



Town of Minot

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

Board of Selectmen Meeting

Minot Town Office
Monday, March 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), Sara Farris (Clerk & Recording Secretary), and Corey Nugent (Minot Fire Rescue Chief)
Public: None

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, February 17th, 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 February 17th 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 March 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 \$36,373.17, and the Treasurer's Warrant in the amount of \$37,077.89; 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 Contract with Sebago Technics for Maine Infrastructure Adaptation Fund (MIAF) Grant

Danielle Loring provided the Selectmen with a copy of the contract with Sebago Technics for review. Danielle explained that Sebago Technics has been working with the Town on the Bucknam Bridge Road project including deed work and mapping. The final project is expected to be about \$1 million but Danielle expects the project to be less because a lot of the work will be completed by the Town's Highway Department. If the contract is approved, the \$5,000.00 will be budgeted for 2027 and Sebago Technics will complete the grant application.

Motion: Matthew Callahan motioned to approve the contract with Sebago Technics; second by Brittany Hemond.

Discussion: None

Vote: Unanimous Approval (5/0)

6. Department Head Updates

a. Clerks Report Submitted and read by Clerk Sara Farris

See the attached report for more information.

- Sara Farris explained that she is working to schedule training for the new CVR system for elections. Danielle, Sara, and staff decided on a 1-day training so the office will be closed. Matthew Callahan asked if a date was set yet and Sara Farris replied that it would be March 25th or April 1st.

** Written minutes serve as reference.

Board of Selectmen Meeting Minutes Dated March 2nd 2026.

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

See the attached report for more information.

- The Utility Truck Bids were due back by February 27th. The town received 3 bids. Chief Nugent explained that K & T Fire Equipment was the only company that provided a bid for a full truck, although the chassis included was not to spec, and quoted around \$165,000.00. The Selectmen were concerned that the amount is more than what was budgeted. Messer provided a quote for just a body and lights. Ripley & Fletcher Ford provided quotes for the chassis only and they were to spec. Chief Nugent explained that the chassis from Ripley & Fletcher and the body from Messer could be combined for around \$104,000.00. The 2 companies would work together, and the Town would receive 1 bill for the truck.

Danielle Loring suggested that the Selectmen ask for an amount not to exceed \$110,000.00 with 2-year financing at a reasonable rate of interest at Town Meeting for article 24 instead of \$150,000.00 for 4 years. This would allow Danielle to work with the bank for a loan of \$99,999.00, avoiding a financial note, and then using the Fire Department Apparatus Reserve to cover the remainder. Chief Nugent requested that the amount be raised to \$120,000.00 in case something came up that required more money to complete the truck build. The Selectmen agreed to change the requested amount to not to exceed \$120,000.00 with 2-year financing at a reasonable rate of interest at Town Meeting. Danielle stated that she will look into finance options for 2-3 years. This will be revisited after Town Meeting if article 24 is approved.

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

See the attached report for more information.

- The road posted signed were posted around town today.
- The Highway Department is working to keep vehicles operational in preparation for the upcoming storms.

** Written minutes serve as reference.

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7. Town Administrator's Report Presented by Danielle Loring

- Danielle Loring has filed for a hearing with BLS to hopefully reduce the penalties. The Highway Department received a \$1,400.00 penalty and the Fire Department received a \$2,800.00 penalty. Danielle is working with staff to compile the required materials before the hearing.
- Town Meeting is this Saturday. Staff plan to arrive around 7-7:30 am to set up and be ready for residents to arrive by 8 am for check-in and registration. After Town Meeting Danielle will work to transfer over the approved budget and complete loan processes.
- Danielle updated the Selectmen regarding 4 legal cases that were previously discussed in executive session.

8. Selectmen Comment

None

9. Public Comment

None

10. Next Meeting Dates

a. Saturday, March 7, 2026 – Annual Town Meeting

b. Monday, March 16, 2026 – Regular Meeting

There was some discussion regarding whether the Selectmen had to be at the Town Election on Friday, March 6 to open the Election. Sara Farris confirmed that they do not have to be there, but they are welcome to come around 3:45 pm to vote for the Moderator.

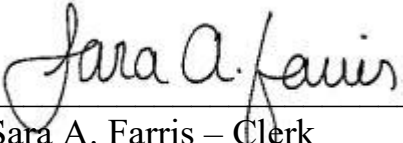
11. Adjournment

Motion: Matthew Callahan made the motion to adjourn at 6:57 pm; second by Brittany Hemond.

Discussion: None

Vote: Unanimous Approval (5/0)

The board adjourned at 6:57 pm.


Sara A. Farris – Clerk
Recording Secretary

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Lisa Cesare – Chair

Matthew Callahan

Daniel Gilpatric – Vice Chair

Dean Campbell

Brittany Hemond

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