

**St. Agatha Board of Selectmen Meeting
Monday June 13, 2016 @ 6:30 pm
at the St Agatha Town Office
MINUTES**

Present: Beurmond Banville, Dale Chamberland, and Gary Picard.

Chairman Banville called the meeting to order and established a quorum at 6:30 pm

Article 1 – To Consider the Minutes of the May 9, 2016 meeting.

A motion was made by Dale Chamberland to approve the May 9, 2016 minutes as presented.

Beurmond Banville seconded the motion, all were in favor.

Article 2 - To Consider the Minutes of the May 25, 2016 emergency meeting.

A motion was made by Beurmond Banville to approve the May 25, 2016 minutes.

Dale Chamberland seconded the motion, all were in favor.

Article 3 – To Consider the General Ledger Report, Revenue & Expense Summary for the period ending May 31, 2016.

A motion was made by Dale Chamberland to accept the financial reports.

Beurmond Banville seconded the motion, all were in favor.

Article 4 – 2016 Omnibus Tax Increment Financing Resolution, presented by Suzie Paradis, Economic Development Director.

Suzie Paradis presented the Board with the 2016 TIF District documents for review. The only item left in the TIF plan needing Board input were the percentages for the TIF appropriated captured revenues. Suzie explained that the percentages allocated to specific accounts are at the discretion of the Board, and can be changed by the Board at later times as needed. The Town Manager informed the Board that the Statutory recommendations under Title 30-A fit well into the Town's current escrow account allocations that the Town has traditionally funded every year. After discussion with Suzie and the Town Manager, the board decided to appropriate the TIF captured revenue appropriations and a motion was made by Dale Chamberland to approve the percentages as followed;

1. Public Safety equipment (25%)
2. Capital Costs for Infrastructure Improvements (20%)
3. Administrative costs for this TIF & other development programs. (.005%)
4. Organization costs related to the establishment and amendment of the TIF District. (.005%)

5. Cost to fund mitigating and adverse impacts of the district upon the municipality (.20%)
6. Capital to create and support a revolving loan fund for small business. (.05%)
7. Cost of Funding new or existing trails to promote economic development with respect to new or existing recreational trails and parks. (.19%)
8. Cost of funding economic development programs. (.10%)

Beurmond Banville seconded the motion, all were in favor.

Article 5 – Monthly Sewer Report.

The Board reviewed the monthly sewer reported presented by the Town Manager. Beurmond Banville asked if we had an idea when work would begin on the sewer repairs by Ed Pelletier Construction. The Town Manager said he would contact Pelletier Co. for an anticipated start date.

No action on this article.

Article 6- Winter Sand Prices

The Town Manager presented the Board with three quotes for winter sand from Theriault Farms, Bert Albert & Son, and Jim Bouchard Construction.

The quotes were opened and the amounts were:

Jim Bouchard Construction	- \$7.25 per yard for 3,000 yards delivered
Bert Albert & Son	-\$7.25 per yard for 3,000 yards delivered
Theriault Farms	-\$6.92 per yard for 3,000 yards delivered

A motion was made by Dale Chamberland to award Theriault Farms the winter sand bid for \$6.92 per yard delivered.

Beurmond Banville seconded the motion, all were in favor.

Article 7- Town Manager 1st Year Review.

Tabled until July for full Board Participation.

Article 8- Other Business

- The Town Manager briefed the Board that Paul Cyr of 404 Main St. has installed another sewer hook-up near his home to accommodate a camper hook-up. In addition to the Manager's observation, a couple of community residents inquired about the hook-up, and if the landowner was paying an additional sewer fee. Beurmond asked if a seasonal fee existed for such hook-ups. The Town Manager informed Beurmond that there was no pro-rated user fees for hook-ups other than the pro-rated fee provided to residents with newer septic systems less than 15 years old that were not hooked up to town sewer. The Town Manager also mentioned that there were already similar camper hook-ups to town sewer on Cleveland Rd. and the Island that paid the full yearly user fee. It was agreed by consensus that Paul Cyr should pay an additional full sewer fee for the added sewer hook-up.

- The Town Manager informed the Board that there was a balance \$2,000.00 in the Rec. Department Budget for building repairs, and that the new budget also \$2,000. The building has some structural sill issues, as well as a need for siding and back porch repairs. Beurmond suggested that we meet with Reginald Guerrette for recommendations, and purchase materials with the current year appropriation of \$2,000 before we close the books. The remaining materials and labor can be paid out of the FY 17 budget.
- Beurmond informed the Board that he has witnessed the Public Works Foreman, John Picard using his own equipment for the benefit of the town on numerous occasions, and suggested that we should provide John with some sort of compensation for going above and beyond. Dale cautioned that this could lead to others asking for similar compensation when they bring their own tools. No action was taken.
- Beurmond mentioned that John Picard had already made most of the repairs to the lawn behind the garaged caused by Devin Tardif of Frenchville. Beurmond insisted that Devin should pay for these damages since John already made the repairs. The Town Manager told Beurmond that he estimates the labor paid to John for these repairs cost approximately \$200.00. Beurmond suggested, and it was agreed by consensus that Devin Tardif be billed \$200.00 for the repairs.
- The Town Manager briefed the Board that the Town of Madawaska will no longer allow Suzie Paradis to work on behalf of the Town of St Agatha on Madawaska's time. Suzie has always worked for St Agatha & Frenchville out of the Madawaska office, but the Madawaska feels that under this arrangement, it is vague as to how much time, and when during the work-week she is working for Madawaska, and for other communities. Madawaska is asking that if we wish to continue using Suzie's services that we contract with them in the same manner that we have with Code Enforcement, and Per diem Clerk services. The Board did not take any action on this other than to ask for specifics from Madawaska.
- The Town Manager informed the Board that all the data inputs for calculating a mill rate are plugged in to the 2016 municipal valuation return, and presented the Board with a few options for a FY17 mill rate. No action is needed at this time, and this data was provided to the Board as FYI as to give them some time to process the information for a future mill rate decision in July.

Having no further business the meeting was adjourned at 7:43pm

Respectfully Submitted,

Gary Picard,
Town Manager

Approved by the Board of Selectmen on the 5th of July, 2016.



