

Selectmen's Workshop
Monday, December 1, 2014

Chairman Morgan called the workshop to order at 2:40 PM. Present were Selectmen Richard Morgan, and Franklin Riley, and Ellen White, Town Administrator, who recorded the minutes. Also present was Brad Harriman, Public Works Director. Selectman Robert Freeman was absent.

Discussion took place on the collection of money owed for the reconstruction of the Freight House. A meeting will be scheduled with the Town Attorney for further discussion.

An invoice was submitted by Bergeron Technical Services for the time used when subpoenaed for the criminal trial versus Peter Lievi. The original service contract will be reviewed for further information.

Harriman was dismissed at 3:00 PM. Elaine Sherman, Finance Manager, Kellie Skehan, Town Clerk/Tax Collector, and Natalie Hall, Treasurer entered for the finance workshop.

Sherman provided a spreadsheet showing payables due through the end of the year totaling \$3.1 million.

Hall reported that she will be borrowing \$150,000 from the TAN note this week. She also stated that the repayment of the TAN note will be due on 1/30/2015.

Skehan stated the tax bills will be mailed tomorrow.

White informed the Board that she instructed Sherman to hold off on the October school payment for one more week.

The payment due to Carroll County was discussed. Sherman reported that she has not received a bill yet. White discussed a request received from two surrounding towns who would like to send a letter to the County requesting the late fee and penalty assessment be waived if not paid by the due date as a result of the late tax rate setting.

The setting of the tax rate was discussed.

The TAN note process and request for bids were discussed.

Tax collections were discussed. Skehan reported there to be approximately \$800,000 in uncollected taxes currently. Water & Sewer billing and collections were also discussed.

Sherman, Skehan and Hall were dismissed at 3:30 PM.

Commissioners Chester "Ski" Kwiatkowski and Will Dewitt entered for discussion on the Water and Sewer Department.

"Ski" presented charts he has compiled to compare the rates to those charged by surrounding communities. He also informed the Board of the history behind the rates and the implementation of the user fee.

Additional discussion took place on the user rates and the pricing of water per gallon.

Dewitt questioned how and what the Town is billed for. Morgan reviewed the billing for water consumption and sewage use as well as the additional \$7,000 per quarter user fee.

Riley discussed the history of the taxpayers taking on the Water Bond payment.

Morgan stated that he has no problem paying for actual usage which should also include the two hydrants on the Town Hall property which are currently not being charged for. The Commissioners agree that the administrative fee assessed to the Town Hall should be removed and the rates corrected.

Riley stated that the rates need to be readjusted to reflect the Department's operating budget.

"Ski" stated that they have a Commissioner's meeting this evening and their budget will be reviewed and discussed.

"Ski" stated that his research shows that all rates tend to increase over time. Morgan questioned where our rates compare to other towns. "Ski" answered that the rates are in the upper 25% in comparison.

"Ski" discussed building improvements that have been made by the Water and Sewer Department. He also informed the Board that lighting improvements made a few years ago were left unfinished.

Being no further input, the workshop was adjourned.

Adjourned at 4:10 PM.

Richard H. Morgan, Chairman

ABSENT
Robert C. Freeman

Franklin R. Riley

To be approved 12/8/2014