

**St. Agatha Board of Selectmen Meeting
Held August 14, 2012 at 6:30pm
at the St. Agatha Historical House
MINUTES**

Present: Beurmond Banville, Dale Chamberland, Dan Bechard, Glen Theriault & Christy Sirois

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

Article 1 – World Acadian Congress 2014 Presentation

Tabled – presenters were not able to attend due to a schedule conflict.

Article 2 – 2012 Road Material Bids

Two bids were received, Gerard Theriault & JBBC (Jim Bouchard), for the Road Material Bid.

The prices submitted were as follows:

Item	Gerard Theriault	JBBC
Sand	Delivered – \$6.75/yd	Delivered – \$12.25/yd
	Not Delivered – \$4.75/yd	Not Delivered – \$4.75/yd
Rock	Delivered – \$5.25/yd	Delivered – \$10/yd
	Not Delivered - \$3.25/yd	Not Delivered - \$5/yd
Bankrun	Delivered - \$4.10/yd	Delivered - \$10/yd
	Not Delivered - \$2/yd	Not Delivered - \$5/yd

The Board was very pleased with last year's sand from Gerard Theriault. Motioned by Mr. Banville and seconded by Mr. Chamberland to award the sand portion of the bid for 1500 yards to Gerard Theriault and have the material delivered. All approved. The board decided not to award a contractor for the rock and bankrun material. Those materials will be decided as the need arises.

Article 3 - Minutes

June 25, 2012 & July 9, 2012 – Motion by Mr. Banville and seconded by Mr. Chamberland to approve both sets of minutes with one correction to the July 9, 2012 minutes. All approved.

Article 4 - Financial Reports

Period ending July 30, 2012– Motioned by Mr. Chamberland and seconded by Mr. Banville to approve the financial reports as presented. All approved.

Article 5 – Property & Casualty Summary for the Town

A premium summary for the Town's Property & Casualty Insurance policy with MMA was received. The overall premium change is an increase of \$11. There were some fluctuations between different lines but nothing large or unexpected. No Board action needed - for review only.

Article 6 – Town Manager Goals

Ms. Sirois presented the Board with a listing of her goals for the Town in 2012-2013. Three were carried over from last year – updating the Town's Safety Plan, creating a brochure for visitors that includes business and to ensure the continuation of the Recreation Programs. New for this year is to update the Town's Comprehensive Plan, update the Personnel Policy, update the Emergency Operations Plan and create a Fund Balance Policy. No action needed by the Board - for review only.

Article 7 – Boat Landing Improvements

Ms. Sirois presented the board with a sketch and cost estimates for proposed improvements to the boat landing on Main Street. The Town is proposing to increase the parking, improve drainage, pave a walk way and move the bathroom facilities to be ADA compliant and also add the capability of unloading/loading two boats at the same time. There are also some improvements for the swimming area including steps to the water, upgraded changing facilities and improvements to the picnic areas. Overall the project is estimated to be \$174,428 towards the boat landing and \$111,029 for the swimming/picnic area. The Town has been awarded a grant for just over \$83,000 for the boat landing section. This is contingent on the town being awarded another grant it applied for through the Northern Regional Boarders Commission (NRBC). With both grants the boat landing and swimming area projects could move forward. There is still no word on the NRBC grant. No board action needed – just for review.

Article 8 – 2012 Joint Fuel Bid

The Town received three bids for the Joint Fuel Bid with Frenchville – JSB Energy, Daigle Oil and Dead River. The pricing received is as follows:

	<u>Option 1</u> (Price on Bid Date)	<u>Option 2</u> (Fixed Price Non Pre-Pay)	<u>Option 3</u> (Fixed Price Pre-Pay)
<u>Heating Fuel</u>			
JSB Energy	\$2.96	\$0.00	\$0.00
Daigle Oil	\$3.04	\$3.09	\$3.07
Dead River	\$3.449	\$3.295	\$3.258
<u>Diesel Fuel</u>			
JSB Energy	\$3.579		
Daigle Oil	\$3.25		
Dead River	\$3.799		
<u>Unleaded Fuel</u>			
JSB Energy	\$0.00		
Daigle Oil	\$3.16		
Dead River	\$3.649		

Motion by Mr. Banville and seconded by Mr. Chamberland to award the bid to Daigle Oil. All approved. Frenchville also received a copy of the bid documents and will award their own portion of the bid.

OTHER BUSINESS

Camera

Mr. Banville presented the board with a quote for a security camera that includes both video and sound. He proposed installing one camera in the town office and the other camera outside of the building facing the Fire Station and Fitness Center. This would provide employees with a safer environment and

deter criminal mischief. The equipment is \$499 plus installation by an electrician. It was determined the funds could come from the General Government – Capital Purchases reserve account. Motioned by Mr. Chamberland and seconded by Mr. Banville to purchase the cameras and have them installed. All approved. Ms. Sirois will draft a memo to all employees to make them aware of the installation.

Payment Policy

Ms. Sirois presented the board with a revised payment policy for the Town. The change is the addition of the types of payments not accepted by the town which are third party checks, postdated checks and checks for an amount greater than the balance due unless the full amount is applied on account for property taxes. Motioned by Mr. Banville and seconded by Mr. Chamberland to approve the update payment policy. All approved. Ms. Sirois also stated she would publish something in the Town report to make residents aware of the policy.

Water Pipe Repair

Ms. Sirois advised the Board that there is currently no water available at the Fire Station, Sewer Department and Fitness Center/KC Hall. There is a break of some sort in the water lines. The water lines for all these buildings all feed from the Town Office well. The pump at the Town Office is working. The exact problem is not known. There was some digging done to locate the line which they have done. It is thought that the problem is a “t” of where the lines meet from the Town Office. Tomorrow they will continue digging to find the “t” and at that point test the lines to see the problem. They believe the problem is after the line “t” to the sewer department. If the line is too damaged to repair then the plan is to put the Fire Station & KC Hall/Fitness Center on the well that the Rec Building uses. The estimated cost for that is approximately \$5,000. The cost would be shared by the Fire Department and KC Hall as well as the Town. Motioned by Mr. Banville and seconded by Mr. Chamberland to make the necessary repairs to the water line but to try all necessary avenues to use the existing lines before installing new lines and changing wells. All approved.

Having no further business the meeting was adjourned at 8:05pm.

Respectfully Submitted,

Christy Sirois, Town Manager

Approved by the Board of Selectmen on the 10th day of September, 2012.

