

St. Agatha Board of Selectmen Meeting

January 15, 2018 @ 6:30pm

At the St Agatha Town Office

Agenda

Chairman Banville will call the meeting to order

- Article 1: To consider the meeting minutes of December 4, 2017
- Article 2: To consider the general ledger report, revenue report, revenue and expense summaries and investment report for period ending December 31, 2017
- Article 3: To discuss sewer improvement options
- Article 4: To discuss deputy clerk advertising
- Article 5: To discuss annual report dedication
- Article 6: To discuss tax acquired property
- Article 7: To discuss bond coverage on checking account balance
- Article 8: To discuss new printer options
- Article 9: To set budget meeting date
- Article 10: To consider any old business
- Article 11: To consider any other business

St Agatha Board of Selectmen Meeting

January 15, 2018 @ 6:30pm

At the St Agatha Town Office

MINUTES

Chairman Banville called the meeting to order at 6:30pm

Article 1: To consider the meeting minutes of December 4, 2017

Motion by Dan Bechard

Seconded by Dale Chamberland

All in Favor

Article 2: To consider the general ledger report, revenue report, expense summaries and investment reports for period ending December 31, 2017

Motion by Dan Bechard

Seconded by Dale Chamberland

All in favor

Article 3: To discuss sewer improvement options

The Town Manger informed the board that she had asked Andre Gendreau to contact Brent Bridges to inquire as to how much it would cost per grinder pump to see if it would be in the Town's best interest to start upgrading them. Repairing grinder pumps are a big cost to the town in not only repair costs but the wages for each call. This article was informational only and the Town Manager will report back once Brent Bridges submits a price for new grinder pumps. Dan Bechard requested for grinder pump calls to be included in the Town Manager's weekly reports

Article 4: To discuss deputy clerk advertising

The Town Manager had made the board aware earlier that Suzanne Charbonneau, Deputy Clerk, had given her two weeks' notice. She suggested that with the amount of training of two deputy clerks in the last 6 months has cost and the full-time wages that goes along with training that an effort to preserve the budget needs to be made. With the need for a deputy clerk being necessary, the Town Manager suggested that within the advertisement of the position the board could offer a \$500 sign on bonus to be paid at the end of the 6-month probationary period should the successful candidate not only be trained but provide proof of training in BMV and Trio. She indicated that BMV training alone costs over \$700 not to mention the multiple trainings for Trio. By offering the \$500 sign on bonus to the successful, trained candidate the Town would save hundreds of dollars in not only training but in wages. In order to effectively train the

deputies of the past have started at full time hours to allow for retention of procedures and exposure to multiple kinds of transactions. If the successful candidate comes to the Town already trained they could begin their employment at the part time hours. Dan Bechard voiced that he would like to see advertising for this position happen in the new budget season as this is a slower time of year for the Town Office. The Town Manager said that it would be ideal to train an employee during the slow season so that when the busier time of year comes around the office would be completely staffed.

Motion by Dale Chamberland to advertise for the deputy clerk with the sign on bonus option immediately

Seconded by Beurmond Banville

Opposed Dan Bechard

Article 5: To discuss annual report dedication

The Town Manager recommended dedicating the annual report to Marie Mae Chamberland.

Unanimous consensus

Article 6: To discuss tax acquired property

The Town Manager informed the board of two properties whose liens matured in December. She asked for their recommendations as to how to handle the foreclosures. For one property all mailings came back to the Town Office as undeliverable. They asked for the Town Manager to look into trying to locate the owner of the land. For the second property they asked for the Town Manager to set up a payment plan for the owners to be able to pay the taxes off over a period of months with an eviction notice being served if failure to comply with the payment plan.

Article 7: To discuss bond coverage on checking account balance

The Town Manager explained to the board that during a meeting with Dave Desjardins he presented an option for full coverage on the checking account. This option for insurance coverage is a line of credit granted to Acadia FCU from the Federal Home Loan Bank of Boston that would list the Town of Saint Agatha as the beneficiary. It is not bond coverage like what we've had in the past and would not have the potential to be called by the government. He explained that interest would accrue on this line of credit for .15% of the insured amount that the Town would possibly be liable to pay. However, this year the Credit Union would absorb that interest cost but that absorption would be revisited on a yearly basis. By consensus the board agreed to accept this offer.

Article 8: To discuss new printer options

The Town Office printer is approaching 12 years old. Levesque Office Supply has informed the Town Office that it's becoming obsolete. They presented the Town Manager with a purchase and lease options for a new printer. These suggestions will be worked into the budget for FY19

