

1. Call Meeting to Order

Chairman Eastman convened the Board at 7:00 PM in the Nowak Room of the Town Office and introduced other members of the Board: Mr. Lionel Ingram, Mr. Joe Pace, Mr. William Campbell, and Mr. Russell Dean, Town Manager. Selectman Gilman was absent this evening.

2. Public Comment

None.

3. Minutes

Mr. Pace moved to waive the reading of the minutes of July 30th, 2007 and accept the minutes as presented; second by Mr. Ingram. VOTE: 3-0 minutes approved with Selectman Campbell abstaining.

4. Appointments

None.

5. Discussion/Action Items

Purchasing Policy. Mr. Dean briefly introduced the purchasing policy which included revisions from the last meeting. Selectman Campbell asked about “dual control” of bids over \$25,000 as this was confusing. Also professional service bids over \$25,000 should be opened at Selectmen’s meetings. The Town Manager will make the changes and bring back to the Board.

Approve SEIU Agreement. Mr. Dean indicated that voters approved the financial terms of the Agreement in March, 2007 and this was the integrated contract between the Town and the DPW/Town Office group, good through December 31, 2010. There has been staff turnover with the Town, and with SEIU thus the contract was delayed to some extent. The Agreement was circulated and signed by the Board.

Channel 22 – EXTV Access Policy. Mr. Pace walked the Board through the interim access policy. This will set guidelines for public access on Channel 22. The CATV Committee has reviewed the policy. The Committee also voted to approve the Town Manager and IT Coordinator to spend up to \$40,000 for upgrades to the current system and it should greatly improve our Channel 22 operations. Selectman Ingram requested follow up on the rerun issue that Martha Pennell had raised. Andy Swanson spoke on this issue and said this was now on the web. The Town Manager indicated we could publish in the newspaper however there may be a charge. We are also working on standardizing the program schedule since we took operations in house. The Board discussed adoption or waiting for another meeting for public input, and decided to bring back the policy one more time to give people a chance to comment if needed.

Revaluation RFP. Mr. Dean gave a progress report on this item. A petition warrant article passed asking to conduct a revaluation. The Board had questioned the cost of a revaluation, so this RFP will get us a standard quote. Vision Appraisal our current vendor supplied a one page quote back in January, 2007 in the amount of \$475,000. The Assessing Office is currently reviewing the RFP for the purpose of identifying redundancies. Mr. Dean indicated that if the Town bid the revaluation through Patriot, Avatar, and other companies that do this, we would need to change our software program as we are now using Vision. When the Assessing office budgets revaluation money of \$40,000 per year, it is used to review and correct if needed individual tax cards, in the neighborhood of 2000. Selectman Ingram asked if this was a progress report and the Town Manager responded affirmatively, and he would bring the RFP back when it was complete, for further review.

6. Public Hearings

Parking Ordinance Amendment Front Street. This was a second reading. Mr. Eastman asked for any comments. The Town Manager indicated he had modified the language slightly to allow the three parking spaces before the hydrant to remain, as they were indented and were not affecting the need for this change. The diagram came from a DPW employee.

7. Permits and Approvals

Mr. Pace moved to waive the reading of the abatements and exemptions and add them to tonight's record. Second by Mr. Ingram. Motion passed 4-0.

8. Reports

a) Town Manager's Report

1) Mr. Dean had two permits this evening. A request from Squamscott Community Commons to use the Wheelwright Room on August 21st, 28th, and September 4th, from 8:00 a.m. to 10:00 a.m.; a request from New Outlook Teen Center to use the Town Hall with the stage on August 24, 2007 from 4:00 p.m. to 11:00 p.m. for a local rock show.

The Board approved the permits as presented.

b) Selectmen's Committee Reports

Mr. Pace: The Arts committee meets this Thursday night. The work of the CATV Committee is ongoing.

Mr. Campbell: Planning Board meeting was held last Thursday night with all departments represented for the first reading of the Capital Improvement Program for FY08 to FY13. The Conservation Commission meets tomorrow night.

Mr. Ingram: Work continues on the transportation planning group.

Mr. Eastman: Mr. Eastman noted that the entire Board cannot make next week's scheduled work session on the pay plan. What is the pleasure of the Board? Consensus of the Board was to postpone next week and schedule the work session on the 17th of September. Mr. Dean will check with the consultant on availability.

9. Public Comment

None.

10. Non Public Session

None.

11. Adjournment

Mr. Ingram moved to adjourn, second by Mr. Campbell. Motion passed 4-0. Meeting adjourned at 7:30 p.m.

Respectfully submitted,

Russell Dean
Town Manager