



Town of China

571 Lakeview Drive; China, Maine 04358
(207) 445-2014 info@chinamaine.org

China Select Board, Monday – 4/16/19

Regular Meeting – 6:30 P.M. – Town Office Meeting Room

Selectpersons present: Chairman Robert MacFarland; Secretary Irene Belanger; Ronald Breton; Donna Mills-Stevens; Jeffrey LaVerdiere. Town Manager: Dennis Heath. Others present: Tim Grotton, Becky Hapgood, Shawn Reed, Tracey Frost, and Mary Grow.

MINUTES

Robert MacFarland called the meeting to order at 6:30 pm and led the Pledge of Allegiance to the American Flag.

I. Approval of Minutes

- a. Motion by Jeff LaVerdiere and second by Irene Belanger to approve the minutes of the 4/1/2019 Select Board meeting; approved 5-0

II. Warrants

- a. Motion by Irene Belanger and second by Jeff LaVerdiere to approve China Payroll Warrant #56 for \$29,488.66; approved 5-0
- b. Motion by Irene Belanger and second by Jeff LaVerdiere to approve China Payables Warrant #57 for \$80,323.28; approved 5-0

III. Department Reports

- a. Town Clerk – Becky Hapgood
- b. Police – Tracey Frost
- c. Fire/Rescue – No Report
- d. Public Works – Shawn Reed
- e. Transfer Station – Tim Grotton
- f. Organization Reports/Committee Reports – Irene Belanger

IV. Unfinished Business

- a. Transfer Station grant – Motion by Ronald Breton and second by Donna Mills-Stevens to authorize the town manager to submit grant application to Maine DEP; approved 4-0-1

V. New Business

- a. Public Comment – None

- b. Internal Financial Controls Policy – Motion by Ronald Breton and second by Donna Mills-Stevens to approve revision to include proposed language as read; approved 5-0
- c. Hyper-Reach mass communication system – Motion by Ronald Breton and second by Irene Belanger to approve purchase of service prior to beginning of new fiscal year; approved 5-0
- d. Conversion to LED lighting at Town Office – 96 to 13 watts at an 86.5% reduction. Motion by Irene Belanger and second by Jeff LaVerdiere to approve purchase using Contingency Fund in the amount of \$3,860.00; approved 5-0
- e. Administrative Tax Abatements – Motion by Ronald Breton and second by Irene Belanger to approve all three; approved 5-0
- f. Town Manager Purchase Authority – Ronald Breton asked that the Board be provided information and the Board decide on a policy to set a cost threshold that would require the Town Manager to request Board approval prior to obligating a purchase or to initiate a bidding process.

VI. Manager's Communications – (Non-Action Items)

- a. March 2019 Financial Summary
- b. Ballot articles for June 2019 election
- c. Preparation for annual bids

Adjourn

Motion by Ronald Breton and second by Jeff LaVerdiere to adjourn at 8:19 pm and to convene in regular session again on April 29, 2019 at 6:30 pm; approved 5-0

Assessors Meeting

- I. Motion by Jeff LaVerdiere and second by Irene Belanger to approve 8 abatements; approved 5-0

Adjourn

Motion by Irene Belanger and second by Jeff LaVerdiere to adjourn the Assessor's meeting at 8:32 pm; approved 5-0

Respectfully submitted,



Irene Belanger *For*
Secretary, China Select Board