Selectmen Minutes  
Town of Newburgh

DATE: 6-05 -2017

CALL TO ORDER:  6 PM

ROLL CALL:  _X___ Renee O’Donald, _X___ Brian Carlisle, ___X__Stanley (Skip) Smith
  _X____ Cindy Grant

WARRANTS:  AP#67 = $4,130.00, PY#68 = $4,741.16, AP#69 = $8,388.80, AP#70 = $2,385.25,
          AP#71 = $2,116.50, PY#72 = $6,402.00, AP#73 = $101,734.77, AP#74 = $2,235.00, PY#75 =
          $10,667.34 AP#76 $1,884.65 AP# 77 $11,513.79 AP# 78 $126.00
Selectman O’Donald makes motion to accept warrants as written.  Selectman Carlisle seconds the
motion.  All in Favor 3-0

MINUTES:  For all to approve 08/30/2017, Brian and Renee 08/10/2017 Selectman Carlisle makes
motion to accept the 08/10/2017 minutes as written. Selectman O’Donald seconds the motion. All in
favor 3-0. Selectman Carlisle makes motion to accept written minutes for 10/30/2017. Selectman
O’Donald seconds the motion. All in favor 3-0

Department Reports
1. Fire – call report, request for expenditures over $500.00, Chief Shaw request $4250.00 for two
   sets of gear and two sets of boots and $764 for tee shirts and hats for a total of $5,014.00. The
   requested amount of money is in the budget. Dumpster at FD: Sullivan’s has placed a trash dumpster
   at the fire department for the weekly trash at no extra cost. Selectman O’Donald makes motion to grant
   the money for the fire department gear. Selectman Smith has seconds the motion. All in favor 3-0.
2. Rescue – Chris Fox. There were fourteen calls for the month of May. Which four of them were in
   one day.  Staff meeting was held this month. We had a training of airway breathing, which capitol
   came out and showed us different techniques on patient airways and the second one was an advanced
   CPR Course, focusing on pediatric patients. The fire department has been added to IAmResponding.
   Fire Chief Shaw has been added to the rescue roster. Chief Fox is asking for $2940.00 for a RAD 57-C
   OC-Oximeter for the fire trucks. Selectman O’Donald makes a motion to purchase a the RAD 57-C
   OC-Oximeter for the sum of $2940.00. Selectman Carlisle seconds the motion. All in Favor 3-0.
3. Roads - update on Beaver on the North Rd, The beaver has been trapped and there have been no
   signs of housing. Grading, the shorter roads have been graded. Waiting on the calcium until we
   get some warmer weather. Culvert Policy: There are no ordinances in this town for driveway entrances.
   Town Manager Grant has spoken with the planning board today. The planning board is meeting on
   Wednesday and are going to address this in the new land use ordinance.
   Thurlow Rd, Culvert work: A hole has been patched on the Thurlow RD. The road gave way by the
   culvert.
4. Library –Could always use volunteers
5. Town Manager – Animal Control Ordinance, We have an animal control ordinance that was adopted
   in 2012, that says, Impoundment Fee in accordance with the town of Newburgh Fees Ordinance for
   each offense. Town Manager Grant has never seen any fees for these ordinances. This will be addressed.
   Town Reports: Are going out on 06/06/2017
6. Cemetery Committee – first meeting Tuesday June 6th, @ 5:30 our cemetery ordinance does not say
   anything about planting trees. What it does say is that there will be no dwarf shrubs or evergreen plants.
   The trees on the North Road should be gone. The trees on the Daliah Farm Road will be cleaned up to
   put in the new culvert. And the tree in the cemetery should be gone.
NEW BUSINESS:
1. Insurance Inspection: We had our annual insurance inspection; a copy has been given to the selectman. The weigh capacity issue, we just need to note the weight on the rack. Will Brown has been contacted to fix the emergency light. He will incorporate the emergency lights and the exit signs. Cardboard boxes have been removed from the entrance and we will improve the house keeping in the back addition and second floor storage. The generator in the back needs to be out in the open. Chief Shaw will take care of the ladder inspection paper work. Walk way obstructions: there are electrical lines and hoses coming down to the trucks that need to be moved. Chief Shaw will address this.
2. Insurance Co. Hazzard Alert – The salt shed has some damage from the weather and corrosion.
3. Sign School Warrant – Selectman have signed the school warrant for posting.
4. Address a request for information from Cindy Debeck – 1) Cindy Debeck would like written copies of all town job descriptions. Town Manager Grant will provide her with copies. 2) Who is responsible for written minutes, and why did they get so far behind? At the time Town Manager Grant was the only on in the office. By law we do not have to provide written minutes as long as the meeting is broadcasted. 3) Tuesday June 13th is voting. The meeting was supposed to be Wednesday the 14th and the date has already been changed to June 15th at 6:30 PM. The date change will be on the town report and the web site. And it was in the E-NEWS. When did the selectman sign the warrant for the town report? And is the date change in the Town Report? 4) Who will decide when the town office will be open and the hours and why aren’t we open on Friday? Selectman O’Donald said the hours are determined by the Board and town manager. And if there is more demand to be open on Friday, then we will look into it. (Second half of the question) What is the authority for the operation for the town office and when the town office is closed who responds to an emergency? And is the emergency management Town manager Cindy Grant? Selectman O’Donald replied, if it is a car accident or fire, then the fire department or rescue should be called, and Chief Ralph Shaw is the emergency manager director. 5) Cindy Debeck would like to request copies of the payroll reports. Town Manager Grant will provide these for her. 6) Is payroll done internally or with a payroll service? Selectman O’Donald’s response is, It is does internally. 7) Cindy Debeck would like a copy of the budget that was approved. Town Manager Grant is working on this. 8) What software accounting system is the town of Newburgh using? Selectman O’Donald relied, TRIO. 9) What were the warrants that have been approved? Would like to see the details in minutes. The office has copies of all warrants and can be seen anytime the office is open. (Next page has 10 questions) 1) Who wrote the four questions in the town crier for April 2017? Selectman O’Donald’s replied: The board and the Town Manager. 2) Why were the board recommendations in the town crier? Selectman O’Donald’s replied: It is pretty common to put a board recommendation in, lets people know that we researched it. Cindy Debeck replied, I’ve never seen that before, only for the school boards. 3) On question 4 fire and rescue department in the town crier, why wasn’t everyone represented for the volunteer fire department? Selectman O’Donald replied, the board puts in a recommendation because it’s a governing body for information. Chief Fox said: From the rescue division it would not be appropriate for us to take a political stand. Which is why we did not summit any response? 4) Why were personal matters sited in the News Letter such as it is difficult to do our job when we cannot have a conversation with the fire chief? Selectman O’Donald replied: This is not a personal matter. We have had several conversations in this setting. 5) Please explain the final sentence on number 5 in the Town Crier. Selectman O’Donald read-Finally, in the event this ordinance fails, we, the Board of Selectman, feel that it will indemnify staff and Board members from liability. Cindy Debeck would like the town crier edited before it is published. 6) Wouldn’t it be making the municipal fire department make the town and the board liable? Selectman O’Donald replied, No, we are liable anyway. 7) Has Glenn ever had any formal or documented disciplinary actions? Selectman O’Donald replies: That is a personal matter, I won’t comment on that. 8) Where is the written
agreement for mutual aid? Selectman O’Donald replied: Right at the Town Office. 9) National incident management system, Has Cindy Grant completed this? Selectman O’Donald replied: Yes Cindy Grant has completed the incident management system. 10) What is the real problem communication clear director questioning for sale issues? Selectman O’Donald replies: We have gone over this several times.

5. Naming roads – Cindy and Allan Duntons Road has 2 homes on it and needs to be named for 911 purposes (Kelly Mountain Rd) Selectman O’Donald has no problem with this name. Selectman O’Donald makes motion to name the road Kelly Mountain Road. Selectman Smith seconds the motion.

OLD BUSINESS:
1. Selling Old Town Hall – Town Manager Grant hasn’t been able to find the person of interest. So the building will advertise for sale.
2. Abandonment of Tanks-update N/A
3. Building Inspection – We will put together a committee.
4. Town Meeting Date – Vote to officially change the date from the 14th to the 15th Selectman O’Donald makes motion to change the date from the 14th to the 15th. Selectman Carlisle seconds the motion. All in favor 3-0
5. Sand Shed Repairs – update We had to take all the plywood down, which we did not include. Mainly Concrete should be there in a week or two.
6. Daliah Farm Culvert – update: Trees have been taken down. But the work can’t be done until Mid-July thru August due to Salmon spawning
7. Fire Pond – update N/A
8. Policies – Purchase Policy, Tobacco Use Policy Selectman O’Donald would like a work shop for these policies. And make suggestions as we go through them. Selectman O’Donald makes motion to accept the tobacco use policy for the town of Newburgh. Selectman Carlisle seconds the motion. All in favor 3-0

SELECTMEN’S COMMENTS: Selectman O’Donald makes a motion to recess to finish the policy workshops on June 20th, at 4 PM

PUBLIC COMMENT: Linda Hamilton asks why the flags weren’t put up in the Arnolds Corner Cemetery. Town Manager Grant said it’s the sexton’s job. And is not sure why the sexton has not done this. Linda Hamilton asks: What is the salary for the fire chief. Selectman O’Donald replied: $10,000 per year.

Chris Fox mentioned: There seems to be a problem with our repeater in our town, something in the last month has changed. Not getting the coverage everyone else has. Would like to have Whitten’s brought in to inspect it. Chris Fox will make the call to have the repeater inspected.

Helen Mogan asked are the minutes are done verbatim or are they edited? Town Manager Grant replies: They are done with a summary of the conversation.

EXECUTIVE SESSION: Per MRSA #1 section 405-6-a Personnel matter- only if needed

ADJOURN: Selectman O’Donald makes motion to adjourn. Selectman Smith seconds the motion. All in favor 3-0 7:15 PM