

TOWN OF GUILFORD SELECTPERSON'S MEETING

October 1, 2019

1. Assessor's Meeting 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.

Chair Thompson went over the Assessing Agent's letters explaining the reasons for the Abatement/Supplemental requests. Motions were made and seconded to approve the following Abatements with votes being unanimous to accept:

Lyla Cookson, Water Street - \$1,943.87 (Supplemental)
Charles Merrill, Water Street - \$1,943.87 (Abatement)

1. The regular Selectman's Meeting was called to order at 7:05 p.m.
2. Motion made and seconded to approve the previous meeting's minutes. Vote was unanimous.
3. Balance sheets were distributed and the manager provided an overview.
4. Scheduled Guests: Jeff Libby provided a review of the projects completed over the summer for the Public Works Department. A discussion followed on the challenges of staffing the Fire Department.
5. Appointments. There were none.
6. Several items of correspondence were distributed. No questions or comments on any item in particular. Included were a notice of an upcoming Board of Appeals meeting on October 7th and a Proposed State Valuation was distributed.
7. Old Business. There was none.
8. New Business. The manager explained that throughout the audit process a good deal of files that the auditors required were difficult to find or not located. The assessing agent has also had difficulty locating historic documentation. The manager stated that on Tuesday, October 8th he'd like to have an In-Service day where the town office would be closed and that day would be spent going through all the office files and the two vaults to clean up the system and locate pertinent information for the auditors. The Board had no issues with closing for the day. Public notices will be posted.
9. Winter Closing. The manager asked permission to use the state as a guide for any storm closings. If the state declares their offices to be closed due to inclement weather then the municipal office and library would follow suit. The Board had no issues with this guideline.

10. **Employee Health Insurance.** The manager stated the town would be changing from Anthem to Harvard Pilgrim. The programs are comparable as far as coverage and the Harvard Pilgrim is an HSA program which the manager stated he has utilized in the past. The manager stated he'd like to see the town, over a 12-month period, deposit the employee's (only) deductible into their HSA account, which is a tax free account held by the employees themselves. The manager explained the overall savings to the town in the first year would be approximately \$16,300.00. The Board had no issues in changing programs. This will take effect November 1st.
11. **Policies.** Two Policies were reviewed by the Board. A Freedom of Information Policy and a Social Media Guidelines Policy. Motion was made and seconded to adopt both policies (separately). Both votes were unanimous. A third policy on the disposition of tax acquired properties was distributed and will be reviewed for vote at the next meeting.
12. **Contracts.** Two contracts were reviewed. One being a three-year contract with Central Maine Pyrotechnics for Riverfest. The second being a contract with the Penobscot Valley Humane Society for keeping stray and quarantined animals. Both policies had a motion and second (separately) for approval. Both approved unanimously.
13. **Manager's Report.** The manager stated the Library Road is due to begin reconstruction on October 15th.

The December meeting of the Board of Selectmen was moved from December 3rd to the 10th. The manager also reminded the Board of an upcoming workshop on Wednesday October 16th at 9:00 a.m.

The manager reviewed a bill from JDK Property Management, the entity that mows the cemeteries. The manager noted the 'agreement' between the previous administration and JDK was reviewed by the town attorney and found that it doesn't qualify as a 'contract'. A bill, above and beyond the quoted annual price was received. After discussion the Board opted to not pay the bill.

The manager stated that 30-day foreclosure notices had gone out earlier in the day.

14. **Any Other Business –** Martha Ward, who was in attendance, asked why the police cruiser was parked at the municipal office/public safety building. The manager explained there has been an issue with speeding vehicles on School Street and having the cruiser parked in the area seems to have alleviated the issue.
15. It was moved and seconded to adjourn at 8:45 p.m.

W. Thompson
M. R. [unclear]

Peter [unclear]
Selectmen of Guilford

[Signature]

Clerk