

Cooper Select Board's Meeting  
May 16, 2012 (Make-up meeting for May 3<sup>rd</sup> cancelation)  
Held at the Grange Hall

Attending: Ronnie Flood, Sandy Lyon, Donna Timpe, Karen Holmes, Joanne McMahon, Micah Perkins, John Viselli

Starting time: 6:47 p.m.

Agenda Item 1: The Treasurer's warrant was reviewed and signed.

Agenda Item 2: The liability concerns about the school bus were given to the school board. Karen spoke as a school board member, that her and Erica had already contacted the superintendent. Barry said that we are covered as far as insurance is concerned, but that we should tell the parents involved that the arrangement will not continue next year. Karen said the school board will do this.

Agenda Item 3: Micah has an update from the Bank about our municipal loan. All three board members need to sign at the Machias Bank in Machias; Shawn Day is the bank's agent who is handling our loan. The bank may still want an outline of what we are planning as this project moves forward.

This leads into whether the Select Board wants a general contractor, and/or a project manager. For example, the Select Board can be the project manager. Insurance needs to be considered for each person on site. Also, how we will handle payments to contractors need to be discussed. John spoke about the need to have *proof* of insurance. If the Town is the GC, are we covered under our current insurance? Ronnie gave some information about how the insurance might be worked based on his experience with it. John recommends we award the construction of the actual building to Timmy Ketchen, and there was unanimous consent, after we settle some issues. There is a decision of how to pay him that needs to be considered: by contract or hourly? John laid out a plan for himself, Ronnie and Von Pottle to do the foundation. Then we could have Timmy, the plumbing & the electrical contractors work together.

Electrical could be a significant expense, and it was suggested that we talk to Lance Keen again. John asked that we have another building committee meeting specifically to look at that and some other issues. Discussion of how to proceed continued for a few minutes. Soil test and septic design need to be done relatively soon. John asked who we should call, and some suggestions were made. John will call Jim Slowe, and we will take it from there.

Discussion of the various ideas around the construction and building layout were shared. Then it was decided to meet again soon. It was decided that Wed. May 30 the building construction committee will meet.

Agenda Item 4: Donna asked if the Select Board was attending the upcoming board appeals in Machias on June 5<sup>th</sup> 4:30-8:30 p.m. Donna & Dave Timpe both are planning to attend. No one else has signed up at this time. Planning Board Manuals need to be obtained, and Sandy said there is a 2012 edition either just published or to be published soon. Scott Jamieson has also asked for the manual.

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Agenda Item 5: Micah asked if we should just print off a Municipal Officer Manual for each Select Board member? Or is it cheaper to just purchase one? Sandy will check into this and order the most recent updated Municipal officers manual for all three Select Board.

Agenda Item 6: Dave Timpe will be contacted by Micah to see if he would be the Emergency Management contact person.

Agenda Item 7: Donna had a letter from Jim Robinson that all 3 Select Board signed. Sandy will make a copy, certify it, and mail to Jim Robinson.

Agenda Item 8: Ronnie has a chance to go to a road commissioner training in Portland, which will cost \$400, in early August. Ronnie would like to have us address the road issues in the fall, after he receives the most current information. He also questions the State's mileage reimbursement, particularly when compared to adjoining towns. The Select Board decided that we will put road decisions off until September. Ronnie spoke about some of the road issues. He would like the Select Board to take a ride with him some time during the summer. The Select Board agreed to go. The date will be determined later.

Agenda Item 9: As for winter maintenance on the Green Hill Road, Ronnie will also get information from the training that will probably help with this issue. Ronnie gave some history of the reasons for maintenance. Micah asked if Alexander's Select Board and Road Commissioner would consider doing a trade, or every other year. We will wait until fall to discuss this issue.

Agenda Item 10: Properties in Cooper that are tax acquired were discussed without naming names. Micah needs the legal description of each location to put on the quit claim deed. The quit claim deed can be provided by the lawyer. Micah will do this for both properties.

Agenda Item 11: The request for an ad regarding placement of cemetery flowers was denied.

Agenda Item 12: Cemetery Sexton: the Select Board wants to have Justin Day continue as he has been, for some time now. We will revisit the idea of a cemetery committee in the fall.

Agenda Item 13: Ronnie has been working on E911 signs that need to be replaced. He gave a list to the Select Board of the places that need signs. Is one needed for Birch point? Ronnie will call them. Also the road that the Casey's are on needs a sign, this is off the East Ridge Road, across from Joanne McMahon's property. Ronnie will take care of this.

Agenda Item 14: The Tax Assessor agreement was read by the Select Board. It was decided to sign the contract. Sandy will mail two copies to Brenda, asking her to sign them and return one to us. It was also decided to help Ann Marie fold tax bills and to help stuff the envelopes, or to have her pay someone to help her with this.

Agenda Item 15: The issues with feral cats were addressed by Donna. One area in town where it was a problem is already solved. She is working on this.

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Agenda Item 16: We will need a Port-a- potty when the outhouse is torn off, and during construction. It was decided to have one available for June, July August. We will pay Steve Preston. Sandy will call to make the arrangements.

Agenda Item 17: Sandy was asked to send a FOAA reminder to everyone. We have 120 days from the time each officer is sworn in to comply with State law.

Agenda Item 18: Joanne had asked to be removed from the agenda, but changed her mind. Joanne again asked about the changeable signs, and was again asked to get an estimate of the cost. Joanne accused Sandy of telling her to get an estimate, but then the April 5<sup>th</sup> minutes were read showing that the Select Board had requested that she to get an estimate. Then the issue will be discussed again.

Agenda Item 19: Ronnie will again be able to get Salt through group bargaining with the State. This saves the Town quite a bit of money.

Meeting Adjourned at 8:08 p.m.

The Next building construction committee will be Wed. May 30<sup>th</sup> at 6:30 at the Grange Hall.

The Next Select Board meeting will be Thursday June 7 at 6:30 p.m.