**Board of Selectmen**

**Regular Meeting Agenda**

**Thursday April 25, 2013**

**6:30pm Clifford B. Green Memorial Center**

**Present:** Austin Tanner, Bob Kelleher, Drew Dionne and Melissa Bradley; Recording Secretary

**Also Present:** Don Francis, Lauren Rossi and Mike Niejadlik

1. **Call to Order:** Mr. Dionne called the meeting to order at 6:35. Business will be conducted until Mr. Tanner arrives.
2. **Approve Previous Minutes:** Drew Dionne made a motion to approve the meeting minutes from 4/11/13. Bob Kelleher seconded the motion. Mr. Kelleher would like to clarify under item #9, the library employees are paid by the library association not the Town Hall. Motion passed 2-0.
3. **Public Participation:** Bob Kelleher made a motion to defer this item until Mr. Tanner arrives. Drew Dionne seconded the motion. Motion passed 2-0.
4. **Appointments:** Bob Kelleher made a motion to accept the resignation of Henry Moses from Planning and Zoning, with regret. Drew Dionne seconded the motion. Motion passed 2-0.

Bob Kelleher made a motion to recess the meeting at 6:45 until Mr. Tanner arrives. Drew Dionne seconded the motion. Motion passed 2-0.

Drew Dionne made a motion to resume the meeting at 6:55. Bob Kelleher seconded the motion. Motion passed 2-0.

Mr. Tanner opens public participation. Mr. Francis would like to see the Selectmen send Mr. Moses a letter for his service of many years to the Town.

Mr. Francis feels the rental rate of $5 a square foot for the Probate Court is too low. He believes that office space should be considered for Town employees because he does not feel the current space will be adequate in fifteen years. With the new Land Use Officer position being filled, that will require an office. Mr. Francis suggests moving the Land Use Office, Building Office and Fire Marshal’s Office into one location. The Tiffany Street Community building as well as the Clifford B. Green was discussed as possibilities. Mr. Tanner does have a daycare interested in renting the downstairs space at Tiffany Street.

1. **Discussion on Registrars Emergency Plan:** Drew Dionne made a motion to accept the registrar’s emergency plan for discussion. Bob Kelleher seconded the motion. The changes were discussed in the recess with Mr. Niejadlik. Drew Dionne made a motion to amend his motion to include the revisions given to Mr. Niejadlik and a revised copy of the plan to be submitted with the minutes. Bob Kelleher seconded the amendment. Motion passed 3-0.
2. **Discussion on Tax Payer’s Policy:** The information received from the Tax Collector was not what the Selectmen where looking for regarding delinquents. Mr. Tanner will sit down with her to discuss what they are looking for.
3. **Discussion on Probate Lease:** Mr. Filchak is having the attorney look over the lease. Mr. Kelleher states he is not in favor of a sixteen year lease or if the $5 a square foot covers the utility costs. Mr. Tanner was recently made aware the Town’s cleaning company is also cleaning the Children’s Court offices. The lease states cleaning is not provided by the Town. Mr. Tanner will sort this out prior to the Probate Office moving in. The selectmen agree a nine year lease is more realistic.
4. **Discussion on Town Building Use:** Bob Kelleher tabled this item until Attorney Brouillard reviews it. Drew Dionne seconded the motion. Motion passed 3-0.
5. **Discussion on 2013-14 Budget:** Discussion held on the rate of paid to the registrars. Mr. Dionne agrees it is not enough but the rate asked for is not feasible in one year. The Selectmen agree on a rate of $15.38, $400.00 a month. The Town is receiving approximately $120,000 less from the State than last year. The grand list increased $100,000. The State revenues are still undetermined.
6. **Liaison Updates:** None
7. **Calls For Service:** No discussion.
8. **Approve Bills:** Drew Dionne made a motion to approve the bills as presented. Bob Kelleher seconded the motion. Motion passed 3-0
9. **Other Business**
* The Selectmen requested receipts from Bucky for a requisition submitted last meeting in the amount of $400 and did not receive it. Mr. Tanner will get them for the next meeting.
* Mr. Tanner will request the change for the Probate lease for nine years.
* Mr. Tanner received a request to exempt vehicles that carry wheel chairs. Mr. Tanner will get more information and talk with the Assessor regarding this.
* Cell phone charges were discussed and the use of text messages. There appears to be a charge of a new phone for the building inspector, Mr. Tanner will look into this.
* Discussion held on a candidate for a blight enforcement office. Mr. Tanner will ask Lou Brodeur if he is interested.
* The asbestos was removed from the former Recreation building and two bids were received on the electrical.
* Mr. Tanner is looking to have the brick work fixed in the front of the Town Hall. He will contact some masons for quotes.
* Mr. Kelleher is researching options for the copiers in the Town offices.
* Mr. Tanner would like to move the time of the Memorial Day parade to possibly 10am to coincide with Family Fun Day. Mr. Kelleher states that may be an issue for the Brooklyn band due to a later day commitment. Mr. Tanner will contact Jeff Kelleher.
* Mortlake Fire Department has always organized refreshments for the parade, but with Family Fun Day now happening directly after the parade, it is questioned if they are needed. Mr. Tanner will speak with Bill Skene.
1. **Adjourn:** Drew Dionne made a motion to adjourn the meeting at 8:55pm. Bob Kelleher seconded the motion. Motion passed 3-0.

Respectfully Submitted;

Melissa J. Bradley

Secretary