I. OPEN MEETING
   A. Opening Ceremonies
      Chairman Edgerly opened the meeting at 6:30 PM and led the Pledge of Allegiance.

   B. Roll Call
      Present: Chairman Elwood Edgerly, Jane Conroy, Stephen Grammont, Scott Taylor and W. Ernie Thomas. Late: Gail D’Agostino and Vice Chairman Cynthia Freeman Cyr (6:33PM). Also present: Town Manager, Jack Clukey.

II. CONSENT AGENDA
    Treasurer’s Warrants
    Administrative Warrant #49

    Resolution #146-022216
    MOTION: Conroy, seconded: Thomas, and voted unanimously (5-0) to approve the Consent Agenda. Motion passed.

III. APPROVAL OF MINUTES
     Board of Selectmen Regular Meeting –February 8, 2016
     Resolution #147-022216
     MOTION: Thomas, seconded: Conroy, and voted unanimously (5-0) to approve the minutes of the Regular Board of Selectmen meeting of February 8, 2016. Motion passed.

IV. QUITCLAIM DEEDS

V. BOARD OF ASSESSORS/MUNICIPAL OFFICERS
   Town Manager, Jack Clukey, said that the assessing the committee reviewed and made recommendations on the following abatements and supplements, tax accounts proposed to be deemed uncollectable, and Tax Collector’s Certificate of Settlement.
A. Abatements and Supplements

Resolution #148-022216

MOTION: Freeman Cyr, seconded: Taylor, and voted unanimously (6-0) to approve the recommendations of the assessing committee for the abatements and supplements submitted. Motion passed.

B. Tax Accounts Deemed Uncollectable

The Town Manager said that personal property becomes difficult to track when businesses change hands especially without accurate descriptions to identify the property. Vice Chairman Freeman Cyr said that there was a legitimate attempt to collect on the accounts. Chairman Edgerly added that it is his understanding that the personal property lists will be updated with serial #s and photos to better track personal property accounts in the future.

Resolution #149-022216

MOTION: Freeman Cyr, seconded: Taylor, and voted unanimously (6-0) to deem the following accounts as uncollectable: PP37 Heretakis Enterprises, total including interests/costs: $2,033.36 and PP195 Shiretown Pizza, total including interests/costs: $1,037.04. Motion passed.

C. Tax Collector’s Certificate of Settlement 2010-2014

Resolution #150-022216

MOTION: Conroy, seconded: Thomas, and voted unanimously (6-0) to sign the Tax Collector’s Certificate of Settlement for Tax Years 2010 through 2014. Motion passed.

VI. OPEN SESSION

A. Public Hearings

B. Open Session – Public

Tara Smith, Community Health Nurse Educator from Piscataquis Public Health Council was present in partnership with DHHS to speak about substance abuse and tobacco use. She said that DHHS is reaching out to municipalities in an effort to prohibit smoking in public places such as parks. Ms. Smith spoke of some upcoming grants available to assist in a public health task force and is seeking to recruit a well-rounded task force that could include public officials and law enforcement members.

The Town Manager spoke of the town’s policy on smoking but said that it has yet to update it to include outdoor public spaces such as parks, the public beach, and fairgrounds.

Vice Chairman Freeman Cyr asked what the next step in the process should be as the Board is open to a conversation to further its efforts in educating the public on tobacco and substance abuse.

The Town Manager said that this would be a good item for the recreation committee to address, and he would also be interested to seek how other communities have worked to create awareness, enforceability, and other aspects in offering support and educating the public.
Ms. Smith spoke of other agencies in the community who are supporting the program and also explained the state funded and federally funded grant application processes. Ms. Smith said that the federal grant being applied for now is to be focused on substance abuse and tobacco use.

The Board agreed to support the Piscataquis Public Health Coalition and DHHS partnership in its outreach efforts to obtain grant funding to help in creating awareness on substance abuse and tobacco use issues in the community. The Town Manager offered to write a letter of support on the issue.

C. Open Session – Board of Selectmen

D. Adjustments to the Agenda
Selectman Taylor requested to add the reconsideration of the State Agency liquor license addressed at the last meeting. This item was added as New Business G.

VII. COMMITTEE REPORTS
Town Manager, Jack Clukey, reported on the recreation committee meeting of 02/10/16. He said that the committee discussed the winter sports season and looked ahead at addressing improvements to facilities in FY 2016-2017.

Town Manager, Jack Clukey, reported that at the administrative/assessing committee meeting of 02/17/16, the committee discussed abatements and supplements, tax accounts proposed to be deemed uncollectable, and Tax Collector’s Certificate of Settlement addressed earlier in the meeting. He said the committee also discussed the sale by bid of a mobile home located at the solid waste facility.

VIII. UNFINISHED BUSINESS

IX. NEW BUSINESS
A. Budget Advisory Committee Appointments
Town Manager Clukey said that Erin Callaway is willing to serve on the budget advisory committee for the remainder of the term ending June 30, 2017 to fill the vacancy left by Bradley Martin who is no longer a resident of Dover-Foxcroft. The Town Manager introduced Raquel Bozzelli. He said that Ms. Bozzelli is a student at Foxcroft Academy and is interested in serving as an alternate member on the budget advisory committee.

Resolution #151-022216
MOTION: D’Agostino, seconded: Conroy, and voted unanimously (7-0) to appoint Erin Callaway to the Budget Advisory Committee with a term to expire on June 30, 2017. Motion passed.
Resolution #152-022216
MOTION: D’Agostino, seconded: Conroy, and voted unanimously (7-0) to appoint Raquel Bozzelli to serve as an alternate member to the Budget Advisory Committee with a term to expire on June 30, 2016. Motion passed.

B. Planning Board Appointment
Resolution #153-022216
MOTION: D’Agostino, seconded: Conroy, and voted unanimously (7-0) to appoint Peter Robinson to the Planning Board with a term to expire June 30, 2018. Motion passed.

C. Land Use Ordinance, 5.1 Keeping of Domesticated Chickens, Subsection B.(1)
1. Proposed Amendment
Town Manager, Jack Clukey, said that the planning board held a public hearing at their last meeting and recommends an amendment to the Land Use Ordinance as follows: 5.1 Keeping of Domesticated Chickens, B. Number and Type of Chickens Allowed 1. The maximum number of chickens allowed is Six (6) Twelve (12) per lot regardless of how many dwelling units are on the lot. Vice Chairman Freeman Cyr asked if there were any concerns with the amendment. The Town Manager said that he is not aware of concerns.

Resolution #154-022216
MOTION: Freeman Cyr, seconded: Taylor, and voted unanimously (7-0) to include the proposed amendment to the Land Use Ordinance Section 5.1 (B)(1) Keeping of Domesticated Chickens on the next Town of Dover-Foxcroft Referendum Election Ballot. Motion passed.

2. Municipal Officer’s Certification of Official Text of a Proposed Amendment to the Land Use Ordinance, Section 5.1 (B) (1) Keeping of Domesticated Chickens.

Resolution #155-022216
MOTION: Freeman Cyr, seconded: Conroy, and voted unanimously (7-0) to sign the Municipal Officers’ Certification of Official Text of a proposed amendment to the Land Use Ordinance Section 5.1 (B)(1) Keeping of Domesticated Chickens. Motion passed.

D. Charter Review Commission
Town Manager, Jack Clukey, said that the Town’s Charter, adopted in June 2007, has a provision for a charter review every 10 years. He explained that the review process would need to happen this year or next year with a question on a referendum ballot on whether to establish the Charter Commission for the review and then follow with the election of six members on the same ballot. The Town Manager explained that should the Board decide to begin the process this year, the Town Clerk would need to proceed with nominations for the commission.

The Board discussed whether to begin the process in June or November and considered if there was enough time to create interest among citizens who may want to participate. Selectman Conroy who served on the 2007 Charter Commission and Vice Chairman Freeman Cyr expressed that more time to prepare, to educate, and inform the public on what the commission entails would be best.
Resolution #156-022216
MOTION: Grammont, seconded: D’Agostino, and voted (6-1) to include a question on the June Referendum Ballot regarding whether to establish a charter commission and to provide for the election of six commission members. Nay: Conroy, Motion passed.

E. FY 2016-2017 Proposed Budget
The Board received the 2016-2017 proposed budget. The Town Manager said that the proposed FY 16-17 budget is similar to the current year’s budget with the exception of the road capital improvement plan. The Town Manager referred to the summary pages and said that the proposed FY 2016-2017 budget includes funding for year one of the pavement management plan which represents an increase in the road budget from $123,000 to $400,000, a difference of $277,000. The Town Manager explained that overall, the proposed FY 17 budget is $338,965 above the current year with revenues projected for FY 17 as virtually flat compared with the current year. He said that the budget with the road work included is estimated at this point to result in a 6.46% increase.

The Board discussed ways to share information about the road capital improvement plan with the public. Board members discussed the costs and consequences of not addressing the needed road improvements and how to relate that to the public. The Town Manager said that the March 17th budget meeting is dedicated entirely to public works and the road capital improvement plan. The Board also agreed to have the consultants return for another informational meeting.

F. Maine Service Centers Coalition
Resolution #157-022216
MOTION: Freeman Cyr, seconded: Conroy, and voted unanimously (7-0) to adopt the Resolution as written with Jack Clukey as the named voting representative and David Johnson as the designated alternate. Motion passed.

G. State Agency Liquor License
Selectman Taylor said that at the last meeting when the Board voted to send a letter to the State regarding an additional State agency liquor license in town, he misunderstood what was being proposed. He said he was of the understanding that the Board was requesting the State to determine whether the town would benefit from having an additional license and report back to the town for consideration. He said he didn’t realize that the letter was authorizing the State to begin the process, make a determination, and if it was deemed that the town would benefit from an additional license, move forward in the process of awarding the additional license.

The Board had discussion as to the benefits of an additional license and if it would draw more business to town or if it would be a detriment to existing license holders. The Board discussed feedback from constituents and the appropriateness of the Board having a role in determining whether or not there should be an additional license in town.

Vice Chairman Freeman Cyr recalled that at the last meeting, the Board empowered the Town Manager to write a letter authorizing support for the State to examine whether the Town would benefit from an additional State agency license, and that after reviewing the
letter there were no misgivings from the Board. Vice Chairman Freeman Cyr said that if there was a misinterpretation, she would like it articulated.

The Town Manager said that if the Board feels that the authorization given to the State was misinterpreted, he can write another letter to communicate that the Town would like to take a step back in the process and withdraw its authorization for the State to begin the process of considering the issuance of an additional State agency liquor license in Dover-Foxcroft at this time.

Resolution #158-022216
MOTION: D’Agostino, seconded: Grammont, and voted unanimously (7-0) to authorize the Town Manager to write a letter to Tim Poulin, Maine Licensing Unit-Liquor, indicating that the original letter supporting the issuance of an additional State agency liquor license was based on a misinterpretation of the statute, and that the Town would like to withdraw the letter dated February 8, 2016. Motion passed.

H. Town Manager’s Report
Enclosed in Correspondence is a corrected bid tabulation sheet for the recent truck bids. With the tabulation corrected, Prouty Ford was the low bid. I found this error after the order had been placed on the Rowells bid. In the future I plan to use a checklist and a standardized bid form to make it easier to compare bids and avoid similar errors.

The comprehensive planning committee meets on Wednesday, February 24th at 6:30 PM, and the planning board meets again on Thursday, March 3rd at 6:30 PM.

The budget advisory committee tentative schedule is enclosed in Correspondence.

The joint meeting between the budget advisory committee and the Board of Selectmen is tentatively scheduled for Wednesday, March 23rd. The public hearing is scheduled for the following Wednesday on March 30th. This schedule will be finalized next week by the budget advisory committee and it is possible that some dates may change. The Selectmen will formalize their meeting with the budget advisory committee at its meeting on March 14th. In the meantime, it would be helpful if everyone can keep a couple of Thursday dates open as well – March 24th and March 31st.

X. CORRESPONDENCE
-Bid Tabulation for Solid Waste Truck (Corrected)
-Budget Advisory Committee Tentative Schedule
-Resignation letter, Glen Villane, Planning Board

XI. CLOSING REMARKS (Open Session if necessary and time permitting.)
XII. EXECUTIVE SESSION
Acquisition of Real Property
Resolution #159-022216
MOTION: D'Agostino, seconded: Conroy, and voted unanimously (7-0) to go into Executive Session per 1 MRSA §405(6) (c) to discuss Real Property. Motion passed.

Resolution #160-022216
MOTION: Taylor, seconded: Conroy, and voted unanimously (7-0) to come out of Executive Session. Motion passed.

XIII. ADJOURN
Resolution #160-022216
MOTION: Taylor, seconded: Conroy, and voted unanimously (7-0) to adjourn at 8:30 PM. Motion passed.

Respectfully submitted,
Town of Dover-Foxcroft Board of Selectmen

_________________________  ____________________  ___________
Elwood E. Edgerly, Chairman                     Jane K. Conroy                      

_________________________  ____________________  ___________
Cynthia Freeman Cyr, Vice Chairman                 Gail D'Agostino                   

_________________________  ____________________  ___________
Stephen G. Grammont                                Scott A. Taylor                  

_________________________
W. Ernie Thomas