

TOWN OF OTISFIELD
BOARD OF SELECTMEN MEETING
MINUTES

Date: January 3, 2018

1. CALL TO ORDER AND FLAG SALUTE: Chairman Hal Ferguson presided.
2. ACTION ON MINUTES
Motion to approve the minutes of December 20, 2017, RM/LA, unanimous.
3. GUESTS
None
4. COMMITTEE REPORTS
None
5. DEPARTMENT HEADS
None
6. QUESTIONS/COMMENTS FROM THE PUBLIC.
None
7. ADMINISTRATIVE ASSISTANT ITEMS
Quarterly Expense Report for Selectmen was presented for their information.
Electronic Sign update – The Otisfield Snowmobile Club requested use of sign, Board had decided that sign was to be used for town business only. AP to advise club. Club does have a link on Town's website for their membership form and general information. Sign has had many positive comments from residents and non-residents alike. The consensus of the Board and AA is to continue with black background with white letters.
8. ADJUSTMENTS TO THE AGENDA
None
9. UNFINISHED BUSINESS
Transfer Station- the Board of Selectmen and AA will meet with Jim O'Regan on Tuesday, January 9th at 1:30 down at the Transfer Station for an initial site review for a recycling compactor. All members of public are welcome.
10. SELECTMEN'S ITEMS TO BE DISCUSSED & VOTED ON
Motion to pay Warrant # 17, HF/LA unanimous. Motion to pay Warrant #18, LA/RM, unanimous.
11. QUESTIONS OR COMMENTS FROM THE BOARD
RM told Board that Architect Dave Hart from Fish Street Design is finished with the renovation design on the Town Clerk's office. Rick will get large copies made of the design and a bid form for project. He commented that the \$40,000 voted on at annual town meeting should be focused on the top concern of remodel which is the town clerk office area. The second priority is the foyer area which affects both sides of building, especially with heat concerns. Ceiling in foyer should be lowered as well, and floor system updated with new flooring for a smooth transition between offices and foyer area. Lastly

3rd area of concern is the bathrooms. First and second areas should be completed with the appropriated \$40,000. Discussion continued on policy for town to use Community Hall as "emergency warming area".

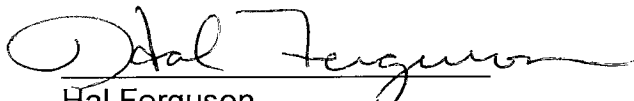
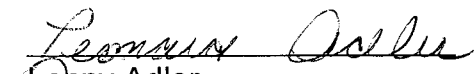
Hal Ferguson had a conversation with a resident of Heniger Park in regard to the importance of lease holders keeping their insurances updated and submitted to Administrative Assistant in a timely manner.

12. ADJOURNMENT

Motion to adjourn, 8:00pm, HF/RM.

Respectfully submitted,

Anne Pastore
Administrative Assistant


Hal Ferguson
Rick Micklon
Leanny Adler