



HARRISON BOARD OF SELECTMEN
MEETING Minutes
Thursday May 14, 2020 – 6:00P.M.
Teleconference – On-line Meeting

Present: Chairman Matthew Frank, Vice Chairman Raymond Laplante, Selectman Richard Sykes, Selectman Henry Dumont, Selectman Penny Bean, Town Manager Timothy Pellerin, Secretary Denise Dumont

1. Pledge of Allegiance
2. Call the Meeting to Order
3. Public Participation (Non-Agenda Items)
4. Approval of Unsigned Warrants #42 - #46 Approved by signature
5. Approval of Minutes – April 9, 2020 & April 16, 2020 Special meeting (change election date to 7/14/20 per Governor)

Motion to Approve the minutes of April 9, 2020 and April 16, 2020 Special Meeting made by S. Sykes 2nd by S. Dumont. Approved 4-0 S. Bean abstained not at meeting

6. Old Business - None
7. New Business
 1. Business Licenses: (can approve all at once)
 - a. Greenwood Manor
 - b. Happiness Is
 - c. RMO Holdings
 - d. Olde Mill Tavern

Motion to Approve Business License for the businesses listed made by S. Laplante 2nd by S. Bean. Approved 5-0

On June 11, 2020 meeting S. Sykes suggested motion to amend minutes on May 14, 2020 to note the business Happiness Is was not approved because no application was submitted and Hillside Cabins was not signed at the time because not on the meeting agenda but it was found that it was on the agenda that was advertised, the one originally sent to selectman and media and on the website. (An error was made and the wrong business was taken off the agenda.) Motion to amend was made by S. Sykes and 2nd Laplante. Approved 5-0

2. Liquor Licenses:
 - a. Olde Mill Tavern – Chris Searles in attendance at 6:15 pm to answer questions

Motion to Approve the Liquor License for Olde Mill Tavern made by S. Sykes, 2nd by S. Bean. Approved 5-0

3. Consent Agreement – Rollo obo/Cassavant Map 1 Lot 4

Motion to Approve the Consent Agreement for Rollo obo/Cassavant in the amount of \$500.00 made by S. Dumont 2nd by S. Laplante. Approved 5-0

4. Appoint Matthew Frank to Eco Maine Board (3 years) and Timothy Pellerin as Alternate

Motion to Appoint Matthew Frank to EcoMaine Board for a 3 year term with Timothy Pellerin as an Alternate made by S. Bean, 2nd by S. Dumont. Approved 4-0. S. Frank abstained

5. Appoint Kathy Laplante to fill empty Scholarship Committee seat

Motion to Appoint Kathy Laplante to fill the empty Scholarship Committee seat made by S. Sykes 2nd by S. Bean. Approved 4-0. S. Laplante abstained

6. Audit Update for 2019

No money deficiencies found. There were 9 Deficiencies – all in tracking paperwork and internal control enhancing. These are preventative measures to prevent any discrepancies. All 9 have been addressed and corrected by establishing new policies ie. Purchase order numbers for each department, these will use department code, person assigned a number, then line code of where expense comes out and the year. Example: Administration, Tim office expense might look like this 01-10 -700-20. This would let auditors know what department and who authorized purchase.

8. Manager's Report

Town Manager's Report – May 14th, 2020

1) ADMINISTRATION-

- a) Interaction with Harrison Citizens no visits – calls – 15+
- b) Worked on Budget
- c) Worked on Audit
- d) Worked on safe opening procedures/process
- e) Conference calls with other Towns

2) PUBLIC WORKS – Spring cleanup, Winter gear off, painted and put away.

Put up new road signs – built small trailer for free sign from the state to move around (per Selectman Laplante). Put up 3 other signs: Norway Rd as come into town, Naples Rd.

Put in 2 culverts, patching potholes, started ditch on Pound Road.

Next week sweeping, starting other ditching projects and Summer projects

One-ton truck being repaired.

- 3) **FIRE DEPARTMENT-** 31 calls. See Attached Sheet. Virtual Training & virtual meetings.
- 4) **SOLID WASTE/TRANSFER STATION** - Transfer station had 2514 visits in April. We had 10 loads of household waste, 3 loads of recycles with 2% contamination and 5 loads of demo.
- 5) **RECREATION** – They are actively working on plans to get Recreation events up and running again.

Working on plans to open Summer Rec. program as safely as possible.

Not doing 5K this year.

RADR gates are open for those that enjoy walking the around the fields or just taking in the gorgeous views!

A reminder that if you are going to the park and using any playground equipment that you know that we are not sanitizing or cleaning that area. If you have been sick or showing any symptoms of illness please stay home and off any equipment.

- 6) **PARKS** – Doing spring clean-up of flower beds, mulching around town & park. Beaches cleaned of leaves etc. Docks in, picnic tables out (please don't move tables, if they are moved please put back),

Cleaned outside of buildings. Helping with cleaning and disinfecting of Town Office.

Grills out next week. Please remember to social distance and be safe.

- 7) **PUBLIC SAFETY-**

ACO - The following calls were handled: 1 nuisance dog, 1 dog at large, 1 missing cat, 1 loose dog, and 1 found dog.

Sheriff – Total incidents 72, 8 traffic violations, 4 cases assigned to Detective Division.

- 8) **ON-GOING PROJECTS**

A) Budget update – only increase will be from the School Budget

B) Opening Town Office to Public May 18, 2020

C) Adjusting Friday hours for 4-6 weeks (closing at noon to Public) to be able to finish paperwork and do weekly reports.

D) Proposals for new 2020 audit. 2 Proposals RHR Smith & Co from Buxton for \$7,100 (Whom we have used before) and Hoisington and Bean from Norway for \$6,500.

Motion to terminated Auditors Ron L. Beaulieu and Company contract made by S. Sykes, 2nd by S. Laplante. Approved 5-0.

Motion to Go with Auditors R.H.R. Smith and Company made by S. Laplante, 2nd by S. Frank. Approved 4-1

Discussion followed S. Sykes objected and wanted to go with Hoisington and Bean as they are less expensive because of times being what they are.

S. Laplante suggested that as former auditor it is beneficial to go with someone worked with before and have a relationship with. He also said that Ron Beaulieu was the more inexpensive and ended up costing us more in the end.

- E) School Budget Update still looking like 4.79%
- F) New Executive Orders from Governor (vehicle Reg 1 month from 5/12/20)
- G) New Purchase Order System
- H) Flag Pole – broken at the top from wind; we are getting it repaired.

9. Other Business – Chairman Frank acknowledged the 2 year anniversary of Town Manager, Tim Pellerin with a job well done from the Select Board and a cake.

10. Adjourn

Motion to Adjourn at 7:48 pm made by S. Laplante, 2nd by S. Bean. Approved 5-0

Respectfully submitted,

Matthew Frank, Chairman

Denise Dumont, Secretary

5:39 PM

130 min

Select Board

ID: 195-619-517

Open Recording

[Download](#)

Attendee List

| Name | Email Address | Join & Leave Times |
|---------------|---------------------------|--------------------|
| Wayne Rivet | | 5:49 PM - 7:48 PM |
| Tim Pellerin | | 5:39 PM - 7:48 PM |
| Denise Dumont | ddumont@harrisonmaine.org | 5:39 PM - 7:48 PM |