

BOARD OF ASSESSORS & BOARD OF SELECTMEN MEETING

April 3, 2012 MEETING MINUTES

Frenchville Town Office at 6:30 P.M.

DATE POSTED: April 6, 2012

Present: Paul Bernier, Clarence Roy, Andrew Mcquarrie, Camille Bernier

Others: Casey Cote

Board of Assessors Meeting: Meeting called to order by Paul Bernier at 8:19 p.m.

- A. **Poverty Abatement Request** - A motion was made by Paul Bernier to go into executive session pursuant to Title 1, M.R.S.A., Section 405, Sub-section 6, Paragraph (F) examination of records- for a poverty abatement application. Seconded by Clarence Roy. All in favor. APPROVED

Paul Bernier declared executive session adjourned.

As a result of executive session a motion was made by Andrew Mcquarrie to grant poverty abatement for half of the delinquent real estate taxes owed and interest accrued. Seconded by Camille Bernier. All in favor. APPROVED

Assessors Meeting Adjourned at 8:19 p.m.

(Motioned by Paul Bernier, Seconded by Clarence Roy) APPROVED

Selectmen Meeting

1. **CALL MEETING TO ORDER:** Meeting called to order by Paul Bernier at 6:31 p.m.

- A. **Minutes of 3-20-12** were accepted. (Motioned by A. Mcquarrie, seconded by C. Roy. All in favor.)
APPROVED

2. ITEMS TO BE SIGNED:

A. Warrants Expenses & Payroll- The following AP and Payroll warrants were reviewed and signed by the Board

| Warrant Batch Date | A/P # | Payroll # |
|--------------------|-------|-----------|
| March 22, 2012 | | 23 |
| March 22, 2012 | 24 | |

A. 2012 Appointments- Andrew Mcquarrie will look for a replacement for Sheila Ouellette on the Appeals Board. The 2012 Appointments were tabled to the next Selectmen meeting to be held on April 17, 2012.

B. 2012 Assessors Notice- reviewed and signed by the Board.

3. ARTICLES TAKEN OUT OF ORDER:

A. Scout Addition Consideration- Per Vern Labbe- The Board supports the concept of a scout addition onto the existing recreation building. However, the Board feels it is necessary to ensure the Rec building is structurally sound and capable having such an addition built. Mr. Labbe will be in contact with James Caron II for a building inspection. Information gleaned from the site visit will be brought back to the Board for further consideration.

B. Pelletier Road- Per John Ezzy- tabled to next meeting

C. Equipment repair update- Per James Caron II- Truck #2 is in need of rust repair to the dump body. We received two bids on metal. A. Mcquarrie made a motion to go with Gary Gagnon for \$1,300 plus an additional \$100 to cut the metal. Seconded by C. Bernier. All in favor.

APPROVED

James Caron II will look into pricing options for a newer dump to replace the failing one on Truck #1. The options will be discussed at a future meeting.

D. 2012 Road Improvement Plan- Per James Caron II- A motion was made by Andrew Mcquarrie to go with the 2012 paving plan as presented. The plan included paving Sirois, Michaud and Valley View for a total of 289 tons of asphalt. We will advertise for one week. Seconded by Clarence. All in favor.

E. 2012 Equipment Rates- Per James Caron II- A motion was made by Andrew Mcquarrie to go with the lowest bidder, CL Roy and Sons. If CL Roy is not available than we will go with the second lowest contractor. Seconded by Camille. 3 in favor 1 abstention due to conflict of interest. APPROVED

4. REPORTS AND/OR CORRESPONDENCE:

- A. Elected Officials Workshop-** For Board information. Please see the Town Manager if you wish to attend.
- B. Maintaining Local Bridges Workshop-** For Board information. The Town Manager will sign up Andrew Mcquarrie to attend this workshop with James Caron II.
- C. Kylie Pelletier recognition April 13th at 1:30 p.m.-** The Town Manager has been asked to speak at the event. All Selectmen will be at the recognition being held at Dr. Levesque School to present Kylie with a gift on behalf of the town.

5. PUBLIC PARTICIPATION:

Time Opened: 8:00 p.m Time Closed: 8:01 p.m.

6. NEW BUSINESS:

- A. Competitive Bidding Policy- set minimum dollar amount-** Camille Bernier made a motion to adopt the competitive bidding policy. Anything over \$3,000.00 will go out to formal bid and will be presented to the Board before the bidding process commences. Seconded by Clarence Roy. All in favor.
APPROVED
Department Head expenses- Andrew Mcquarrie made a motion to allow a maximum of \$800.00 be spent per month on unplanned purchases without Board approval but at the discretion of the Town Manager. Seconded by Camille. All in favor.
APPROVED
- B. Suzie Paradis 2012-2013 contract renewal-** A motion was made by Andrew Mcquarrie to approve the Economic Director's 2012-2013 contract per the recommendation of the Town Manager. Seconded by Camille Berneir. All in favor.
APPROVED
- C. Certified Ratio assessment update for 2012-** For Board information. The 2012 certified ratio that has been selected is the same level as 2011 at \$92.4%.
- D. 36 M.R.S.A. Subsection 906- Tax Collection Policy-** this policy has been adopted by the Board for 2012. It states that the Tax Collector/Treasurer is to apply any tax payment received from an individual as payment for any property tax against outstanding or delinquent taxes due on said property in chronological order beginning with the oldest unpaid tax bill, provided, however, that no such payment may be applied to any tax for which an

abatement application or appeal is pending unless approved in writing by the taxpayer.

7. **UNFINISHED BUSINESS:** There was no unfinished business to discuss.

8. **OTHER BUSINESS:** There was no other business to discuss.

9. **FUTURE MEETING DATES:**

A. **April 17, 2012 at 6:30 p.m. at the Frenchville Town Office**

10. **ADJOURNED AT:**

11. Meeting adjourned at 8:18 p.m.

(Motioned by Camille Bernier, Seconded by Clarence Roy) APPROVED

Minutes respectfully submitted by:

Casey Cote

Town Manager

Board of Selectmen Tabled Items: