I. Roll Call
Selectpersons present: Carl Dow, Charlene Chesley, Terri Jane Casavant, and David Dunfee
Absent: R. Stanley Bean
Other attendees present: Rosanne Young, Sonny Buswell, Scott Bragdon, Carolyn Chambers, Dwight and Jean Bragdon, Jen Mitchell, Bill Molloy, Elwell and Cynthia Hicks, Buzz and Louise Caverly, Tony Smen, Ron Latourette, Stan Grass, Cathy and Vaughn Cummings and Peter Nason, Eaton Paving

II. Call to order
Carl Dow called to order the regular meeting of the Corinth Selectperson’s Meeting at 7 pm on October 10, 2019 at the Corinth Town Office.

III. Approval of the minutes from September 26, 2019
Motion: Charlene Chesley to accept the minutes as read.
Seconded by David Dunfee
Voted: 3-0-1

IV. Announcements
- ATV trails will close October 20, 2019.
- The wheelchair ramp has been installed at the fire station.
- The fire station open house Saturday, October 26, 2019, 12 – 2 pm.

V. Comments
- Bill Molloy asked the Selectpersons to speak up so the attendees can hear.
- Louise Caverly stated that the September 12, 2019 Selectperson’s minutes said she recommended A.E. Robinson. She didn’t want the perception that she was recommending to or telling the board what to do. Carl Dow said it will be noted in these minutes.
- Louise Caverly asked where the fire station generator was being purchased from. Scott Bragdon clarified that the generator was acquired through a State of Maine grant and would be provided by Maine Emergency Management and installed by CM Diesel.
- Carl Dow announced as of right now the Town of Corinth does not have a Town Manager.
  - Bill Molloy asked if the new Town Manager could be a town resident.
  - David Dunfee stated the state statue may not allow that.
  - Carl Dow will look into this matter.

VI. Old Business
A. No discussion in the absence of Keith Ewing P.E. about generator wiring and switch exchange at the Fire Station
  - Scott Bragdon, Fire Chief will contact Keith Ewing regarding the matter.
- This matter needs to be completed before the generator is delivered by the state in 6-8 weeks so it can be installed.

B. Discussion about rust on the 2003 Ford Town pickup
- Have a written quote from Rick Cormier to repair the truck for the stated amount, $1,500.00.
- The body has already been paid for at $400.00.

C. Discussion of Pierre Paul Bridge #5534
- Carl Dow had a note that stated Travis Gould had stopped by the house of Kenneth Page, he was not home, but his wife would give Kenneth the message.
- Carl Dow will contact Kenneth Page when he returns from vacation.
- Charlene Chesley asked if a large culvert would be feasible to replace the bridge. Carl Dow said they would explore options.
- Item Tabled until next meeting October 24, 2019

VII. New Business
A. Discussion of the town road paving & fire station paving.
- Selectpersons expressed concern for the condition of the town roads paved.
  - West Corinth Road is wavy.
  - Footprints and tire tracks in pavement
- Peter Nason from Eaton Paving, expressed his concerns that he had during the paving project.
  - He talked with the Town Manager and was told the normal practice for the Town of Corinth was to use ¾ inch shim. He reached out to B&B paving (who had done the town roads the last 10 years) about this practice and how they did it. B&B paving stated that is not how the roads were done.
  - He tried to voice his concerns to the Town Manager but when he tried to reach out to the Town Manager, he was told he was busy or had gone home for the day.
  - He voiced there was very little and poor communication with the Town Manager.
- When asked about the dimensions used, he stated he used the specifications given by the town during the bidding process.
- Cushman Road had wheel ruts 6-8 inches deep and tonnage was eaten up by shimming without prep work.
• Peter Nason from Eaton Paving stated it was discouraging on their part because this is not their best work.
• Carl Dow will contact Peter Nason from Eaton Paving to set a date to look at the roads that were paved.

B. Discussion on purchase of winter salt for the 2019-2020 season
• Jason Grant contacted Carl Dow regarding salt for this season.
• At a previous meeting it was decided to go with Morton Salt at $55.86 per ton with a 30-ton minimum. The contract has not been signed and Morton will not make a delivery until the contract is signed.
• Carl Dow contacted New England Salt and their price is $53.00 per ton and they don’t need a contract for delivery.
• Concern was expressed if New England Salt could assure the salt for the entire season. Last year the town needed 700 ton of salt.
• Selectpersons agreed if New England Salt could assure 700 ton at $53.00 per ton then Carl Dow could make an agreement with them, if not then would go with Morton Salt and have the Selectperson sign the contract.

C. Discussion of TRIO conversion for the town computers
• Carolyn Chambers stated that TRIO system is going digital if we are to stay with TRIO the town needs to convert to the new system as the old system cannot support it. Corinth is one of the last towns that needs to be updated.
• The town computers also need to be checked to see if they are compatible (proper Windows version) with the new TRIO system.
• The conversion is approximately $2,700.00 and the annual fees are believed to cost about the same as they have been.
• TRIO representative Allison Whelchel is willing to attend a meeting to discuss conversion but will be coming from out of state, so she needs notice for travel.
• Motion by Carl Dow to have Allison Whelchel, TRIO representative, attend the next Board of Selectpersons meeting, October 24, 2019-rescinded by Carl Dow due to next point.
• Carolyn Chambers will reach out to the local IT contact for TRIO to see what is needed for the conversion and actual costs.

D. Discussion on appointment of Town Clerk, Treasurer and GA Administrator
• These positions need to be filled until we have a new Town Manager.
• Motion by Carl Dow to appoint Carolyn Chamber as interim Town Clerk, Treasurer and GA Administrator.
• Second by David Dunfee
Discussion: Carolyn Chambers will deputize Donna McEwen as Deputy Treasurer and GA Administrator.
Carolyn Chambers will get the paperwork together before Selectpersons leave this evening so they can swear in Carolyn Chambers.
Vote 4-0

E. Review Warrants #s 42 & 43
- Motion by Carl Dow to accept warrants #42 & 43
- Second by Charlene Chesley
- Vote 4-0

VIII. Other Business
A. Abatements & Supplements
- Selectpersons reviewed Abatement 2019-6 for Patricia Dearborn, Acct 67, Map 08 Lot 12. Land assessed to the wrong owner. Selectpersons approved and signed the $232.63 abatement.
- Selectpersons reviewed Abatement 2019-7 for Tristan Thomas, Acct 1932, Map 08 Lot 003-7H. Mobile home assessed to the wrong owner. Selectpersons approved and signed the 247.27 abatement.

B. Potholes on the Beans Mills Road and Morison Avenue
- Terri Jane Casavant will contact Jason Grant about this.

C. Discussion on New Town Assessor
- Carl Dow spoke with Josh Morin of Hamlin Associates he is willing to come and discuss tax assessing for the town.
- Discussion on if a tax assessor was a priority position.
  - Needed by January to assess taxes by April 1.
  - Need assessor for deeds and new ownerships to be completed in the computer, Carolyn Chambers stated there are some that need to be entered now.
- Terri Jane Casavant suggested looking to a headhunter to help with the hiring process to figure out the big picture for all positions needed and help get good candidates for the positions.

D. Discussion to hire someone to help go through the hiring process
- This person would review post jobs and review applicants and bring the candidates that meet what we are looking for.
- Discussion on options
Town of Corinth, Maine
Selectperson’s Meeting Minutes
October 10, 2019

- Town Manager, full or part-time
- Town Office hours
  a. Evaluate town office hours
  b. Get input from town clerks about busy hours
- Expectations of Town Manger
  a. Be very clear in what is wanted before hiring
  b. Talk with town office staff to get their input
- Research what other towns are doing based on the size of the town
  o Selectpersons will collect information about other town managers full or part time employment, office hours to report back at the next meeting.
  o Terri Jane Casavant will contact Levant Town Manager, Scott Pullen.
  o Carl Dow will email Ed Bearor and Don Gerrish about the hiring process.

E. Fire Chiefs Report
- Plowing for fire station
  o Paul Thomas resigned.
  o Scott Bragdon will contact three snow plowing businesses and get written quotes for the next meeting.
- Discuss closing books on the fire station building fund
  o Items that need to be completed with remaining funds.
    a. Striping of fire station parking lot
      i. This cannot be completed this year due to the colder temperatures.
      ii. Received four quotes and it will cost approximately $899.00 to complete.
      iii. Would like to put the $899.00 in Maintenance Fund for 2020 Budget to have this project completed.
    b. Snow guards on the back of the fire station and by the fence.
      i. Biff Bragdon can install snow guards for $600.00 and has gray vinyl siding he will donate and install to replace the white vinyl siding on the back of the building.
      ii. Motion by Terri Jane Casavant to have Biff Bragdon install the snow guards for $600.00.
      iii. Second by Charlene Chesley
      iv. Vote 4-0
- Mayo Regional Hospital would like to come to a meeting to discuss their merger with Northern Lights.
  o June 1, 2020 is the tentative date of merger.
TOWN OF CORINTH, MAINE
SELECTPERSON’S MEETING MINUTES
October 10, 2019

o Corinth currently has a 2-year contract with Mayo Regional Hospital for ambulance services.
  a. Concerns about ambulance coverage issues with other towns not listed in contract.
  o Mayo will be put on the Agenda for the next meeting October 24, 2019.

• Requests that Keith Ewing P.E. be at the October 24, 2019 meeting because of the need to have the generator wiring completed for the upcoming delivery and installation of the fire station generator.

F.
• Motion by Chair Carl Dow to enter Executive Session under 1 M.R.S.A 405- Personnel Issue- Severance Pay for Town Manager at 8:20 pm.
  • Second by Charlene Chesley
  • Vote 4-0

G.
• Motion by David Dunfee to exit Executive Session at 9:10 pm.
  • Second by Carl Dow
  • Vote 4-0

H.
• Motion by Chair Carl Dow: Town Manager severance package of 12 weeks in the amount of $15,517.20 for 2019 to be paid after letter is signed by Board Members and Travis Gould, plus $250.56 vacation time. We will pay for cost of insurance upon receipt of a bill for four months. The remaining five weeks’ pay, $6,465.50, will be paid in January 2020.
  • Second by David Dunfee
  • Vote 4-0

I.
• Motion by Terri Jane Casavant to meet October 29, 2019 at 7:00 pm for a Special Board Meeting to discuss in Executive Session the expectations for a Town Manager.
  • Second Carl Dow
  • Vote 4-0

IX. Adjournment
• Motion by Carl Dow to adjourn at 9:33 pm
  • Second by Charlene Chesley
  • Vote 4-0

Submitted by Rosanne Young,
Minute Recorder