

Cooper Select Board Meeting - amended

April 16, 2015

Held at the Cooper Town Office

Attending: John Viselli, Dan Ackley, Brenda Gove, Amanda Donaghy, Sandy Lyon, Scott Jamieson, Joanne McMahon

Starting time: 6:40 p.m.

Agenda Item 1: Treasurer's warrant was reviewed.

Agenda Item 2: The Select board discussed what there are for store accounts that the town can access.

EBS Machias

EBs Calais

Ace Calais

Johnsons Calais

Napa Calais

There is also Office Depo online. Brenda wants to know if it is available through the store? Sandy doesn't know but can add Brenda to the online account.

The motion was made to have future purchases be preapproved by the Select Board. They will make a phone call to approve before the purchase is made.

The School Bus is a separate issue, those purchases go through the school dept. and are on a school warrant.

Agenda Item 3: The Select Board now wants a locked mailbox put out by the road. Sandy reminded them of the paper they signed last year that all 425 Cooper Hwy. mail would go to her to be distributed. Sandy also reminded them that there is frequently FEMA/Emergency management mail and Election mail that is time sensitive (Fema may need an answer in 48 hours). Dan said he can check it every day or so and we could keep a key in the office. Dan will look into it and the Select Board will discuss again at another meeting.

Agenda Item 4: Dan wanted to have a discussion of posting minutes – we don't have a website yet. Brenda is willing to contact Erica to see if she can get Erica to make the phone call releasing the website.

Agenda Item 5: Joanne passed out a sheet of minutes from the new group's meeting on Sat. April 11. She then reviewed some of that information. Joanne then spoke about some of their ideas. There is a way to register a organization name on-line and the former group did not apply for rights to the name. Insurance was discussed: can the town buy insurance to cover everyone cheaper? Sandy gave four year old information about insurance from the last request. Judy Doore said she would sign the Town up to have TULIP insurance available if someone wants to purchase, but it is only event insurance.

Dan said that Kathy Hull was looking for fire retardant paint. Dan also said Kathy needs to speak to them about it before a purchase is made. We need to resolve the issues that the fire marshal found by the end of May. Joanne spoke about the group again; they will apply for the name and tax exempt status. Kathy Hull will be here by 8:30 to speak with the Select Board.

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Agenda Item 6: Karen asked if Sandy would check about the date for the summer meeting – July 13 was discussed at the last meeting. The Select Board looked at the calendar and decided to go with June 29th instead.

Agenda Item 7: MMA paper work has been filled out by Dan; Amanda will call Karen Worster and ask for Judy Doore to come to go over the paperwork with her.

Agenda Item 8: When to Schedule a work session to work on the snow plow contract was discussed. April 27th at 6:00 p.m. was chosen. Sandy will send copy of the Snow plow Contract to Brenda.

Agenda Item 9: News paper ads – Dan called the Machias Observer. They said the ad was placed by Amanda, but Amanda knows it was not her. The woman Dan talked to, Jackie, emailed and said that Amanda authorized it but she did not. Amanda is the one the invoice is sent to. Amanda said that that is the way it works: Sandy sends it in. Calais Advertiser said that Ronnie walked in with a road notice. Sandy knew about the Calais Advertiser, and Ronnie’s notice for the Calais Advertiser, but did not send to Machias Valley. This also caused a problem for Karen. Quoddy Tides is requesting that we use them for notices too.

We will now start posting in two papers: The Calais Advertiser and the Quoddy Tides.

John thinks we should offer to have it in the Machias Observer if more people do buy it. Brenda asked: what if we put together an informational letter and put it in the tax bills to see how people feel about these issues. Dan said yes, but we need a policy to see that it doesn’t happen again. Dan said we don’t have a road commissioner so we (Select Board) have to act as that for now.

Dan made a Motion – That the Town continue to put ads in the Calais Advertiser, plus now also put in the Quoddy tides. Each time there must be Select Board approval before they are sent in. He does not think every Town officer should send ad and notices, because it is spending tax money.

John seconded the motion: all in favor. The motion passed unanimously.

Agenda Item 10: Dan wanted to discuss the posting of meetings. Dan got a lot of grief about the posting (that he did last month) that it wasn’t done right. They had to have an emergency meeting, so he asked Flewelling about 7 days notice. Mr. Flewelling said no, not necessary to have 7 days if it is a Special and/or emergency meeting. 7 day notice is recommended but not required. Dan read from the MMA manual. It states that an attempt needed to be made to notify the public and the local news, and it was. Dan did not put the word “Cooper” on the notice but it goes without saying that it was Cooper. Dan didn’t do it without talking to Richard. He thinks they handled it the right way. They did not need to take minutes but they did. They even shared them with someone who asked.

Agenda Item 11: The minutes of March 19, as amended, was reviewed and approved. Brenda offered to edit the minutes of April 9th: Sandy thanked her and will email them to Brenda to edit.

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Agenda Item 12: The Treasurer's warrant was signed. The Bank statement that arrived this week was reviewed and approved.

Agenda Item 13: Sandy reviewed recent Mail. General assistance received our annual audit and has approved Cooper as being in compliance with General assistance statutes and the Dept. of Health and Human services General Assistance Policy.

ACO issues concerns were discussed. We have not received an invoice, Sandy left phone messages and did not get a call back or email answered. Dan will check into the phone number, is there an update we need? Dan will also ask about the invoice for services and the new contract.

Sandy received a new catalogue from the Flag Company and they make custom signs at a reasonable cost. It is available if the Select Board decides to put a sign at the Town beach, per Linda Howe's request to them at Town meeting.

Agenda Item 14: Other business – Dan wants people to know that the transportation committee wants to increase the amount of money to the town. Brenda shared a form that is needed for tax abatement inability to pay requests, which should be discussed in executive session when used. Just an FYI, but the form is available on Maine.gov too.

Agenda Item 15: The Select Board reviewed the recent bank statement, and approved it.

Meeting Adjourned at 8:08 p.m.

Next Select Board meeting will be Thursday May 7, 2015, at 6:30 p.m.

Kathy Hull came in as the Select Board was leaving, so they came back in to allow her time to speak. Kathy asked for specific dates, and they were put on the calendar. Kathy also asked for a key to the Community Center part of the building. The Select Board approved Kathy having a key.