

**Minutes**  
**Special Selectmen's Meeting**  
**January 30, 2018**

**Opening:**

Meeting opened at 6:30pm.

People present were:

Selectmen: Penny Sampson, Tony Avila

Employee: Kari Hunt

Guests: Anthony Sargent, Dan McCormick, Pat Haley, Blaine Parsons II, Sam Solmitz, Larry Curtis, Emily Newell, Pat Newell, Don Newell, James Porter

**Public Feedback:**

Emily supports Blaine as the incoming Fire Chief and ask that the Selectmen honor the Fire Department's recommendation.

Who is responsible for taking down the christmas candy canes and lights? UBx. If the lights go up next year, they will need to be grandfathered and a contract with CMP will need to be signed.

**Treasurer:**

- Kari has been corresponding with the IRS about quarterly reports that were not file properly in 2016 from the pervious clerk. The last fine total was \$580.00 and was only for 2nd quarter. IRS submitted a letter stating they had not received 1st and 2nd quarter from 2016, this is after a IRS field agent visited the Town Office and collect the returns. Kari sent a copy of the IRS stamped returns to the IRS. The town received the letter from the IRS approving the abatement request!

**New Business:**

- There is currently no fee on the Occupancy permit. Charlie Porter suggested we charge a \$20 fee. What triggers an occupancy permit? It is outlined at the top of the occupancy permit application. Penny made a motion to charge a \$20 fee for the occupancy permit. Tony seconded and motion is carried.
- Penny made a motion to adopt the MMA General Assistance ordinance and income guidelines. Tony seconded and motion is carried.
- Harris Local Govt, aka Trio will be updating their service over the next two years. They will be going from an access database to SQL. This will be an additional cost to the town, but right now to get on the roster towns must agree and sign the contract. Selectmen accept the upgrade and sign the contract.
- Selectmen asked Blaine why he wants to be fire chief. Blaine has been with the department since he was 12 years old and he is stepping up when no one else wants the

position. Penny made a motion to appoint Blaine Parsons II as Town of Unity Fire Chief. Tony seconded and motion carried. Blaine read the oath of office and was sworn in.

The selectmen have requested the following items from the Fire Department to have on file at the town office:

1. A file of all their certifications.
2. Inventory of equipments, trucks, generators... list of trucks is needed for MMA Insurance.
3. Keys to the building. Penny added they are going to give a key to the Town Shed in case they need to use our road closed signs, cones or road barriers.
4. The selectmen know it was promised, by past selectmen, the fire department they would get their back lot paved, at this time the current selectmen have agreed to pave the section of the parking lot that was dug up. Penny got a quote for \$9400. Emily would like to get other quotes.
5. Donations made to the Unity Volunteer Fire Company may stay with the Association, however if a check is made out to the Unity Fire Department, even if the intent is clear the donor wants it to go to the Fire Department it must go through the town office. How do we notify people of this. Word of mouth and by adding it to the Fire Department report for the town report.

Selectmen also asked that the Chief attend a selectmen's meeting once a month to keep them informed. Selectmen visited the fire department during their Monday meeting and learned a lot.

Tony asked Blaine how hard would it be to use one of the trucks to put water on a road that was dusty. Its not something that would be called on all the time, but the unique situation. Calcium is spread on the road, but one area is continuously dusty. Larry Curtis replied that the Fire Trucks are not water trucks, it takes a crew to run the truck and equipment. Blaine added he couldn't say yes and couldn't say no. After May the department doesn't have as many members because the college students leave and they fire department is working with a skeleton crew.

Town Clerk swore in 1st Assistant Chief, Ralph Patrick Haley

2nd Assistant Chief, James Porter

Captain, Anthony Sargent

2nd Lieutenant Emily Newell

#### **Other Business:**

The town was informed Knox Yard Maintenance may no longer be plowing at the Town Office. Tony spoke with the owner indicated if we needed them he would call back. The town hired a different company, however Knox Yard Maint. continued to plow the town office. Selectmen felt it was best to reimburse Knox Yard Maint. for the salt they spread.

**Meeting Adjourned: 8:30p.m.**