

TOWN OF RANDOLPH  
BOARD OF SELECTMEN  
Tuesday, February 23, 2016  
5:00 p.m.

***BOS PRESENT:***

**Mark Roberts**  
**Robert Henderson, Jr.**  
**Matthew Drost**

***OTHERS PRESENT:***

**Lynn Mealey, Town Clerk**  
**Art Forand, Public Works**  
**Angie Ellis, Cemetery Sexton**  
**Mike Barden, DOT**  
**Greg Lumbert, Police Chief**

Meeting was called to order at 5:00 p.m.

Greg reported to the Board that he has had some parking issues around town and specifically on Jones Street. He had Art go take measurements on the street to make sure that they were not in the town right of way especially with the winter parking ban in effect.

Greg also wanted to make sure that Deb Sullivan, **Animal Control Officer**, has gotten her raise that she was promised when she hired to be effective after she had taken the proper certification courses which she has completed. Payroll clerk, Janet Richards, will be informed.

Greg also reported that he had talked with the **Chelsea Town Manager** recently because they are looking to hire a constable and were interested in perhaps hiring Greg and possibly sharing costs. Greg explained to him what kind of hours etc., he puts in for Randolph and that if Chelsea was looking for more than that, he would not be available. They are having some issues with drug trafficking in one of their public parks. The Town of Chelsea is really interested in having someone to answer complaints of that type. Greg told him if they were looking for someone to specifically catch speeders and drunk drivers, it is costly and hard on the equipment. Greg told him that he would discuss this with the Board and get their input. Costs for Chelsea would be much higher because they have a much bigger area. Greg explained to them that he uses Kennebec Sheriff's office for back up in Randolph.

There would be issues with insurances and fuel etc., for the car. Greg's budget for the town of Randolph is very small and it may not benefit Randolph to go in with Chelsea. Greg said he would be interested in the job as long as they understood that he would not be in Chelsea 40 hours per week chasing speeders. They have approximately 38 miles of road in Chelsea and only around 7 in Randolph. The only way it might benefit the town of Randolph would be if Chelsea could absorb the costs of the fuel and maintenance. Charging so much per mile for use of the cruiser might be a way to help out. The Board will discuss this further. Greg would be okay with it if they wanted to limit the hours.

Peter Coughlan sent an e-mail regarding free **post-mounted dynamic speed feedback** signs for use in the town. They will be provided on a "first come first serve" basis. It is something that

could be moved around. The information is saved for use by municipalities to target problem areas. The labor involved in moving the sign would have to be investigated. Bob Henderson will get some information on it tomorrow. There are also offering a free set of solar powered "Rectangular Rapid Flashing Beacons". These are push-button activated crosswalk signals. These would need to be at approved locations and must meet ADA standards for the Department. They will supply the equipment and the town would be responsible for installation and maintenance. Potential delivery would be in late May. The crosswalk at the Narrow Gauge Trail was discussed as a possibility.

Greg said that he has been keeping the town property on Kinderhook Street plowed out so that the police may use it to set up radar etc. Greg left the meeting.

Matt Drost made a motion to accept the **minutes of the February 16, 2016** meeting (with one edit). Bob Henderson seconded the motion. **VOTE – UNANIMOUS.**

Memo regarding an **adjustment to the December wastewater bill** of Michael Carrie was discussed. Research has been done and it was determined that the water leak did not go into the sewer system and therefore an adjustment is in order. His bill will be adjusted by \$80. He will be informed. Matt Drost made a **motion to make an \$80 adjustment** to his wastewater bill for December. Bob Henderson seconded the motion. **VOTE – UNANIMOUS.**

**Angie Ellis** came to the Board regarding her work as **Cemetery Sexton**. When she took over there was an issue with recording keeping. She has talked with Victor Tessari at Staples Funeral Home and he was able to go back to 2002 and has discovered in his records that there are 4 names that he has as buried in the annex but we do not have a record of them here. Once spring is here she will go and physically go through the cemetery. She is also going to talk to the grave digger and compare records.

She would like to make part of selling graves to include purchasing corner markers. She had an estimate on the costs of these through Collette Monuments. She believes this would be an important piece for better handling of the record keeping. 4 markers are \$88.00 and inscribing would be another \$52.00 making a total of \$140.00. They would have a choice of two colors (gray or pink). They would be ordered and shipped to the Town Office and Angie would take care of placing them. This is a discounted price because the town is purchasing them. She would like to see a deadline so that it does get done even if the person wants to buy their own. She suggested November as a deadline. Enforcement of this was discussed. Possibly the Town could say that if they do not purchase the markers, they will be purchased for them. Angie will do some more research and get back to the Board with some language for this requirement.

Angie left the meeting at 5:35 p.m.

Art Forand brought Mike Barden, Utility Coordinator from the **DOT** to the meeting to update the Board on the progress of the project on Route 27. Mike said that he would like an electronic copy of the specs that Art put together. Mark did not have his copy and Art was not sure about whether or not he had a saved copy of this document. The town has decided that we are going to let the contractor supply all the materials for the work. Concrete rings will be used for

replacement on manholes. Change orders will be used if something new is needed to be purchased.

The project manager is Meredith Kirkman. Art asked about start dates for the project. Job will be advertised around March 30<sup>th</sup> and 3 weeks later bids will be opened and they can wait on it for a week or two before they award. Then they will know who the contractor is and the Town will receive notification on the contractor awarded.

Mike asked about a signed agreement. They did not find a copy of it. This says that the contractor will be paid by DOT and the Town will reimburse for anything that the contractor does such as repair or replacement of manholes at the end of the project. Bob Henderson will stop into Mike Barden's office to get the contract to bring back to the BOS.

All of this will be in the agreement that the Town will sign with figures etc. Mike Barden left the meeting at 6:01 p.m.

Art reported that he has been in touch with the **Turf Doctor** and if we book them pre-season for spraying we can save \$30. The estimate is \$570. He does the sidewalks from Belmont to Kinderhook, Windsor to Fairview, Pleasant Street and School Street to Hillcrest. Mark asked about the pump station on Water Street. Art said that comes out of Sonny's account. Art will get them to include the cost of doing the pump station and possibly around the fire station. The bill will be split into the proper accounts.

Art finished his portion of the **CSO report** but some of the figures will have to come from Sonny. Some things were left blank last year and will be again this year.

Art has a list of branches and trees that are over the public way and interfering with snowplowing.

He asked the Board if they wanted the roads in **Randolph posted** at this point. It was decided that it should be done now as most other communities have done so.

Art reported that the sewer was running slow on **Meadowview**. He popped a manhole and saw water flowing. He believes this may be where the slip-lining was done. This could be dealt with in the spring. He did a dye test and it took about 45 minutes. He used the camera and went out 130 feet and was under water. He saw grease and believes this is the problem. It is very hard to tell where it is coming from but may have to be addressed with the homeowners. The line needs to be jetted and he has been in contact with Ted Berry and see how soon he can do it. He may be able to do it as soon as tomorrow. The homeowner says that there is no manhole on his property but Art believes there may be one that is covered up.

Art asked about the slip-lining – is there any kind of warranty? He will find out who did the job and check on it. He also asked about sending letters to the houses on that street about the grease in the sewer system. He would also like Bob St.Pierre to go into this house and check on where the sump pump is pumping to. Bob asked about if it could be determined which house the grease was coming from, could they be billed. Proving it might be nearly impossible.

People have been looking at **21 Kinderhook Street** to buy. We have no say over whether or not the owner/company can sell it.

There was a discussion about **Art using his personal truck** when doing work for the Town. He does not charge for the use of his truck and any insurance liability would be on his policy. The Board asked him why he is not using the Town Truck which is clearly marked as being Randolph Public Works. They agreed that if Art is just going out to check the roads during a storm he can use his truck because he would have to come down here and clean off a second vehicle. Bob questioned whether or not we need to keep the Town truck. It was agreed that we should have it. Maintenance is being kept up. Tires, inspections, batteries and the new light bar have been purchased. They checked in the account for truck replacement and there is \$22,264.00 in that account. Mark said that Art can take the town truck home intermittently. The next vehicle purchased for the town should definitely be an automatic transmission. There should be signage on any vehicle being used by the Town and their employees.

Art left the meeting at 6:40 p.m.

All board members signed the payroll and accounts payable warrants.

The board is talking about putting a line item in the town warrant this year for the **dangerous building issue**.

Matt reported on the **Small Community meeting** that was held on Monday night. Some towns have money for dangerous buildings in their warrant (specifically Farmingdale). Also discussed was waiving taking over property for liens that are not undesirable properties for the Town.

Matt Drost made a **motion to adjourn** the meeting. Bob Henderson seconded the motion.  
**VOTE – UNANIMOUS.**

**Meeting was adjourned at 6:49 p.m. Next meeting is Tuesday, March 1, 2016 @ 5:00 p.m.**

**Respectfully submitted,**

**Lynn R. Mealey, Town Clerk**