



Town of Minot Selectmen Epacket

February 02, 2026 at 6:30pm

Regular Meeting

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Town of Minot

329 Woodman Hill Road
Minot, ME 04258
207-345-3305
www.minotme.org

Board of Selectmen
Minot Town Office
329 Woodman Hill Road
Monday, February 2, 2026
6:30 pm
Agenda*

REGULAR MEETING

1. Call to Order
2. Pledge of Allegiance
3. Approval of Minutes
 - a. Monday, January 20, 2026 Meeting
4. Warrants
 - a. Payroll Expense Warrant
 - b. Treasurer's Warrant
5. New Business
 - a. Consideration of Approval of FY2026 Annual Town Meeting Warrant
6. Department Head Updates
 - a. Clerk's Report
 - b. Highway Report
 - c. Fire Department Report
7. Town Administrator's Report
8. Selectmen Comment
9. Public Comment (3-minute limit) – Items in public comment may be scheduled for a future meeting to provide for Board consideration and public notice
10. Next Meeting Dates
 - a. Tuesday, February 17, 2026 – Regular Meeting (Moved due to the holiday)
11. Adjournment



Town of Minot

329 Woodman Hill Rd.
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Board of Selectmen Meeting

Minot Town Office
Tuesday, January 20th, 2026
6:30 pm
Minutes*

REGULAR MEETING

Selectmen: Lisa Cesare - Chair, Daniel Gilpatric– Vice Chair, Matthew Callahan, Brittany Hemond, and Dean Campbell
Staff: Danielle Loring (Administrator), Sara Farris (Clerk & Recording Secretary), and Corey Nugent (Minot Fire/ Rescue Chief)
Public: Angela Swenson – RSU 16 School Board Member

1. Call to Order

The meeting was called to order at 6:30 pm and a quorum was present.

2. Pledge of Allegiance

Recited

3. Approval of Minutes

a. Monday, January 5th, 2026 – Regular Meeting

Danielle Loring provided the Selectmen with the minutes prepared by Sara Farris for consideration.

Motion: Matthew Callahan motioned to approve the meeting minutes from January 5th as written; second by Brittany Hemond.

Discussion: None

Vote: Approved (4/0/1)

Dean Campbell abstained as he was not present at the meeting.

The Selectmen signed the Meeting Minutes.

** Written minutes serve as reference.

Board of Selectmen Meeting Minutes Dated January 20th 2026.

*Items may be taken out of order at the Chairman’s Discretion.

4. Warrants

a. Payroll Expense Warrant

b. Treasurer's Warrant

Danielle Loring provided the Selectmen with the above-mentioned items for consideration.

Motion: Matthew Callahan motioned to accept the 12/29/2025 to 12/31/2025 Payroll Expense Warrant in the amount of \$11,156.71, the first Payroll Expense Warrant for 2026 in the amount of \$39,679.57, and the Treasurer's Warrant in the amount of \$328,334.50; second by Brittany Hemond.

Discussion: None

Vote: Unanimous Approval (5/0)

The Selectmen signed the Payroll and Treasurer's Warrants.

5. New Business

a. Consideration of Approval of 2026 PSAP Agreement

Danielle Loring provided the Selectmen with the PSAP Agreement with the Androscoggin County Sheriff's Office for review and consideration. Danielle noted that there were no changes made from last year.

Motion: Matthew Callahan motioned to approve the PSAP Agreement as presented; second by Brittany Hemond.

Discussion: None

Vote: Unanimous Approval (5/0)

b. Consideration of Approval of Letter of Engagement for FY2025 Audit

Danielle Loring provided the Selectmen with the Letter of Engagement from Maine Municipal Audit Services for review and consideration.

Motion: Matthew Callahan motioned to approve the Letter of Engagement from Maine Municipal Audit Services; second by Brittany Hemond.

Discussion: None

Vote: Unanimous Approval (5/0)

Danielle Loring and Lisa Cesare signed the agreement.

** Written minutes serve as reference.

Board of Selectmen Meeting Minutes Dated January 20th 2026.

*Items may be taken out of order at the Chairman's Discretion.

6. Old Business

a. Consideration of Approval of FY2026 Fee Schedule

Danielle Loring provided the Selectmen with the proposed Fee Schedule that was altered based on discussions from a prior Selectmen Meeting. There were also some items added by Sara Farris as they should have been on the Fee Schedule but were not.

Danielle asked for the Selectmen's opinion regarding the fee for the Maine Waste to Energy trash stickers. The Budget Committee proposed to remove the fee at their last meeting. The Selectmen agreed to keep the Maine Waste to Energy sticker fee as it is a revenue. Lisa Cesare stated each change listed on the proposed schedule and asked if there were any other changes required or discrepancies, there were none.

Motion: Daniel Gilpatric motioned to approve the FY2026 Fee Schedule with the changes as presented; second by Matthew Callahan.

Discussion: None

Vote: Unanimous Approval (5/0)

7. Department Head Updates

c. Fire Department Report Submitted and read by Fire Chief Corey Nugent

See the attached report for more information.

- There was some discussion as to whether the duplexer would be covered by the town's insurance and Danielle Loring responded that she believed that it would as it is evident that the damage was caused by the lightning strike.

a. Clerks Report Submitted and read by Clerk Sara Farris

See the attached report for more information.

b. Highway Report Submitted by Highway Supervisor Scott Parker and read by Danielle Loring

See the attached report for more information.

** Written minutes serve as reference.

Board of Selectmen Meeting Minutes Dated January 20th 2026.

*Items may be taken out of order at the Chairman's Discretion.

8. Town Administrator's Report Presented by Danielle Loring

- Bureau of Labor Standards (BLS) showed up unexpectedly on January 14th. The meeting went well overall but there were some issues that could result in fines/ violations. Staff are working to resolve the issues before the case is closed out. Some employees from the Fire Department and Highway Department are being interviewed as part of the process. Danielle Loring will most likely appeal the fines/ violations due to the recent change in administration in the Fire Department and Chief Nugent working diligently to get the department caught up. The Fire Department was scheduled to hold BLS training that same night. Danielle still plans to call Safety Works in the future for a review.
- The town will no longer be using Dirigo Wireless due to recent service or lack thereof for the town. The town will now be working with 2-Way Communications. This company is very responsive and knowledgeable. Lisa Cesare asked if there are higher costs associated with the new company. Danielle Loring stated that initially there will be in order to get caught up.
- Danielle is still working on end of year cleaned up, the retirement account switch over, prepping for the audit in April, and compiling the Town Report.
- Danielle has been working on cleaning up the scholarship accounts in Trio so it is clear as to what funds are available to award. Danielle expects funds from all scholarships to be available this year. Scholarship Applications are available and due back May 1st.

9. Selectmen Comment

- Lisa Cesare attended a budget presentation/ meeting for the RSU 16 School Budget as she is the town representative. The Committee will continue to work on the budget for the next 6 weeks and have their first budget meeting in March. Lisa Cesare does expect a high increase compared to last year. The RSU is looking to hire a new Business Administrator/ Manager, an HR Manager, and more drivers.
- Lisa Cesare is also on the Androscoggin County Budget Committee. She believes their budget process is complete. Danielle Loring asked for the final share for Minot and Lisa said she would get it for Danielle.

** Written minutes serve as reference.

Board of Selectmen Meeting Minutes Dated January 20th 2026.

*Items may be taken out of order at the Chairman's Discretion.

10. Public Comment

Angela Swenson was present and updated the Selectmen on RSU 16 related items including but not limited to the following.

- The RSU is looking at a Tax-Exempt Lease Program (TELP) instead of a Master Lease Purchase for the heating and ventilation project at Minot Consolidated School (MCS). This was suggested by BIMS as a better option.
- The MCS project community forum went well overall. It got heated at some points but there were good ideas and feedback shared. After the Community Forum there are concerns over the CO2 levels in the schools. There are measurers currently in place to try and remedy the levels, as well as continued monitoring, until long-term changes can be made. These measures can be found in the community correspondence that Amy Hediger and John Hawley have been sending out. It has also been mentioned in them that a community meeting could be held in the future. The School Board is unaware of the details at this time but will update as soon as new information is available.
- The RSU has 3 applications for SRRF (School Revolving Renovation Funds) grants submitted to the State for funding. These grants, if selected, will be 60% funded by the State and 40% by the RSU/ Towns.
- The heating and ventilation project at MCS will be included in the budget for MCS operations and it is vital that residents attend and pass that line at the District Budget Meeting. If not, cuts will have to be made in other areas to allow funding for the work.

11. Next Meeting Dates

- a. Monday, February 2, 2026 – Regular Meeting**
Acknowledged

** Written minutes serve as reference.

Board of Selectmen Meeting Minutes Dated January 20th 2026.

*Items may be taken out of order at the Chairman's Discretion.

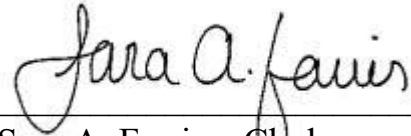
12. Adjournment

Motion: Matthew Callahan made the motion to adjourn at 7:30 pm; second by Brittany Hemond.

Discussion: None

Vote: Unanimous Approval (5/0)

The board adjourned at 7:30 pm.



Sara A. Farris – Clerk
Recording Secretary

Lisa Cesare – Chair

Matthew Callahan

Daniel Gilpatric – Vice Chair

Dean Campbell

Brittany Hemond

** Written minutes serve as reference.

Board of Selectmen Meeting Minutes Dated January 20th 2026.

*Items may be taken out of order at the Chairman's Discretion.

Town Meeting Warrant

To Danielle E. Loring, a Constable in the Town of Minot in the County of Androscoggin.

Greetings:

In the name of the State of Maine you are hereby required to notify and warn the inhabitants of said Town of Minot, qualified by law to vote in town affairs, to meet at the Minot Town Office, in said Town on **Friday, March 6, 2026 at three forty-five o'clock (3:45) in the afternoon, then and there to act upon Article 1 by secret ballot and by secret ballot on Article 2 as set below, the polling hours therefore to be from four o'clock (4) in the afternoon until eight o'clock (8) in the evening.** The Registrar will be in session at the Minot Town Office at three o'clock in the afternoon (3:00pm), of said meeting day for the purpose of correcting the list of voters.

And to notify and warn said inhabitants to meet at the Minot Consolidated School, in said Town on **Saturday, March 7, 2026 at nine (9) o'clock in the morning,** The Registrar will be in session at the Minot Consolidated School, Minot at eight o'clock in the morning (8:00am) on Saturday, March 7, 2026, of said meeting day for the purpose of correcting the list of voters. Said inhabitants to meet then and there to act on Article 3 through the completion of the Warrant as legally posted, to wit:

- Article 1.** To elect by written ballot a **Moderator by Secret Ballot** to preside at said meeting and give him/her power to appoint tellers.
- Article 2.** To elect by secret ballot **one (1) Selectmen** for a term of three (3) years, to elect **two (2) members** of the **Superintending School Committee** for a term of one (1) year, and to elect **one (1) member** of the **Superintending School Committee** for a term of three (3) years.
- Article 3.** To hear and act on the **report of the Town Officers and acceptance of the Town Report.**
- Article 4.** To elect one (1) **Assessor** for a **three (3) year term.**
- Article 5.** To see if the Town will vote to adopt amendments to **Chapter 2: Building Standards, Section 2-301.4 (Codes by Reference)** of the Land Use Code of the Town of Minot as adopted March 4, 2006 and amended through March 2, 2024, by deleting the strike out text and by adding the underlined language as shown.

Proposed ordinance changes are appended in Town Report immediately following Town Meeting Warrant Articles.

The Planning Board Recommends Article 5
The Board of Selectmen Recommend Article 5

Article 6. To see if the Town will vote to adopt amendments to **Chapter 4: Land Use Control Standards** by creating **Section 501.19 Event Venue** standards of the Land Use Code of the Town of Minot as adopted March 4, 2006 and amended through March 2, 2024, by adding the underlined language type as shown.

Proposed ordinance change is appended in Town Report immediately following Town Meeting Warrant Articles.

The Planning Board Recommends Article 6
The Board of Selectmen Make No Recommendation

Article 7. To see if the Town will vote to adopt amendments to **Chapter 4** by creating **Sections 501.20 Small Engine Repair** and **501.21 Vehicle Repair** standards of the Land Use Code of the Town of Minot as adopted March 4, 2006 and amended through March 2, 2024, by adding the underlined language type as shown.

Proposed ordinance change is appended in Town Report immediately following Town Meeting Warrant Articles.

The Planning Board Recommends Article 7
The Board of Selectmen Make No Recommendation

Article 8. To see if the Town will vote to adopt amendments to **Chapter 4: Land Use Control Standards, Section 501.14 (Accessory Use and Site Plan Permitting of Solar Energy Systems)** of the Land Use Code of the Town of Minot as adopted March 4, 2006 and amended through March 2, 2024, by adding the underlined language type as shown.

Proposed ordinance change is appended in Town Report immediately following Town Meeting Warrant Articles.

The Planning Board Recommends Article 8
The Board of Selectmen Make No Recommendation

Article 9. To see if the Town will vote to adopt amendments to **Chapter 4: Land Use Control Standards, Sections 501.8 (Backlots), Sections 501.9 (Lots Served by Nonconforming Rights-of-Way)** and **Chapter 8: Minimum Street Construction Requirements** of the Land Use Code of the Town of Minot as adopted March 4, 2006 and amended through March 2, 2024, by adding the underlined language type as shown.

Proposed ordinance change is appended in Town Report immediately following Town Meeting Warrant Articles.

The Planning Board Recommends Article 9
The Board of Selectmen Recommend Article 9

Article 10. To see if the Town will vote to adopt **administrative amendments** to the **Land Use Code** of the Town of Minot as adopted March 4, 2006 and amended through March 2, 2024, by adding the underlined language and deleting the strike out language type as shown.

Proposed ordinance change is appended in Town Report immediately following Town Meeting Warrant Articles.

The Planning Board Recommends Article 9
 The Board of Selectmen Make No Recommendation

Article 11. To see if the Town of Minot will vote to carry forward the unexpended balances in the following **Reserve Accounts** and to authorize the Selectmen to expend funds from these **Reserve Accounts** for the purposes for which they were established:

- Town Office Equipment Reserve Account**, balance of \$ **73.03**
- Highway Capital Equipment Reserve Account**, balance of \$ **11,231.01**
- Paving & Road Improvement Reserve**, balance \$ **56,713.46**
- General Assistance Donation (Eda’s Elf Fund) Reserve Account**, balance of \$ **7,623.19**
- Town Well Reserve Account**, balance of \$ **19,979.15**
- Cemetery Reserve Account**, balance of \$ **11,244.20**
- Minot Community Events Reserve**, balance of \$ **78.26**
- Fire Department Apparatus Reserve**, balance of \$ **21,536.73**
- Fire Department Grant Reserve**, balance of \$ **6,401.45**
- Fire Department Capital Equipment Reserve**, balance of \$ **929.19**
- Conservation Committee Reserve**, balance of \$ **100.00**
- Recreational Field Maintenance Reserve**, balance of \$ **4,236.55**

Selectmen Recommend to carry forward all balances by a vote of 5 yes 0 no
 Budget Committee Recommends to carry forward all balances by a vote of 4 yes 0 no

Article 12. To see what action the Town will take in regard to setting the **salaries of Selectmen, Assessors, and Overseer of the Poor**. Recommendations are as follows:

	<u>Amount Requested</u>	<u>Budget Committee Recommends</u>
Selectmen	\$1,500.00 each	\$1,500.00 each
Chairman of Selectmen	\$ 500.00	\$ 500.00
Three Assessors	\$ 50.00 each	\$ 50.00 each
Chairman of Overseer of Poor	\$ n/a	\$ n/a
TOTAL	\$8,150.00	\$8,150.00

Article 13. To authorize the Selectmen to appoint and set salaries for any necessary Town Officials including those that are elected as recommended in Article 12; and to see what sum the Town will vote to raise and appropriate for **Town Salaries and Benefits.** (\$473,120.00 in 2025, expended \$)

Selectmen Recommend	\$ 495,479.00	vote: 5 yes	0 no
Budget Committee Recommends	\$ 495,479.00	vote: 4 yes	0 no

Article 14. To see what sum the Town will vote to raise and appropriate for **Town Office Maintenance and Supplies** (\$42,800.00 in 2025, expended \$)

Selectmen Recommend	\$ 41,550.00	vote: 4 yes	0 no
Budget Committee Recommends	\$ 41,500.00	vote: 4 yes	0 no

Article 15. To if the Town will vote to appropriate **\$16,500.00 from the Undesignated Fund Balance** to replace the 1999 boiler at the Minot Town Office.

Selectmen Recommend
Budget Committee Recommends

Article 16. To see what sum the Town will vote to raise and appropriate for **Interdepartment & IT Services** for the ensuing year:

Mileage Reimbursement
Contract services (payroll, tax billing, trash removal...etc.)
Advertising
Annual Software Licensing
Hardware Upgrades
Network Security

(\$43,850.00 in 2025 (includes carryforward), expended \$)

Selectmen Recommend	\$ 42,550.00	vote: 4 yes	0 no
Budget Committee Recommends	\$ 42,550.00	vote: 4 yes	0 no

Article 17. To see if the Town will vote to appropriate **\$50,000.00 from the Undesignated Fund Balance** to create a reserve for a used roadside mower.

Selectmen Recommend
Budget Committee Recommends

Article 29. To see what sum the Town will vote to raise and appropriate for **Legal Fees** for the ensuing year. (\$10,000.00 in 2025, expended \$)

Selectmen Recommend	\$ 10,000.00	vote: 4 yes 0 no
Budget Committee Recommends	\$ 10,000.00	vote: 4 yes 0 no

Article 30. To see what sum the Town will vote to raise and appropriate for the **County Tax** set by Androscoggin County. (\$412,703.00 in 2025, expended \$412,703.00)

Selectmen Recommend	\$459,420.00	vote:	yes	0	no
Budget Committee Recommends	paying the Androscoggin County Tax bill				
		vote:	4 yes	0 no	

Article 31. To see what sum the Town will vote to raise and appropriate for **Solid Waste Disposal & Contract Services.** (65,100.00 in 2025, expended \$)

Selectmen Recommend	\$ 90,100.00	vote: 5 yes 0 no
Budget Committee Recommends	\$ 90,100.00	vote: 4 yes 0 no

Article 32. To see what sum the Town will vote to raise and appropriate for **Street Lights.** (\$3,000.00 in 2025, expended \$3,198.06)

Selectmen Recommend	\$ 3,000.00	vote: 4 yes 0 no
Budget Committee Recommends	\$ 3,000.00	vote: 4 yes 0 no

Article 33. To see what sum the Town will vote to raise and appropriate for **Municipal Organizations.** (\$12,560.00 in 2025, expended \$)

Maine Municipal Association (MMA)	\$ 5,000.00
Androscoggin Valley Council of Governments (AVCOG)	\$ 5,000.00
Greater Androscoggin Humane Society (GAHS)	\$ 4,100.00

Selectmen Recommend	\$ 14,100.00	vote: 5 yes 0 no
Budget Committee Recommends	an amount not to exceed \$14,100.00	vote: 4 yes 0 no

Article 34. To see what sum the Town will vote to raise and appropriate for **Town Insurance.** (\$64,600.00 in 2025, expended \$)

Selectmen Recommend	\$ 74,600.00	vote: 4 yes 0 no
Budget Committee Recommends	\$ 74,600.00	vote: 4 yes 0 no

Article 35. To see what sum the Town will vote to raise and appropriate for **Library Services** with the Auburn Public Library. (\$22,500.00 in 2023, expended \$22,500.00)

Selectmen Recommend	\$ 23,000.00	vote: 4 yes 0 no
Budget Committee Recommends	\$ 23,000.00	vote: 4 yes 0 no

Article 36. To see what sum the Town will vote to raise and appropriate for the **Animal Control Officer**. (\$4,850.00 in 2025, expended \$)

Selectmen Recommend	\$ 4,850.00	vote: 4 yes 0 no
Budget Committee Recommends	\$ 4,850.00	vote: 4 yes 0 no

Article 37. To see what sum the Town will vote to raise and appropriate for **General Assistance** (Health and Welfare). (Raised \$2,000.00 in 2025, expended \$)

Selectmen Recommend	\$ 2,000.00	vote: 4 yes 0 no
Budget Committee Recommends	\$ 2,000.00	vote: 4 yes 0 no

Article 38. To see what sum the Town will vote to raise and appropriate for **Elections and Tax Billing**. (\$22,894.00 in 2025, expended \$)

Selectmen Recommend	\$ 26,750.00	vote: 4 yes 0 no
Budget Committee Recommends	\$ 26,750.00	vote: 4 yes 0 no

Article 39. To see what sum the Town will vote to raise and appropriate for the funding care and maintenance of **Minot's Cemeteries**. (\$11,867.55 in 2025, includes carryforward; expended \$)

Selectmen Recommend	\$ 10,000.00	vote: 4 yes 0 no
Budget Committee Recommends	\$ 10,000.00	vote: 4 yes 0 no

Article 40. To see what sum the Town will vote to raise and appropriate for funding **Recreational Field Maintenance**. (\$9,800.52 in 2025 including carryforward, expended \$)

Selectmen Recommend	\$ 5,000.00	vote: 4 yes 0 no
Budget Committee Recommends	\$ 5,000.00	vote: 4 yes 0 no

Article 41. To see what action the Town wishes to take regarding the **snowmobile registration refund** received annually from the Maine Department of Inland Fisheries and Wildlife. (Minot Moonshiners request **2026 snowmobile registration reimbursement** be donated to their club for trail maintenance.

Selectmen Recommend to donate **the 2026 snowmobile registration reimbursement to the Minot Moonshiners Snowmobile Club** vote: 5 yes 0 no

Budget Committee Recommends to donate **the 2026 snowmobile registration reimbursement to the Minot Moonshiners Snowmobile Club** vote: 4 yes 0 no

Article 42. To see what sum the Town will vote to raise and appropriate to be donated to **Charitable Organizations.** (\$0.00 raised in 2025)

Requests:

LifeFlight	\$ 692.00
SafeVoices	\$ 500.00
Sweetser	\$ 1,500.00
Seniors Plus	\$ 500.00
United Way	unspecified amount
Maine Public	\$ 100.00
<u>Kennebec Behavioral Health</u>	<u>\$ 85.00</u>

TOTAL: \$ 2,877.00

Selectmen Recommend	\$ 0.00	vote: 4 yes 0 no
Budget Committee Recommends	\$ 0.00	vote: 4 yes 0 no

Article 43. To see what action the Town wishes to take to establish a Minot Fire-Rescue Department Cost Recovery and Billing Policy and Fee Scheduled to be approved and adopted by the Board of Selectmen.

Selectmen Recommend
Budget Committee Recommends

Article 44. Shall the Town vote to accept the **categories of funds** listed here as provided by the Maine State Legislature (Categories), and further authorize the Town to expend any such funds (Selectmen so recommend): Municipal Revenue Sharing; Local Roads Assistance Program; State Aid to Education; Public Library Aid Per Capita; Civil Emergency (FEMA) Funds; Snowmobile Registration Money; Tree Growth Reimbursement; General Assistance Reimbursement; Veteran's Exemption and Homestead Exemption Reimbursement; and State and Federal Grants or other funds.

Article 45. To see what action the Town wishes to take to establish a **due date for payment for the 2026 property taxes** and to set the interest rate applied to delinquent accounts.

Selectmen and Budget Committee Recommends **December 15, 2026 with interest charged thereafter at the State maximum rate of 7.0%**

2025 was December 15, 2025, with 7.5% interest

Article 46. To see what action the Town wishes to take to establish an **overpayment interest rate**.

Selectmen recommend a rate 4 percentage points less than the delinquent rate as allowed by State law for overpayments resulting from abatements not pre-payment of taxes.

Article 47. To see if the Town will vote to give the **Selectmen the authority** to use whatever sum they deem advisable from surplus to **lower the 2026 tax rate**. (Selectmen so recommend).

Selectmen so recommend

Article 48. To see if the Town will give the **Selectmen the authority to estimate the Excise Tax Revenue** and use the same to **lower the 2026 tax rate** (Selectmen so recommend).

Selectmen so recommend

Article 49. To see if the Town will vote to authorize the Selectmen to **spend an amount not to exceed 25% of the budgeted amount in each category of the 2027 annual budget** during the period of **January 1, 2027 through the 2027 Annual Town Meeting**.

Article 50. To see what action the Town wishes to take regarding authorizing the **Tax Collector to collect interest and costs** before applying funds to the principal of the oldest outstanding tax assessment.

Selectmen so recommend

Article 51. To see if the Town will vote to authorize the **Selectmen to overdraft accounts** with **uncontrollable expenditures** when necessary and such overdraft will come out of the Undesignated Fund Balance.

Article 52. To see if the Town will vote **to authorize the Town Treasurer**, with approval of the **Selectmen, to sell and dispose of any real estate acquired by the Town** for non-payment of taxes thereon, on such terms as they deem advisable and in the best interest of the Town and execute quitclaim deeds without covenant for any such property. Except that the Selectmen shall use the special sale process required by Title 36 MRS § 943-C for qualifying homestead property if they choose to sell it to anyone other than the former owner(s).

- Article 53.** To see if the Town will vote **to authorize the Selectmen to procure a temporary loan or loans** in anticipation of taxes, for the purpose of paying obligations of the Town, such loan or loans to be paid during the ensuing year out of money raised during the ensuing year by taxes.
- Article 54.** To see if the Town will vote to authorize the **Selectmen and Town Treasurer** to sell and assign **unmatured tax liens** for not less than the unpaid interest and costs.

To transact any business that may legally come before this meeting.

X

Lisa Cesare
Selectboard Chair

X

Daniel Gilpatric
Selectboard Vice-chair

X

Matthew Callahan
Selectman

X

Brittany Hemond
Selectman

X

Dean Campbell
Selectman

A true copy of the Warrant

Attest:

Sara Farris, Town Clerk
Town of Minot

CONSTABLE'S RETURN

County of Androscoggin, ss

By virtue of the within warrant to me directed, I have warned and notified the inhabitants of the Town of Minot to assemble at the time and place and for the purpose therein named, by having posted attested copies of the Warrant at the Minot Town Office, Minot Post Office, Minot Country Store, Slattery's Hardware, and the Minot Consolidated School, the same being public and conspicuous places within the said Town of Minot the ___ day of February in the year of our Lord two thousand and twenty-five, the same being at least seven days before the appointed time for said meeting.

Dated at Minot this _____ day of February, two thousand and twenty-five.

X

Danielle E. Loring, Constable



Town Clerk's Report

All amounts as of February 2, 2026

Sara A. Farris - Clerk

Hello Selectmen,

Updates:

Board of Appeals & Planning Board:

Planning Board Meeting 2/3

45-Day Notices

Unpaid 2023 taxes will foreclose on Friday 2/6/2026 at 1 pm.

Foreclosure Notices will be mailed on 2/9.

- Easton – 66 B Hillside Ave. – land & building
 - Spoke with Danielle on 2/2. May file a Poverty Abatement before Friday.
- Harlow – ~~1089~~ & 981 Woodman Hill Rd. - land & buildings
 - Paid 1089 on 2/2 and working on 981 with a plan to pay the rest before 1 pm Friday.
- ~~Martin – Brighton Hill Rd. – land only~~ Paid 1/27/2026
- ~~Smith – 337 West Minot Rd. – land & building~~ Paid 12/29/25
- Titus – 41 Lower Rd. - land & building
 - Working on paying with a plan to be paid in full by 1pm Friday

Inland Fisheries & Wildlife:

Boat Excise YTD: \$ 0.00

January - February 2026 IF&W

0 Boats

0 registered online

72 Snowmobiles

3 ATVs

8 Game Licenses

Boat stickers are now even later than expected. IF&W is sending us mock sticker numbers to use in the meantime and when actual stickers arrive, IF&W will create a duplicate and send out actual stickers.

Vitals:

Jan. 1 – June 31 2026

Birth Certificate Requests – 1

Death Certificate Requests -

Marriage Certificate Requests – 1

Marriage Intentions/ Licenses –

Dogs:

There were 57 dogs registered in January.
None registered in January so far.
Late \$ 25 fee per dog started 2/1/2026

Building/ Plumbing Permits for 2026:

Building Permits:

New Home	
ADU	
Slab	
Garage/ barn	
Addition	
Remodel	
Shed	
Porch/ deck	
Pool	
Sign	
Solar Panels	2
Cell Tower Mods	
Demo Permits	
Camping Permits	

Plumbing Permits:

Internal	
Septic	1

Real Estate Taxes:

2023 taxes - \$ 2,790.72 for 3 accounts
2024 taxes - \$ 29,785.38 for 16 accounts
2025 taxes - \$ 179,303.74 for 107 accounts
2026 prepayments – \$ 11,700.52 for 14 accounts
Total owed: \$ 211,879.84
- \$ 13,151.56

Personal Property Taxes:

2023 & 2024 - AT&T Mobility, LLC
2025 - \$349.08 on 4 accounts

Percentage of 2025 Paid

\$3,966,855.81 total Real Estate and Personal Property taxes billed.
Paid as of 2/2 \$ 3,787,202.99 = 95 %

Excise Tax:

<u>MONTH</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>+/-</u>
JAN.	\$46,666.44	\$54,107.78	\$57,111.96	+ 3,004.18
FEB.	\$53,006.15	\$50,738.40		
MARCH	\$57,687.68	\$64,847.97		
APRIL	\$76,488.98	\$75,413.72		
MAY	\$83,538.89	\$85,602.45		
JUNE	\$74,819.34	\$78,023.22		
JULY	\$72,889.97	\$88,374.08		
AUG.	\$77,848.75	\$83,120.83		
SEPT.	\$64,758.99	\$62,822.43		
OCT.	\$72,613.20	\$70,881.27		
NOV.	\$50,078.07	\$52,373.72		
DEC.	\$56,600.45	\$47,131.25		
TOTAL	\$ 786,996.91	\$816,937.49		



INTEROFFICE MEMO

To: Board of Selectmen

CC: Danielle Loring, Town Administrator

From: Scott Parker, Highway Director

RE: Highway Department (01/19– 02/01/2026)

As I'm sure you all know, we continue to be busy with storms and the cold and as of right now everything is holding strong.

With the recent cold snap and being cautious about the heat pump not keeping up with the cold, we tried the ceiling hung propane heater in the break room at the garage. I can't make this stuff up, but a mouse had built its nest in the heat chamber. After I couldn't figure out how to take it apart, I called an HVAC company, and they came right down and said the heater was no good as there was no way to take it apart. So, he installed a new heater for use the next day, and it is working great.



Minot Fire-Rescue Department

329 Woodman Hill Road

Minot ME, 04258

Chief Corey Nugent – (207) 345-3305 – Minotfirechief@minotme.org



2/2/2026

Fire Department Update

Calls For Service 1/20/2026 – 02/01/2026

Medical Calls: 4

Fire Calls: 5

Mutual Aid Calls: 7

Repeater Update:

No new updates, awaiting Repeater to return from Motorola, Processing needs for new Duplexer, Working with Company to acquire temporary Duplexer until repeater is returned from Motorola.

After working with 2-way radio, they have become primary for all Motorola needs and have been following up well with department, they are also working with the highway department and developing plan for system repairs.

Grant Updates:

AFG (Assistance to Firefighters) grant is expected to open in Mid-February, working with several services to acquire quotes to upgrade hose and appliances.

FP & S (Fire Prevention and Safety) will also be opening mid-month, working to evaluate this possibility to move forward with funding. Unsure of what items may qualify at this time.

Maine Forestry Grant – making preparation for ordering, confirming sizes, it is expected that this grant will outfit 15 members with new forestry gear consisting of helmet, coat, pants, and gloves.

Station Updates:

Central Station – Some insulation was placed into located opening in wall, this has helped with draft in building, there is still some repairs that are expected to be address this spring.

Orchard Station – E1 has been moved to Orchard Station from the village

Village station – currently building has become storage. T5 is located at station however, out of service.

On-Going Projects:

Gear inspections – Annual gear inspections are taking place over this last month, so far no major issues reported and gear is in excellent condition.

Respiratory Clearance – we will be provided fit testing through this month, once all Respiratory components have been reviewed by Concentra.

BLS training – all annual BLS training has been completed as of this evening, any member that has not completed this or made arrangements will receive a restriction of response notification until successfully completed. BLS

binder has been significantly updated, and all corresponding documentation has been provided to binder, this will remain in Chief's office and updated as needed.

Other Updates:

Truck 5 – As members were utilizing this unit for Fire fighter 1 and 2 class, unfortunately vehicle continuously over heated, vehicle was able to be returned however remains out of service. Working with Highway to evaluate issues and see about repair.

Apparatus will be cycling through services for the week, E1, T3, and E4 scheduled for LOF and inspections as needed.

Several companies have reached out directly in reference to invitation to Bid, as they reach out all documentation is being provided, looking forward to reviewing Bids at end of month.

Maine BLS – still awaiting full inspection report, a lot of incomplete and missing information was located and sent accordingly. Some documentation is missing still, and I am unable to locate it, this has helped me build a stronger more accurate account for BLS documentation moving forward.

At this time, we have had two new members join the department, Dylan Hackett, and Mathew Mitchell, we are working through orientation and on-boarding currently.

EXPENSE SUMMARY

WARRANT #3
02/02/2026

ACCOUNT	BUDGET	BUDGET	---- Y T D ----		UNEXPENDED
	ORIGINAL	ADJUSTMENT	DEBITS	CREDITS	BALANCE
3550 - EDA ELF RESE	0.00	0.00	2,229.95	2.02	-2,227.93
0012 - DONATIONS	0.00	0.00	0.00	2.02	2.02
0205 - SUPPLIES	0.00	0.00	2,229.95	0.00	-2,229.95
4025 - TOWNWELL RES	0.00	0.00	107.69	0.00	-107.69
0300 - LABOR	0.00	0.00	100.00	0.00	-100.00
7010 - PAYROLL TAX	0.00	0.00	7.69	0.00	-7.69
5000 - OFF SALARIES	0.00	0.00	60,585.96	7,611.54	-52,974.42
1001 - CLK/TAX COLL	0.00	0.00	4,256.59	0.00	-4,256.59
1002 - DEP CLERK	0.00	0.00	5,210.40	0.00	-5,210.40
1003 - ADMINISTRAT	0.00	0.00	5,459.62	0.00	-5,459.62
7010 - PAYROLL TAX	0.00	0.00	1,096.59	0.00	-1,096.59
7020 - HLTH INSUR	0.00	0.00	35,121.77	2,232.42	-32,889.35
7021 - VISION INS	0.00	0.00	165.02	90.51	-74.51
7025 - DENTAL INSUR	0.00	0.00	2,435.56	644.70	-1,790.86
7030 - RETIREMENT	0.00	0.00	2,201.59	0.00	-2,201.59
7032 - RETIRE ACC	0.00	0.00	4,512.34	4,512.34	0.00
7035 - AFLAC	0.00	0.00	126.48	131.57	5.09
5075 - CODE ENF/PLA	0.00	0.00	3,033.54	0.00	-3,033.54
1007 - CODE ENFORCE	0.00	0.00	2,816.96	0.00	-2,816.96
7010 - PAYROLL TAX	0.00	0.00	216.58	0.00	-216.58
5200 - TOWN INSUR	0.00	0.00	8,649.92	0.00	-8,649.92
0106 - WORKERS COMP	0.00	0.00	7,944.40	0.00	-7,944.40
7041 - PFML	0.00	0.00	705.52	0.00	-705.52
5300 - T-O MAINT	0.00	0.00	3,349.03	0.00	-3,349.03
0200 - TELEPHONE	0.00	0.00	107.71	0.00	-107.71
0201 - ELECTRICITY	0.00	0.00	315.16	0.00	-315.16
0205 - SUPPLIES	0.00	0.00	940.17	0.00	-940.17
0206 - JANITORIAL	0.00	0.00	1,220.00	0.00	-1,220.00
0207 - DUES/SUBSCR	0.00	0.00	50.00	0.00	-50.00
0208 - STAFF TRAIING	0.00	0.00	60.00	0.00	-60.00
0209 - POSTAGE	0.00	0.00	300.00	0.00	-300.00
0213 - CONTRAC SVCS	0.00	0.00	323.00	0.00	-323.00
0403 - SECURITY	0.00	0.00	32.99	0.00	-32.99
5350 - ELECT/TAX	0.00	0.00	11,221.73	0.00	-11,221.73
0107 - TRIO	0.00	0.00	10,999.33	0.00	-10,999.33
0205 - SUPPLIES	0.00	0.00	44.90	0.00	-44.90
0207 - DUES/SUBSCR	0.00	0.00	165.00	0.00	-165.00
0501 - DEED TRANS	0.00	0.00	12.50	0.00	-12.50
5400 - CEM MAINT	0.00	0.00	2,812.50	1,800.00	-1,012.50
0213 - CONTRAC SVCS	0.00	0.00	1,600.00	0.00	-1,600.00

EXPENSE SUMMARY

ALL Departments
JANUARY TO DECEMBER

ACCOUNT	BUDGET ORIGINAL	BUDGET ADJUSTMENT	---- Y T D ----		UNEXPENDED BALANCE
			DEBITS	CREDITS	
5400 - CEM MAINT CONT'D					
0501 - DEED TRANS	0.00	0.00	12.50	0.00	-12.50
7046 - PLOT SALES	0.00	0.00	1,200.00	1,800.00	600.00
5650 - REC MAINT	0.00	0.00	5.81	0.00	-5.81
0213 - CONTRAC SVCS	0.00	0.00	5.81	0.00	-5.81
6200 - COMMON RDS	0.00	0.00	2,645.62	421.00	-2,224.62
0207 - DUES/SUBSCR	0.00	0.00	842.00	421.00	-421.00
0213 - CONTRAC SVCS	0.00	0.00	850.00	0.00	-850.00
0404 - MATERIALS	0.00	0.00	953.62	0.00	-953.62
6400 - WINTER RDS	0.00	0.00	100,806.18	0.00	-100,806.18
0205 - SUPPLIES	0.00	0.00	11,021.46	0.00	-11,021.46
0213 - CONTRAC SVCS	0.00	0.00	20,203.75	0.00	-20,203.75
0300 - LABOR	0.00	0.00	33,513.07	0.00	-33,513.07
0406 - SALT	0.00	0.00	33,577.44	0.00	-33,577.44
7010 - PAYROLL TAX	0.00	0.00	2,490.46	0.00	-2,490.46
6500 - HWY EQ REP.	0.00	0.00	1,429.64	0.00	-1,429.64
0204 - REPAIRS	0.00	0.00	1,179.06	0.00	-1,179.06
0205 - SUPPLIES	0.00	0.00	250.58	0.00	-250.58
6600 - HWAY CAP EQ	0.00	0.00	2,424.45	0.00	-2,424.45
0204 - REPAIRS	0.00	0.00	2,424.45	0.00	-2,424.45
6700 - TOWN GARAGE	0.00	0.00	2,147.38	0.00	-2,147.38
0200 - TELEPHONE	0.00	0.00	107.72	0.00	-107.72
0201 - ELECTRICITY	0.00	0.00	308.20	0.00	-308.20
0203 - FUEL & GAS	0.00	0.00	1,026.52	0.00	-1,026.52
0204 - REPAIRS	0.00	0.00	301.96	0.00	-301.96
0205 - SUPPLIES	0.00	0.00	153.48	0.00	-153.48
0206 - JANITORIAL	0.00	0.00	200.00	0.00	-200.00
0213 - CONTRAC SVCS	0.00	0.00	49.50	0.00	-49.50
7000 - SOLID WASTE	0.00	0.00	5,280.64	10,631.68	5,351.04
0213 - CONTRAC SVCS	0.00	0.00	5,280.64	10,631.68	5,351.04
7100 - COMM DAY RES	0.00	0.00	0.00	15.00	15.00
0012 - DONATIONS	0.00	0.00	0.00	15.00	15.00
7400 - STREET LTS	0.00	0.00	324.68	0.00	-324.68
0201 - ELECTRICITY	0.00	0.00	324.68	0.00	-324.68
7700 - LEGAL FEES	0.00	0.00	313.16	0.00	-313.16
0213 - CONTRAC SVCS	0.00	0.00	313.16	0.00	-313.16
8000 - INTERDEPT	0.00	0.00	2,104.47	0.00	-2,104.47
0205 - SUPPLIES	0.00	0.00	137.13	0.00	-137.13

EXPENSE SUMMARY

ALL Departments
JANUARY TO DECEMBER

ACCOUNT	BUDGET ORIGINAL	BUDGET ADJUSTMENT	---- Y T D ----		UNEXPENDED BALANCE
			DEBITS	CREDITS	
8000 - INTERDEPT CONT'D					
0213 - CONTRAC SVCS	0.00	0.00	1,812.34	0.00	-1,812.34
0217 - ADVERTISING	0.00	0.00	100.00	0.00	-100.00
0501 - DEED TRANS	0.00	0.00	30.00	0.00	-30.00
0502 - LIENS	0.00	0.00	25.00	0.00	-25.00
8025 - IT SERVICES					
0199 - INTERNET	0.00	0.00	125.54	0.00	-125.54
0200 - TELEPHONE	0.00	0.00	272.22	0.00	-272.22
0213 - CONTRAC SVCS	0.00	0.00	4,000.00	0.00	-4,000.00
0218 - SOFTWARE LIC	0.00	0.00	189.71	0.00	-189.71
8600 - EDUCATION					
0213 - CONTRAC SVCS	0.00	0.00	251,073.75	0.00	-251,073.75
9000 - MINOT FIRE					
0196 - ONBOARDING	0.00	0.00	1,211.00	0.00	-1,211.00
0198 - FOOD	0.00	0.00	43.24	0.00	-43.24
0201 - ELECTRICITY	0.00	0.00	929.94	0.00	-929.94
0203 - FUEL & GAS	0.00	0.00	1,195.89	0.00	-1,195.89
0207 - DUES/SUBSCR	0.00	0.00	220.00	0.00	-220.00
0219 - DISPATCHING	0.00	0.00	16,513.02	0.00	-16,513.02
0221 - RESCUE SUPP	0.00	0.00	750.50	0.00	-750.50
0224 - PPE EQUIP	0.00	0.00	2,973.37	0.00	-2,973.37
0226 - BLDING MAINT	0.00	0.00	390.62	0.00	-390.62
0301 - CALL MEMBER	0.00	0.00	10,689.85	0.00	-10,689.85
0302 - PER DIEMS	0.00	0.00	5,532.00	0.00	-5,532.00
0303 - VOLUNTEER	0.00	0.00	125.00	0.00	-125.00
0409 - VEH MAINT	0.00	0.00	17.92	0.00	-17.92
1014 - FIRE CHIEF	0.00	0.00	4,391.44	0.00	-4,391.44
7010 - PAYROLL TAX	0.00	0.00	1,612.70	0.00	-1,612.70
Final Totals	0.00	0.00	511,730.06	20,481.24	-491,248.82