

## Selectmen Meeting Minutes – July 25th, 2018

### PRESENT:

Selectmen Chair: Errol Peters

Selectmen: Michael Ransmeier, Jennifer Locke

In attendance: Heidi Sagar, Gayle Clement, Wendell Jessman

### OPEN SESSION:

The selectmen began their regularly scheduled meeting at 7:05PM

Checks- Select Board signed the checks to pay the approved bills from the previous week.

Mail- Reviewed the mail and approved bills for payment

Intents to Cut- Errol has received no paperwork from Stacey Thompson yet, Errol sent him an email and will follow with a certified letter if he hasn't responded within a few days. The Board signed two new intent to cut forms.

Water Usage bill from Lisbon- The Select Board discussed and overturned their decision from the previous week, if the town were to pay the \$500 bill it would have to be assigned within quickbooks and would then show up in the budget as an in and out which could be confusing in the future, the board agreed that it would be better for clarity purposes for Mike Ball to directly pay the town of Lisbon for the water rather than the town of Landaff getting in the middle of it. Errol will let Mike Ball know this weekend and provide him with a copy of the bill.

Reviewed Selectmen Emails- Jamie Dow from the DRA requested several forms be sent, Michael said he would contact her and follow up on her requests.

There was a job applicant in the email, Errol will contact her. There were also several planning board related emails, Jenn will contact Pat Webb to determine how those are being handled and why they are showing up in the Selectmen email account.

Employee Handbook- Jenn raised some questions about the process of addressing concerns that might arise from the background check, the Board reviewed the wording in the policy to include steps by which the board would notify the appropriate supervisory official while maintaining confidentiality for the individual.

Fire Warden Deputy- The Board agreed to wait until they can talk with Jason on this subject.

Road Agent- Errol will talk to Andy about making sure to cut back the corner on Cemetary road in advance for the Webb's auction which Michael had brought up. Errol will also talk with Andy about adding some erosion protection to the ditch by Blue School, and follow-up on the lights for the end of the access ramp and whether Andy had talked with Ron Howard or not yet. Errol mentioned that the mower was delivered for the road sides.

Wendell Jesseman – brought in copies of boundary line adjustment to see what was needed by the town, he was advised that he will need to have the signature from the Chairman of the Planning Board, and then go to the Board of Adjustment for recording.

Minutes- The minutes for the 7/18/18 meeting were approved Michael moved and Jenn 2<sup>nd</sup>.

Meeting adjourned at 8:40PM

**The foregoing minutes were approved on August 1, 2018 by the following members of the Board:**

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**Errol S. Peters**

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**Michael M. Ransmeier**

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**Jennifer L. Locke**