

## Town Council Meeting Minutes

Thursday May 7th, 2020

Roll Call: Michael Perkins, Chairman                      Dana Wrigley                      David Groder  
                 Donald Borman                                      Robert Nutting  
Others: Gary Bowman, Town Manager                      Janice Porter, Town Clerk  
                 David Coughlin, Fire Station

### Business Agenda:

1. It was moved by Dana Wrigley seconded by Robert Nutting and voted 5-0 approving the minutes of the April 17<sup>th</sup>, 2020 meeting.
2. It was moved by Dana Wrigley seconded by Dave Groder and voted 5-0 to adopt the Workplace Harassment Policy as updated.
3. After considerable discussion Councilors agreed to support option # 4 that would reduce both revenues and operating expenses to zero out the budget for the fiscal year July 1, 2020 thru June 30, 2021. The new budget will reflect reducing revenue sharing by 20% and excise tax by 10%. COLA will be eliminated from each department. The amended warrant will be voted upon by Council and Budget and Advisory members on May 19<sup>th</sup> in preparation for the June 9<sup>th</sup> Town Meeting.
4. It was moved by Dana Wrigley seconded by Donald Borman and voted 5-0 to approve the re-opening of the Town Office. The office will open on Monday, May 18<sup>th</sup>, requiring all customers to wear a face mask while inside the town office. A plan which includes placing traffic cones six feet apart on the sidewalk, proper signage which will allow only two customers in the lobby at once. Those customers that are unable to meet any of the above criteria will be assisted in other safe appropriate ways.
5. The Manager reported that the Annual Town Meeting will be held on Tuesday, June 9<sup>th</sup> at 6:00 pm. Councilors asked that we check on the use of the Performing Arts Center for our meeting rather than using the Fire Station.
6. The Manager confirmed that Oakfest and the Music Series will not be held this summer. Because of the social distancing requirement, it would be very difficult to hold those events. In prior years the vendors would have been signing up already and the businesses would have been making their donations for the live entertainment at the Gazebo. It was noted that covid19 has changed the thinking and giving of those individuals.
7. It was moved by Dana Wrigley seconded by David Groder and voted 5-0 to accept the bid of D.L. Electric Inc., in the amount of \$64,166 for a Kohler generator 150 KW, 120/240-volt single phase 100% rated propane self-contained with weather cover. The

bid includes supplying and installation of all materials, labor and equipment as per drawings and specifications.

8. Council members signed/approved the Sewer commitment for the January-March 2020 billing period in the amount of \$134,201.01.
9. It was moved by Dana Wrigley seconded by Robert Nutting and voted 5-0 to approve the transfer of \$7500, from the fund equity account, for the 365 computer upgrades for the office, public works and transfer station.
10. It was moved by Dana Wrigley seconded by Robert Nutting and voted 5-0 to approve a three (3) year IT contract with the City of Waterville for Police and Fire. Commencing on July 1, 2020 the town will pay an annual amount of \$10,322 payable in 12 monthly increments of \$860. For fiscal year 2021-2022 the annual amount will be \$14,653 and 2022-2023 the annual amount will be \$15,093. Contract shall be signed by the Town Manager.
11. It was moved by Dana Wrigley seconded by David Groder and voted 5-0 to approve the two (2) year dispatch contract with the City of Waterville for Police and Fire. Commencing on July 1, 2020 the term of the agreement shall be through June 30, 2022. The town shall pay the city of Waterville the sum of \$92,156.40 annually, to be paid in four equal, quarterly installments. Contract shall be signed by the Town Manager.

#### Managers' Report:

The Town Manager chose to make a voluntary amendment to his contract which removes his pay increase and COLA for this next fiscal year July 2020 – June 30, 2021. Councilors signed the amendment but to be noted that they acknowledge that Gary is doing a great job and believe he should receive a raise but due to the circumstances that the town faces he has voluntarily forfeited the raise.

Adjournment: It was moved by David Groder seconded by Donald Borman and voted 5-0 to adjourn at 4:30 pm.

