

**Town of Sweden
Selectmen's Meeting
June 25, 2013**

Attendance: Lori Bennett, C. Wayne Miller, Kristin Venza, DJ Curtis.

Lori Bennett called for the Pledge of Allegiance at 6:00 pm and then called the meeting to order.

The Selectmen discussed with DJ Curtis corrections to the minutes of the June 11 Selectmen's Meeting. Lori made a motion to table the meeting minutes until the next meeting. Seconded by Kristin Venza and approved 3-0.

Report of officers and committees:

Animal Control Officer- Jacqueline Frye:

No report received.

CEO- Eric Gulbrandsen:

No report received.

Admin. Assistant – Diana Curtis (DJ):

DJ provided the Selectmen with the current Summer Road report and Administrative report. She discussed several charges in Town Charges that belong in other accounts. One was a small maintenance bill from McIver Electrical \$307.28 which was recommended moving to 402 Building Maintenance account. There were also three charges to Trio, one for the printer \$378.15, one for program purchase \$1,870.00 and one for training \$1,100.00 which were all recommended moving to 409 Municipal Software account. The Selectmen agreed and Sarah was asked to revise the Warrants for signature approval of the changes.

There was a discussion regarding the state surplus account and ways to track purchases and reimbursements.. Wayne suggested having its own account under town charges. DJ suggested keeping an open file with the purchases for reviewing purposes.

DJ discussed with the Selectmen, the new proposed chart of accounts from trio and what the account differences are. She reviewed the current Balance Sheet Accounts and how they compare to the new system. Lori asked if DJ could send the Selectmen her file on the Chart of Accounts for their review. She said she would send it to them.

Town Clerk – Alberta Ridlon:

No Report received

Road Commissioner – John Clifford:

Road Commissioners Report
6/12/13 - 6/25/13

Work done since last report:

Gravel has been stockpiled at Bennett's garage for the two sections being paved on Hardscrabble Rd.

Work to be done in the next month:

Ditching to be done on sharp corner at town line at the end of Hardscrabble Rd. for better water drainage. Culvert to be replaced at bus turnaround at Joe Needham residence 397 Sam Ingalls Rd. All sand and salt to be cleaned up around sand and salt shed, on banks and in ditches.

Expenses:

Steve Bennett Trucking, Inc. - \$1,282.50

Anticipated Expenses:

Richard Douglass, Inc. - gravel

Comments or Issues:

Lori reported they hauled more gravel and that still more work needs to be done, ditching, etc. There is an old metal culvert with a hole that will be replaced.

Wayne mentioned the need for road side mowing. Wayne said Bruce Warren, Warren Excavating is the only one with a wide brush mower. Lori mentioned that she knew someone who might have the equipment and will get the price.

New Business:

Kristen mentioned that personnel matters should be handled in executive session.

The Public Access Officer, a new position for when someone comes in requesting information. They need to fill out a form and submit to the Public Access Officer. This does not apply if someone comes in asking for a copy of their tax bill.

Lori made a motion to make Wayne Miller the Public Access Officer, seconded by Kristin, motion passed 2-0.

Lori returned the MMA form to DJ to be completed and mailed.

Wayne reported he has contacted Jason Wentworth and that Jason has scheduled us to fix the Salt Shed door. He will call Wayne with dates and costs.

Kristin discussed the testing of the well that was contaminated previously at the Willey residence. She thought possibly insurance was taken out for this contingency. She would like

to research the files to see what can be learned regarding possible insurance and the past testing done.

Lori reported on Road Paving. White Brothers was chosen for paving on Hardscrabble Road for two sections. They will grind the two sections around July 4th and paving can start anytime after that, when The Selectmen decide. They might want traffic to pack down the gravel that will be put down.

Lori discussed Hall Rental specifications. She passed out the Town's current Hall Rental form. Wayne recommended adding a line "Non-Profit Organizations specifically associated with the Town of Sweden are exempt". Lori will make the changes to the hall rental form. Lori made a motion to accept the changes made to the towns rental form, seconded by Kristin, passed 3-0.

Wayne reported regarding the issue with the Sanderson check; she sent a money order that no one has received. She has made payments since but is waiting to see if the money order shows up before paying it again.

Wayne mentioned that we do need to dispose of town owned tax acquired property. He will get the name and information. The property needs to be sold via public auction or sealed bid.

Lori mentioned a "host families" email. They are looking for host families to host teenagers from 15-18 years old. Four youths from other countries are looking to come for 10 months.

Lori mentioned that we still need a representative to MMWAC. Wayne said they meet about 4 times a year.

Communications:

Insurance certificate from Steven Bennett received for filing record.

Letter from Peter Malia regarding the Sanderson property was received.

Next meeting will be July 9, 2013 at 6:00 pm.

Lori made a motion to adjourn at 7:10 pm. Wayne 2nd it, passed 3-0.

Respectfully

Diana J. Curtis
Adm. Asst. to Board of Selectmen