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Select Board:

Duncan Bond

David W. Lunt

Pat McEachron

Robert Roxby

Robert Stuart

**Approved on 1-12-2012 Selectboard Meeting Minutes**

**December 13, 2011**

**Submitted By:**

Rebecca Lenfestey, Admin. Assistant

January 12, 2012

**Call To Order**

The meeting was called to order at 6:04pm on Tuesday December 13, 2011 by serving chair person Robert Stuart via Skype. Select board members present, Duncan Bond , David W. Lunt, Robert Roxby. Rob Stuart and Pat McEachron were present via Skype. Administrative Assistant Rebecca Lenfestey was present and, Town Administrator Michael Colleran was present via Skype and 2 members of the public were also present.

1. MINUTES-

Review of minutes from Select board Meeting on November 15th 2011. DB offers the suggestion of clarifying which board members were present and which ones attended via skype. With change - RR 1st , DB 2nd  as amended. Unanimous Approval.

1. Old Business
2. Select Board Projects- RR provides board with the certificate of assessment documents to sign for tax collector and treasurer. RR needs to work with Alan on getting a downloadable version of the tax commitments for the town website. Unanimous approval with permission from PM and RS, via skype, the board signs the certificate, and finalizes the MVR for return.
3. Town Position of Code Enforcement Officer is still vacant. All other select board projects are on agenda.

1. Flood Plain Insurance Program Update- MC has received a draft of the Flood Plain Ordinance that is required to be updated by the Maine State Planning Office. MC reviewed the draft from MSPO looking for anything that would be problematic and found nothing. MC suggests that the select board take time before the next board meeting to read and review the document as well and discuss further at the next meeting. MC reports that the next procedure is for the select board to review the document, make changes if any need to be made, and then if there are changes resubmit back to the Maine State Planning Office. If there are no changes then this will go to Public Meeting for discussion and then be added to the Town Warrant for June 2012.
2. New Business
3. Postal Contract- MC will provide a draft at the next meeting to be reviewed by the board and then submitted to Bass Harbor Post Office through Diane. Then she will forward the application on.
4. ADMINISTRATIVE
5. Warrant presented and signed. Motion to accept DB 1st, PM 2nd. Unanimous Approval. Motion to accept Tax Collector and Town Clerk reports as written. DB 1st, RR 2nd. Unanimous.
6. MAIL- The selectboard reviewed mail.
7. AED Superstore has sent notification about parts of the Town AED that need updating. RL asks board what they would like to do. Unanimous to forward to Rod Bost the Emergency Management Director.
8. Municipal Officials of School Administrative Unit Letter sent to the Town of Frenchboro from the Department of Education. RL asks board what to do with it. Unanimous to forward the letter to school board chair, Marissa Rozenski.
9. The Board has received a second notice that is time sensitive regarding the MVR. RR finds the documents and RL will mail.
10. A letter from HCPC came in stating the lack of funds for a hazardous waste collection with them. They were looking for a contact person, and a response as to what we will do with hazardous waste. Unanimous to name Duncan Bond as contact person, and to respond back with the option we will continue our hazardous waste collection with Acadia Disposal District.
11. A letter from resident Gerd Hasal was received about his tax bill, the board moves to discuss at the assessors meeting. MC to respond to Gerd.
12. A letter from resident Donnie Osier was received about his tax bill, asking for a re-assessment. The board moves to discuss at the assessors meeting. RR to respond to Donnie.
13. A letter from resident Marissa Rozenski, second notice, has come in wanting a copy of the 2011 commitment book. RR to respond to Marissa.
14. OTHER BUSINESS
15. MMA Underwriters are requesting the town to get from Jay Desjardin Town Plow Contractor Holder information regarding an updated Certificate of Insurance, proof of workers comp, and add the Town as additional insured on the policy. MC will contact Jay to provide these documents.

1. Adjourned.-

Motion to adjourn DB 1st, DWL 2nd, adjourned at 6:45 pm.

Next Meeting January 10, 2012.