

**Town of Whitefield
Select Board Meeting Minutes
October 18, 2016**

**Present: Frank Ober, Tony Marple, Sue McKeen, Lester Sheaffer and
Dennis Merrill
Administrative Assistant Aaron Miller**

Select Board actions

1. The minutes for October 11 were approved 5-0.

1. Accounts payable and payroll warrants were signed. After these, we will have about \$100,000 in the bank account; we will monitor to see if using tax anticipation note money will be necessary.

3. Veterans' memorial. Libby Harmon came in to discuss the trees in the memorial at the town office. The pines look bad and are blocking the arborvitae planted behind them. She had found a newspaper article from the 2004 Town Meeting at which Jay Howell, the originator of the memorial, asked for \$2,500 to be appropriated to "replace" the pines. The Town voted to do this. Subsequently, the arborvitae were planted and are now well established. We will get quotes from local tree firms for removal of the pines.

4. Office tasks. The Board discussed lists of tasks done by various office staff, with some focus on how the Treasurer duties are currently handled. A "round table" discussion with the office staff to discuss duties and financial security will be scheduled for November.

5. Broadband. Notice has been received from FairPoint that the company upgraded broadband service in the Gardiner Road and Hunts Meadow Road area.

6. Bank resolution. The Town will move some trust funds from Key Bank to Kennebec Savings Bank to get all town accounts in one location. To do this, our attorney stipulated an authorizing resolution must be adopted. On a vote of 5-0, the Board adopted the following.

We, the duly elected Board of Selectmen of the Town of Whitefield, hereby certify that the following Resolutions were unanimously adopted by the Board of Selectmen at a duly noticed and called meeting of the Board, at which a quorum was present and voting:

RESOLVED, that the Town of Whitefield is hereby authorized to set up Trust Accounts at Kennebec Savings Bank for the purpose serving as Corporate Trustee for the Town of Whitefield.

FURTHER RESOLVED, that the following individuals from the Town of Whitefield have access to and decision making responsibility for the funds in the account: Aaron Miller, Town Clerk; Dennis Merrill,

Chairman of the Board of Selectmen.

FURTHER RESOLVED, that Aaron Miller, Town Clerk or Dennis Merrill, Chairman of the Board of Selectmen, or his successor as Chair, be required to sign off on the transferring of funds out of the trust account.

7. Check capture. Aaron reported our bank is giving us equipment to electronically record and deposit checks. This will make handling checks more efficient and secure.

8. Office upgrades. Our Code Enforcement Office will be attending a course on indoor air quality and will then evaluate the town office for needed improvements.

9. Liability insurance. The Fire Chief has questioned the extent of liability coverage for firefighters called to an incident scene and for on-scene decisions. To follow up on this, the Chief will be put in contact with the MMA insurance program.

10. Executive session. Pursuant to 1 MRSA §405(6)(A), the Board voted 5-0 to go into executive session to discuss a personnel matter. Following the session, no action was taken.

Next week. personnel matter, municipal valuation report, Uhl property, election planning

Assessor's Actions

Assessor's Agent Tom Hayes was present for several issues:

1. Tom reported that the preliminary state valuation puts Whitefield at 102%.

2. The Board voted 5-0 to approve an abatement for Keith Sandborne. The livable space of the building had been recorded by the Town as including the garage area. The abatement corrected this.

3. The Board voted 4-0-1 (Frank abstaining) to grant an abatement to David Boynton for a parcel previously removed from the assessment, Map 11, Lot 6.

4. The Board discussed disposition of Map 11, Lot 6. The owner may be Uhl, but this is not verified. The Uhls previously were taxed for Map 10, Lot 54 which does not exist, and the account fell into foreclosure. For now, the Board voted 4-0-1- (Frank abstaining) to place Map 11, Lot 6 in the Town's name pending further investigation.

5. Tom will have the municipal valuation form for the State done for next week.