

TOWN OF GUILFORD SELECTMEN'S MEETING

August 6, 2019

1. Public Hearing called to order by Chairman Thompson at 7:00 p.m. Present were selectmen Mike Dexter, Kent Burdin, Peter Martell, Paul Zimmerman, David Wilson, town manager, and guests.

The purpose of the Public Hearing was to approve an Auxiliary Liquor License for the Piscataquis Country Club. With no comments from the floor the hearing was closed.

The regular Selectman's Meeting was called to order at 7:05 p.m. Motion was made to approve the Piscataquis Country Club Auxiliary Liquor License. Vote was unanimous.

2. Motion made and seconded to approve all minutes. Vote was unanimous.
3. Balance sheets were distributed. The manager stated he would summarize during the Manager's Report.
4. Scheduled Guests: Dodie Curtis and Janie Lander – The Library Board of Trustees requested an updated policy on photography be signed. Motion was made and seconded to update the policy, vote was unanimous. The manager read notes from the library director on what's been happening over the past month.

Janie Lander had a discussion with the group on the condition of the cemeteries. The board and manager explained they are aware and agree with the deteriorating conditions and the current status of the contract services that were put in place prior to the new manager taking over. The manager stated he plans to make changes next season and in the next budget year.

Brian Levenseller asked to speak on the process of snow removal on sidewalks. A brief discussion was held on the topic.

5. Several items of correspondence were distributed. No questions or comments on any item in particular.
6. Winter Plowing Contract. The quotes from Lawson's Landscaping had been approved at a previous meeting. Housekeeping matter to sign new 3-year contract. This was completed.
7. ATV Trails. An updated Agreement between the Town of Guilford and Abbot Explorer's ATV club was signed. Discussion on working towards having recreation vehicle traffic having the ability to travel through Guilford for the economic advantage to local business. This will continue to be worked on.

8. **Auditor's Recommendations.** The manager distributed three draft policies. 1) Disbursement of Warrant Policy which is a policy the requires annual approval, 2) a Policy requiring all tax payments to be credited to the oldest outstanding balances and, 3) a new Undesignated Fund Balance and Comprehensive Capitol Account Policy. After discussion on all three motion was made and seconded to adopt all three policies per auditor's recommendations and for best practices. Vote was unanimous.

9. **Issue of Board Co-Chair.** Bill Thompson discussed with the group his desire to have the board appoint a co-chair in the event he was absent at any meeting. Nomination with second that Kent Burdin be appointed Select Board Co-Chair. Vote was unanimous.

10. **Manager's Report.** The manager discussed a request from the Recreation Director to consider allowing children within the program that have stood out to receive some sort of 'award' possibly in the form of a gift certificate. After brief discussion the consensus was that this would not fit the structure of a recreation program and that it wouldn't be appropriate to single out children for awards.

The manager made an announcement that the town clerk has made the decision to discontinue her employment with the town. The manager stated they wished her the best in her future endeavors. He also announced a temporary worker will be brought on through the hiring process.

The manager stated he had spoken to Paper Talks magazine who'll be running an article on Hardwood Products and were asking if the town wished to take out an ad. It was decided to take out a small ad in the upcoming edition and left the wording up to the manager.

The manager went over the expense reports noting that he and the treasurer have been working to utilize the TRIO system and noted the increased information for the board in the reports. He stated this continues to be a work in progress however they were nearing the format that they had set out to achieve.

The manager announced he will be taking this coming Friday off and the Wednesday hours of the town office will be 10:00 a.m. to 5:00 p.m. to accommodate employee appointments.

11. **Any Other Business – There was none.**

12. **It was moved and seconded to adjourn at 8:15 p.m.**

 Clerk

Selectmen of Guilford