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

Public:LRTV, Walter Riseman, Randy Gazza (public works foreman)

1. Pledge of Allegiance – Led by Chairman Frank

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

3. Public Participation (Non-Agenda Items)

4. Approval of Warrants #34 - #37

Motion to accept the Fiscal Year 2017/18 Financial Warrants #34 - #37 made by Selectman Winslow, 2nd by Selectman Belanger. Approved 5-0.

5. Approval of minutes – February 20, 2018

Motion to accept the February 20, 2018 meeting minutes made by Selectman Sykes, 2nd by Selectman Belanger. Approved 3-0. Chairman Frank & Vice Chairman Winslow absent.

6. Old Business – None

7. New Business

   a. Dump trucks

At the budget workshop we discussed the need to replace the two 14-year old, (2004), smaller version dump/plow trucks. The Public Works crew has put together what I would call a very justifiable plan and time schedule to replace these trucks with two larger units.

These two trucks are in need of replacement for both aging and productivity reasons. The timing is right to place the order now for scheduling purposes as they would be available for next winter and also to avoid price increases for newer models.
Funding is currently available in our capital facilities and equipment reserve and payment would not be required until delivery, (estimated late October), as a complete turn-key purchase with truck, plow, dump body all in place and ready for work.

Public Works is recommending the trucks be purchased from Freightliner of Maine in Westbrook and outfitted with plows/dump body from HP Fairfield in Skowhegan.

The price of the preferred package is $191,977 per unit or $383,954 for the two.
Competitive price is $202,485 per unit or $404,970 for the two
or
Competitive price is $197,999 per unit or $395,998 for the two

Motion made to purchase trucks for price of $383,954 by Freightliner and outfitted by HP Fairfield made by Selectman Winslow, 2nd by Selectman Sykes. Motion to amend to purchase trucks from Western star and include the 7-year warranty for $392,584. Approved 5-0.

b. Policy approval discussion

Discussion that policy decisions should take a couple of meetings to talk it through and revisit to be sure we are addressing the issue correctly. When policies are minor changes and not reworks it may not take as much time to go through one. Check with MMA to see if we need to re-affirm policies every year or do they carryover until they are addressed again by the Board. Moved to old business for next meeting while we get information from MMA.

c. Tax Acquired Property Policy

Suggestion to remove section 3.4 from the policy dealing with renting to people that are in tax acquired. MMA has recommended not to do this because they haven’t paid their taxes, not going to pay rent and the Town does not want the liability.

Motion made by Selectman Laplante to remove section 3.4 from the policy, 2nd by Selectman Winslow.
Discussion that this is time sensitive and we should address it. Would like more information about whether real estate can be applied to personal property first. Approved 5-0.

d. Joseph Day Trust

Discussion as to how the Board would like to deal with the money pertaining to the trust. The majority feel we should keep the money in a CD at least for the short term. CD rates will be checked before the next meeting and decided on. Trust information attached.
e. Quit claim deed – Melissa & James Hatch, Map 53 Lot 3-D2, 20 Duck Pond Road

Motion to grant a quit claim deed to Melissa & James Hatch, Map 53 Lot 3-D2, made by Selectman Sykes, 2nd by Selectman Laplante. Approved 5-0.

f. Fire truck – Engine 3

The Town manager reviewed many options for the future of the retired Engine 3. We have a small local town with sincere interest in purchasing the truck for their department. Even though the truck is 25 years old it would be a great addition to their fleet of equipment. Their building has limited space which in turn limits the size of truck they can have. This is the largest piece of apparatus they can fit into their station. The Fire Chief of their department is also a member of our department. There is a good chance had this engine been in their station a couple of weeks ago when there was a fire in Otisfield that it would have been the mutual aid truck at our station during the fire. It may my aging and years in the fire service but I believe it is appropriate for the Board to approve the sale for $5,000 to the Sweden Fire Department. Otherwise I recommend the Board table the topic until a new manager is in place. Other options include selling through companies dealing in used fire equipment or putting the sale out into the open market.

Motion made to sell the truck to the Town of Sweden for $5000 made by Selectman Laplante, 2nd by Selectman Sykes. Approved 5-0.

g. Fire dept. step increases

For a number of year's the members of Harrison's Fire & Rescue have been compensated for their participation in the department. Structural changes in training requirements over the years required personnel to be trained and certified to participate at various levels. This requires far more of our personnel and increased responses has increased their expenses.

Compensation had been set at $15.00 per hour regardless of certification requirements for the various functions to be performed. Today's regulations require training and certification levels which separate the members in the level of service they can provide. The recommendation keeps the base pay for all current members with additional steps for various required levels of certification and participation.

$15.00 – (14) Member @
$15.25 – (1) Member @ Exterior w/SCBA Level
$15.50 – (4) Member @ Basic Captain Level
\[\begin{align*}
$15.75 – (12) & \text{ Member } @ \text{ Interior FF Level} \\
$16.00 – (2) & \text{ Member } @ \text{ Exterior w/SCBA plus EMS Level} \\
$16.25 – (4) & \text{ Member } @ \text{ Officer plus Interior FF Level} \\
$16.50 – (4) & \text{ Member } @ \text{ Officer, Interior FF plus EMS Level} \\
$17.00 – (1) & \text{ Member } @ \text{ Captain, Interior FF plus EM}
\end{align*}\]

We are fortunate to have an excellent crew of fire and rescue personnel providing our emergency services at varying levels. This is a step I believe is necessary to continue to grow the level of service we can provide by encouraging and compensating higher levels of service.

This has been discussed for some time and it had been recommended to be instituted as of January 1 of this year. It was brought to my attention that there was agreement but it had not been voted on by the Board.

Due to the mix of calls and attendance it is difficult to be exact at to the increased costs but based on average response and calls it would change the amount raised currently in the budget by 4.1% or $1,861 annually.

**Motion made to adopt the step increases for the fire dept retroactive to January 1st made by Selectman Winslow, 2nd by Selectman Belanger. Approved 5-0.**

h. Budget schedule

The final budget needs to be voted on at the April 17th meeting to keep us within the timeline to get the budget correlated and printed.

**Motion to have the budget public hearing on April 17th made by Selectman Laplante, 2nd by Selectman Winslow. Approved 5-0.**

i. Open school board position

**Motion to accept the resignation of school board member Robert Celeste made by Selectman Winslow, 2nd by Selectman Belanger. Approved 5-0.**

One person has requested to fill the seat for the remainder of the term until July 1.

**Motion to appoint Kathy Laplante to fill the remainder of the term until July made by Selectman Sykes, 2nd by Selectman Winslow. Approved 4-0. Selectman Laplante abstained, husband.**

j. Town manager position

The board is in possible negotiations with a candidate. The candidate has requested they not be named because nothing has been decided at this time.
8. Other Business  
   a. Thank you note

Ethan Edwards sent a thank you for the support from the Town through scholarships the last four years.

Selectman Belanger excused from meeting to go to work.

9. Manager’s Report

**FY18 Financial Report** – We are about to head into the home stretch of the fiscal year as we finish up the 9\textsuperscript{th} of the 12 months. Over all we are holding our own but with winter not seeming to want to give up there are concerns. At this point the projections for the end of the year are for some to come in over budget. Right now because of plowing, sand and salt I expect to be over budget for the year but within the range of adjustments between departments to still finish the year in the black.

**FY19 Budget Update** – We are less than a month to go before the April meeting at which the Board must stamp their approval on the upcoming budget. I believe we are within range of bring forward an acceptable budget that will continue the Board’s policy of holding the line on the budget, improving our services and taking care of our employees. The current projected mill-rate of $10.85 is an increase of $.20 over the current mill-rate of $10.65 but still $.30 below the FY2015 mill-rate of $11.15. More importantly in the terms of the goal of holding the line on the mill-rate it is $.06 below the 5-year average of $10.91.

**Health Officer** – It is with regret and much thanks for her many years of service as our health officer that I must notify you of the retirement of our Harrison Health Officer Faye P. Daley. Faye has notified me of here intent to retire effective May 31\textsuperscript{st}, (I do admit I understand her desire to retire), and that she hopes the date will enable the town and other towns she serves to find a replacement. I will connect with the other towns she has served to see if we can once again pool our resources together to find someone who meets the requirements of the position.

- **Per State Statute** - Every municipality in the State shall employ a local health officer who is appointed by the municipal officers of that municipality. A person may be appointed and employed as a local health officer by more than one municipality.

Motion made to send Faye Daley a note of appreciation made by Selectman Sykes and 2\textsuperscript{nd} by Selectman Laplante. Approved 4-0.

Discussion of the ordinance from LEA pertaining to the lakes and milfoil. More information will be gathered by the town manager.

10. Executive Session (if necessary) – Not needed
11. Adjourn

Motion to adjourn at 8:25 p.m. made by Selectman Winslow, 2nd by Selectman Laplante. Approved 4-0.

Respectfully submitted,

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Matthew Frank, Chairman

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Melissa St. John, Secretary