

Town of Milton
Town Council Meeting Minutes
February 3, 2003

7:15 p.m. OPEN FLOOR: James Welu asked questions regarding the Board of Adjustment and Planning Commission. He asked if the meetings were posted on the window and in the paper? Mayor Bushey stated that they were public meetings and were posted.

No one else was present to speak during the open floor portion of the meeting.

Mayor John F. Bushey called the meeting to order at 7:17 p.m. at the Fire Hall on Front Street.

Councilwoman Betts offered the opening prayer.

Mayor Bushey called the roll.

PRESENT: Mayor John Bushey
Councilman Charles Fleetwood
Councilwoman Leah Betts
Councilman Robert Blayney
Councilman William Wright
Councilwoman Stephanie Parker

ABSENT: Councilman Jerry Hudson (sick)

Others Present: Jocelyn Jenkins, Town Clerk
Dawn Johnson, Town Secretary
Eric Evans, Code Enforcer
Stephanie Coulbourne, Finance Clerk
William Phillips, Chief of Police
Allen Atkins, Town Maintenance
Bob Kerr, Engineer
Tim Willard, Town Attorney

Presentation and Approval of Minutes

January 6, 2003 regular meeting minutes

Councilman Fleetwood made a **motion**, seconded by Councilman Wright to approve the minutes of the January 6, 2003 regular meeting.

Motion carried – “Aye”

Approval of Treasurer's Report

Councilman Wright made a **motion** to approve the treasurer's report, seconded by Councilwoman Parker.

Motion carried – "Aye"

Presentation and Approval of Monthly Bills

Councilman Fleetwood made a **motion** to pay the monthly bills as money becomes available. Councilman Blayney seconded the motion.

Motion carried – "Aye"

Councilman Wright asked a question regarding the \$750 that was paid for Police Department. Stephanie Coulbourne, Finance Clerk, stated that was the firearms training for the officers to keep them certified.

Councilman Wright also asked what hydrochloric bisulfate was? Allen Atkins, Maintenance Supervisor, stated that it is to de-chlorinate the water.

Councilman Wright also asked what the damage was to the 2001 Crown Victoria? Stephanie Coulbourne noted that someone in custody kicked out a window. It will be repaid when he goes to Court.

Councilman Blayney asked when the Council could expect a report by account? Mrs. Coulbourne stated that by the next meeting a report will be available and then from there quarterly.

The question was called on the motion.

Motion carried – "Aye"

Committee Reports

Sewer & Water Committee – Councilman Hudson

Councilman Hudson was absent. No report.

Streets & Sidewalks Committee – Councilman Wright

Councilman Wright stated that with regard to the parking lot, the Town needs 2 or 3 submersible pumps. This will cost approximately \$250,000. He will talk it over with the Committee. He also noted that the Committee will be pursuing a sidewalk on Bay and Atlantic Avenues. Frederick Street has been surveyed. We are getting bids to remove the large trees our Maintenance guys can't remove.

Mayor Bushey noted that Senator Adams called him and told him we were getting Highway Safety monies.

Personnel Committee – Councilman Blayney

Councilman Blayney stated that a short executive session is necessary regarding personnel issues.

Pension Committee – Councilwoman Betts

Councilwoman Betts stated that a pension meeting is being held on Thursday, February 6, 2003 at 9:00 a.m.

Parks & Recreation Committee – Councilman Fleetwood

Councilman Fleetwood noted that the Committee has booked six (6) bands for Concerts in the Park from June 28 to August 12. The Committee is hoping to book two (2) more.

Economic Development Committee – Councilman Fleetwood

Nothing to report.

Planning & Zoning Committee – Linda Rogers

Mrs. Rogers stated that the Committee met and started working on the ordinances. At the regular meeting Wagamon's West Shores will be reviewed. The next meeting is Tuesday, February 4, 2003.

Election Committee

Mayor Bushey stated that the Council needs someone to replace Melissa Wilkerson as inspector on the Election Committee. Ms. Wilkerson resigned. Mayor Bushey asked if anyone in the audience was interested. Noble Prettyman stated that he is interested in being inspector on the Election Committee.

Councilman Fleetwood made a ***motion*** to nominate Noble Prettyman to replace Melissa Wilkerson on the Election Committee, seconded by Councilman Blayney

Motion carried – “Aye”

Risk Management Committee – Councilman Fleetwood

No report.

Tourism Committee – Councilwoman Parker

Nothing to report.

Milton Development Corporation – Councilman Blayney

Councilman Blayney asked that Karen Kelly be invited to give a report at the March Council meeting as to the status of the Theater project.

Councilwoman Betts also noted that the House Tour only made approximately \$2,000 not \$4,000 as stated at the last meeting.

Written Reports

Maintenance Report

Councilman Fleetwood made a **motion** to approve the maintenance report as written, seconded by Councilwoman Parker.

Motion carried – “Aye”

Mayor Bushey asked if the Federal Street lift station has been taken off? Mr. Atkins stated that the pump controls are fixed. There is still some work to be done.

Mayor Bushey also asked about the parking lot surfacing. Mr. Atkins stated that it will be done when it thaws.

Mayor Bushey asked when the smoke test will be done. Mr. Atkins stated that Greenwood has the equipment. It will be done when we get the equipment done. Mayor Bushey suggested that we speed the process up. Mr. Atkins stated that he will.

Mayor Bushey asked if Dogfish is in compliance with our request. Mr. Atkins stated that the deadline is February 17. It was suggested that a special meeting be held between Council, the engineers, and representatives from Dogfish Head. A meeting was scheduled for Monday, February 24, 2003 at the Fire Hall, and it was suggested that the deadline be extended until March 4. It was also suggested that Council meet with Planning & Zoning that night regarding the ordinances.

Councilman Fleetwood made a **motion** to give Dogfish Head an extension to March 4, seconded by Councilwoman Parker.

Motion carried – “Aye”

The question to approve the written maintenance report was called.

Motion carried – “Aye”

Mayor Bushey thanked Mr. Atkins and the Maintenance crew for their snow removal efforts.

Code Enforcer Report

Councilman Fleetwood made a **motion** to accept the Code Enforcer’s report as written, seconded by Councilman Wright.

Motion carried – “Aye”

Mayor Bushey thanked Mr. Evans. The report looks good.

Police Department Report

Councilman Wright made a ***motion*** to approve the report of the Police Department, seconded by Councilman Blayney.

Motion carried – “Aye”

Councilwoman Betts noted that the Police are doing a wonderful job. They are very cooperative.

Town Clerk Report

Councilman Wright made a ***motion*** to approve the Town Clerk’s report. The motion was seconded by Councilman Blayney.

Motion carried – “Aye”

Mrs. Jenkins noted that at last year’s Easter Egg Hunt in the Park she set up a table on behalf of the Town. She asked if it is okay this year to do it again? There will be no cost to the Town.

Mayor Bushey stated that it would be okay.

Correspondence

Councilman Blayney made reference to a letter received regarding Wagamon’s West Shores and some concerns.

Old Business

Preliminary Site Plan for Major Subdivision on 2-35 20.08 59 and 60 on Coulter Street Phoebe Sachs, Developer of the parcel distributed a preliminary site plan to Council. Jessica Nichols of Meridian was present on behalf of the application.

Councilman Fleetwood asked if the streets will remain private? Ms. Nichols stated that has not been determined yet.

Councilman Blayney asked Mr. Evans if the ordinance says that they must dedicate the streets to the Town? Mr. Evans stated that this would be reviewed for an answer. Mr. Kerr stated that he believes that they do have to dedicate the streets to the Town.

Councilman Blayney made a ***motion*** to send this to Planning & Zoning for their recommendations. Councilman Fleetwood seconded the motion.

Motion carried – “Aye”

New Business

Consideration of Change to Employee Handbook Regarding Probationary Period for Vacation & Sick Day Usage from 6 months to 3 months

Councilman Fleetwood made a ***motion*** to change the probationary period for vacation and sick day usage from six (6) months to three (3) months in the employee handbook, seconded by Councilman Wright.

Motion carried – “Aye”

Amend Chapter 2, Administrative Ordinances, Reference Holidays Approved in Employee Handbook

It was noted that the ordinances and the handbook differ. Councilwoman Parker stated that the handbook lists current State holidays. This would be to amend the ordinances to comply.

Councilman Wright made a ***motion***, seconded by Councilman Blayney to amend the ordinances to read the same as the employee handbook.

Motion carried – “Aye”

Board of Adjustment Findings of Fact Regarding Hemlock Street Property

No action was necessary on this agenda item.

Proposed Ordinance Changes

Chapter 5, Section 5-2 – Building Permit Fees

Mayor Bushey noted that this item is on hold per the Code Enforcer’s Request.

Chapter 17, Section 17-6 – Proposed Sunset Clause

Councilman Fleetwood made a motion to accept the proposed as it pertains to the sunset clause on subdivision, seconded by Councilman Wright.

Councilman Blayney asked Mr. Evans when the clock starts? Mr. Evans stated that the clock starts upon final approval.

The question was called on the motion.

Motion carried – “Aye”

Chapter 17, Section 17-4 – to include additional cost fee for professional services for site plan reviews

This adds an additional paragraph at the bottom with additional costs.

Councilman Fleetwood made a ***motion*** to accept the recommendations, seconded by Councilman Blayney.

Motion carried – “Aye”

Chapter 16, Section 16-20 – Definition of new construction

This amendment is a result of a request from Planning & Zoning about the definition of “new” construction.

Councilman Fleetwood asked if Council approves this amendment and someone adds a bathroom, will they have to install a sidewalk? Mr. Evans answered yes.

It was decided that this definition will be revised for the March meeting.

Councilwoman Betts stated that it is hardly fair to have the Open Forum at the beginning of the meeting.

Executive Session

Councilman Fleetwood made a *motion* to go into Executive Session oat 8:07 p.m., seconded by Councilman Wright.

Motion carried – “Aye”

Council went into Executive Session.

Council came out of Executive Session at 8:45 p.m. Chief Phillips addressed Council regarding police vehicles. The 1996 Ford needs major work costing around \$2000 to \$2500. Harrington Police Department has a used police car for sale for approximately \$3300. He can get reconditioned cars for \$10,000 each. He is concerned about enough vehicles for all of the officers once final training is done. He suggested that the Blazer be sold. Council gave permission to purchase the car from Harrington Police Department and to purchase a new one.

Chief Phillips also asked all of Council to provide locations for a Police Station to him so he can apply for funding.

Councilwoman Parker made a *motion* to adjourn the meeting, seconded by Councilman Wright.

Motion carried – “Aye”

The meeting was adjourned at 8:57 p.m.

Respectfully submitted,

Dawn Johnson
Administrative Assistant

dmbj:2/25/03