

**TOWN OF JACKMAN
PUBLIC HEARING &
BOARD OF SELECTMEN & ASSESSORS
MINUTES
Beginning @ 6:00 p.m.
APRIL 12, 2018**

Public Hearing: Jackman Hotel Special Amusement Permit

1. Call Public Hearing to Order at: **6:03** pm
2. Jackman Hotel Special Amusement Permit Renewal:
Discussion: **NONE**
3. Move to Adjourn the Public Hearing at: **6:04** pm by *Jayne French*
Seconded by *Benedict Cozzi* Vote: *All in Favor*

Item 1. Open Board of Selectmen Meeting: *Jayne French* opens meeting at **6:04** pm (Pledge of Allegiance)

- a. Selectmen Present: *Jayne French, Alan Duplessis, Benedict Cozzi, Scott Smith, Charles Lumbert*
- b. Employees Present: *Mitchell Berkowitz (Via SKYPE), Heidi Dionne*
- c. Others Present: *Pastor Bowman*

Item 2. Open Session: Limited to 2 Minutes – Extension per Chairman

Item 3. Election of Officers:

Board of Assessor's – Nomination for Chairman

Move to nominate *Jayne French* made by *Charles Lumbert*

Seconded by *Alan Duplessis*

Vote for *Jayne French* as Chairman

Vote *All in Favor*

Board of Assessor's – Nomination for Vice-Chairman

Move to nominate *Scott Smith* made by *Charles Lumbert*

Seconded by *Alan Duplessis*

Vote for *Scott Smith* as Chairman

Vote *All in Favor*

Secretary to Board of Assessor's

Move to nominate Heidi Dionne and Diane St. Hilaire by *Charles Lumbert*

Seconded by *Alan Duplessis*

Vote for Heidi Dionne and Diane St. Hilaire as Secretary

Vote *All in Favor*

Board of Selectmen – Nomination for Chairman

Move to nominate *Jayme French* made by *Charles Lumbert*

Seconded by *Benedict Cozzi*

Vote for *Jayme French* as Chairman

Vote *All in Favor*

Board of Selectmen – Nomination for Vice-Chairman

Move to nominate *Scott Smith* made by *Charles Lumbert*

Seconded by *Benedict Cozzi*

Vote for *Scott Smith* as Vice-Chairman

Vote *All in Favor*

Secretary to Board of Selectmen

Move to nominate Heidi Dionne and Diane St. Hilaire by *Charles Lumbert*

Seconded *Alan Duplessis*

Vote for Heidi Dionne and Diane St. Hilaire as Secretary

Vote *All in Favor*

Item 4. Liquor License Renewal Application – Jackman Hotel - Signatures

Motion to approve Jackman Hotel Liquor License Renewal Application made by *Alan Duplessis*

Seconded by *Charles Lumbert*

Vote *All in Favor*

Item 5. Special Amusement Permit Renewal – Jackman Hotel - Signatures

Motion to approve Jackman Hotel Special Amusement Permit Renewal made by *Alan Duplessis*

Seconded by *Charles Lumbert*

Vote *All in Favor*

Item 6. Approval of Minutes: Signatures Needed

Motion to approve minutes from January 17, 2018 meeting made by *Scott Smith*

Seconded by *Alan Duplessis*

Vote *3 Yes 2 Abstain (Benedict Cozzi, Jayme French)*

Motion to approve minutes from February 8, 2018 meeting made by *Scott Smith*

Seconded by *Alan Duplessis*

Vote *_3 Yes 2 Abstain (Benedict Cozzi, Jayme French)*

Motion to approve minutes from February 20, 2018 meeting made by *Alan Duplessis*

Seconded by *Charles Lumbert*

Vote *4 Yes 1 Abstain (Benedict Cozzi)*

Item 7. Accounts Payable Ordinance “Disbursement of State Fees” Annual Vote which allows Selectmen to adopt ordinance to disburse State fees with one signature

It shall be the policy of the Jackman Board of Selectmen to authorize the Treasurer to Disburse State Fees with a Disbursement Warrant signed by one or more Municipal Officers.

Move to approve the Disbursement of State Fees Ordinance, made by **Benedict Cozzi**
Seconded by **Charles Lumbert** Vote **All in Favor**

Item 8. Employee Wage Ordinance: “Disbursement of Employee Wages” Annual Vote which allows Selectmen to adopt ordinance to disburse Employee fees with one signature.

It shall be the policy of the Jackman Board of Selectmen to authorize the Treasurer to disburse employee wages with a Disbursement Warrant signed by one or more Municipal Officers.

Move to approve the Disbursement of Employee Wages, made by **Alan Duplessis**
Seconded by **Benedict Cozzi** Vote **All in Favor**

Item 9. Financial Ordinance needs to be voted on annually

The ordinance states that “the warrant’s containing payroll checks and school checks require only one signature and the disbursement warrant can be signed individually and does not need to be signed in a meeting”.

Move to follow financial ordinance for the Town of Jackman, made by **Alan Duplessis**
Seconded by **Benedict Cozzi** Vote **All in Favor**

Item 10. 2018 ATV Season: Board to allow same use of Town ways for the ATV trails as listed below:

- **From Point A: End of River Road (Tax Map 6 Lot 36 (~~David & Doreen Jones~~ Travis Jones (corrected BOS Meeting April 14, 2016)) to Heald Stream Road to**
- **Point B: Intersection of River Road and Heald Stream Road to**
- **Point C: Intersection of Heald Stream Road and Hastings Road to**
- **Point D: Intersection of the Hastings Road and the existing snowmobile trail to the North**
- **Existing snowmobile trail located on Town Land (as previously approved) provided there is no adverse impact on snowmobile trail located on town property**
- **~~Paper Street Henderson~~ (Removed 4/13/17 BOS Mtg) Mill Road to Spruce St. to Route 201. Alternate Route for trail repair closure will be Spruce Street. (Updated 5/12/2010) Amendment: Elm and Town portion of Mill Road to reach either Paper Street or alternate route Spruce Street (depending on which is open at the time)**
- **Attean Road – ATV access route from property of Paul Yoroshko, located at the beginning of the Attean Road to the road owned by ~~Reginald & Linda Griffin~~ E. J. Carrier, Inc. (Griffin Road). Access on the right-hand side of the road only – ~~no right turn from Cedar Ridge Outfitters.~~ Amendment: Removed the no right turn from Cedar Ridge Outfitters at BOS meeting 04/10/2014**
- **Main Street from Attean Road to Heald Stream Road including those two roads and all side streets connected to that part of Route 201**

Permit is conditional – Prior to use as a Trail, signage required:

ATV Travel on the extreme right of Public Way

Maximum speed limit of 15 MPH

Signage and maintenance to be performed by the ATV Club (Border Riders)

Ben voiced concern over the speed and the use of the breakdown lane being used as the travel land on Route 201. The speed will continue to be an issue until Game Wardens start issuing tickets.

Move to authorize Town Manager to sign ATV trail permit and Grant by **Scott Smith**

Seconded by **Benedict Cozzi** Vote **All in Favor**

Item 11. Board of Assessors

- a. Outstanding Taxes
- b. Set date in May for Assessors and their Agents or Representatives to do drive by of all properties – **Assessors will start reviewing properties on 5/7 thru 5/18**
- c. Ratio Declaration & Reimbursement Application
Developed Parcel Ratio 100% -- Ratio Declaration & Reimbursement Application Filing Deadline June 1.
Board to review and sign application - **Signed**
- d. Assessors available on Friday, April 20th (From 10:00 to 4:00 at the Town Office) for assessing questions from the public

Item 12. Unfinished Business:

- a. Health Care Updates – Update on LD1762 – **Has passed thru House & Senate – Sitting in Appropriations which may take a couple of weeks.**
- b. Mailbox – Letters went to 3 box owners – Removal by June 1, 2018 – Posting of notice at Post Office and Town Office bulletin board and website
- c. Website – Review GovOffice.com proposal

Motion to hire GovOffice.com as the Town Office Webpage designer made by Charles Lumbert

Seconded by Benedict Cozzi

Vote All in Favor

- d. Mass Gatherings – **Board reviewed proposed ordinance. They have concerns over the length and detail. Handed out Dept. of Human Services ordinance. Heidi will check with MMA Legal. Will review more at next regular board meeting.**
- e. Ministerial Harvest – Update – **Board will keep culverts in and block access to roads.**

Motion to have Sappi go out to bid for the Transfer Station lot harvest made by Scott Smith

Seconded by Alan Duplessis

Vote All in Favor

- f. Airport Easement and Layout Plan - Update on Independent Fee Estimate and Record of Negotiations- I would include my letter to Stacie at MDOT for this one

Motion to accept MDOT Fee Estimate for the Airport Easement & Layout Plan made by Alan Duplessis

Seconded by Benedict Cozzi

Vote All in Favor

Item 13. New Business:

- a. Code Enforcement Office & Plumbing Inspector – License Update – **Board asked Heidi to invite Jason to the next Board meeting**
- b. Sidewalk and road sweeping & Routine sweeping – **Board would like to talk/meet with MDOT Supervisor for this area regarding plowing and street sweeping. Charlie will contact Chad Grignon, our District Representative, for information as to who oversees this area.**

Item 14. Review of the Treasurer's Warrants: If Necessary

- a. Accounts Payable Warrants to be signed
- b. Payroll Warrant to be signed

Item 15. Other:

- a. Meeting with School Superintendent & Finance Committee to review 2018-19 MSAD 12 Budget – April 30th at 6:00 at School Library

- b. Pastor David Bowman request to use Town Park on June 17th thru June 24th for Christian Tent Meeting – **Board approved use of the Town Park**
- c. Discussion & follow up letter on behalf of Moose River Valley towns, regarding recent meeting with CMP and commitments made
- d. Ballot Clerk Appointments:

Motion to approve attached Ballot Clerks made by Charles Lumbert

Seconded by Alan Duplessis

Vote All in Favor

- e. *Street Paving – Mitch to get Spec.'s and Bid Packet's together. Public Works will set culverts.*
- f. *GMC 5500 Replacement – Mitch will work with Public Works and get Bid Packet together.*
- g. *Paramedicine – 3 year grant – Urgent Care - Paramedicine structure would be a savings of \$500,000 over have a Dr./PA structure. PCHC would run program. Jayme explained what he found out about the Paramedicine program – They go to homes to do after care reviews.*

Alan wants to make sure that PCHC is involved in everything we look into. He questions the reimbursement rate between Paramedics and Dr.'s/PA's. Mitch will check into the reimbursement rates.

Board wants Mitch to continue with the grant process.

- h. Jayme read letter sent to Board of Directors from Unity College.

Item 16. Committee/Boards & JUD Reports:

- a. Planning Board Meeting Minutes: **2/13/2018**
- b. Jackman Utility District Meeting Minutes: **01/10/2018 & 02/15/2018**

Item 17. Executive Session:

Move that the Board of Selectmen go into executive session pursuant to 1 M.R.S.A. § 405(6) (A) by request of the Select Board Chair, RE: Personnel & Town Manager hiring, made by *Benedict Cozzi* at 8:51 p.m.

Seconded by *Scott Smith*

Vote: *All in Favor*

Exit Executive session at 9:20 p.m. moved by *Alan Duplessis*

Motion: *NONE*

Item 18. Next Regular Meeting: May 10, 2018 @ 6:00 pm

Item 19. Adjourn: Motion to adjourn made by *Scott Smith* at 9:22 pm.

Respectfully Submitted by,



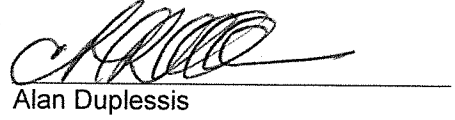
Heidi Dionne
Secretary

APPROVED ON: 6/14/18
DATE

Jayme French



Scott Smith



Alan Duplessis

C. Charles Lumbert



Benedict Cozzi