher Martinez – Alternate Animal Control Officer****7:00 pm**

- Conducted annual Job Performance Review

*John Whitcomb motioned to go into Executive Session at 7:00 pm pursuant to 1 M.R.S.A. § 405(6)(A) to discuss personnel matters. Tim Russell seconded the motion. Unanimous.*

Selectboard and Christopher Martinez present.

*John Whitcomb motioned to come out of Executive Session at 7:10 pm pursuant to 1 M.R.S.A. § 405(6)(A) to discuss personnel matters. Laura Parker seconded the motion. Unanimous.*

**3) Wesley McFadden, Resident & Property Owner****7:15 pm**

- Discussed property located at 2034 West River Road.

Selectboard determined Wesley McFadden's mailing address on record was incorrect and Mr. McFadden did not receive the Town's Notices. Mr. McFadden explained to the Selectboard that he paid his mortgage early and was under the assumption that his lender, CUSO, paid the 2014 taxes owed (CUSO has paid the taxes since 2004, as indicated on Town record).

Wesley McFadden had the total amount due (\$2,468.46) in full, in cash and will see the Tax Collector to pay the taxes immediately.

*Sandra Tibbetts motioned to allow Wesley McFadden, property owner of 2034 West River Road, to pay back taxes and liens in full, in the amount of \$2,468.46, and legal fees associated with the preparation and filing of a Quit Claim Deed as outlined in the Town of Sidney Policy For Tax Acquired Property, Article 6. Provision for Owner Repurchase. Kelly Couture seconded the motion. Unanimous.*

**New Business:****Item of Discussion:****Resolution:**

John Whitcomb motioned to accept the warrant as presented and authorize the Treasurer to transfer the amount of money necessary to cover the warrant. Sandra Tibbetts seconded the motion. Unanimous.

1) John Whitcomb motioned to accept the Selectmen Meeting Minutes of January 9, 2017. Sandra Tibbetts seconded the motion. Unanimous.

2) Review and approve purchase order requisitions: NONE

3) Reviewed Road Crew Planner.

4) Review Clerk's interoffice envelope: NONE

5) Discussed Alternate Animal Control Officer position (requested by Angela Philbrick). Selectboard will keep Angela's interest on file for future openings.

6) Reviewed and signed 2016 OSHA 300A forms for all Town Departments. The OSHA 300A forms will be posted at all the corresponding department locations from February 1 through April 30, 2017.



- 7) Reviewed Maine DOT Interstate Resurfacing notice: beginning June 2017 and ending by the end of October 2017 – Highway Resurfacing of 2 sections (Section 1: Main State Bridge, South Abutment, to the Trafton Road Bridge in Waterville. Section 2: Dinsmore Road Bridge in Sidney to the beginning of the Maine Turnpike in Augusta).
- 8) Reviewed tax acquired property list as of January 4, 2017. Board to determine action for the properties (retaining or disposing). Selectboard will retain two 2014 tax acquired properties (Map 7 Lot 7, 73 Lewis Road; Map 51 Lot 9-M, Sunflower Lane) to place out to bid in the future. Selectboard has allowed Wesley McFadden to repurchase his property located at 2034 West River Road, Map 68 Lot 13-1, according to the Town of Sidney Policy For Tax Acquired Property (see appointment 3 above). Certified Letters will be sent to the property owners accordingly.
- 9) Reviewed 2016 Spirit of America Foundation notice re: Gold Distinction status and 2017 nomination process.
- 10) Reviewed Kennebec County Sheriff's Office Town of Sidney call analysis by streets from January 2016 through December 2016.
- 11) Reviewed 2017 funding requests for the Town Meeting Warrant. – *Table for further research.*
- 12) Reviewed Mid-Maine Chamber of Commerce *In Touch* newsletter, January 2017.
- 13) Reviewed Sidney Historical Society, *Notes From the Grange*, Volume 2 Issue 1.  
- Newly elected Officers:  
    President, Cliff Young  
    Vice President, Jan Weymouth  
    Secretary, Patty Bragg  
    Treasurer, Nancy LeCompte  
    Past President, Sally Nelson  
    At Large Members: Beth Golding, Jon Gammans
- 14) Reviewed Maine Municipal Employees Health Trust notice re: Required Wellness Notice (ADA) and 2017 Sample Notice for Employers to distribute to employees with access to a wellness program. Selectboard will attach the notice to employee paychecks on January 24, 2017 to comply with the requirement.
- 15) Reviewed notice submitted by Lynn Martin re: SafetyWorks! review status.
- 16) Reviewed pictures of Gray, Maine, DOT sand salt shed provided by Tim Russell.
- 17) Reviewed notice re: Budgeting for Cable TV Franchise Renewals and Broadband Expansion in 2017, submitted by Michael Edgecomb, Business Development Manager of James W. Sewall Company. – *Board will review further.*
- 18) Reviewed and approved vacation request for Sheila Thorne, March 23-24, 2017 (Wed, Thurs, Fri).
- 19) Discussed Marijuana Ordinance. Town's Legal Counsel updated the Board on State Legislature's plan to place a 9 month Moratorium on the law that became effective January 1, 2017. Board will proceed with proposing a Town Ordinance on the 2017 Town Warrant.
- 20) *John Whitcomb motioned to go into Executive Session at 7:51 pm pursuant to 1 M.R.S.A. § 405(6)(A) to discuss personnel matters. Tim Russell seconded the motion. Unanimous.*  
    Selectboard and Sheila Thorne present.  
*John Whitcomb motioned to come out of Executive Session at 7:55 pm pursuant to 1 M.R.S.A. § 405(6)(A) to discuss personnel matters. Sandra Tibbetts seconded the motion. Unanimous.*
- 21) Reviewed and signed last and final warning to Transfer Station patron who has been removing items from the metal container at the Transfer Station.
- 22) Discussed Selectboard response to email inquiries from the public. Laura Parker would like to set a procedure for replying to inquiries to the Selectboard via email to ensure a prompt reply. Office will apply an automatic reply to the email account.

23) *John Whitcomb motioned to go into Executive Session at 8:22 pm pursuant to 1 M.R.S.A. § 405(6)(E) to discuss consultations with legal counsel. Sandra Tibbetts seconded the motion. Unanimous.*

Selectboard and Sheila Thorne present.

*John Whitcomb motioned to come out of Executive Session at 8:35 pm pursuant to 1 M.R.S.A. § 405(6)(A) to discuss personnel matters. Sandra Tibbetts seconded the motion. Unanimous.*

24) Selectboard discussed revising the Town of Sidney's Application for Employment to include additional information. The Board will work on a revised application.

**NOTICES:**

The Town Office will be **CLOSED** Tuesday, January 31, 2017 for fiscal year-end procedure.

John Whitcomb motioned to adjourn at 8:40 pm. Sandra Tibbetts seconded the motion. Unanimous.

Selectmen present: Kelly Couture, Laura Parker, Tim Russell, Sandra Tibbetts, John Whitcomb

John Whitcomb motioned to open at 6:30 pm; Tim Russell seconded the motion, Unanimous.

**Old Business:****Appointments –**

- 1) Andy McMullen, Animal Control Officer** **6:30 pm**  
- Performed annual Job Performance Review.

*John Whitcomb motioned to go into Executive Session at 6:30 pm pursuant to 1 M.R.S.A. § 405(6)(A) to discuss personnel matters. Laura Parker seconded the motion. Unanimous.*

Selectboard and Andy McMullen present.

*John Whitcomb motioned to come out of Executive Session at 6:46 pm pursuant to 1 M.R.S.A. § 405(6)(A) to discuss personnel matters. Tim Russell seconded the motion. Unanimous.*

- 2) Daniel Phillips, Transfer Station Attendant** **6:45 pm**  
- Performed six month new hire, probationary employee Job Performance Review.

*John Whitcomb motioned to go into Executive Session at 6:53 pm pursuant to 1 M.R.S.A. § 405(6)(A) to discuss personnel matters. Sandra Tibbetts seconded the motion. Unanimous.*

Selectboard and Daniel Phillips present.

*John Whitcomb motioned to come out of Executive Session at 7:01 pm pursuant to 1 M.R.S.A. § 405(6)(A) to discuss personnel matters. Laura Parker seconded the motion. Unanimous.*

- 3) Victor Grivois, Transfer Station Supervisor** **7:00 pm**  
- Performed annual Job Performance Review.

*John Whitcomb motioned to go into Executive Session at 7:02 pm pursuant to 1 M.R.S.A. § 405(6)(A) to discuss personnel matters. Laura Parker seconded the motion. Unanimous.*

Selectboard and Victor Grivois present.

*John Whitcomb motioned to come out of Executive Session at 7:05 pm pursuant to 1 M.R.S.A. § 405(6)(A) to discuss personnel matters. Sandra Tibbetts seconded the motion. Unanimous.*

- 1) Lynn Martin, Fire Service Compliancy Association** **7:15 pm**  
- Discussed Town status on OSHA/BLS compliancy and 2017 Budget forecast. Lynn suggests keeping the Fire Department (\$1,300) and Public Works Department/Transfer Station (\$1,300).

**New Business:****Item of Discussion:****Resolution:**

John Whitcomb motioned to accept the warrant as presented and authorize the Treasurer to transfer the amount of money necessary to cover the warrant. Laura Parker seconded the motion. Unanimous.

1) John Whitcomb motioned to accept the Selectmen Meeting Minutes of January 17, 2017. Tim Russell seconded the motion. Unanimous.

2) Review and approve purchase order requisitions: NONE

- 3) Reviewed Road Crew Planner.
- 4) Review Clerk's interoffice envelope: NONE
- 5) Reviewed and signed letters re: 2014 Lien tax acquired properties –
  - a) Disposed: Sunflower Lane, Map 51 Lot 9-M
  - b) Disposed: 73 Lewis Road, Map 7 Lot 7
  - c) Owner Repurchase: 2034 West River Road, Map 68 Lot 13-1
- 6) Reviewed 2017 Town Owned Tax Acquired Property list.
- 7) Reviewed and determined 2017 funding requests for the Town Meeting Warrant.  
*John Whitcomb motioned to include Belgrade Regional Conservation Alliance (BRCA) \$1,500 to support the Youth Conservation Corp; Friends of Messalonskee \$2,500 for courtesy boat inspections and \$3,000 for Milfoil removal; and Sidney Food Cupboard \$3,000 on the 2017 Town Meeting Warrant. Laura Parker seconded the motion. Unanimous.*  
  
All other charitable organization funding requests submitted to the Selectboard will not be included on the 2017 Town Meeting Warrant citing requirements and criteria set forth in the Town of Sidney's Policy on *Municipal Contributions to Nonprofit or Charitable Organizations*.
- 8) Reviewed Maine Municipal Employees Health Trust notice re: Required Wellness Notice (ADA) to employees. Distributed to employees on Jan 19 & Jan 20, 2017.
- 9) Reviewed Kennebec Valley Council of Governments (KVCOG) annual membership fee and program notice for 2017. (2017/2018 Membership Fee for Sidney: \$6,482.00) – *No Action*.
- 10) Reviewed and signed condolence card to the family of Jeffrey Fisher who tragically passed away on Wednesday, January 18, 2017. Dr. Fisher was a former member of the Sidney Fire Department.
- 11) Reviewed metal revenue from 01/09/17, \$363.40, 5.48 ton/10,960 pounds.
- 12) Review salt storage structure estimate from RUBB Building Systems.
- 13) Reviewed LD-88; An Act to Delay the Implementation of Certain Portions of the Marijuana Legalization Act. The effective date for most of the law (sale, smoke parlors, business practices, etc.) is February 1, 2018.
- 14) Sheila Thorne requested an Executive Session to discuss personnel matters pursuant to 1 M.R.S.A. § 405(6)(A).  
*John Whitcomb motioned to go into Executive Session at 7:35 pm pursuant to 1 M.R.S.A. § 405(6)(A) to discuss personnel matters. Tim Russell seconded the motion. Unanimous.*  
Selectboard and Sheila Thorne present.  
*John Whitcomb motioned to come out of Executive Session at 8:05 pm pursuant to 1 M.R.S.A. § 405(6)(A) to discuss personnel matters. Tim Russell seconded the motion. Unanimous.*
- 15) Reviewed and signed fee schedule as of Jan 1, 2017 from Snow Pond Technology Group Inc., the Town's IT service.
- 16) Reviewed and signed Journal Entry Request for Town departmental fuel use/allocation.
- 17) Selectboard will begin the process of hiring a full time Deputy Clerk, Tax Collector, Treasurer.

John Whitcomb motioned to adjourn at 9:16 pm. Sandra Tibbetts seconded the motion. Unanimous.

#### NOTICES:

The Town Office will be **CLOSED** Tuesday, January 31, 2017 for fiscal year-end procedure.

Selectmen present: Kelly Couture, Laura Parker, Tim Russell, Sandra Tibbetts, John Whitcomb

Laura Parker motioned to open at 6:30 pm; Kelly Couture seconded the motion, Unanimous.

**Old Business:**

A) Salt storage structure estimate and information from RUBB Building Systems.

**Appointments –**

**1) Winnie Robbins - Deputy Town Clerk, Tax Collector, & Treasurer 6:30 pm**  
**Shawna Foye – Town Clerk, Tax Collector, & Treasurer**

- Discussed front office procedures and coverage. Also discussed transitioning staff positions and training to accommodate the growing needs of the office.

**2) Sheila Thorne – Admin Asst to Board of Selectmen 7:30 pm**

- Performed Annual Job Performance Review.

*John Whitcomb motioned to go into Executive Session at 7:14 pm pursuant to 1 M.R.S.A. § 405(6)(A) to discuss personnel matters. Tim Russell seconded the motion. Unanimous.*

Selectboard and Sheila Thorne present.

*John Whitcomb motioned to come out of Executive Session at 7:18 pm pursuant to 1 M.R.S.A. § 405(6)(A) to discuss personnel matters. Laura Parker seconded the motion. Unanimous.*

**New Business:****Item of Discussion:****Resolution:**

John Whitcomb motioned to approve warrant as presented and authorize the Treasurer to transfer the amount of money necessary to cover the warrant. Tim Russell seconded the motion. Unanimous.

- 1) John Whitcomb motioned to accept the Selectmen Meeting Minutes of January 23, 2017. Tim Russell seconded the motion. Unanimous.
- 2) Review and approve purchase order requisitions: NONE
- 3) Reviewed Road Crew Planner.
- 4) Review Clerk's interoffice envelope:
  - a) Reviewed and signed A/P Warrant for 01/09/2017 & 01/17/17 & 01/23/17
  - b) Reviewed and signed Payroll Warrant for 01/09/2017 & 01/17/17 & 01/23/17
  - c) Reviewed journal entries.
- 5) Reviewed and signed Quit Claim for Wesley McFadden re: owner repurchase of tax acquired property at 2034 West River Road, Map 68 Lot 13-1.
- 6) NOTICE: Board of Appeals Meeting, 7:00 pm, garage pad placement on Bean Glen.
- 7) Reviewed estimate/proposal for Shepherd Road repairs, submitted by McGee Construction (\$258,000.00).
- 8) Reviewed *Federal Issues Paper Survey*, requested by Maine Municipal Association.
- 9) Reviewed and signed appreciation letters for a \$1,000 donation to the Fire Department.
  - a) Kenneth & Cheryl Freye, \$950.00
  - b) Arnold Trail Sportsman Association

- 10) Reviewed Kennebec Valley Council of Government's (KVCOG) proposal and information for assisting municipalities with Municipal Regulation under the Marijuana Legalization Act.
- 11) Reviewed job posting for Deputy Town Clerk, Treasurer, & Tax Collector.
- 12) Reviewed 2017 Selectmen Report for the annual Town Report.
- 13) Reviewed Maine Municipal Association's Survey for position on LD 93, *An Act to Reduce Fuel Costs to State and Local Government*.
- 14) Reviewed and signed journal entry request.
- 15) Discussed 2004 & 2008 Tower Lease Contract with Town of Belgrade.
- 16) Reviewed Maine Municipal Employees Health Trust notice re: *What Happens if the ACA is Repealed?*
- 17) Reviewed Charter Communications (FKA Time Warner Cable), developments as of Jan 28, 2017.
- 18) Reviewed resident complaint re: Petition signing at Sidney Transfer Station (Jan 28, 2017), re: New England Music Camp petition for liquor licensing approval. – *Board will send a reply.*
- 19) Reviewed Maine Center for Disease Control and Prevention : Maine Weekly Influenza Surveillance Report.

Laura Parker motioned to adjourn at 8:55 pm. Kelly Couture seconded the meeting. Unanimous.

**NOTICES:**

The Town Office will be **CLOSED** Tuesday, January 31, 2017 for fiscal year-end procedure.

Selectmen present: Kelly Couture, Laura Parker, Tim Russell, Sandra Tibbetts, John Whitcomb

Public present: Dominic Parker

John Whitcomb motioned to open at 6:05 pm; Tim Russell seconded the motion, Unanimous.

Kelly Couture motioned to elect Dominic Parker as an honorary Sidney Selectman for this meeting. Sandra Tibbetts seconded the motion. Unanimous.

**Old Business:**

A) Salt storage structure estimate and information from RUBB Building Systems.

**Appointments – NONE**

**New Business:**

<i>Item of Discussion:</i>	<i>Resolution:</i>
1) Budget work.  2) Discussed Town of Belgrade inquiry regarding the tower Sidney leased before 2011. In 2011, the Town of Sidney removed our equipment from this tower because it was not transmitting properly in Sidney. The Town of Belgrade’s new Treasurer, inquired on the status of Sidney’s payment for the tower lease. According to the Ed Ketch, the radio coordinator for Belgrade, the Town of Sidney hasn’t been on the Belgrade tower for years and there was an understanding that Sidney was not bound to an agreement once Sidney’s equipment was removed. <i>Sidney Selectboard will send a confirmation letter of this information to keep on record.</i>	

Dominic Parker motioned to adjourn at 8:10 pm. Tim Russell seconded the motion. Unanimous.