

**Selectmen Minutes
Town of Newburgh**

DATE: 1-9-2017

CALL TO ORDER:

ROLL CALL: ___ Renee O`Donald, __X__ Brian Carlisle, ___X__ Stanley (Skip) Smith
___X__ Cindy Grant

WARRANTS:

MINUTES: Tabled

DEPARTMENT REPORTS:

1. Fire- 6 fire calls for December
2. Rescue - Chris had a class and invited Carmel Rescue for recertification. Truck returned to service and is running great. Dwight Miller and Chris are working on a maintenance schedule for the truck so we can have some kind of routine plan maintenance for it. Dwight has a background in mechanics. Looking forward to moving into their space later this week. Dwight did a great job getting the floor waxed. Chris appreciates Cindy's support and coordination thru the process of getting things done for the new rescue office.
Chris mentioned we need some computers. Currently only have one computer and it's not adequate to get rescue reports. Got a call for a car accident came to the town office to file the report and it was extremely slow. Chris did a test page to see how the outgoing was and it was fine. The software we use is just too slow. Gary Woolson came to the town hall to open the library so Chris could finish his report. Kelly did reports on a lab top last week without issues. Hampden computer guy doctored it up a year ago, but still isn't suitable. Chris asked Nate for recommendations for computers. Chris would like to have a computer to do his reporting and for Tom to do his reporting. The reports Chris writes every month, will have an inventory and that's something he would like to share. Brian asked Inventory of? Chris replied "Of every piece of equipment we have. Will be kept on an excel spreadsheet. Something useable to go in and make changes and save it on the ICloud so Cindy can access the information, and for backup in case of a fire or other reasons. Chris would like to see the town purchase a subscription to office 365. Cindy is questioning Chris on the annual cost. The cost is per user. Brian mentioned office 365 may have a discount on multiple users. We would need the commercial version VS home version because of copy right issues. Monthly cost would include upgrades. Cindy is asking about E-mail users, individual or department, e-mail may be associated with the users. Brian is asking how inventory works. Cindy replied: with excel. Brian would like to keep it on one system. Brian would like to go with one computer, and then decide next budget cycle.
3. Recreation – nothing to report
4. Library – nothing to report
5. Town Manager –2 members of our planning board got done. Adrian would like to appoint Terry Hamilton, lives here in town. He's willing to be on the planning board and they really need this

membership. Skip made a motion we appoint Terry Hamilton to the planning board. Brian: Second vote was all in favor

Only other thing that I had, sometime this month there's two trainings, mandatory trainings for vital statistics, I don't know how much you're aware. Vital statistics used to come into this office. Well that's not the case anymore. And that's for births. Marriages are all done on line on their website. To do the marriages we have to go take a mandatory training. There are two dates and because of the way our hours are I'm going to trust and take, was each going to go a separate day. Instead of shutting down the office and going together. But it will be this month. Skip: And Wendy's capable of Cindy: Yes she's getting better but, we really need to take this training. Skip: Right. We got to do it anyways. Cindy: I got to trust and take off for the day. I told her if she runs into something, just ask the people to come back or call this one or call that one. But I'll give her full references to who she can call for help and all that stuff. Brian: It would be better than closing.

OLD BUSINESS:

1. Drivers List /Back ground checks – Cindy: I have all but three. Brian: Now are those the same three we keep hearing about? Cindy: Yes. Im going to send out the last notice of suspension is kind of what we have discussed, until they do it, until they turn them in. Brian: I think it has to be. Skip: We've asked plenty of times. Brian: And it's been explained why we need it. I just wish they weren't lines that are being drawn, but I would say that's your only recourses that will have to do ultimatums. Doesn't that include financials? Brian: No. No it does not. That was questioned back some month ago was explained to everybody, because that's why, Cindy: I've actually modified the form, but that was one that somebody had come up with. They were told just to write a standard back ground check. Cause that's what I heard the most about previously. Brian: Yes and it was a legitimate complaint in the beginning. But it was discussed that, that was in error and it was explained what we needed why we needed it and the financials just weren't necessary. Just a back ground check. I completely understand. Brian: Everybody was aware of this.
2. Chimney Repair at the Fire Station – Cindy replied, it's all done, the bill is on the warrant you just did. Cindy mentioned it looked fine to her.
3. Office Renovation- update I am working on getting internet in the room. Brian wants to know the speed on the fiber optic. Cindy will ask him. Cindy talked to Eagle security, actually got a bill, but has not installed it. Eagle security should be here any day to install the key pad and alarm system. We had to have Will come back, it's going to cost us but not sure how much. Because they're going to use that back door, the light switch was in the gym. Cell phone booster/security system parts where ordered. They came back and fixed it, there is a two way switch. Cell phone booster parts have been ordered, to get the internet hooked up. New wi/fi booster will go through the modem first, then the wi/fi booster. There are a lot of wires in the closet. A lot of them go to the library, which they only have 3 computers. And each wire is for a computer. Nate will clean up the wires in the closet. The rescue office is in a move in ready on a temporary internet basis. Rescue had a small issue; Cindy was going to let them set up the town laptop for reports. Couldn't hook up the wi/fi because Dwight was polishing the floor. Called Gary to let them use the computer in the library. The Rescue room looks great. Everyone that has seen it is impressed.

NEW BUSINESS:

1. Electrical at Salt Shed - Salt shed lights were replaced. Will Brown would like to install a generator plug in the fuse box this budget season. (no estimate available at this time, will get an estimate before budget time) During the power outage, the salt shed was very dark. Portable Generator would be good for power outages.

PUBLIC COMMENTS: Rachel Lindsey questioning food bank, could they distribute thru the town hall, or is there another place they can distribute the food. Would like to keep the day on Friday so we don't confuse the clients, but it doesn't have to be. Cindy said she has no problem with it, they have talked about it in the past about a community closet or lending closet. Cindy questioning storage, Rachel said power had been turned off and freezers have been moved to a different place. At this point Rachel is not looking for storage, but is looking for a place to disperse the food that they have until something else comes along. It should take about three months, or a minimum of three months. Chris said, should we bring the stock here each week and disburse it? Rachel: yes, unless she is told otherwise. Cindy has no problem with it. She will verify through the insurance Company. Cindy also asked Rachel if they have any insurance, like good shepherd or something like that? Rachel: we are members of the Good Shepherd. Good Shepherd came and inspected the food, pantry. Rachel doesn't believe they have insurance for that, national disaster relief would have insurance for distributing off the property. The food itself is covered under the good Samaritan act. Cindy will call tomorrow, and asked Rachel if she distributed the food at the Fire Station last week, and asked "is that not working out for you"? Rachel said, that's fine, just wants to make sure everything is on the up and up. Cindy asked Rachel "do you want to do it at the fire station or at the town hall? Rachel said she is flexible. Just need a place that is consistence for the clients. Rachel's main concern is getting the food out to the clients. Cindy doesn't believe it's an issue, just wants to verify before she confirms it. Cindy asked if it was thru the good Samaritans Agency? Rachel said No, the distributing of the food itself is covered under the good Samaritans act. Cindy asked who the food is covered under. Rachel said, National Disaster Relief. Skip asked if that was the church on the hill? Rachel said it was, and the church has been shut down and is being dissolved. We are waiting for an independent Church to take the property over. Until that happens, we are in ?????.(plux) Brian asked: in that time will it go back to the church? Rachel: it would depend on the church that takes it over, if they wanted to have the food pantry, then yes. Cindy: and you're going to know this in a matter of months? Rachel: That's what I was told, that it would take about three months. Brian: the school prepares food here? Correct? Cindy: Yes. Brian; If nothing is stored here, I don't see why they or the state would have a problem with it. Cindy: I'm just trying to get the details. Brian: Sure. Cindy doesn't believe it's is going to be an issue, I just want to confirm it. Cindy asked Rachel for a contact number. Skip: I want to try to make this happen. Cindy: But wondering if it would have to be run under the town name. That probably wouldn't be a problem. Brian: personally I think I'd rather have it happen here, than the fire station. Rachel: Yes, in case there is a call during those hours. Cindy: The only thing is, we have a back room, and you wouldn't need the whole gym. Rachel: We just need a place to put a truck load of food and space for the ladies to put it in bags. About two tables are what we usually use at a time. Cindy: On Monday, Wednesday and Friday, we have a group called Momentum that uses the gym in the morning. Rachel: The food pantry is open to the public, starts at 11 a.m. to 12:30 p.m. we would need a half hour to set up and a half hour to break down. Cindy: I'm generally here on Friday's, even though we are closed, what I'm thinking is, we would do it in this back class room, and if it becomes a permanent thing here then we will see about doing it. But we also have the kids in school that use the gym, usually Momentum is gone by 11:30. Best bet is to use this classroom that's not being used, will you be around tomorrow? Rachel: I am going to Augusta, but I will have my phone

with me. Cindy: I will give you a call and let you know, but like I said, I don't believe it will be an issue. I think it will be fine to do it out here, they won't have to park trucks outside and all that, I don't know what you did last week but, to make room for everybody, there will probably be more room here. Skip: Probably a better environment. Cindy: Tell them you can do it up here Friday if you'd like. And you'll keep me up to date as to where you guys are with it? Rachel: Yes, as soon I know anything then I will let you guys know. Cindy: OK. Brian: Good? Thank you. Glad to see it's not going away. Cindy: You have quite a few people. Rachel: Yes, I actually did the math before I came over here and last distribution at the fire station, we had 44 families. Brian: Wow. Rachel: 83 people and going by last year's record. Anyone who comes to the food pantry once has to fill out a form to get USDA food, so we keep record of that. And there were 104 people that stopped by the pantry last year. And so far since September, there have been 71 families that have gone thru the food pantry. And last year, they did it from July to June when they do the accounting. There were 41 families in Newburgh last year. And there have been 36 so far this year in the town of Newburgh. Brian: WOW. Cindy: We will be glad to help. Brian: We will do everything we can. Cindy: I don't believe it's going to be a problem. Brian: Thank You. Are there any other public comment?

SELECTMEN'S COMMENTS. None

EXECUTIVE SESSION: N/A

AJOURN:7:05 P.M.