



Town of Minot

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

Board of Selectmen Meeting

Minot Town Office
Monday, February 2nd, 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) and Sara Farris (Clerk & Recording Secretary)

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. Tuesday, January 20th, 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 20th as written; second by Brittany Hemond.

Discussion: None

Vote: Approved (5/0)

The Selectmen signed the Meeting Minutes.

** Written minutes serve as reference.

Board of Selectmen Meeting Minutes Dated February 2nd 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 Payroll Expense Warrant in the amount of \$42,017.20, and the Treasurer's Warrant in the amount of \$83,232.27; 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 FY2026 Annual Town Meeting Warrant

Danielle Loring provided the Selectmen with a draft warrant for review. The Selectmen took some time to review the warrant in case they had any questions or concerns.

It was noted that the expended amounts were not listed in each article. Danielle Loring said she would make the corrections and add the expended amounts.

Lisa Cesare asked if Chief Nugent was prepared to discuss articles 22 and 43 regarding the cardiac monitor and permit level as well as the Fire Department Cost Recovery and Billing Policy. Danielle Loring replied that Chief Nugent was prepared to answer any questions at Town Meeting.

Motion: Matthew Callahan motioned to accept the FY2026 Annual Town Meeting Warrant as presented; second by Brittany Hemond.

Discussion: None

Vote: Unanimous Approval (5/0)

The Selectmen signed the Warrant as presented.

Sara Farris provided the Selectmen with the Spirit of America Resolution to sign. They chose the recipient at a prior meeting. The Selectmen signed the Resolution.

** Written minutes serve as reference.

Board of Selectmen Meeting Minutes Dated February 2nd 2026.

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Chair Cesare moved **9. Public Comment**, up on the Agenda as Angela Swenson was present.

Angela Swenson stated that all 3 grants that RSU 16 applied for were approved. Each grant is about \$2 million each and the Towns will be responsible for 40% of the total grants. She added that the RSU is still working on the numbers and that it will ultimately be a part of the budget presentations and voted on in June. Danielle Loring asked how long the Towns will have to pay off their portion and Angela replied that she was unsure, but she should have more details for the Selectmen at their next meeting.

Brittany Hemond believes that everyone on the RSU 16 School Board should consider watching the documentary *Death of Recess*. It is about school funding, test scores, curriculum, and new ways to teach.

6. Department Head Updates

a. Clerks Report Submitted and read by Clerk Sara Farris

See the attached report for more information.

- There was some discussion regarding the 2023 taxes and the Foreclosure deadline. Tax Collector Sara Farris and office staff have heard from each taxpayer that still has an open balance, and most plan to pay before the deadline on Friday 2/6 at 1 pm. One of the accounts also has a pending legal matter that was discussed in prior executive sessions and was mentioned as part of this conversation.

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

See the attached report for more information.

- Truck 5 – Danielle Loring added that Highway Supervisor Scott Parker did go look at Truck 5 today.
- Lisa Cesare asked if the Selectmen wanted to discuss what should be done, if anything, with Village Station. Dean Campbell replied that the lease was \$1 a year and is currently being used for dry/ seasonal storage and to house Truck 5. The Selectmen agreed as little resources as possible should be put in to renovating the building.

** Written minutes serve as reference.

Board of Selectmen Meeting Minutes Dated February 2nd 2026.

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

See the attached report for more information.

- Danielle Loring stated that fixing the propane ceiling hung heater was not included in the budget, but she told Highway Supervisor Scott Parker to move forward with replacing it as it was under \$3,000.00 and CIP reserve was used. With the cold weather the heater is needed.

8. Town Administrator's Report Presented by Danielle Loring

- The office now has a cash counting machine that includes fraud detection.
- The Town received a credit from Maine Waste to Energy as Auburn decided to agree to the \$1 million special assessment instead of the \$1.4 million. Auburn still has not paid their bill and moving forward Danielle and the rest of the Maine Waste to Energy Board has a weekly Meeting to work through the budget issues.
- The Androscoggin County Taxes had an increase of about \$40,000.00 from last year's coming in at \$459,420.00.
- Danielle is still waiting for the final report regarding BLS, which could take about 2-3 weeks to complete. The Town has 15 days to appeal the decision and Danielle intends to. She is hopeful that BLS will take into consideration the work they have done so far.
- The Town Audit is scheduled for April so Danielle will not be able to complete check reconciliations until the beginning balance is available. Danielle wanted to make the Selectmen aware as having check reconciliation completed in a timely manner was one of her goals set by the Selectmen.

9. Selectmen Comment

None

11. Next Meeting Dates

a. Tuesday, February 17, 2026 – Regular Meeting

Chair Lisa Cesare noted that this is a Tuesday due to Presidents Day.

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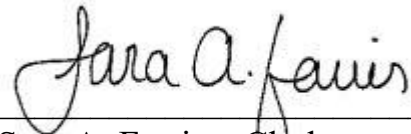
12. Adjournment

Motion: Matthew Callahan made the motion to adjourn at 7:07 pm; second by Brittany Hemond.

Discussion: None

Vote: Unanimous Approval (5/0)

The board adjourned at 7:07 pm.



Sara A. Farris – Clerk
Recording Secretary

Lisa Cesare – Chair

Matthew Callahan

Daniel Gilpatric – Vice Chair

Dean Campbell

Brittany Hemond

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