

**TOWN OF JACKMAN  
SPECIAL BOARD OF SELECTMEN  
Budget Meeting Minutes  
Beginning @ 6:00 p.m.  
December 19, 2018**

**Item 1.** Open Board of Selectmen Meeting: Jayme opens meeting at 6:02 pm (Pledge of Allegiance)

a. Selectmen Present: **Jayme, Charlie, Alan, Ben, Scott**

b. Employees Present: **Victoria, Heidi**

c. Others Present: **None**

**Item 2.** Review 2019 Town Manager's Budget

- Discussion on mileage reimbursement vs. 1hr of in-town transit
- Wages/benefits to be discussed in executive session
- Money was allocated to purchase 10 chairs for Conference Room
- Part-time office position was cut from budget
- Only 200 town-reports will be printed for 2018
- There are many street lights currently out, Scott suggested looking into LED lights in the future to save money
- It was noted that money is transferred out of the reserve funds at the end of the year to ensure transparency
- The sewer debt service will be finished in 2019, it was suggested that this money be put toward a revaluation in the future; it is recommended that towns have a revaluation every 10 years
- PW 3500 truck has reached the 5-year mark, it will be traded in 2019
- Scott Smith—suggested that the town create a rotation cycle for equipment
- RSMS 16 is a software used for Road Maintenance tracking, it costs \$195 and comes with free tech-support
- Pg. 30 of budget requires clarification from PW director
- Charlie—suggested that we sweep the streets 3-4 times each year through contracted services
- MDOT Jackman receives sand from Rockwood—is this sand of better quality than the sand from Parlin?
- AIM is the company that we are currently using the haul-off refrigerators—set-up through MRRRA
- Alan—suggested that we begin to accurately bill other towns/UT's for the Food Pantry, Transfer Station supplies, etc. (all interlocal resources); it was also mentioned that we should find volunteers to pick up the food for our food pantry instead of sending a Town Employee
- Talpey Field renovations: repair metal fencing and rebuild dugouts. Jayme—suggested that the School should pay for these reparations, not the town. It was also suggested that the Sports Boosters could fundraise for the reparations, or that the Parks and Rec Committee could mobilize to address these issues
- Newport Fence was said to be cheaper than ADA fencing for fence repairs (Alan)
- Festival Sans Frontier Reserve Fund--\$8,908.29—will be moved to the Parks and Rec Reserve Fund
  - \$15,000 will also be added to the Parks and Rec Reserve fund to complete renovations at the park
- The board requested an 'end of year' financial statement for Parks and Rec Department

- Alan pointed out that there is a five-year wait time for Paramedicine Training, and everybody benefits from 24/7 healthcare
- The board wants to enforce a uniform disciplinary policy for employees
- Scott—would like TM to investigate different health insurance policies, and ensure that we are following the Town Personnel policy

**Item 4. Executive Session: If Necessary**

Move that the Board of Selectmen go into executive session pursuant to 1 M.R.S.A § 405(6) (A) to discuss Personnel matters, made by: Ben Cozzi at 9:00 pm

Seconded by Scott Smith Vote 5-0

**Item 5. Exit Executive Session at 10:32 p.m. moved by Ben Cozzi seconded by Scott Smith**

**Motion by Alan Duplessis, seconded by Scott Smith – Vote to enter a contract for a forensic audit with RHR Smith**

**Approved 5-0**

**Item 6. Next Regular Meeting: January 10, 2019 @ 6:00 pm**

**Item 7. Adjourn: Motion to adjourn made by Scott at 10:58 pm. Alan seconded the motion**

Respectfully Submitted,



Victoria Forkus  
Town Manager

**APPROVED ON:** 01/10/2019  
DATE

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Jayme French

\_\_\_\_\_  
Scott Smith

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Alan Duplessis

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C. Charles Lumbert

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Benedict Cozzi