



TOWN OF MINOT

329 Woodman Hill Road
Minot, Maine 04258-0329
1-207-345-3305
1-207-346-0924 (fax)

Board of Selectman Meeting
Minot Town Office
Monday, June 18, 2018, 6:30 pm
Regular Meeting Minutes

Present: Chairman Steve French, Vice Chair Daniel Gilpatric, Daniel Callahan, Lisa Cesare, and Brittany Hemond.

Staff: Danielle Loring, Town Administrator

Other: Erik Petersons, Journalist

1. **Call to Order:** Chairman French called the meeting to order at 6:29pm and a quorum was present.
2. **Pledge of Allegiance**
3. **Approval of Meeting Minutes:**

a. June 4, 2018

MOTION: Lisa Cesare motioned to accept the minutes as presented; seconded by Daniel Callahan.

DISCUSSION: None.

VOTE: UNANIMOUS APPROVAL (5/0)

4. Fiscal Warrants

a. Payroll Warrant – June 18, 2018

MOTION: Lisa Cesare motioned to accept the Payroll Warrant dated June 18, 2018 in the amount of \$15,412.16; seconded by Brittany Hemond.

DISCUSSION: None.

VOTE: UNANIMOUS APPROVAL (5/0)

b. Treasurer's Warrant – June 18, 2018

MOTION: Daniel Gilpatric motioned to accept the Treasurer's Warrant dated June 18, 2018 in the amount of \$37,210.71; seconded by Daniel Callahan.

DISCUSSION: None.

VOTE: UNANIMOUS APPROVAL (5/0)

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5. Public Comment: None

6. New Business

a. Consideration and Approval of Town Administrator Appointment as Cemetery Designee

Mrs. Loring explained that the Cemetery Ordinance requires the Board of Selectmen to appoint a designee to conduct business, especially the real estate transactions.

MOTION: Lisa Cesare motioned to appoint the Town Administrator as the Cemetery Designee; seconded by Brittany Hemond.

DISCUSSION: None.

VOTE: UNANIMOUS APPROVAL (5/0)

7. Unfinished Business

a. Consideration and Approval to Allow the Use of Pesticides on Recreation Fields by Minot-Hebron Athletic Association (MHAA) – Julie Rioux, MHAA Member

The Board reconsidered the request from the Minot-Hebron Athletic Association (MHAA) regarding application use of pesticides on Town own fields. They referenced an email from Maine Municipal Association (MMA) legal regarding liability and best practices. Mrs. Rioux was not able to attend the meeting.

Mrs. Hemond state that she did not know if the request was still applicable because baseball season was almost over, and Mr. Gilpatric felt that it may be relevant due to soccer. Mrs. Cesare asked whether MHAA was requesting financial assistance from the Town, and the Board came to the consensus that the request was for the application of pesticides and not about financial support and any requests for support would have to be considered as part of the 2019 budget.

The Board continued to discuss liability and best practices issues. Most agreed that the use of a professional would ensure that these areas of concern were covered.

MOTION: Lisa Cesare motioned to allow Minot-Hebron Athletic Association (MHAA) to hire a professional, licensed contractor to apply pesticides at fields in Minot with a copy of Liability Insurance provided to the Town.

DISCUSSION: None.

VOTE: MOTION CARRIED (4/1 DC)

***10. Selectmen Comment**

a. Mr. Callahan recalled that Mr. Elliot of Joe Town [Bridge] Road had come to the Board to request that the end of the road be repaired due to damage caused by Town activity. Chairman

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French stated that he had been the area and did not see any issues. Mrs. Loring said that she would follow up with the Highway Department to confirm.

b. Mrs. Cesare stated that she would like for the Board to approve a work study to check on workloads and assigned duties. Mrs. Loring added that with recent staff changes it would be a good opportunity to see what the Town's needs were, especially before heading into budget season and with the recent staff changes.

c. Chairman French asked about the status of the house on the corner on Blossom Drive, and Mrs. Cesare replied that she would follow up with Code Enforcement because she had thought that they were moving to Minot Ave.

d. Mrs. Cesare reminded everyone that the Impact Fee Committee was meeting that night to discuss potential revisions to the ordinance as well as a recommendation regarding the fee schedule moving forward.

8. Department Updates

a. Fire Department – Consideration for Repair/Replacement Options for Engine 8

Chairman French presented the quote for repairing the pump on Engine 8 and felt that it was more feasible to hold off and wait for Town Meeting to move forward with getting a new truck as planned. Mrs. Hemond asked if there would be other quotes, and Chairman French responded that they were hard to come by and Mr. Gilpatric added that they would probably all be in the same ballpark. Mrs. Cesare asked if getting a new truck could wait for Town Meeting or if they would need hold a special vote, and Chairman French responded that all of the stations were covered at the moment and more options may become available. He added that there was the possibility of renting but there were usually stipulations about purchasing from the leasor. Mrs. Cesare asked if the vote for a new truck failed, if there would an alternative article to repair it, and Chairman French responded that there would not.

b. Town Clerk Report Submitted by Sara Farris, Town Clerk

Mrs. Farris updated the Board regarding the outcome to the recent election and the process of rank choiced voting as well as the current tax collection status.

c. Highway Department Report submitted by Scott Parker, Highway Department Supervisor

Mr. Parker submitted that the Highway Crew was continuing ditching along Pottle Road and that the new Town truck was getting a plow installed at Whited.

9. Town Administrator's Report

a. Fuel Pricing

Mrs. Loring asked the Board about their position regarding shopping for fuel pricing for the upcoming winter. They agreed that the current suppliers had done a good job of keeping the Town operational and that it was worth whatever price they were paying and she was satisfied with that response.

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b. Quit Claim Deed: 24 Rodmar Road

Mrs. Loring presented a Municipal Quit Claim deed for consideration as a housekeeping item for 24 Rodmar Road which was closing soon. She explained it was for a 2012 lien that had been paid off but had not been released.

MOTION: Lisa Cesare motioned to approve the Municipal Quit Claim Deed for 24 Rodmar Road and release to Amber Brown; seconded by Brittany Hemond.

DISCUSSION: None.

VOTE: UNANIMOUSLY APPROVE (5/0)

***11. Scheduling Next Selectman's Meeting:**

a. July 2, 2018 - Confirmed

12. Adjourn

MOTION: Steve French motioned to adjourn; seconded Brittany Hemond.

VOTE: UNANIMOUSLY APPROVED (5/0)

Chairman Steve French adjourned the meeting at 7:24pm.

Recorded by Danielle Loring
Town Administrator

Steve French, Chairman

Daniel W. Gilpatric, Vice Chairman

Brittany Hemond

Lisa Cesare

Daniel Callahan Jr.

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