Present: Chairman Kathleen Laplante, Vice Chairman Richard St. John, Selectman Matthew Frank, Selectman William Winslow, Selectman Achille Belanger, Town Manager George Finch, Secretary Melissa St. John, CEO John Wentworth

Public:LRTV, 5 public

1. Pledge of Allegiance – Led by Chairman Laplante

2. Meeting called to order at 7:00 p.m. by Chairman Laplante

3. Public Participation (Non-Agenda Items)

Question asked whether the Board will discuss the recommendations of the audit report. Questions about whether there were quotes requested for fixing the septic system. The speed limit sign on Rt. 35 being listed as 35 mph questioned. The savings the scales at the transfer station are having for the public. Question asked whether we have any road projects planned moving forward. Dick St. Peter asked to have the ditch in front of his house on Dawes Hill cleaned out. He is having a hard time seeing out his driveway.

4. Approval of Warrants #21 - #25

Motion to accept the Fiscal Year 2015/16 Financial Warrants #21 - #25 made by Selectman Winslow, 2nd by Selectman St. John. Approved 5-0.

5. Approval of minutes November 12, 2015

Motion to accept the November 12, 2015 meeting minutes made by Selectman St. John, 2nd by Selectman Frank. Approved 5-0.

6. Old Business
   a. Land sale

Motion to sell the land located on Map 27, Lot 11 to Kelcey Raasumaa and Jason Kimball for $22,000 made by Selectman Frank, 2nd by Selectman Belanger. Approved 5-0.

7. New Business
   a. Legal issue – George Migausky Map 6 Lot 4-5

Motion to refer the issue with George Migausky Map 6 Lot 4-5 to the town attorney made by Selectman St. John, 2nd by Selectman Frank. Approved 5-0.
b. Consent agreement - RMO Holdings

Motion to submit the consent agreement with corrections made by Selectman Winslow, 2nd by Selectman Belanger. Motion and 2nd withdrawn. Direction of agreement is acceptable and will be brought back for approval.

8. Other Business - None

9. Manager’s Report

- **Upcoming Agenda Items** – Next month’s agendas will include a status update and timelines for a variety of items we are working on which are time sensitive, some dealing with the June Elections and others just being project oriented. Topics include the following:
  - Safe-Zone Ordinance for Parks & Places of Public Gathering – (New)
  - Animal Control Ordinance – (Updated)
  - Online Assessing Program
  - Capital Roads Program
  - Capital Equipment Program
  - Fiscal Year 2017 Budget

- **Financial Update** – Five months of the fiscal year are complete with departments on track for time of year and end of year projections. Fuel prices have remained low and should be helpful for everyone including the town to stay warm and travel for less. Winter is the only major budget concern left for this fiscal year barring some unknown emergency issue. I will hold back my prediction on snow removal until April due to my early projection of a good winter last January.
  - Current fiscal year-end projections are for revenue to be over budget by $40K or 6% with expenses being under budget by $36K or 1.9% for a positive year-end of $79,595 or 1.2% difference on the municipal operations side of the budget.
  - Tax Collection through November came in at 56.3% as compared to last year’s same time 52.4% and the 10 year average of 51.3%.
  - Monthly Reconciliation – Cash Balance through November is up $41,166 at $2,620,185 as compared to last years $2,579,019
  - The new pickup truck to be jointly used by Parks & Recreation and Fire & Res is now in service and the new Payloader for Public Works should be in next week.

- **Question regarding purchase orders** – We utilize the same purchase order system most small towns have used for years. Our employees know what they can purchase without approval as part of their job and what purchases require additional approval. From time to time we do issue purchase orders and/or purchase order numbers when requested by a vendor. Yes the accountant suggested, I note suggested as it is only a suggestion not a legal requirement, we develop a purchase order system. With that said we have reviewed options and will continue to do so but at this point we have yet to find a system that will add value without interfering with productivity thus adding far more bureaucracy than necessary.

- **FY17 Budget** – I remain confident the five-year effort by our employees along with the support of the Board of Selectmen, Budget Committee and Townspeople will continue to show Harrison is on the right economic track. While the budget numbers may not appeal to those
who find fault with everything and everyone the numbers do speak for themself. One only needs to take the time to understand where we were, where we are and where we are going financially and they too will agree, Harrison is on a good economic track.

- Education remains the major unknown impact on the budget followed by County Tax. I do have hope with changes in Augusta that Harrison’s share could remain flat. If this does happen it would be due to the impact of other member towns paying an increased share after losing their extra state subsidy. Again there is a lot of “if” to this statement.

- County Tax while less of an impact remains a concern as the County struggles with how to catch up on their budget and the not surprising increased costs of the Civic Center.

- Municipal Operations with adjusted expenses and revenues may well be a zero increase in property taxation.

- I will end my manager’s report wishing a Merry Christmas & Happy New Year to the people of Harrison. I greatly appreciate the support of the Townspeople, the Board and the Staff. I will be flying out to Florida on Christmas Eve and return after New Year’s.

10. Adjourn

Motion to adjourn at 8:06 p.m. made by Selectman St. John, 2nd by Selectman Winslow. Approved 5-0.

Respectfully submitted,

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Kathleen Laplante, Chairman

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Melissa St. John, Secretary