

**BOARD OF SELECTMEN
TOWN OF MADISON
NOVEMBER 4, 2014
MINUTES**

Selectmen Present - Chairman John Arruda, Michael Brooks, and Josh Shackford.

Others Present - Town Administrator Melissa Arias; Deputy Town Administrator Sue Stacey; resident Greg Bailey; Noreen Downs from Madison TV; and Madison TV videographer Carol Dandeneau.

Where and When Posted - Town Hall upper & lower bulletin boards and Madison & Silver Lake Post Offices on October 23, 2014. This posting noticed the change in meeting time (from 5:30 pm to noon) and venue (from Town Hall meeting room to Elementary School gym) due to Election Day.

Meeting Called to Order – By the Chairman at noon.

APPROVAL OF MINUTES – Brooks made a **motion** to approve the Selectmen’s Meeting minutes of October 21, 2014 and October 28, 2014 as prepared, seconded by Shackford, and so voted **3-0**.

APPROVAL OF MANIFESTS – Brooks made a **motion** to approve the Manifest of November 4, 2014 in the amount of \$164,245.26, seconded by Shackford, and so voted **3-0**. The Manifest breakdown is as follows: \$21,205.94 for payroll; \$6,276.18 for payroll liabilities; \$61,763.14 for accounts payable; and \$75,000.00 for the Madison School District (release date 11/06/14).

PUBLIC COMMENTS – Greg Bailey from East Shore Drive was in to inform the Selectmen of a boat left at the Foot of the Lake beach that doesn’t appear to belong to a property owner along East Shore Drive with deeded rights to leave a boat on the property. Bailey said the boat was put in the lake in June 2014 and wasn’t tied up to a strong enough mooring. Bailey said he notified the Police Department of the boat drifting around and beached on Town property and they came down. Bailey gave the Selectmen photographs showing the boat washed up on the beach just a couple weeks ago. Bailey doesn’t think the boat owner lives on one of the East Shore Drive properties with deeded rights to store a boat on the Foot of the Lake property because of the manner in which they approach the beach. Bailey asked the Town to send a letter to the boat owner notifying them of a violation to the Town Property Regulation. Arias said the absence of a Code Enforcement Officer from June to September 2014 made it difficult to follow up on Bailey’s e-mail complaint. Arias said Code Enforcement Officer Bob Boyd can be asked to send a letter to the boat owner informing him of the Town Property Regulation which doesn’t allow boats to be tied up to or beached on Town property. Bailey left the meeting. The Selectmen said the Town has no control over who moores a boat on Silver Lake. Brooks said the deeded rights of certain East Shore Drive property owners allows them to place a canoe or other small boat on one of the racks on the Foot of the Lake property. Shackford said he has encountered similar situations on Ossipee Lake in the Town of Freedom and the end result was there was nothing the Town could do because of the way the law defines the mean high water mark. **END OF PUBLIC COMMENTS**

ASSESSING STATISTICAL UPDATE PROPOSALS – The Selectmen opened the proposals received from the 2015 Assessing Statistical Update Request for Proposal (RFP). There were 22 RFP’s distributed via e-mail and only two returned. The first proposal from the current assessing contractor, Cross Country Appraisal Group (CCAG), was for \$74,250 and had several services itemized out. The second proposal from Commerford, Nieder, Perkins LLC was for \$51,200 if the data entry can be done remotely from their

facility or \$54,400 if the data entry has to be done at Town Hall. The two proposals will have to be read and compared thoroughly to ensure they are comparable before the Selectmen proceed. Arias said our DRA representative has offered to assist with the proposal comparison.

WINTER ROAD TAX DEEDED PARCEL – Arias said one of the two lots on Winter Road (map 117, lot 036) that the Town attempted to sell at Public Auction for \$19,000 didn't close before the deadline or the slight extension granted by Town Counsel Gordon Graham. Graham is awaiting the return of the original deed being held in escrow prior to releasing the proceeds check, also being held in escrow. The deposit paid at the auction will be forfeited. The auctioneers will be paid their share of the deposit before Graham sends the Town its share. Graham needs to know whether the Selectmen want to retain ownership of the property until the next auction is scheduled or offer it to the second highest bidder for \$18,500. Earlier today Arias spoke with the resident who the auctioneer and attorney had as the runner-up bidder and was told he had received a bidding card but never used it during the auction. The Selectmen would like Arias to get the names and contact information for all of the bidders so we can try to determine who the runner-up bidder was and offer them the property for \$18,500.

CONFIRMATORY SELECTMEN'S DEED – The Selectmen's Office has been working on another Confirmatory Selectmen's Deed for a parcel in Eidelweiss (map 206, lot 063) sold by the Town to the Hastedt's in 1984. The original deed was turned over to the buyers but never recorded at the Carroll County Registry of Deeds. The Hastedt's have paid the property taxes every year since 1984. The Hastedt's are now attempting to pass ownership of the parcel to their son but the title isn't clear. Based upon the Sales Agreement and Deposit Receipt provided by the Hastedt's a Confirmatory Selectmen's Deed has been prepared by Arias to record at the Registry. Arias ran the draft deed past Brooks before submitting to the Board.

Motion: Brooks made a **motion** to sign the Confirmatory Selectmen's Deed for map 206, lot 063, seconded by Shackford, and so voted **3-0**.

Decision: The Selectmen will sign the deed under Signature Items and send it in for recording.

PRELIMINARY 2014 TAX RATE CALCULATION – The Selectmen reviewed the 2014 Preliminary Tax Rate Calculation spreadsheet sent to us by Michelle Clark at the Department of Revenue Administration (DRA). The Selectmen need to determine how much money to take from the unreserved fund balance to apply toward the setting of the Town's portion of the tax rate. Arruda pointed out that the Local School tax rate is going up \$0.77 per thousand dollars of assessed value which the Selectmen have no control over. Arruda has worked some scenarios independently and suggested using \$310,000 from unreserved fund balance to keep the Town's portion of the tax rate even with last year's rate of \$3.87. Arruda said that would put the total tax rate at \$16.67 per thousand dollars of value which is an increase of \$0.89 over the 2013 total tax rate of \$15.78. Arruda said the unreserved fund balance tends to regenerate itself by roughly \$200,000 per year and can be looked at as a savings account. Shackford said the time may come when there isn't enough money in unreserved fund balance to draw from. Brooks said voters will continue to approve appropriations each year unless they feel a tax burden. Brooks also pointed out the ongoing appeals with two public utility companies who are fighting to have their assessed values reduced. If their appeals are successful the Town may have to repay large sums of tax monies paid in the interim.

Motion: Arruda made a **motion** to use \$310,000 from unreserved fund balance toward setting this year's tax rate and retain \$310,288, seconded by Shackford, and so voted **3-0**.

Decision: The Budgetary Fund Balance Retention sheet provided by the DRA will be modified to reflect the amount of unreserved fund balance being used in 2014, signed by the Chairman, and sent to DRA by Stacey today.

FENCING PROPOSALS – Since last week’s meeting Arias has attempted to contact three fencing companies for a price to install 80’ of split-rail fence along the northern boundary line of the Historical Society property. So far Arias has received a call back from just one contractor who gave an estimate of \$1,000. Arias asked the Selectmen whether they want to move forward with the single estimate or hold off in the hopes of making contact with other vendors.

Motion: Brooks made a **motion** to sign a Purchase Requisition to TDK Enterprises for \$1,000 to install 80’ of split-rail fence, seconded by Arruda, and so voted **3-0**.

Decision: The Selectmen will sign the Purchase Requisition under Signature Items.

BACKHOE TIRES – Arias said Assistant Road Agent Bill Chick Jr. got a price for 4 new tires on the Transfer Station backhoe. A Purchase Requisition was filled out for the purchase yet there aren’t enough funds in this year’s Solid Waste operating budget to buy the tires. Brooks would like the Road Agent to contact the vendor to see whether they will order, receive, and install the tires in December with the invoice due in early January 2015. Stacey wrote these specifics on the Purchase Requisition which will be signed by the Board of Selectmen under Signature Items.

SIGNATURE ITEMS –

Manifest

Payroll & Accounts Payable Checks

Purchase Requisition #2014-GGBL-006 – Martin & Jean (\$1,162) new stop logs for Dam

#2014-SOLI-003 – Frechette Tire (\$2,370) T.S. backhoe tires (4)

#2014-GGBL-007 – TDK Enterprises (\$1,000) fence @ Historical Society

Intent to Cut Timber #14-283-08T – Donna Hempel, Trustee (237-015) Fox Road

Confirmatory Selectmen’s Deed for map 206, lot 063

Appointment/Oath of Office – Joint Loss Management Committee – Richard Clark

Joint Loss Management Committee – Robert Boyd

Emergency Management First Deputy – Michael Brooks

2014 Equalization Municipal Assessment Data Certificate to file with the Dept. of Revenue Admin.

2014 Budgetary Fund Balance Retention sheet for tax rate setting

12:42 PM – Shackford made a **motion** to adjourn the Selectmen’s Meeting, seconded by Brooks, and so voted **3-0**.

NEXT SELECTMEN’S MEETING – The next Selectmen’s Meeting will be on Tuesday, November 18, 2014 at 5:30 pm in the Town Hall Meeting Room.

Respectfully submitted,

Melissa S. Arias, Town Administrator
Recording Secretary