



## HARRISON BOARD OF SELECTMEN

Thursday November 14, 2019 – 6:00 P.M.

Present: Chairman Matthew Frank, Vice Chairman Raymond Laplante, Selectman Richard Sykes, Selectman Penny Bean, Town Manager Tim Pellerin, Secretary Melissa St. John

Absent: Selectman Henry Dumont

Public: LRTV, attendance sheet attached

1. Pledge of Allegiance – Led by Chairman Frank

Moment of silence and recognition of Robert Baker, who passed away on November 7<sup>th</sup>. He was our code enforcement officer/LPI for 10 years from 1996-2006.

2. Meeting called to order at 6:00 p.m. by Chairman Frank
3. Public Participation (Non-Agenda Items)
4. Approval of Unsigned Warrants – Warrants #16 - #19 approved with signatures
5. Approval of Minutes – October 10, 2019

**Motion to approve the minutes of October 10, 2019 made by S. Sykes, 2<sup>nd</sup> by S. Bean. Approved 4-0.**

6. Old Business –
  - a. Public Works site Design update Phase III (tabled until 12/12/19)
  - b. 53 Depot Street

**Motion to approve granting a quit claim deed to Francis Manzi made by S. Laplante, 2<sup>nd</sup> by S. Bean. Approved 4-0.**

7. New Business
  - a. Proposal for Memorial Bench at Crystal Lake Park (Barry Richardson)

The family reached out and would like to provide a bench at Crystal Lake park in memory of Barry Richardson who was a big supporter of our recreation department and donated countless hours of time to the program.

**Motion made to allow the family to erect a memorial bench at Crystal Lake park made by S. Bean, 2<sup>nd</sup> by S. Sykes. Approved 4-0.**

- b. Texas Hold 'Em Lions Club annual letter

**Motion to authorize the clerk to write a letter for Texas Hold 'Em for calendar year 2020 made by S. Laplante, 2<sup>nd</sup> S. Sykes. Approved 3-0. S. Frank abstained as he is the treasurer of the Lions.**

- c. ATV Policy Renewal

**Motion to renew the ATV Policy for one year made by S. Sykes, 2<sup>nd</sup> by S. Bean. Approved 4-0.**

- d. Community Room Use Policy

Policy missing liability and specifics about room set up and use.

**Motion to update the Community Room Use Policy made by S. Laplante, 2<sup>nd</sup> by S. Sykes. Approved 4-0.**

- e. Gazebo Use Policy

Policy updated for the same reasons as above.

**Motion to update the Gazebo Use Policy made by S. Laplante, 2<sup>nd</sup> by S. Bean. Approved 4-0.**

- 8. Planning Board Alternate

**Motion to appoint Anthony Drew to the Planning Board as an alternate member made by S. Sykes, 2<sup>nd</sup> by S. Bean. Approved 4-0.**

- 9. Town Manager's report

- 1) ADMINISTRATION-

- a) Interaction with Harrison Citizens visits – 19, calls – 28
- b) Budget update

- 2) PUBLIC WORKS – Finished servicing on Vehicles. Sanders working and put plows on. Sand and salt all up and ready for winter. Received the Feasibility report will present in December.

- 3) **FIRE DEPARTMENT-** 30 Calls. See Attached sheet. Training for October was breathing apparatus review. Training past Tuesday: Thermal Imaging Camera and Positive Pressure Fan.

Did Fire Prevention Week at local Elementary School Honorable Mention to Rick Sykes and Joshua Laird. Thanks to Dunkin Donuts and Oxford Pizza and Paris Farmers Union

- 4) **SOLID WASTE/TRANSFER STATION** - Transfer station had almost 2400 visits in October. We recycled 30,060 lbs. with a 1.3% contamination rate. The weather cooperated and they were able to get the front of the office painted along with the hoppers and gates. They just received a fresh load of sand and it is available to residents and taxpayers. There is a 2-five gallon pail limit per vehicle please.

A reminder to please use care when entering the transfer station. Snow removal occurs even on non-snow days. Please give the equipment operators plenty of room and be sure they know you are there before proceeding around them.

- 5) **RECREATION** - Last week we had our Annual Halloween Party at the Fire Station! We had lots of families come through to play games, eat snacks and dance!

This past Tuesday, November 5<sup>th</sup> we had our homemade Chicken pot pie Senior Luncheon. Thursday, November 14<sup>th</sup> we will have our first senior breakfast at 8:30. Saturday, October 12<sup>th</sup> we had our first Pumpkin Party in the Park from 1-3. People participated and I think it was a good time and will do it again next year.

Run Club finished in their 7 week session this past Monday. We had 33 runners participate. We are working on scheduling a winter session inside.

Basketball season is getting started. We will be starting practices in the next week or two. Adult basketball is starting this Thursday (November 6) at Harrison Elementary school. Pickleball is playing Wednesday nights and Saturday with good attendance.

We have scheduled our tree lighting for Wednesday, December 4<sup>th</sup>.

A trip to the Polar Express on Saturday, December 7<sup>th</sup>.

We have officially booked a family show with Dr Drew and his exotic animals too for Saturday, January 25<sup>th</sup> at the Harrison Elementary school.

Currently working on more activities and events during the long winter months to keep families active.

- 5) **PARKS** — Radio communications site (Repeater) up and running with generator. Working on cleaning up remaining leaves, taking down signs, All the docks are out. Picnic tables put away. Half docks stained. Radr closed up and all bathrooms closed. Buildings closed up and ready for Winter. Sports Fields finished fields up, they and will be ready for spring. Getting rid of leaves in the cemeteries. Dead trees taken out and trees trimmed at Crystal Lake Park by Q-Team.

Please be careful snowmobiling on Crystal Lake beach and Park as the docks are stored there. They are flagged.

**6) PUBLIC SAFETY-**

ACO - The following calls were handled: 4 Registration follow-ups, 3 dog bites, 1 found dog, 2 missing Dog, 1 horse in the Roadway.

Quarantine follow Ups and Release: Nuisance Cat that keeps attacking People (Owner looking for advice on what to do), Death to livestock by dogs.

**7) ON-GOING PROJECTS**

- A) Update on Repeater site.
- B) Paving Update
- C) Fire Department Doors Update
- D) Auditor Update: Working on Audit.
- E) Still working on Policies for Board
- F) New LED lights in the Town Office
- G) Solar Energy – Hexagon Energy – leasing part of Radr – will send proposal

**10. Other Business**

a. Rabies Clinic – This Saturday November 16<sup>th</sup> from 1pm – 3pm

b. Deputy Clerk Position

**Motion to move forward with hiring a Financial Director made by S. Laplante, 2<sup>nd</sup> by S. Sykes. Approved 4-0.**

Requested a new job description be presented.

c. **Winter Parking Ban Reminder - November 15<sup>th</sup> to April 15<sup>th</sup>**. This is done to facilitate the plowing and removal of snow.

d. **Winter Sand Availability** – 2 - 5 gallon buckets are allowed per vehicle.

**Motion to suspend the Selectmen's meeting to move to the Assessor's meeting made by S. Laplante, 2<sup>nd</sup> S. Sykes. Approved 4-0.**

Meeting re-opened at 7:17 pm.

**Motion made by S. Laplante, 2<sup>nd</sup> S. Bean to send get well wishes to S. Dumont for a speedy recovery.**

**11. Executive Session – 1 MRSA §405(6)(A) Town Manager Evaluation**

**Motion to enter executive session 1 MRSA §405(6)(A) made by S. Sykes, 2<sup>nd</sup> by S. Laplante. Approved 4-0.**

Board came out of executive session at 8:33 pm.

**Motion made to extend the town manager's contract until June 30, 2025 with approved budget adjustments made by S. Sykes, 2<sup>nd</sup> by S. Laplante. Approved 4-0.**

12. Adjourn

**Motion made and 2<sup>nd</sup> to adjourn at 8:34 p.m.**

Respectfully submitted,

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Matthew Frank, Chairman

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Melissa St. John, Secretary

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