



# Town of Minot

329 Woodman Hill Rd.  
Minot, ME 04258  
207-345-3305  
[www.minotme.org](http://www.minotme.org)

Board of Selectmen Meeting

Minot Town Office  
Monday, April 27<sup>th</sup>, 2026  
6:30 pm  
Minutes\*

## REGULAR MEETING

**Selectmen:** Lisa Cesare - Chair, Brittany Hemond – Vice Chair, Dean Campbell, Matthew Callahan, and Daniel Gilpatric  
**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. Monday, April 13<sup>th</sup>, 2026 – Regular Meeting

#### b. Tuesday, April 21, 2026 – Bid Opening

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

**Motion:** Matthew Callahan motioned to approve the meeting minutes from April 13<sup>th</sup> and April 21<sup>st</sup> as written; second by Brittany Hemond.

**Discussion:** None

**Vote:** Unanimous Approval (5/0)

The Selectmen signed the Meeting Minutes.

\*\* Written minutes serve as reference.

Board of Selectmen Meeting Minutes Dated April 27<sup>th</sup> 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 Payroll Expense Warrant and the Treasurer's Warrant for consideration.

Motion: Matthew Callahan motioned to accept the Payroll Expense Warrant in the amount of \$31,436.34 and the Treasurer's Warrant in the amount of \$58,814.68; second by Brittany Hemond.

Discussion: None

Vote: Unanimous Approval (5/0)  
The Selectmen signed the Warrants.

#### **5. New Business**

##### **a. Consideration and Approval of RSU 16 School Revolving Renovation Fun (SRRF) Referendum Warrant**

##### **b. Consideration and Approval of RSU 16 Budget Validation Referendum Warrant**

Sara Farris provided the Selectmen with the above-mentioned warrants for consideration and review.

Motion: Matthew Callahan motioned to approve the RSU 16 School Revolving Renovation Fun (SRRF) Referendum Warrant and the RSU 16 Budget Validation Referendum Warrant as presented; second by Brittany Hemond.

Discussion: None

Vote: Unanimous Approval (5/0)  
The Selectmen signed the Referendum Warrants.

After the Warrants were approved Chair Lisa Cesare provided the group with an update regarding the RSU 16 Budget. She stated that Minot's new total amount is \$3,263,364.00, an increase of \$250,479.00. That equates to \$28.93 per thousand evaluation for Minot only. That is a sizable increase partly due to the change in formula for local only (85/15) that resulted in an increase of \$116,000.00. Based on the numbers provided by Lisa Cesare regarding the RSU, the Town's Budget, and the County's Budget Danielle Loring estimates that there will be a \$2.00 increase per every \$100,000.00 of property value for Minot residents. As previously stated, the RSU has made some major cuts, but the budget still has a big

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increase, mostly due to salaries and special education. Lisa added that one cut was that there would be no computers provided for first graders.

## **6. Department Head Updates**

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

*See the attached report for more information.*

- Everything is still very dry so please be very careful about burning anything and make sure to always keep a close eye on it.
- Chief Nugent is still working on finding a Medical Doctor to sign on with Minot regarding the EMS equipment and supplies. He has a possible candidate at Stephen's Memorial Hospital, but nothing is set in stone. Brittany Hemond suggested reaching out to one of the Doctors that lives in Minot to see if he was willing to help.

### **a. Clerks Report Submitted and read by Clerk Sara Farris**

*See the attached report for more information.*

- Brittany Hemond stated that she would not be available to help at the June 9<sup>th</sup> Election due to prior obligations. Sara Farris has not made the Election Clerk Schedule yet but will soon.

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

*See the attached report for more information.*

- Scott Parker has been in contact with Spencer Paving and feels that the mix they are using will result in a good quality paving job. With the bid being so low he is also looking to possibly amend the contact to include Fortin Drive. The low bid will also allow for about \$25,000.00 for crack sealing on Shaw Hill Road and Center Minot Hill Road.
- Danielle and Scott are also working on a MIAF Grant for Bucknam Bridge Road.

## **7. Town Administrator's Report Presented by Danielle Loring**

- Danielle is working on check reconciliation. She is waiting on the Auditor to provide the correcting journals before moving forward.
- Danielle is going to schedule a Public Hearing for the next Selectmen Meeting regarding the updated General Assistance (GA) Ordinance.

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- Mechanic Falls Public Library will meet next week and consider the proposed library agreement with Minot. Danielle still is waiting to hear back from the Turner Public Library regarding there agreement. Danielle has created a system using an Excel Sheet for keeping track of reimbursements for library cards.
- Danielle also provided the Selectmen with updates regarding pending legal cases that were previously discussed in executive session.

**8. Selectmen Comment**

None

See 5. New Business

**9. Public Comment**

None

**10. Next Meeting Dates**

**a. Monday, May 11, 2026 – Regular Meeting**

Acknowledged

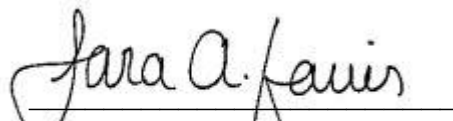
**11. Adjournment**

Motion: Matthew Callahan made the motion to adjourn at 7:25 pm; second by Brittany Hemond.

Discussion: None

Vote: Unanimous Approval (5/0)

The Board adjourned at 7:25 pm.

  
 Sara A. Farris – Clerk  
 Recording Secretary

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 Lisa Cesare – Chair

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 Matthew Callahan

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Daniel Gilpatric

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Dean Campbell

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Brittany Hemond – Vice Chair

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