Town of Eustis

Selectmen’s Meeting

November 20th, 2018

**Attending:** Jennifer Pelkey, Jed Whiting, Steve St Jean, James Brochu, Brandi Farnsworth

**Present:** Peter Farnsworth, Kirk Williams, Andy Brann, Heidi Donovan, Sprague, Mark Humphries, Christen Dillworth

Jed motioned to accept the minutes from 11/06/18 as written, Steve seconded the motion, motion passed with five in favor.

Forest Management Cut Plan- Wood Harvest Stumpage Contract from Dirigo Timberlands was brought to the table and reviewed. After brief discussion, it was decided that the contract would not be signed. Scope of work will be taken from the cut plan, and advertised and put out to bid. Management of the project was discussed, as well as the time frame in which the work would occur. Jed motioned to table the town lot cutting until next year, James seconded this motion, motion passed with five in favor.

Street Lights- No new information obtained, plans to tag the street lights rescheduled for this upcoming week.

Written Purchasing Policy- Selectmen further reviewed the purchasing policy received from Farmington. They chose to use this as a template to construct the Town of Eustis purchasing policy, they further discussed verbiage and made alterations to be better suited towards the Town of Eustis. Written Purchasing Policy will be drawn up and submitted to be reviewed next meeting, and signed by both the Selectmen and Department Heads.

Planning Board- A member of the planning board resigned, leaving the board one member short with a vacancy to fill. Discussion about the Planning Board becoming a smaller board ensued, it was decided that this would not be able to happen until the Annual Town Meeting in March. Chairman or the Co-chairman will be invited to attend the next meeting to discuss if this is something they would like to proceed with in the future. Mark Humphries brought to attention that a few positions will be open in the future and that this is an ongoing issue.

Banner Installation- Selectman discussed which streets and poles the banners will be installed on, Main Street and a few in Eustis Village. Discussion about the banners being installed by volunteers or by town employees if they have free time in the upcoming weeks. Brandi stated that she would like this to be done by December 1st if possible. Brackets will be looked at and evaluated for what hardware will be necessary. Steve and James will look into this further on Monday.

Christen and Tom Dillworth- Christen approached the board with information regarding the Lakeshore Apartments and Cranberry Peak Apartments, she is asking for the support of the board and the town. She stated that she would like to work together with the town and the community to get the vacant apartments filled with eligible tenants in order to not lose her subsidy through Rural Development. Selectmen offered suggestions on how to advertise these apartments. It was mentioned that the town may put it on our websites, display flyers, and give information in the future if further information is obtained from Christen.

Animal Control Applications-Application were reviewed by the Selectmen and a candidate was chosen. Steve motioned to hire Adam Bilodeau as the Town of Eustis Animal Control Officer, Jed seconded, and the motion passed with five in favor. Office will be contacting Adam in the next week.

Other Business- Complaint in regards to three trailers being on the Stewart property was brought to attention. Discussion about the next steps, and how to proceed with this issue. Code enforcement sent a letter in regards to complaint to the property owners with further information.

Brandi made a motion to adjourn the meeting at 7:30 pm, Steve seconded, motioned passed with five in favor.