

**MINUTES
TOWN COUNCIL MEETING
STANDISH, MAINE
TUESDAY, OCTOBER 8, 2019
STANDISH MUNICIPAL CENTER
7:00 PM**

CALL TO ORDER

The meeting was called to order by Vice-chair Pomerleau and the Pledge of Allegiance was recited.

ROLL CALL

Councilors present: Delcourt, Gaba, Leclerc, Nesbitt, Paul, and Pomerleau.
Councilor Libby was excused.

MINUTES OF PREVIOUS MEETING (S)

The minutes of the September 10, 2019 Town Council meeting minutes were accepted as presented by unanimous consent.

PETITIONS AND COMMUNICATIONS

There were no petitions or communications presented at this meeting.

REPORT OF THE TOWN MANAGER

William Giroux noted:

- * Ad-hoc Dog Park Committee would present their report at a later date.
- * The paving project on Boundary Road started about a week ago, prep work is has been delayed due to the weather, the base coat will be done this year, and the finish coat will be done next year.

The Town Clerk provided the Department Report which included information regarding the November 5, 2019 elections.

PUBLIC HEARINGS

90-19 Amendment to Standish Town Code, Chapter 188, Massage Establishments and Therapists, Repeal Public Hearing Requirements [Libby]

Chair Pomerleau called for public discussion, hearing none, she called for Council discussion.

Councilor Nesbitt noted that this amendment will repeal the need for a public hearing, noting that many other towns have also repealed the public hearing requirements.

Vice-chair Pomerleau called for additional Council discussion, hearing none, she closed the Public Hearing and called for the vote.

The Town of Standish hereby ordains as following amendments to the Standish Town Code, effective immediately upon adoption (additions are underlined, and deletions are ~~struck out~~):

Chapter 188
Massage Establishments and Therapists

Article I
General Provisions

§ 188-1 Title.

This chapter shall be known as "Chapter 188, Massage Establishment and Massage Therapist Regulatory Ordinance," and may be referred to by short title as the "Massage Ordinance."

§ 188-2 Purpose.

The purpose of this chapter is to regulate the operation of massage establishments in order to promote the public health and safety and the general welfare.

§ 188-3 Definitions.

For purposes of this chapter, the following definitions shall apply unless the context clearly implies otherwise:

MESSAGE ESTABLISHMENT AND THERAPEUTIC MASSAGE ESTABLISHMENT

Used interchangeably, any business including but not limited to a sole proprietorship in which the business operations consist of providing or making available massage in the Town of Standish for consideration or with the expectation of receiving consideration or any gratuity, whether or not the business has a fixed place of business within the Town limits.

MASSAGE AND THERAPEUTIC MASSAGE

Used interchangeably, any method of rubbing, kneading, tapping, vibration, compression, percussion, application of friction or manipulation of the external parts or with the aid of any instrument or device.

MASSAGE THERAPIST

Any person who performs therapeutic massage for consideration or gratuity or with the expectation of receiving consideration or any gratuity.

MINOR

Any person under the age of 18 years of age.

PATRON

Any person who receives a therapeutic massage.

PERSON

Any individual, partnership, corporation or other entity.

RECOGNIZED SCHOOL

Any school or institution of learning which has for its purpose the teaching of the theory, method, profession and work of massage therapy and is licensed or certified by the State of Maine or any other state. Schools offering a correspondence course not requiring actual attendance in class shall not be deemed a "recognized school."

TOWN

The Town of Standish.

§ 188-4 Exemptions.

The following persons shall be exempt from this chapter:

- A. Members of other professions licensed, certified or registered by the state, including but not limited to physicians, chiropractors, physical therapists, cosmetologists or registered nurses performing soft tissue manipulation consistent with the laws of the state governing their practices, provided that they do not use the title "massage therapist."
- B. Individuals who practice other forms of tissue works, exclusive of massage therapy, such as Rolfing, Trager, reflexology, Shiatsu, Reiki and polarity, if those practitioners do not use the title "massage therapist," unless they choose to meet the requirements of this chapter.

Article II Licenses

§ 188-5 License required.

- A. Therapeutic massage establishment license. No person shall operate a therapeutic massage establishment without a valid therapeutic massage establishment license issued by the town. A separate license shall be required for each such establishment.
- B. Massage therapist license. No person shall work as a massage therapist without a valid massage therapist license or a combined massage establishment/therapist license issued by the Town unless such person currently possesses a valid massage therapist license from another Maine municipality whose massage regulatory ordinance substantially comports with the requirements of this chapter, in the opinion of the Town Clerk.
- ~~(1) If an applicant for a therapist license is applying for employment by a licensed massage establishment during a time other than the yearly renewal period, the application would be exempt from the Town Council public hearing requirements of § 188-7. This first license would be issued under the authority of the Town Manager. [Added 6-5-2007 by Order No. 37-07]~~
- C. Combined massage establishment/massage therapist license. A sole practitioner who employs no massage therapist or employee other than himself may apply for a combined massage establishment/massage therapist license in lieu of both a therapeutic massage establishment license and a massage therapist license.
- D. Conditional massage therapist license. For the purpose of allowing an applicant for a massage therapist license or combined massage establishment/massage therapist license who is otherwise qualified to obtain such a license, except for compliance with § 188-11, to comply with this chapter, a conditional massage therapist license may be issued under the following conditions:
 - (1) All provisions of this chapter shall apply to a licensee under this subsection except § 188-11.
 - (2) The licensee under this subsection shall designate one massage therapist or combined massage establishment/massage therapist licensed by the Town as the supervisor for the licensee. No more than one licensed supervisor shall be designated unless said licensed supervisor voluntarily surrenders his license. The designated licensed supervisor may supervise no more than two conditional massage therapists per license year.
 - (3) Licenses issued pursuant to this subsection may not be renewed.

§ 188-6 Compliance of existing therapists and massage establishments.

Any person presently operating as a massage therapist and/or operating a massage establishment in the Town as defined herein on the effective date of this chapter shall comply with the terms of this chapter starting on its effective date and shall obtain a license hereunder within three months of the effective date of this chapter.

~~§ 188-7 Council action; notice of hearing.~~

- ~~A. No license shall be issued until the matter has first been advertised for public hearing and a public hearing thereon has been held by the Town Council.~~
- ~~B. The Town Clerk shall give public notice of the public hearing on applications by publishing a notice in a newspaper of general circulation in the Town indicating the time and place of the public hearing, the nature of the matter to be heard and, for a massage establishment or combined massage establishment/massage therapist license, the address or location of the property on which the establishment is to be located.~~
- ~~C. For a therapeutic massage establishment or combined massage establishment/massage therapist license, notices shall also be sent to the owners of property located within 500 feet of said property. For the purpose of this section, the owners of property shall be considered to be the parties listed by the Assessor's Department of the Town as those against whom municipal real estate taxes are assessed. Failure of any property owner to receive a notice of public hearing shall not necessitate another hearing nor invalidate any action of the Town Council on such application.~~

~~§ 188-8~~ § 188-7 Application and information.

- A. Each applicant for a license shall:
- (1) Complete and file an application on a form prescribed by the Town Clerk;
 - (2) Deposit the prescribed license fee in advance with the Town Clerk; these fees are for an annual license for the calendar year ending on December 31 of each year. Fees for the following license shall be approved by Council order:
 - (a) Massage establishment.
 - (b) Combined massage establishment/massage therapist.
 - (c) Massage therapist.
 - (d) Conditional massage therapist.
 - (3) Submit the completed application to the Town Clerk, together with attested copies of the articles of incorporation and bylaws, if the applicant is a corporation, evidence of partnership, if a partnership, or articles of association and bylaws, if the applicant is an association, as well as a list of all officers and directors;
 - (4) File an affidavit which will identify all owners, officers, managers or partners of the applicant and their places of residence at the time of the application and for the immediately preceding three years;
 - (5) For a combined massage establishment/massage therapist license, a massage therapist license or a conditional massage therapist license, submit two front face photographs of the applicant taken within 30 days of application, of such size as the Town Clerk may specify;
 - (6) File the release authorized by 16 M.R.S.A. § 620(6) (Criminal History Record Information Act) with the application of each applicant and for each officer, owner, manager or partner of an applicant seeking a therapeutic massage establishment or combined massage establishment/massage therapist license; and
 - (7) Pay the required processing fee and costs of published or mailed notices.
- B. If an application is denied or withdrawn, the license fee shall be refunded to the applicant. The processing fee and costs of published or mailed notices shall not be refunded.

~~§ 188-9~~ § 188-8 Qualifications of applicant and officers.

No applicant nor, for a massage establishment or combined massage establishment/massage therapist license, any owner, officer, manager or partner of an applicant shall have been convicted of a crime now classified as a Class A, B or C crime, a crime involving moral turpitude nor of violating any of the gambling, drug or prohibitive liquor laws of either the United States or the State of Maine or any state within the five years immediately preceding the date of application.

~~§ 188-10~~ § 188-9 Investigation of applicant and officers.

Upon receipt of an application or notice or a change of the owners, officers, managers or partners of the applicant:

- A. The Code Enforcement Officer shall verify that the premises at which the establishment will be located comply with all applicable ordinances of the town, including but not limited to the Building Code, Electrical Code, Fire and Life Safety Codes, Plumbing Code and Zoning Ordinance, and shall report his findings in writing to the Town Council.

- B. The Town Clerk shall review the application and other documents and determine whether such documents comply with all of the requirements of this chapter and shall report such findings in writing to the Town Council.
- C. If requested by the Code Enforcement Officer, the Health Officer shall inspect the location or proposed location to determine whether the applicable ordinances relating to health and safety have been satisfied and shall report his findings in writing to the Town Council.
- D. The Town Clerk shall request that a qualified law enforcement agency investigate the first application, including the criminal history record information required under § 188-9, and shall report his findings in writing to the Town Council. **[Amended 1-8-2008 by Order No. 141-07]**

§ 188-11 § 188-10 Basic proficiency required.

[Amended 1-8-2008 by Order No. 141-07]

Each applicant for a massage therapist license or combined massage establishment/therapist license shall show proof of basic proficiency in the field of massage therapy which shall be satisfied by:

- A. Evidence of completion of a formal training course in massage therapy given by a recognized school;
- B. Evidence of 100 hours of on-the-job training in therapeutic massage performed in the presence of a person holding a valid massage therapist license or a combined massage establishment/massage therapist license issued by the Town, by the State of Maine or by a municipality which has enacted massage therapist licensing requirements similar to those of the Town;
- C. Evidence of continuous practice as a massage therapist for at least one year, accompanied by the written recommendation of at least three persons, two of whom hold a valid massage therapy license or a combined massage establishment/massage therapist license issued by the Town, by the State of Maine or by a municipality which has enacted massage therapist licensing requirements similar to those of the Town, and one of whom is a health-care provider who is not a massage therapist, which recommendation shall state that said person has personally received a massage from the applicant that was administered in a skilled and professional manner; or
- D. Evidence of successful completion of a certifying or licensing exam given by another municipality or by a state agency or of the certifying exam given by American Massage Therapy Association.

§ 188-12 § 188-11 Obtaining license by fraud.

No person shall make a false, untruthful or fraudulent statement, either written or oral, or in any way conceal any material fact or give or use any fictitious name in order to secure or aid in securing a license required by this chapter. All names, including but not limited to maiden name, ever used by the applicant must be noted on the application. Any license so secured shall be void.

§ 188-13 § 188-12 Use of license.

No person shall make use of, in any manner, to his own or another's benefit, any license which has not been duly issued to him in accordance with this chapter.

§ 188-14 § 188-13 Standards for denial.

A license under this chapter shall be denied to the following persons:

- A. Therapeutic massage establishment license.
 - (1) A corporation not registered to do business in this state;
 - (2) A corporation if any principal officer thereof or any person having an actual ownership interest or management authority therein has a disqualifying criminal conviction within the immediately preceding five years; or
 - (3) An applicant, other than a corporation, if such applicant or any person having an actual ownership interest or management authority therein has a disqualifying criminal conviction within the immediately preceding five days.
- B. Massage therapist license, combined massage establishment/massage therapist license or conditional massage therapist license.
 - (1) An applicant who has been given a disqualifying criminal conviction at any time during the five years immediately preceding application; or
 - (2) An applicant who is not at least 18 years of age.
- C. All licenses. An applicant who has submitted an incomplete application, knowingly made an incorrect statement of a material nature or failed to supply additional information required by the Town Council or reasonably necessary to determine whether the license is issuable.

§ 188-15 § 188-14 Grounds for suspension or revocation.

- A. All licenses. Any license may be suspended or revoked upon a determination that the licensee:
 - (1) Failed to notify the Town Clerk of any change of material fact set forth in the application for such license; or
 - (2) Violated any provision of this chapter.

B. Therapeutic massage establishment license or combined establishment/therapist license. In addition to the provisions of Subsection A, either a massage establishment license or combined establishment/therapist license may be suspended or revoked upon a determination that the licensee:

- (1) Permitted any person to perform therapeutic massage without a valid license to do so;
- (2) Permitted or allowed an employee, massage therapist or conditional massage therapist to violate any provision to this chapter on the premises of the establishment or in the course of conduct of the business of the establishment; or
- (3) Knowingly permitted any violation of 17-A M.R.S.A. §§ 851 and 855. Such knowledge shall be presumed if there have been two or more convictions for any such offense within any one-year period. The applicant or licensee may rebut said presumption by showing that due diligence was exercised to prevent the recurrence of any such offense, and despite such diligence he or she did not know and could not reasonably have known of any subsequent offense.

Article III Operating Requirements

~~§ 188-16~~ § 188-15 License displayed.

A valid therapeutic massage establishment license shall be displayed at all times in an open and conspicuous place in the massage establishment for which it was issued. A valid conditional massage therapist license, massage therapist license or combined massage establishment/massage therapist license must be readily available to be produced immediately if demanded of the licensee.

~~§ 188-17~~ § 188-16 Age restrictions.

No massage or therapeutic massage shall be practiced on a minor without the presence of a parent or other adult representing the minor.

~~§ 188-18~~ § 188-17 Massage equipment.

All therapeutic massage shall be administered on a massage treatment table, treatment mat or other similar massage equipment.

~~§ 188-19~~ § 188-18 Maintenance and cleaning.

Every person who conducts or operates a therapeutic massage establishment shall keep the same at all times in a clean and sanitary condition. All instruments, supplies and devices of any kind, or parts thereof, that come into contact with the human body shall be kept clean by a modern and approved method of cleaning.

~~§ 188-20~~ § 188-19 Closing hours.

No massage establishment shall be kept open for massage purposes between the hours of 10:00 p.m. and 6:00 a.m., provided that any massage begun before 10:00 p.m. may be completed.

~~§ 188-21~~ § 188-20 Supervision.

At all times when open for business, a therapeutic massage establishment shall have upon the premises a licensed massage therapist or person who possesses a combination massage establishment/massage therapist license who shall be available to supervise the operation of the establishment and assure that no violations of this chapter occur.

~~§ 188-22~~ § 188-21 List of employees.

The therapeutic massage establishment shall keep a written list of names and current addresses of all employees, both on-duty and off-duty. Such list shall be shown to the Town Manager, the Town Clerk or his/her representative upon request.

Article IV Enforcement

~~§ 188-23~~ § 188-22 Violations and penalties.

The violation of any provision of this chapter shall be punished by a fine of not less than \$250 nor more than \$500 for each offense. Each act of violation and every day upon which any such violation shall occur shall constitute a separate offense. In addition to such penalty, the Town may enjoin or abate any violations of this chapter by appropriate action.

VOTE: 6 Yeas

****November 5, 2019 Special Financial Town Meeting Referendum – Conversion from High-pressure Sodium Streetlights to LED Streetlights****

Town Manager, William Giroux introduced Public Works Director Roger Mosley who provided a PowerPoint presentation regarding the referendum.

Vice-chair Pomerleau called for public discussion.

Leo Robichaud, asked if the number of streetlights would remain the same?

Mr. Giroux said, not to say that things would change over time, the plan is to replace the current 193 streetlights. He continued to explain that we will purchase the leased lights from CMP and replace them with the LED lights.

Robichaud asked if the number of lights would be reduced?

Mr. Giroux explained that a number of years ago the number of streetlights was reduced as a cost savings measure. He noted that this plan is to convert the current inventory of streetlights.

Mr. Mosley explained that this is a project that the Town has been working on for over two years. He explained, the Town leases 193 streetlights for Central Maine Power. The present annual cost is approximately \$35,000 which includes fixtures and labor. The present lights are the high intensity discharge (HID) fixtures which are more expensive to operate than the LED lights. The cost savings is what we are looking for. He said in 2012 the legislature changed the law allowing municipalities to attach their own lights to utility poles. He noted that many other communities have already made this change realizing great cost savings. In June 2017, Standish joined the Towns of Windham, Raymond and Gorham to collectively receive proposals for a project to convert to municipally owned LED lights on utility owned poles. Real Term Energy was the vendor selected by the four towns to work on the project. Standish contracted with Real Term to provide an Investment Grade Audit (IGA) for the Town. The IGA provided an inventory of the lights and potential savings. He explained that a portion of the cost is a buyout of the existing light fixtures the brackets will remain, the acquisition cost from CMP will be approximately \$25,940. A recommendation from the IGA was to have a spare light inventory which an approximate cost of \$1,215. The costs also include Smart Controls which provide adaptive control for programming and light brightness control. Mr. Mosley highlighted the overall cost of the LED streetlight conversion:

Annual operating cost savings	\$25,290
LED upgrade with Smart Controls	\$109,285
Acquisition cost from CMP	\$25,940
Spare inventory	\$1,215
Contingency (10%)	\$13,560
Total estimated project cost	\$156,250

Mr. Mosley noted that the LED lights have a 23-year life expectancy, the projected twenty-year savings is approximately \$575,000. He noted that the anticipated payback period is 6.2 years. He said with the LED lighting there would be better control, better lighting and cost savings. He noted that the 193 number of lights may change slightly due to subdivision lights that we have impact fees held in escrow, that have been pending based on this project.

Mr. Giroux thanked Roger Mosley for providing the presentation.

Councilor Leclerc asked Mr. Mosley to expand on the shifting cost burden from CMP to the Town. He questioned if we would need additional manpower to maintain the lights or equipment or insurance costs?

Roger Mosley said that the LED lights are trouble free for a long time, so there will not be an immediate need for maintenance. He said as maintenance is needed the Town will look towards contracting that service.

Mr. Giroux noted that other towns have noted that they wished that they had not entered into maintenance agreements early in the acquisition of their LED lights. He noted that there are companies that can be hired to provide maintenance, however there won't be an immediate need for maintenance.

Mr. Mosley noted that the Raymond, Windham and Gorham are moving forward with this program.

Vice-chair Pomerleau called for additional discussion, hearing none, she closed the Public Hearing.

COMMITTEE REPORTS

Councilor LeClerc – Recycling Committee – the levels of contamination in the recycled materials is very low due to the removal of the silver-bullet containers.

Councilor LeClerc – Economic Development Committee – discussed speed limits, especially the Route 25 Corridor where speeding may be discouraging patrons from doing business at area stores. He also cited a past survey that was done regarding traffic in Sebago Lake Village and possible solutions to traffic issues in that area. The committee has also discussed amendments the Form Based Code to create an environment where businesses can thrive.

Councilor LeClerc – Ordinance Committee – discussed the *sidewalks to no-where* and acreage requirements for townhouses.

Councilor LeClerc – PWD Steering Committee – A meeting date will be scheduled.

Councilor Gaba – Appointments Committee – met this evening and will be bring forward an order this evening.

Councilor Nesbitt – Finance Committee – met yesterday, at a quarter of the way through the year, the Town's finances are you would expect them to be. He reported now at the end of the beach season, our newly developed beach is providing the income as expected.

Councilor Delcourt – Appointments Committee – the committee met this evening and he was pleased with the applicants that applied for the openings.

Councilor Paul – Personnel Committee – did not meet.

Councilor Pomerleau – Public Safety Committee – met last night to prepare for the Public Safety Fair. She thanked all of the individuals that donated funds for the purchasing of bikes.

Councilor Pomerleau – Capital Improvements Committee – has two items on the agenda tonight.

CONSENT CALENDAR

There were no Consent Calendar items at this meeting.

UNFINISHED BUSINESS

There were no items of Unfinished Business at this meeting.

NEW BUSINESS

103-19 Emergency Amendments to the Standish Town Code, Chapter 151, General Assistance Ordinance, Adopt Updated Ordinance and Tables for the Maximum Levels of Assistance as provided by the Maine Department of Health and Human Services [Libby]

Vice-chair Pomerleau called for public discussion, hearing none, she called for Council discussion.

Mr. Giroux noted that annually DHHS reviews the levels of assistance and provides updated guidelines for the General Assistance Program.

Vice-chair Pomerleau called for additional discussion, hearing none, she called for the vote.

WHEREAS a new General Assistance Ordinance has been provided by the Maine Department of Human Services, and

WHEREAS the certain benefits become effective as of October 1, 2019 and a delay in adoption could affect the recipients of these benefits, now be it

ORDERED that the Town of Standish hereby ordains the following emergency amendments to the General Assistance Ordinance, effective immediately and stand automatically repealed as of the 91st day following adoption:

ORDERED that the model ordinance including tables for the maximum levels of assistance as provided by the Maine Department of Human Services, is hereby adopted, and

Note: A copy of the complete ordinance is on file at the Town Clerk's Office.

VOTE: 6 Yeas

104-19 Amendments to the Standish Town Code, Chapter 151, General Assistance Ordinance, Adopt Updated Ordinance and Tables for the Maximum Levels of Assistance as provided by the Maine Department of Health and Human Services (Introduction) [Libby]

Moved by Nesbitt second by Leclerc and voted to dispense with the reading of the ordinance. (Unanimous)

Vice-chair Pomerleau called for public discussion, hearing none, she called for Council discussion, hearing none she called for the vote.

Ordinance amendment was moved to First Reading at the November meeting of the Town Council. (Unanimous)

105-19 Town Council Appointments to Various Boards or Committees, and an Appointment of a Democratic Ballot Clerk [Gaba]

Moved by Gaba second LeClerc and vote to add the name of Brianna Mayberry to the Recreation Committee and John Sargent to the MSAD # 6 Board of Directors. (Unanimous)

Vice-chair Pomerleau called for public discussion, hearing none, she called for Council discussion, hearing none she called for the vote.

Brianna Mayberry Recreation Committee June 30, 2021

John Sargent MSAD # 6 Board of Directors Through June 2020 Election

Jean Webber Democratic Ballot Clerk Through April 30, 2020

VOTE ON ORDER AS AMENDED: 6 Yeas

Councilor Nesbitt echoed Councilor Delcourt's comments regarding the applicant's and hoped that those not appointed consider applying for other openings.

106-19 Waive Bid Process for Purchase of LED Lighting Fixtures for the Upgrade of all Exterior Lighting at Standish Municipal Center [Pomerleau]

Vice-chair Pomerleau called for public discussion, hearing none, she called for Council discussion.

Councilor Nesbitt asked if they were the only bidder?

Mr. Giroux explained that this vendor has done business with the Town in the past, and they provided a very aggressive price for the project. He noted that a separate vendor will be needed for the electrical portion of the project. He said if this moves forward tonight; the project should be complete in the next five to six weeks.

Vice-chair Pomerleau called for additional discussion, hearing none, she called for the vote.

WHEREAS Section 302(f) of the Standish Charter requires a competitive bid process for transactions exceeding \$3,500 in value, unless so waived by the Town Council, and

WHEREAS the Town has an existing account with Graybar for the purchase of replacement fixtures and supplies, and

WHEREAS the FY 18 budget raised \$25,000 to update the existing exterior lighting, now be it

ORDERED that the bidding requirements for the purchase of LED fixtures and supplies is hereby waived, and

FURTHER ORDERED that the attached quote from Graybar for supplying the materials of this system is hereby accepted in the amount not to exceed \$14,000 as recommended by the Capital Improvements Committee, and

FURTHER ORDERED that the Town Manager is authorized, on behalf of the Town to execute related contract documents.

VOTE: 6 Yeas

107-19 Waive Bid Process for Purchase of Used Stainless Steel Dump/Sander Combo Body [Pomerleau]

Vice-chair Pomerleau called for public discussion, hearing none, she called for Council discussion.

Mr. Giroux noted that it is very difficult to put a bid together for a used dump body. He noted that they talked to three vendors and only one could provide the needed equipment. He continued, noting that the Town can expect to get at least 10-years of use from this purchase.

Vice-chair Pomerleau called for additional discussion, hearing none, she called for the vote.

WHEREAS Section 302(f) of the Standish Charter requires a competitive bid process for transactions exceeding \$3,500 in value, unless so waived by the Town Council, and

WHEREAS the Public Works Department has investigated various purchase options for a replacement used dump body for Truck #8 and has located a used one that meets the Town's needs, now be it

ORDERED that the bidding requirements regarding the purchase of a used dump/sander combo body is hereby waived, and

FURTHER ORDERED that a used dump/sander combo body as described on the attached quote shall be purchased from S.A. Mclean & Sons in the amount not to exceed \$10,000 as recommended by the Capital Improvements Committee, and

FURTHER ORDERED that the Town Manager is authorized, on behalf of the Town, to execute related contract documents.

VOTE: 6 Yeas

108-19 Amendments to the Town Council Rules of Procedure [Libby]

The Clerk read the each of the proposed amendments, noting that in Section 10.1 the word *may* should be *made*. The Clerk explained that the process requires that the rules are laid on the table at this meeting and become the first item on unfinished business at the November Town Council meeting.

Moved by Nesbitt seconded by Leclerc and voted to amend Section 10.1 to read *made* instead of *may*. (Unanimous)

Mr. Giroux explained that the Grant Application process was onerous and was mostly likely established years ago when a grant may have had future financial implications to the town. This amendment will streamline the grant process. He did note that, if a grant, had future financial obligations the Council would be advised of that provision.

This order was laid on the table until the November Town Council Meeting by unanimous consent.

PUBLIC ITEMS

John Sargent suggested that the Town Council review the monetary limits in the ordinance regarding putting items out to bid. It was his opinion that they values are low and should be adjusted.

Mr. Giroux noted that that staff are reviewing that matter at this time.

Mr. Sargent noted on his way to this meeting he noticed the number of people enjoying the Scenic Overlook, he mentioned the improvements at the Boat Launch, and the addition of a flagpole from the Wallingford Family.

Mr. Sargent mentioned that the dock at the Boat Launch needed some planks replaced.

ANNOUNCEMENTS

Upcoming meetings were announced.

EXECUTIVE SESSION

An Executive Session was not held at this meeting.

ADJOURN

Moved, seconded and voted to adjourn. The meeting adjourned at 7:55 pm by unanimous consent.

Submitted by: _____
Clerk/Secretary

Mary Czepa