Town Council Meeting Minutes

Wednesday December 20th, 2017

Council members present:	Michael Perkins, Chairman Donald Borman	Dana V Harold	Vrigley Buzzell	Mark Fisher
Others Present:	Gary Bowman, Town Manager Douglas Mather, Finance Director Boyd Snowden, Municipal Engineer Bill Lee		Janice Porter, T David Coughlin Jon Cox	

Business Agenda:

- 1. It was moved by Harold Buzzell seconded by Mark Fisher and voted 4-0 to approve the minutes of the meetings held on November 8th, 2017, and to sign the disbursement warrant.
- 2. It was moved by Dana Wrigley seconded by Harold Buzzell and voted 5-0 to use 1.7% cost of living increase when preparing the upcoming 2018-2019 budgets.
- 3. It was moved by Dana Wrigley seconded by Harold Buzzell and voted 5-0 to accept the Criminal Forfeiture (State of Maine vs. Luis Baez) of \$714 and a Beretta handgun.
- Councilors approved/signed the Quit Claim Deed for property located on Kennedy Memorial Drive (Map 005 Lot 63). The purpose of the deed was to convey any interest the town may have in the property by virtue of an unpaid 1973 and 1975 tax lien.
- 5. It was moved by Dana Wrigley seconded by Harold Buzzell to approve the following purchase recommendations made by Fire Chief Coughlin relative to spending the remaining AFG grant funds:

The Fire Department completed the scope of work for the 2016 Assistance to Firefighters Grant (AFG) program. We were able to replace our air paks (SCBAs) under budget and with \$23,755 remaining funds including the Oakland's matching funds.

An amendment was submitted by the Fire Department to the AFG program for approval to spend the remaining funds. This amendment was approved. The Fire Department seeks the Town Councils approval for the following:

- 1. Purchase 9 sets of turnout gear (Pants & Coats). We propose to waive the bid process and purchase through the regional Augusta Fire Bid.
- 2. Purchase additional SCBA Cylinders and masks. We propose sole source purchasing with Fire Tech and Safety as they were award the bid for the replacement of the SCBAs.
- 3. Purchase communication equipment pager/radios. We propose Hussey Communications as sole source purchasing as they handle a majority of our radio communication network.
- 4. Purchase a laptop computer. We propose sole source DELL computer.
- 5. The remaining 5% (\$861) matching town's funds as new money to the fire department .
- 6. Boyd Snowden and Chief Coughlin discussed the proposed plans for a new Fire Station. It was noted that the existing Fire Station will not be in the way of the new construction when it takes place. The "Standard Boundary Survey, Concept Grading Plan and Concept Floor Plan were reviewed. The committee is now ready for the plans to be reviewed by the architect for comments/suggestions.
- Per the recommendation of Chief Coughlin it was moved by Dana Wrigley seconded by Donald Borman and voted 5-0 to authorize the purchase of a Repeater replacement. A grant submitted was approved for this purchase with no matching funds required.
- 8. It was moved by Harold Buzzell seconded by Dana Wrigley and voted 5-0 to approve moving Alternative Planning Board Committee Member Jamie Phair into a full voting position.
- 9. It was moved by Dana Wrigley seconded by Mark Fisher and voted 5-0 to approve the Game of Chance License for the American Legion.
- 10. It was moved by Dana Wrigley seconded by Mark Fisher and voted 5-0 to approve the new street name of Trapper Drive located off of the Trafton Road. The Fire Chief, Police Chief and Assessor have reviewed the proposed listings and agree that Trapper Drive poses no identification problems.

Managers Report:

- 1. Council received a copy of the November Library report.
- 2. The Town Manager presented an outline of the current process and work being done by the Comprehensive Planning Committee. A roster of current subcommittees listed their members and their charge.
- 3. It was moved by Dana Wrigley seconded by Donald Borman and voted 5-0 to authorize the Town Manager to sign the "Memorandum of Understanding" between the town and Regional School Unit No. 18. The memorandum states that RSU 18 and Oakland will

work together in areas as described providing services to one another as agreed. Copy of the agreement attached to said minutes.

Other:

Councilors noted - Multi –Use Trail - The Council received correspondence from the Dept of Agriculture that the multi use trail project located in Oakland, Fairfield, Norridgewock, Madison, Anson and Emden has been selected as a finalist for funding from the Bureau of Parks and Lands.

<u>Executive Session</u>: It was moved by Dana Wrigley seconded by Harold Buzzell and voted 5-0 to enter into executive session at 6:56 pm. pursuant to Personnel Matters- 1 M.R.S.A. Section 405(6)(A).

It was moved by Dana Wrigley seconded by Donald Borman and voted 5-0 to come out of executive session at 7:46 pm.

It was moved by Michael Perkins seconded by Dana Wrigley and voted 5-0 to proceed with the following offer made to the Town Manager, Gary Bowman, which includes salary and vacation time as specified.

It was agreed to offer the Town Manager a three (3) year contract, extending employment to 12/31/2020.

A salary of \$72,500 beginning July 1st, 2018.

A 5% salary increase on July 1st, 2019.

A 5% salary increase on July 1st, 2020.

Five (5) weeks vacation per year.

<u>Adjournment</u> It was moved by Mark Fisher seconded by Donald Borman and voted 5-0 to adjourn at 7:50 pm.