

## Town Council Meeting Minutes

Wednesday December 19<sup>th</sup>, 2018

Councilors present: Michael Perkins, Chairman Dana Wrigley  
Robert Nutting Donald Borman Harold Buzzell

Others present: Gary Bowman, Town Manager Janice Porter, Town Clerk  
Daniel Bernier, Lawyer Bruce O'Clair David Savage, Code Enforcement Officer  
Nate Bernier Dylan Clark Douglas Mather, Finance Director  
Craig Costello of Brantner, Thibodeau & Associates

### Business Agenda:

1. It was moved by Dana Wrigley seconded by Robert Nutting and voted 5-0 to approve the minutes of the meetings held on November 28<sup>th</sup>, 2018, and to sign the disbursement warrant.
2. Craig Costello of Brantner, Thibodeau & Associates, presented the annual Audit review for the year ended June 30, 2018. Mr. Costello commented that the town has had a very favorable year. While completing the audit he found it to be a very clean, smooth audit while working with the Finance Director and town employees. Mr. Costello reported that the fund balance account increased from the previous year by \$207,042. The "Statements of Net Position" in each category were highlighted and reviewed with Council members.
3. It was moved by Michael Perkins seconded by Dana Wrigley and voted 5-0 to table the discussion of a proposed Fund Balance Policy as drafted by the Finance Director, Doug Mather. The policy would establish a key element of the financial stability of the Town by setting goals for the General Fund balance. Councilors will further their discussion at the next meeting.
4. It was moved by Donald Borman seconded by Dana Wrigley and voted 4-0-1 (Michael Perkins abstained) to round off the COLA from 1.9% to 2% for the purpose of preparing the upcoming budget.
5. It was moved by Michael Perkins seconded by Harold Buzzell and voted 4-0-1 to vote for Dana Wrigley as a representative who would serve on the Municipal Review Committee Board of Directors. Results of the election will be announced at the December 28, 2018, teleconference call.
6. It was moved by Dana Wrigley seconded by Robert Nutting and voted 5-0 to accept grant monies in the amount of \$7,500 to map existing broadband and telematics infrastructure, identify key gaps within the downtown district and determine the appropriate financial model for expansion. The town was a recipient of the grant in

which Garvan Donegan, Director of Planning and Economic Development, applied for representing the town. The study will be completed and placed within the Comprehensive Plan that is currently a work in progress by the Long Range Planning Committee.

7. It was moved by Michael Perkins seconded by Dana Wrigley and voted 5-0 to appoint Janice Porter as Registrar of Voters for the next two years – term of office 01/01/19 – 12/31/20.

#### Managers Report:

1. The Manager asked that the Council have new photos taken to be used for updating our current website. Also, Councilors were asked to review their current bios on the site and provide those updates, if needed. The Manager will arrange a time for pictures to be taken by Kathy Lawler, the photographer from Oakfest.

#### Executive Session:

1. It was moved by Michael Perkins seconded by Dana Wrigley and voted 5-0 to enter into executive session at 6:30 pursuant to discussion of confidential records- 1M.R.S.A. Section 405(6)(F).

It was moved by Dana Wrigley seconded by Donald Borman and voted 5-0 to come out of executive session at 7:15 pm.

It was moved by Dana Wrigley seconded by Donald Borman and voted 5-0 to bring the issue back for a vote/decision at their Council meeting being held on January 9, 2018.

2. It was moved by Donald Borman seconded by Michael Perkins and voted 5-0 to enter into executive session at 7:18 pm pursuant to discussion of Personnel Matters- 1M.R.S.A. Section 405(6)(A)

It was moved, seconded and voted 5-0 to come out of executive session at 8:45 pm., with no action.

Adjournment – It was moved, seconded and voted 5-0 to adjourn at 8:45 pm.

